

COSHESTON COMMUNITY COUNCIL
Minutes of the meeting held in the Village Hall
At 7.30pm on Tuesday 2nd April 2024

Present: Cllr T Wilson (Vice Chair); Cllr S Myatt; Cllr G Mills; Cllr N Gullam,
Cllr N Burgess

2486 Apologies

Cllr S Gibson, Cllr N James, Cllr M Fielding

2487 Declarations of interest

None

2488 Questions and answer session from members of the public

There were no members of the public present.

2489 Approval of Minutes 5th March 2024

Minutes of the meeting were approved –

Proposed by Cllr G Mills

Seconded by Cllr N Gullam

2490 Matters Arising from those minutes.

2490a (2480b) The Clerk confirmed the bike shelter application has been submitted by Cllr N James.

2490b (2485a) Cllr T Wilson informed members the closing date for the Clerk position had passed with only one application being received. It was confirmed the application was from the temporary clerk Sarah Scourfield and it was agreed for the role to be offered to her on a permanent basis.

2490c (2480e) It was commented that the weather had been too wet for the lines to be painted in the car park.

2490d The Clerk informed members she had received quotes from Hugh Williams roofing with regards to the works required to fix the pavilion fascias. There were 2 quotes received, one was for the basic repairs and the other was for all of the fascias to be changed. Members questioned if the repairs could be completed through the insurance. The Clerk confirmed she would clarify with the insurers and feedback to members at a future meeting.

2490e The Clerk informed members she had been trying to gain further quotes for grass cutting for the village. She commented that she has either had no reply from other suppliers or a reply to state they are unable to quote for the contract. The Clerk stated that R Mason had stated he was able to continue the grass cutting at the same cost as 23/24 period which was £3,045.00.

Members confirmed to use R Mason for 2024/25 period for grass cutting at a cost of £3,045.00.

2491. Report of the Town Clerk

a) Donations Policy

The Clerk attached a proposed document for Council when dealing with donation requests. If members agreed the policy, the document would be added to the website and used for future applications. The Clerk commented that Council need to confirm what the main

priorities would be for grant funding and if agreed with the criteria set out within the document.

Priorities for grant funding will be

- Project must impact and influence the benefit of the Cosheston area and its residents.
- Projects should be targeted interventions to meet the requirements of young people of the Cosheston area.
- Projects should be targeted interventions to meet the requirements of elderly people of the Cosheston area.

All members agreed the Donations policy

A request had been received from Pembrokeshire Coast Charitable Trust with regards to funding to help expand one of their proposed projects. The Clerk confirmed they would be sent this form to complete to provide members with more information on the organisation and the funds which it holds.

b) Regional Transport for South West Wales

The clerk informed members that the local government were working on a new regional transport plan which was aimed to develop a regional transport plan for South West Wales which sets out a plan for transport in the region that supports economic growth, encourages modal shift away from private car use and reduces the negative environmental impact of our transport network.

As part of this they are looking for views on two key issues

1. Capability and quality of the current transport system in the region
2. The way our transport network needs to evolve in the next 15-20 years to meet the needs of the organisation

All comments should be sent to regionaltransport@swansea.gov.uk by 19th April.

More information is available at <https://www.gov.wales/regional-transport-plans-guidance-corporate-joint-committees>

Members commented that transport systems in Pembrokeshire were poor and there were areas which were out of reach and felt this should be highlighted.

c) Doing the Small Things Fund, deadline Monday 29th April 2024

The Doing the Small Things Fund is now open to funding applications from projects benefitting Pembrokeshire communities and people. Constituted voluntary and community groups, social enterprises with established governance structures and City, Town & Community Councils working with the wider community can apply.

Funded projects will deliver small-scale, voluntary and community-led actions getting more people of all ages actively involved in helping out in their communities – doing the small things that make a big difference.

The deadline to submit applications - Monday 29th April 2024 at 12 noon.

Groups can apply for up to 100% of revenue costs to a total of £3,000, this may include up to 10% (of the total funding request) for minor items of equipment with a clear link to the revenue delivery.

Priorities are as follows:

- Create new formal and informal volunteering & engagement opportunities.
- Encourage people of all ages to help out in their communities, building pride in place.
- Make a positive difference to their community through active citizenship, engagement & community action.

Project spend and activity must be completed by 30th November 2024. Application packs can be requested by email to development@pavs.org.uk and also downloaded from PAVS Funding Advice Service padlet ([link here](#)). Potential applicants can contact PAVS on 07971 598 116 with any queries.

Cllr G Mills asked if members were happy for the Cosh Callout application to be put through this fund instead of the Enhancing Pembrokeshire Fund. All members agreed for Cllr G Mills to proceed with the application.

d) Appointment of permanent Clerk

The Clerk stated that as part of the changes to processes, it was important that the new clerk had a contract and was enrolled in payroll. She stated she had been in the process of setting up payroll with HMRC and was waiting for the information to come through.

The Clerk commented that she had attached a copy of a proposed contract, this document will need to be discussed and agreed with any changes once implemented being under Private & Confidential as it relates to staff members. The Clerk stated that the contract was in line with regulations, it was questioned if the contract included annual reviews, the clerk confirmed this was included within the contract.

The contract was proposed by Cllr G Mills and seconded by Cllr S Myatt – Agreed by all present

e) Correspondence received.

The Clerk informed members of the following correspondence which had been received

1. Police and Crime Commissioner- e-bulletin, highlights the following.
 - St Davids day conference
 - Funding secured for initiatives to reduce violence against women and girls and antisocial behaviour across Dyfed- Powys
 - Funding the School Beat Programme
 - 2024/2025 Police precept notice
2. Pembrokeshire Coast National Park Local Development Plan 2 Annual Monitoring Report – Info sent out by email.
3. Tir a Mor Festival of Land and sea – takes place in St Davids on 22-24 March. Flyer available for anyone interested.
4. Cllr Hodgson – Nash Finger Post Junction Update – completion of traffic light install is set for end of July 2024.

2492 Finance Report

2492a Account Debits

Date	Description	Amount
15.03.2024	Welsh Water	£ 17.00
31.03.2024	Unity Trust – Service Charge	£ 18.00

2492b Account Credits

Date	Description	Amount
31.03.2024	Unity Trust – Interest	£ 48.50

2492c Account Balances

Date	Description	Amount
02.04.2024	Main Account	£ 2,251.82
02.04.2024	Deposit Account	£ 7,122.85
		£ 9,374.67

2492d Invoices to be agreed for payment

There were no invoices to be agreed for payment.

2493 Planning Applications

23/1022/PA – Lower Nash Farm, Pembroke Dock, SA72 4SU – Construction and operation of a solar park and associated infrastructure.

Members commented that the last application was refused due to the quality of the agricultural land. It was noted that the new plans were smaller but they were still utilising some good agricultural land.

2494 Matters for information and discussion at the Chairs discretion

2494a Litter pick in the Village

It was commented that thanks should be given to the volunteers who recently completed a litter pick around the village.

2494b Website Meeting

Cllr T Wilson informed members that he had attended another meeting in relation to the website changes, he commented that the website for Cosheston Community Council was in progress.

The meeting closed at 8.09pm