Minutes of the virtual meeting held on Monday 22 July 2024

Attended by:

 Community Councillor’s Arabella Morgan (Chair), Helen McLeod-Baikie (Vice-Chair), Maria Rogers and County Councillor Vanessa Thomas

PCSO: Emma Hayward

Clerk & RFO: Jackie Thomas

1. **Chairs Welcome**.

The Chair welcomed all Councillors, the PCSO and Mr Nick Watt, Chair of Jeffreyston Church Council and Steve Williams, Treasurer of Jeffreyston Church Council to the meeting.

1. **Apologies**.

There were no apologies for absence made.

1. **Declarations of interest - Personal or Prejudicial**.

Item 13. Planning application Cllr Helen McLeod-Baikie declared a personal interest by virtue of being a neighbour.

It was agreed that item 9. Jeffreyston Graveyard would be brought forward to allow the Members of the Public to make representations.

Mr Watt, the Chair of Jeffreyston Church Council declared a personal interest by virtue of being the Chair of the Pembrokeshire County Council Standards Committee alongside Cllr Vanessa Thomas.

9. **Jeffreyston Graveyard**

Cllr McLeod-Baikie explained that a number of unknowns remained and that they had been invited to attend the meeting for further discussions to take place. Mr Watt explained that the Church in Wales had no legal responsibility to provide a burial service to the Community and that this now sat with the Local Authority however, the Church had continued to offer the burial service. They had now been offered a plot of land by Trustees and the Church in Wales representative body required a long term plan be in place should the Parochial Church Council cease to operate in order to accept the gift. The Church in Wales required a declaration that, in principal, the Community Council were prepared to take on the responsibility. Cllr McLeod-Baikie highlighted that Jeffreyston Community Council do not have a Burial Board in place and Mr Watt explained that the majority of the paperwork was completed by the Undertaker and the Vicar. C.Cllr Thomas advised that Carew Community Council ran their burial ground and have their own forms and booklets.

In response to a question from the Chair regarding the current situation of the Church, Mr Williams advised that it was unlikely that the Church would close and Mr Watt noted that the Diocese of St Davids had started the process of looking at medium term and long term viability.

It was agreed that the Clerk would make contact with local Funeral Homes to find out if requests for burials in Jeffreyston had been received Action Clerk and that Cllrs would advise of any comments for the survey by the end of the week and the Clerk and Mr Watt would then liaise on wording of a survey Action Clerk/Mr Watt

Cllr McLeod-Baikie highlighted that during the recent Coffee afternoon, members of the Church had attended discussing fund raising and a quarterly newsletter between the Community Council, the School and the Church and Cllr Thomas agreed that a joint coffee event could be arranged.

Mr Watt and Mr Williams left the meeting at this juncture.

1. **To agree the minutes of the previous meetings held on:**

**22 May 2024**

**11 June 2024**

**Minutes were not approved at the meeting.**

1. **Matters arising**

There were no matters arising discussed.

1. **To receive update from County Councillor Vanessa Thomas**

C.Cllr Thomas presented the following update:

**Boundary Commission** – The proposal to merge Jeffreyston Community Council with Carew Community Council in 2027 was discussed which would involve the creation of two wards with nine Cllrs for Carew and three for Jeffreyston, a reduction from the current number of 16 over the two Councils. C.Cllr Thomas highlighted that there were no strong feelings either way from Carew Community Council however noted that if the wards were merged it might result in more work on one Clerk and that it is likely that the Precept would reflect the changes in boundaries, which might be an increase for residents within Jeffreyston area due to the merge with Carew

Cllrs discussed their concerns that the ‘Jeffreyston Voice’ may be diminished with a larger Community Council and that it did not follow the school or Church catchment areas.

**Decommisioning Street Lights** – C.Cllr Thomas advised of three non-compliant street lights; one on Cresswell Quay Back Lane, one on Loveston Cross and one outside Bethel Chapel. Following discussion, C.Cllr Thomas advised that she would respond regarding a concern on the decommissioning of the light outside Bethel Chapel and ask if they were notifying residents. Action C.Cllr Thomas to email the link to all Cllrs.

1. **PCSO Update**

The PCSO advised that the speed checks were continuing and were working well. She had been continuing the joint patrols with C.Cllr Thomas including the play area and had spoken with a number of residents.

1. **Toilet Strategy**

The last update had been received on 12 June 2024 from PCC and Cllrs agreed to remove this item from the standing agenda unless any updates were received.

1. **Coffin Rest update**

A discussion was held on the state of the coffin rest and what works should be undertaken and whether we should replace the slab with a slate or a paving slab. It was suggested that we replace with a paving slab. Proposed by C.Cllr Thomas; Seconded by Cllr Rogers

**AGREED**

That the stolen slate would be replaced with an ordinary paving slab.

1. **Notice Board update**

The Clerk advised that the Enhancing Pembrokeshire Grant application had been submitted and that she was awaiting the outcome to purchase the two new Community Boards.

1. **To receive/discuss correspondence**

Cllrs requested the Clerk to complete the following items:

1. To ensure draft minutes are published on the website
2. To circulate draft model standing orders
3. To circulate the Biodiversity report
4. To circulate the Training Plan
5. To ensure correct email addresses are on the website
6. To update the action plan
7. **Planning matters**
8. **24/0241/PA**

**Address:** Norchard Farm, Redberth, Tenby, SA70 8RX

**Proposal**: Part retrospective planning for stables, tack room and hay store

Cllrs discussed the Planning application and raised concerns on the size of the ‘static mobile home’. The Cllrs were supportive of the stables and improved vehicular access but object to the static caravan being placed as they feel this could lead to residential accommodation. Action Clerk to respond to PCC with concerns.

Traffic Mirror – A request had been received to place a traffic mirror which would be on someone elses land. Cllrs discussed that this was not within their remit and would advise them to either speak with the landowner or to contact PCC Highways for clarification. Action Clerk to respond.

Cllrs reported a sweet acidic small from the Langdon Mill Farm and requested that this be reported to Natural Resources Wales (NRW) Action Clerk.

Walnut Grove 24/03337/PA – Cllrs had previously objected to this application.

1. **Finance**

The HSBC balance was advised as £9184.85 and advised that the Bank Mandate needed to be completed again.

The Clerk will officially close the Natwest account that was opened as not fit for purpose.

Due to non-receipt of some cheques, it was agreed that all cheques would be sent recorded delivery.

1. **Highways**

Long Course Weekend – Cllrs raised concerns that the ‘road closed’ signs remained up for some time after the event had finished and C.Cllr Thomas would feed this back

1. **Any minor matters**

Cllrs advised that the consultation on Cresswell Quay were available to view in the School Room at Pisgah on Thursday 8 August from 3-8pm.

Cllrs requested that the Appraisal and Review of the Clerk be undertaken.

1. **Date of next meeting**: 30 September 7pm in Jeffreyston Village Hall

Meeting ended at 2152hrs