**PUNCHESTON COMMUNITY COUNCIL**

A meeting of Puncheston Community Council was held on Wednesday 27 February 2019 at Puncheston School at 7.30 pm.

Present: Mrs. Alison Evans, Mrs. Susan Collins, Messrs. Dewi Lewis, Peter Lilley, Wyn Williams, Cllr Bob Kilmister and Mrs. Eirian Forrest, Clerk.

Visitors: Rev.Richard Davies.

The Chair welcomed Susan Collins to the Community Council.

1. Apologies: Mrs. Anne Thomas

2. Minutes of the Last Meeting (30 January 2019)

Copies of the minutes of the last meeting had been distributed to members. There was one error – it is believed that there is one member of the existing burial board. The minutes were agreed as being a true record and were signed.

3. Matters arising from the minutes

1. Commemorative Mosaics – a site meeting to discuss the size of a mosaic will be held at the green in Puncheston at 7.15pm on Wednesday 27.03.18.
2. Tennis Club – it is confirmed that the club has folded. David Popplewell has written to Pembrokeshire County Council to relinquish the lease and Amanda Lawrence is aware of this. Cllr Kilmister will make enquiries regarding the leaseholder with the Property Department in PCC.
3. The owner of Morvil has asked Dewi if the community council had made a decision with regards purchasing a salt bin. The carers who visit the property struggled in the bad weather and to get up the road. It was discussed further and it was decided it wasn’t justified and the matter would be left for the time being.
4. Letterston finger post sign – not sure if this has been repaired but will probably be replaced with a new sign.
5. Garndeifog road – Rob Evans at PCC has advised that this road will be repaired.

4. Declaration of Acceptance

Susan Collins has read the Code of Conduct and signed the Declaration of Acceptance.

5. Highway matters

The Clerk had received some highway matters to report from Anne; Alison agreed to get the numbers off the street lights and check the pot holes and would report them.

Cllr Kilmister had received the list of roads that will be surface dressed in the next financial year:

* Henrys Moat
* Tymeini Road at Tufton
* Blaenpalis – B4313

6. Planning

No matters to report.

7. Puncheston Cemetery

Rev Richard Davies arrived at 7.50pm to give an update. He started by running through the minutes of the meeting which was held on 21st February to discuss the formation of a new Burial Board.

Currently the issue with the left side of the cemetery hasn’t been resolved with the Church of Wales and therefore can only discuss the right side.

Three proposals have been put forward, with the third option being the preferred option. Further meetings will be arranged.

Currently there isn’t a burial register, however, Janet Hughes from the Dyfed Family History Society is going round various cemeteries in the area and recording every headstone from which a register will be formed.

It was resolved to form a new Burial Board to run Puncheston Cemetery.Interested parties will be appointed at a public meeting to be held on Thursday 21st March 2019 at 7pm at Smyrna Vestry.  The Burial Board will consist of a maximum of ten people, but should there be more applicants an election will take place.

Once the Chair of the new Burial Board is elected, the old Burial Board will cease to exist from that appointment. The Community Council in its role as Burial Authority has resolved to delegate the responsibility for the appointment of the founding members of the new Burial Board to the Chair of Puncheston Community Council.

A Public Notice of the above will be displayed in the notice boards of Tufton, Puncheston and Little Newcastle.

8. Payment of room hire charges and caretaker fees

Room hire fees of £90.00 - payment was proposed by Alison Evans and seconded by Susan Collins.

Caretaker fees of £45.00 – payment was proposed by Dewi Lewis, seconded by Wyn Williams.

As the October meeting was held in the Drovers Arms, it was suggested to pay Wayne Thomas £15.00 to cover his costs. This was proposed by Alison Evans, seconded by Dewi Lewis.

9. Financial update

The Clerk reported as of 24.01.19 a balance of £1453.54. Balance carried forward on the Bank Statement dated 24.01.19 was £1476.52. Precept payments received £734.00, £733.00 and £733.00 plus Wayleave £201.01. Expenditure totaled £1966.37, which includes charitable donations, Clerk’s salary, expenses, Christmas lighting, playing field rent and insurance. Cheque number 569 - £22.98 which was issued in November 18 has not been cashed.

10 Correspondence

1. One Voice Wales invoice – Module 6 Training – £20.00. It was proposed by Alison Evans, seconded by Dewi Lewis and agreed to pay this invoice.
2. Email from Egni Co-op regarding installation of solar PV – noted.
3. Beyond Brexit Preparing Pembrokeshire event – noted.
4. Welsh Government – Section 137 Expenditure Limit – 8.12 per elector for 2019/20 -noted.
5. Clerks & Councils Direct – circulated

11. Other matters

1. The defibrillator at Puncheston bus stop has had the glass door smashed and needs replacing. If the defibrillator has been used will need servicing. Training also needs to be arranged. The Clerk is to arrange this.
2. The Clerk attended the Module 6 Training run by One Voice Wales – a few matters need addressing at the next meeting mainly: Councilors allowances, Standing Orders, Financial Standing Orders and Budget. The Welsh Audit Office will be looking for evidence of how Town and Community Councils comply with the mandatory standing orders plus have robust individual council standing orders.

The meeting finished at 9.25 pm

Date of next meeting agreed as Wednesday 27 March 2019 at 7.30 pm at Puncheston School.

Signed ……………………………………………………………………………………………………………………….

Date………………………………………………………………………………………………………………………………