**PUNCHESTON COMMUNITY COUNCIL**

A meeting of Puncheston Community Council was held via Zoom on Wednesday 30th June 2021 at 7.30 pm.

Present: Mr. Wyn Williams, Mr. Dewi Lewis, Mrs. Susan Collins, Cllr Bob Kilmister and Mrs. Eirian Forrest (Clerk).

1. Apologies: Mrs. Anne Thomas
2. Minutes of the last meeting (21.04.21)

Copies of the minutes of the last meeting had been distributed to members. It was proposed by Susan, seconded by Dewi that they were a true record and were to be signed.

1. Matters arising from the minutes
* Recycling/refuse collection – Anne has received her kit from PCC.

Susan has agreed to assess Archie Davies during his Bronze Duke of Edinburgh Volunteering Section of his Award. He will spend one hour per week on five main roads out of the village collecting rubbish.

Sam and Ffion Lewis from Station View are also collecting rubbish on the road towards the cemetery and are doing a great job.

* Barclays Bank Mandate – Another form received for Dewi and Wyn to sign, also a letter required to confirm that Alison Evans is no longer in contact with the Community Council.
* Puncheston Village Green wall & path – Response received from PCC that the village green and wall is unregistered therefore are not responsible for any maintenance, therefore is common land. Bob suggested applying for funding via the Enhancing Pembrokeshire Grant to do the required works. It was agreed to add to July’s agenda.
1. Highway matters
2. Susan reported a 30-mph sign has fallen on the left hand side of the road by the new estate on the way into Puncheston. The Clerk will report.
3. Residents have been asking Susan if the road in the village is being resurfaced. Some works have been done but not all. Bob agreed to make enquiries.
4. Planning

20/0942/PA – Demolish single storey side store room and single storey conservatory, erect two storey side extension and single storey rear extension at 2 Station View, Puncheston. Dewi declared an interest as the applicant is his son. It was proposed by Wyn, seconded by Susan to support this application.

1. Cwm Gwaun & Puncheston Broadband project

Bob told members that Broadway Partners are the chosen contractors for the Cwm Gwuan and Puncheston area. They will be contacting people soon and the aim is to connect all who have signed up by April 2022.

1. Annual Audit – Governance Statement & Draft Contract

The audit paperwork has been returned by Sharon Wormleighton and all was in order. It was proposed by Dewi, seconded by Wyn that the Annual Governance Statement was to be signed.

1. Asset Register

The value of assets currently on the Register is £27,607.00, and it was agreed that no changes have been made since last year.

1. Play area lease

PCC are looking to offload the play area and are offering the community council a 125 year lease at no cost to take on the responsibility of the play area. This would open access to funding opportunities to purchase equipment or pay for maintenance costs. Bob has spoken to the Chair of the Playing Fields Committee who is in favor of this proposal and is happy to discuss further with members and is happy to attend a meeting later in the year. The anticipated transfer date would be April 2022 and the Property Department are seeking a decision in principle as soon as possible. Consideration will be needed to increase the Precept in November and it was agreed to discuss further in September. It was agreed for Bob to respond with an agreement in principle.

1. Payments:
2. Clerks Salary & Expenses – It was proposed by Dewi, seconded by Susan, and agreed to pay the salary and expenses.
3. Bus Shelter – reimburse Clerk for paint - £24.00 – It was proposed by Dewi, seconded by Wyn, and agreed to pay the Clerk. It was noted that some painting had been done on the shelter.
4. PCC playing field rent £30.00 – It was proposed by Dewi, seconded by Susan, and agreed to pay this invoice.
5. TJB Electricals – PAT of Christmas lights - £24.00 - It was proposed by Dewi, seconded by Susan, and agreed to pay this invoice.
6. Puncheston Cemetery

The Clerk had been contacted by Arwel Davies regarding Puncheston Cemetery. Arwel wrote to the RB of the Church in Wales in December 2020 asking for the matter to be referred to the appropriate committee for consideration as anything agreed between the Community Council and the church has to be agreed and approved by the RB. He sent the Resolution that he had drafted and sent in principle to the RB and asked the Community Council to consider it and confirm that it is acceptable to them. He will then chase the RB upon hearing from the CC.

The Resolution he sent:

***that the Community Council be granted a lease of 99 years with a nominal rent, but the Council will be responsible for all the maintenance and repair of the whole of the burial ground for the avoidance of doubt to include the area presently used for church burials, the area used for community burials and the path) the maintenance of the War Memorial and the payment of relevant insurance premiums.***

It was proposed by Dewi, seconded by Wyn and agreed that we respond by reiterating what was agreed in November as below:

***It was agreed that Puncheston Community Council are willing to enter into a lease of 99 years, with a nominal rent and be responsible for the maintenance and repair of the whole of the burial ground (both the area presently used for church burials, community burials and the path), the maintenance of the War Memorial and the payment of relevant insurance premiums, on the proviso that once the agreement is complete all fees received by the RB are paid to the Burial Board.***

1. Correspondence
2. PCC - Traffic & Highways Works Fund.
3. PCC and PCNPA Local Development Plan regarding adopted Supplementary Planning Guidance.
4. Dyfed Powys Police & Crime Commissioner – Consultation on Your Policing Service.
5. EU Settlement Scheme application deadline – This email had been circulated to

members prior to the meeting, and posters displayed in the notice boards and on the

Facebook page.

1. Hywel Dda University Health Board Draft Pharmaceutical Needs Assessment 2021 –

Consultation – [www.haveyoursay.hduhb.wales.nhs.uk/pharmaceutical-needs-](http://www.haveyoursay.hduhb.wales.nhs.uk/pharmaceutical-needs-)

assessment-2021 Closes 6th July 2021.

1. Pembrokeshire County Council – Federation Consultation 2 – Puncheston CP School

and Ysgol Llanychllwydog’s proposal to establish a Federation between the two schools. <https://haveyoursay.pembrokeshire.gov.uk/children-schools> Closes 31st July 2021.

1. Solva Care Toolkit Booklet (also available online www.solvacare.co.uk/tookit) – Ready

to Go Project.

1. PCNPA – Consultation on future of the National Park – Closes 16th July.
2. Any other matters
3. Dewi has received complaints from children about the smell of dog poo in the bin outside the bus shelter. It was agreed to request that it is moved to a better location. The Clerk will report.
4. The Clerk asked when members wanted to hold the AGM, it was agreed to wait until meetings are held back in the school which will depend on guidance from Welsh Government.
5. Bob was aware of a Consultation on Qualifications of Clerks, which requires Clerks to have specific qualifications to do their job. The Clerk noted that it said ‘eligible councils’ and suggested she clarified what an ‘eligible council’ is.

The meeting finished at 8.50 pm.

Date of the next meeting via Zoom was agreed as 28th July 21 at 7.30pm

NB: Due to the meeting being held remotely the signing of minutes and cheques etc. will be done later.