

At a meeting of Jeffreyston Community Council held online on Monday the 2nd November 2020 at 07.30 pm

Present: Chairman, Mrs M Rogers, Vice Chairman: Mrs S Maccreath, Councillors: Mrs A Morgan, Mr P Everall, Mr M Harris (Councillor Harris joined the meeting @8.05pm), County Councillor: Mr J Williams

In Attendance: Clerk: Mrs M Everall

17/20 Chairman's Welcome: Chairman, Mrs M Rogers extended a warm welcome to all present.

18/20 Apologies for absence: None

19/20 Declarations of Interest: None

20/20 Minutes of the Last Meeting

Resolved: *That the minutes of the last meeting of the Council held on the 05th October 2020 be confirmed and signed by the Chairman as a true record*

21/20 Clerk's Update

Footpath on B4586 – Response sent to resident. **Ford Bridge** – PCC's response advised that the commencement of repair work was 'imminent'. **Mountain Farm** – Contact made with PCC requesting update – Case remains 'open'. County Councillor J Williams to write to PCC requesting that the Community Council receives regular updates.

Purchase of Play Equipment – In order to keep costs as low as possible, clerk had sourced prices for welfare, heras security fencing, post installation inspection and skip hire. The hire of our own storage facility was not cost effective however it may be possible to organise an alternative option.

Lead time for installation is 8-12 weeks from point of order.

Registration made with 'linesearchbeforeudig' and search requests made with WW Utilities and Western Power. **Councillor Harris joined the meeting at this point.** Clerk advised that Payment Terms were still being discussed as was the possibility of the hire of additional equipment by the company - should they have to dig into rock or other hard material during installation.

22/20 Grant Funding for enhanced wi-fi

Councillor Harris requested that members consider the 'Community Fibre Partnership with Openreach' who may be able to assist with grant funding.

Resolved: Council resolved that as some of the community already had access to Superfast Broadband, this was not applicable

23/20 Audit Certificate and Report

Clerk was pleased to report that the Council received an unqualified audit report for the year ending 31.03.2020. During the review the External Auditor identified a matter the council should address. It relates to Box 12 (Fixed Assets) on the Annual Return – the figure is understated by £141 and should be amended. Figures on the Asset Register between the period 08.03.2009 & 12.04.2011) actually amounted to £877 and not £736.

Resolved: Council approved the annual return 2019/2020 amendment

24/20 Fixed Asset Register

In view of the External Auditor's recommendation the asset register was reviewed.

Resolved: Council approved the Fixed Asset Register

25/20 Standing Orders & Proposed Additional Reference

Clerk requested that the Council consider the inclusion of an additional reference to 'delegated authority' to the clerk/proper officer. This would provide the clerk with 'delegated power' to respond to straightforward 'no objection' planning and project decisions (having consulted with councillors)

Resolved: Council requested that clerk prepare draft for approval at next meeting

26/20 Draft Budget 2021/2022

Clerk had emailed draft budget to members for consideration prior to discussion in the meeting.

Resolved: Clerk to include on next month's agenda for approval

27/20 Correspondence:

Freelancer Funds, Cwtch Recruitment Advert, PCNP LDP 2 – Adoption Notice, Old People's Commissioner for Wales – September Newsletter, Planning Aid Wales – Online Training Offer, IRP for Wales – Draft Annual Report Consultation – Closing Date 23.11.2020, Sign Solutions – Helping Council's provide better access for the Deaf Community, OVW Training Webinar Programme 2020/2021 – Free places and bursary details. Where next for Councils – OVW/SLCC, 15 minute Heritage Funds, BAME Helpline Wales is open for 6 months - pilot funded by WAG, Welsh Gov Remembrance Day Advice, PAVS Zoom Meeting, Welsh Gov Coronavirus Updates, PCC Press Releases October, PAVS Funding Pot, East Pembrokeshire Community Support Network Minutes, Policy Announcement on Compulsory Purchase – Consultation closes 19.01.2021, PLANED AGM Invite to attend 05.11.2020, WAG – Code of Practice on workforce matters – Annual Monitoring Exercise PCNP LDP Draft Supplementary Planning Guidance on Archaeology & Biodiversity – Joint Consultation – Return forms by 12.02.21

New COVID Grants for businesses

OVW Survey Results on Remote Meetings - **All forwarded by email prior to meeting. Information Noted**

28/20 Planning Matters

Decision: Proposal: Erection of a summerhouse

Site Address:

ARGOED COTTAGE, Harrolds Farm, JEFFREYSTON, Kilgetty,
Pembrokeshire, SA68 0RT

Grid Reference: 207567.52-204922.51

Date Received: 18-Jun-2020

Decision: Conditionally Approved

Date Decided: 30-Oct-2020

29/20 Financial Matters

(a) HSBC Account Balance @ 20th October 2020 £11,940.36 **Noted**

(b) Payments: Royal British Legion Poppy Wreath £20.00

Clerk's Wages October £140.27

(c) Request for Donation from Cerebral Palsy Cymru.

(d) HSBC Safeguard Review. The bank did not contact clerk on the 7th October as arranged. Clerk contacted bank and was awaiting further appointment. **Noted**

(e) Future Audit Arrangements for Town & Community Councils. **Audit arrangements for the audit of the 2020-21 accounts onwards.** This will include a three-year audit programme, designed to meet statutory responsibilities while providing audit assurance at a reasonable cost to individual councils. **Noted**

Resolved: (b) Council Approved the payments. (c) Council approved **not** to donate.

30/20 Highway Matters

Replacement bulbs required for streetlights 802-483 and 802-484

Resolved: Clerk asked to report to PCC Maintenance

31/20 There was no other business

32/20 Approve Date of Next Meeting

The next scheduled meeting will be held online and proposed for **Monday the 7th December 2020 @ 7.30pm**

The Meeting was declared closed at 08.50 pm

Signed: Chairman

Date: