**PUNCHESTON COMMUNITY COUNCIL**

A meeting of Puncheston Community Council was held on Wednesday 27 March 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.

1. Apologies: Mrs. Anne Thomas

2. Minutes of the Last Meeting (27.02 2019)

Copies of the minutes of the last meeting had been distributed to members. The minutes were agreed as being a true record and were signed.

3. Matters arising from the minutes

1. Tennis Club – Dave Popplewell and Amanda Lawrence will arrange to meet to discuss how to proceed.
2. Letterston finger post sign – no update.
3. The payment for the room hire was made to Puncheston School which the bank wouldn’t accept. In future need to make the cheque out to Ysgol Casmael.
4. Wayne from Drovers Arms wouldn’t accept the payment for the room hire and the cheque was returned. This was appreciated.
5. Cariad have repaired the door of the defibrillator case. There is no cost to the community council as it is covered by Cariad’s insurance. The Clerk was given a number to call regarding training. Sarah will get back with some dates but advised that there is a three month waiting list.

4. Highway matters

1. There is a dead badger near Ffynonbedr, near Peter Bowen’s racing yard. The Clerk will report this.
2. Lot of litter found on the hill on the Little Newcastle to Letterston road. The Clerk will report and ask for PCC to do a litter pick.
3. Wyn reported some fly tipping by Fagwrfran, on the Puncheston to Llanychaer road - this has been cleared.
4. Potholes near village sign going out of Little Newcastle towards Letterston. The Clerk will report these.
5. Tarmac has worn away on one edge from the manhole/stopcock cover outside The Hollies (opposite Bro Dewi) Puncheston. The Clerk will report this.

5. Planning

No matters to report.

6. Commerative Mosaics

1. Councillors and Mrs Lilley met at Puncheston Green prior to the meeting to discuss ideas for the mosaic. Consensus was to place the mosaic in the middle of the area in front of the Dyfed Memorial at the junction where the paths cross. The mosaic is to be the same shape of the Green (rounded triangle/strawberry), raised up on a plinth half the height of the front of the Dyfed memorial, and the rear to be the full height of the front of the Dyfed memorial. The mosaic would have a bilingual plaque placed on it. The size will be determined by the artist. In the future the crazy paving may need to be extended around the mosaic. Alison will email the ideas to Amanda Lawrence.
2. Little Newcastle Community Association would like to submit a Enhancing Pembrokeshire Grant to tidy up the grassed area with landscaping, bench and information board at the site where the mosaic will be placed. Cllr Kilmister said that there would be £5000 available, and that the public would need to be consulted and evidence of their support alongside the support of the community council.

7. Burial Board

The Clerk gave all a copy of the minutes of the meeting held on 21st March where a new Burial Board was formed and the old Burial Board ceased. The Burial Board will meet in March each year and will send a full report to the community council. As the Burial Authority, the Community Council will arrange insurance.

8. General Allowance Form

1. The forms were issued to each member present and were returned. One member opted to claim the £150.00 allowance. Anne Thomas will be issued her form at the next meeting.
2. The matter of offering £500 alongside the £150 to certain members was discussed – it was proposed by Alison Evans, seconded by Dewi Lewis and agreed to not offer this option.

9. Auditor for Internal Audit

It was agreed to ask Mrs. Sharon Wormleighton to carry out the internal audit for 2019. The Clerk will contact Sharon to see if she is willing to do the audit.

10. Financial Standing Orders & 11. Model Standing Orders

Both documents were explained to members and were advised that they would be emailed to them. Members were asked to read and consider the contents and any changes required will be discussed at the next meeting with a view to adopting both.

12 Correspondence

1. One Voice Wales invoice for membership – it was proposed by Dewi Lewis, seconded by Susan Collins to pay the £80.00 the fee.
2. Pembrokeshire County Council – Appointment of Community Council Member of the Standards Committee – no interest.

13. Other matters

1. A letter signed by a number of people was handed in complaining about the dog fouling problem near the play area. It was noted that evidence would be needed to assist the Enforcement Team who would issue on the spot fine. A request would be passed to PCC to arrange for this area to be cleared up. The Clerk will respond to the letter.
2. Alison reported that the notice board in Tufton had fallen off the wall. The cork boards inside the one in Little Newcastle has come away and needs repairing. It was agreed to ask Kevin Francis if he is able to repair both.
3. Dewi has found someone who is interested in maintaining the flower borders, including planting etc. in Puncheston. It was suggested to find out how much she would accept as payment which would be discussed at a future meeting.

The meeting finished at 8.40 pm

Date of next meeting agreed as Wednesday 24 April 2019 at 7.30 pm at Puncheston School.

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

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