**CYNGOR CYMUNED CASMAEL /** **PUNCHESTON COMMUNITY COUNCIL**

A meeting of Puncheston Community Council was on 30 May 2023 at Smyrna Vestry, Puncheston at 7.30pm.

**Present:** Anne Thomas, Dewi Lewis, Wyn Williams, Cllr. Delme Harries, Mrs. Eirian Forrest (Clerk),

1. **Apologies:** Susan Collins, Samantha Lewis

Jamie Williams

1. **Minutes of the last meeting (26.04.23)**

Copies of the minutes of the last meeting had been distributed to members, it was agreed that they were a true record and were to be signed.

1. **Matters arising from the minutes.**

* Repairs to telephone kiosk at Little Newcastle – No update.
* Dog fouling signs – Six signs received and will be put up soon.
* Sewerage smell by Heol Dewi – No new reports of smell so assume it has been resolved.
* Tree Planting – Spare cherry tree is in a pot. Lorna is unable to get hold of the person who maintains the parcel of land in Tufton. It must be planted in public view but not on private land.
* Missed patches of resurfacing on Essex Hill – the missed pothole has been done, but there’s still some rough patches. Delme is waiting to hear back.
* Garn Gwcw road – Done.
* Sunken area on the left passed Station View – not done.
* Fruit trees planted in border on Village Green by Emily Scott – Emily told Sam that she was given the wrong trees and will ask if the garden centre will swap them.
* Defibrillator heated cabinet – donation amount towards electricity – Dewi has asked Anne Lewis to check meter reading from one week to next to gauge how much electricity is being used so a cost can be worked out.
* Defibrillator training held on 27th May 12 people attended. Payment for the room hire is to be arranged.

1. **Highway matters**

Nil

1. **Planning**

23/0125/PA – Single storey extension at Colston Villa, Beulah Hill, Little Newcastle. Agreed to support.

23/0088/PA – Variation of condition 2 (approved plans) of permission 19/0332/PA (conversion of disused chapel into a residential dwelling) - Capel Bethel, Puncheston. Agreed to support.

23/0039/PA – COU of former chapel to residential use and addition of a rear extension and a siting of a static caravan for temporary residential use during the chapel conversion - Beulah Chapel, Beulah Hill, Little Newcastle – Anne to ask Richard Davies what happens to the gravestones and report to Eirian – deadline 8th June.

1. **Puncheston Village Green**
2. Cleaning of the wall – Susan has found a patio cleaner in B & M Spear & Jackson 5 litres for £5.49 2 litres. Noted.
3. Bench for village green - Norman Industries have a few ‘Happy to Chat’ benches in stock at £540 + VAT. Do we leave for now until a new defibrillator is purchased? Dewi is willing to buy the bench and get reimbursed when funds become available, however need to find out if the community council would be able to claim the VAT back. Eirian to find out regarding claiming VAT, if we can then it was agreed to place the order.
4. **Asset Register**

Revision was made to the draft version to include the two benches as the play area, value now £29,907 – it was agreed and signed.

1. **Defibrillator in Puncheston**

The defibrillator is not working and after speaking to David Nicholas from Calon Hearts who was willing to call and check it over but said that the average lifespan is ten years. Following the issues with it during the past year members agreed that it would be best to buy a new one. A new defibrillator will cost £950. Gavin Ross has arranged to borrow one from a charity, First Responders, who have also agreed to take it away and get it looked at free of charge. They can also supply a new defibrillator and do free training and awareness sessions. The borrowed defibrillator is in the cabinet. Gavin and Eirian have been searching for grants, but no funding is currently available. Gavin suggested setting up a JustGiving/GoFundMe page to raise funds. It was agreed to ask Gavin to set up the GoFundMe page.

1. **Payments**

* Wales Audit 2020/2021: £200 Agreed (Chq 676) (AT & WW)
* Zurich Municipal Insurance renewal. Eirian did get another quote but was more expensive. The renewal price has increased due to the increase in Precept: £499.43. Agreed (Chq 677) (AT & WW)
* Defibrillator training - £40 Agreed. (Chq 678) (AT & WW)
* Reimburse Wyn for gift for Cllr Jamie Williams’ baby: £15.87 (Chq 679) (AT & DL)

1. **Independent Remuneration Panel for Wales (General Allowance) changes**

The basic member allowance during this current year (starting April 2023) has gone up from £150 to £156. In addition, the report has introduced a new allowance called a consumables allowance. The council must decide in a meeting whether members should receive this as a lump sum or not. If they do, it is £52 which is in addition to the basic £156 member allowance, making £208 in total. If members do not want to give the consumables allowance as a lump sum, then members must be able to claim expenses for consumables (pens, printer ink, paper, etc. on production of receipts. If members want to waive the allowances, they must waive them separately. It was proposed by Dewi, seconded by Wyn, and agreed that the consumables allowance will be paid as a lump sum.

1. **Revised Standing Orders**

In light of the significant changes in governance law introduced by way of the Local Government and Elections (Wales) Act 2021, a revision of the model standing orders are being prepared and will be available shortly. If the report has been published a revised version will be considered at the next meeting.

1. **Annual Audit**

* Sharon Wormleighton has kindly agreed to carry out the internal audit again this year.
* The annual return must be certified by the RFO and approved by the Council, by 30 June 2023 and reach Audit Wales by 5 July at the latest.

1. **Amanda Lawrence - Perci Ni Project**

During the summer last year Amanda Lawrence put in for a National Lottery Heritage grant to fund a project called "Perci Ni". The children of Puncheston and Llanychllwydog have been to the National Library of Wales researching the names of the fields in the area.  They have also interviewed local landowners and walked around the area using their mapping skills to locate and name our local fields.  It is their intention to place a sign with the field's name on around 30 fields in the area with the owners' permission.  They are also intending to create a large sign, about the size of the Ysgol Casmael school sign, to tell people about the project, this will include a large colorful map and a QR code for further information.

Permission is being sought to erect this sign in a suitable place in the locality. Some of their work can be viewed here: <https://www.hanesabergwaun.org.uk/neighbourhoods/local-villages/puncheston/prosiect-perci-ni-ysgol-casmael>

Following a discussion, it was agreed that a suitable place would be on the playing field fence.

1. **Correspondence**
2. Urgent and Emergency Children & Young People’s (Pediatric) Services at Withybush and Glangwili Hospitals: Invitation to a meeting for Town and Community Councils. Noted.
3. PCC – The County of Pembroke (Various Roads) (Speed Limits) Amalgamation Order 2023 – Noted
4. Eirian has decided to resign from her post as Clerk/RFO and gave one month’s notice, however, may finish at the end of July if her post has not been filled by end of June. Will contact Susan Sanders at Pembrokeshire County Council to advertise the post.
5. **Any other matters**
6. Delme has received a couple of complaints from residents regarding speeding through the village between 7am & 9am each day which have been reported to the Police. He is waiting to hear back.
7. Delme attended a school Governors meeting and tennis court was discussed. They want to arrange a meeting with the Community Council, Recreation committee and the school to source funding to upgrade it to a Multi-Use Games Area (MUGA).
8. Delme reported that some people are using the bus shelter and letting dogs urinate in there and has become smelly. It needs to be cleaned with disinfectant.
9. Dewi asked about cutting the grass in the play area. Eirian has texted and written to Chris Hedley to tell him not to cut the grass as it is the responsibility of Pembrokeshire County Council to do so until the lease has been transferred to the community council.
10. Delme has noticed that someone has been strimming the path behind the cemetery and wondering who it is if anyone finds out who it is to let Delme know.
11. Wyn suggested that the community council sends a letter of congratulation to the school children who did well at the Urdd Eisteddfod. Wyn will find out the names of the children first.
12. Date of the AGM and next meeting is 28th June 2023.

The meeting finished at 21.00 pm.

**Signed……………………………………………………………………………………………**

**Date………………………………………………….**