**Jeffreyston Community Council  
Clerk: Emily Hale** [**Tel:07507064983**](Tel:07507064983) **Email:** [**jeffreystoncc@gmail.com**](mailto:jeffreystoncc@gmail.com)

**Notes: Date of Publication on the March Agenda was wrong. The Date of publication for the March Agenda was the 28th February**

**At a meeting of Jeffreyston Community Council held online on Monday 6th March 2023 @7:30pm.**

**Present**: Chairman: Mrs M Rogers, Councillors: Mrs A Morgan and Mr P Everall County Councillor Mrs V Thomas

Also present was Mr R Evans (Project Manager)

**In Attendance**: Clerk: E Hale

**140/23 Chairman’s Welcome  
141/23 Apologies for absence –** None **142/23 Declaration of Interest -** None declared

**143/23 Minutes of the last meetings  
 Resolved** – *All present agreed that the minutes of the last ordinary meeting held on the 30th January be confirmed and signed by the Chairman as a true record.*

**144/23 To receive update and discuss Play Area Refurbishment**

All 5 tenders have been received and distributed to the Members for consideration. Members agreed on a working party to be consulted on refurbishment. Sara Macreath, Member Arabella Morgan and Stephanie Winstanley were suggested. Members discussed optional tenders. All members agreed Wicksteed as preferred tender by unanimous vote. Members chose Wicksteed based on support and knowledge given by Wickstead. PM explained that Carpark for play park is currently being used by Residents living in the area, PM explained that during renovations car park is to be closed. PM suggested signs to explain Car Park is for users of play park only.

Resolved: Chairman to email Wicksteed to confirm we have chosen their quotation on the basis of a site visit before placing order.PM is going to ask Wikstead for dates for a site visit. Working party will be invited to site visit. Clerk to advertise site visit once confirmed so members of community can be welcome. Clerk to contact Stephanie Winstanley to invite her to join working party. PM to complete risk assessment on users of Playpark using car park.

**145/23 To receive any updates from County Councillor Vanessa Thomas**

County Councillor Vanessa Thomas advised Pembrokeshire County Council approved a 7.5% increase in Council Tax for 2023/24.

Councillor Thomas also explained the toilets at Cresswell Quay, along with a number of other toilets are presently under consideration of closure from the 5th November 2023, unless alternative funding streams can be identified.

**146/23 To receive update and discuss Training**

**Resolved**: Members will receive new training dates and the end of March. Members to inform Clerk which courses they would like to attend.

**147/23** **Correspondence/Consultations/Surveys**

* OVW – Independent Remuneration Panel for Wales’s Annual Report, February 2023
* OVW – Cyber Awareness Training for Councillors
* PCC – Challenges for the Sector
* PCC – Launch of Public Consultation of New location of planned and urgent care hospital

**RESOLVED**: All noted

**148/23** **To Review and Prepare a Report on JCC’s Biodiversity Plan 2019/2022 – Section 6 (Environmental Wales Act 2016)**

Clerk had previously circulated the prepared draft plan for council members to consider prior to the meeting. All present unanimously agreed to adopt the plan.  
**Resolved:** Clerk to publish the plan on the PCC website.

**149/23 Review and Approve the Council’s Risk Assessment for the 2022 – 2023 Financial Year**

Clerk had previously circulated the prepared draft plan for council members to consider prior to the meeting. All present unanimously agreed to adopt the plan.  
**Resolved:** Clerk to resend final changes made to members. Clerk requires all signatures of Members for the Risk Assessment. Once completed Risk Assessment to be published on Jeffreyston Community Council website, also to be sent to One Voice Wales.

**150/23 Clerks Resignation and discuss new vacancy.**

Clerk Resigned on the 18th February due to personal reasons.

**Resolved:** Clerk to advertise the vacancy with PCC, One Voice Wales, Noticeboards and social media for 20 hours per month at SCP 6, with a view to handover of duties on 27th March 2023. Clerk to attend 3rd April Meeting for final handover.

**151/23** **To discuss advice given from One Voice Wales surrounding Jeffreyston Burial Ground**

Members revaluated Jeffreyston Burial Ground. As Jeffreyston Burial Ground has ran out of room for more burials. Land has been offered for the expansion of the burial ground however Church in Wales will not allow Jeffreyston Church to accept the offer without an agreement in place. The agreement would be that if Jeffreyston Church ceased to exist that Jeffreyston Community Council would take on the responsibility. This would involve grass cutting/maintenance of the fence and admin to complete for burials/cremations. Clerk feedback to Members from clerks’ discussion to One Voice Wales. Clerk advised Members that they could sign the agreement. OVW advised that if Council was to sign to seek own legal advice. Members were of the opinion that due to the Council not being a full council, combined with the resignation of the Clerk. Jeffreyston Community Council would not be able to fill those obligations if the Church ceased to exist. The members discussed thoroughly The Community Council but were deeply saddened that the Church finds itself in this position and that this current decision could be open to review in the future if present circumstances were to change.

**Resolved:** Clerk to email Chair of Jeffreyston Parochial Church Council on behalf of council explaining decision.

**151/23 Planning Matters**

**Notification of Planning Decisions**

**(A)PROPOSAL:**

|  |
| --- |
| CONVERSION / CHANGE OF USE FROM 2 HOLIDAY UNITS GRANTED UNDER D3/739/91 TO FAMILY ANNEX & HOME OFFICE / STORAGE |

**(B)SITE ADDRESS:**

Loveston Cottage, LOVESTON, Kilgetty, Pembrokeshire, SA68 0NL

**(C) DECISION:** CONDTIONALLY APPROVED

RESOLVED: (A) Noted.

1. **To consider any planning application consulation received after publication of the agenda** – None received
2. **To receive and consider Financial Matters, including approval**
3. HSBC Bank Balance £4303.34
4. Wages February £228
5. One Voice Wales Membership £94
6. Request for donations – None Received to Date
7. To consider any urgent payment of invoices received after publication of the agenda
8. Council issued two cheques for January Clerks wages. Both cheques were bounced back due to fraudulent issues. HSBC charged £5.80 in cheque handling fees. Chairman is going to reissue payment to Clerk electronically for January and February wages. Resolved: **Approved**
9. One Voice Wales Membership Resolved: **Approved**
10. **To consider any Highway Matters**

* Clerk explained she had received email from a concerned member of the public explain damage done to Ford Bridge and speeding tractors.
* **Resolved:** Clerk to contact member of the public on behalf of members. Councillor Thomas is going to contact Darren Thomas (Head of Infrastructure of PCC) regarding damage to bridge.

1. **To Note any minor matters (no decision needed) or items for the next agenda**

* To discuss outcome of criminal damage and hate crime to Coffin of Rest. – County Councillor Vanessa Thomas reported to Dyfed Powys Police. Members are going to see about making coffin rest ..
* Fly tipping in the Community – Clerk explained she had received multiple reports of fly tipping. Clerk reported incidents to PCC. Clerk posted information surrounding Fly tipping on Facebook.,
* Notice Boards – Update Names and Mobile Numbers of Councillors – This is going to be done once a new clerk has been appointed.

1. **To approve date of next meeting (Monday 3rd April 2023)**

The next scheduled meeting will be held online and proposed for Monday the 3rd of April 2023 @ 7.30pm.

**MEETING WAS DECLARED CLOSED AT 9:00PM.**

**Emily Hale– Clerk/RFO for:**

**Jeffreyston Community Council**

**Cyngor Cymuned Jeffreyston**

**Minutes approved on 3.4.23**

Signed: Chairman ………………………………………….

Date: ………………………………….