

JEFFREYSTON COMMUNITY COUNCIL

Interim Clerk/RFO: Marie Everall, Collinsford Cottage, Jeffreyston, Kilgetty SA68 0RX
jeffreystoncc@gmail.com

5th January 2026

Dear Members,

The MEETING of Jeffreyston Community Council will take place at Jeffreyston Village Hall on **MONDAY 12th January 2026 at 7.00 pm**. ALL Members of the Council are summoned to attend for the purpose of considering and resolving the business to be transacted as set out below. As per the provisions of the Local Government and Elections (Wales) Act 2021, members of the public are welcome to attend this meeting.

Yours sincerely,

Mrs M Everall

A/Clerk

1. **Chairs Welcome**
2. To note all present and approve / apologies for absence
3. Declarations of Personal/Prejudicial/Pecuniary Interest
4. To agree the Minutes of the previous meetings
(a) 1st December 2025
5. Public Participation: Members of the public may ask questions or comment on Agenda items (Will not normally exceed 15 minutes in length)
6. **Matters arising from previous meetings:**
 - (a) HMRC Update
 - (b) Staffing Matters
 - (c) Website
7. **Planning Matters**
 - (a) Planning Application Consultation 25/0793/PA
Proposal: Removal of existing conservatory and replace with single storey extension. Site Address: FOXY HOLLOW, Harrolds, JEFFREYSTON, Kilgetty, Pembrokeshire, SA68 0RT
 - (b) Planning Application Consultation 25/0825/PA
Proposal: Planning Application to amend/change various units to previous approval (22/0720/PA) and provide details for conditions 2, 4, and 9 in respect of drainage, landscaping and buffer zone details. Site Address: Apple Camping, Norchard Farmhouse, Redberth, Tenby, SA70 8RX
 - (c) Planning Appeal Decision - CAS-04144-M1B7K1 Covert View, Jeffreyston, Kilgetty, Pembrokeshire SA68 0RT 23/0085/PA
 - (d) *To consider any urgent consultations received after publication of the January 2026 Agenda*
8. **Financial Matters**
 - (a) HSBC balance 31.12.25 was £16,565.48
 - (b) HSBC Bank Charges DD – 0.40p
 - (c) Approve Bank Reconciliation for October (C 05.01)

- (d) Approve Receipts and Payments Report (C 05.01)
 - (e) Approve payments and to note
 - i Hire of Church Hall – Invoices outstanding
 - ii Easy Web Sites DD £36.96 monthly – To note
 - (f) *To consider any urgent payment of invoices received after publication of the January 2026 Agenda*
 - (g) To discuss a donation request from the Sandy Bear Charity
 - (h) To discuss Section 137 Discretionary Expenditure Limit
 - (i) Update on 2023/24 and 2024/25 Audits
9. **Replacement Noticeboards**
Update
 10. **Play Park / Village Green Inspection Reports & Grass Cutting**
To discuss the December 2025 Quarterly Inspection Report (C 17.12.25) and receive update on 2026/27 services
 11. **Budget 2026/27 and 2026/27 Precept**
To approve the final draft budget and precept figure (C 02.12.25)
 12. **Training**
 - (a) Update on attendance
 - (b) OVW Training List
 - (c) Update on Training Plan
 - (d) Self-Assessment Forms
 13. **Asset Register**
To approve updated Asset Register (C 15.12.25)
 14. **Governance Matters**
 - (a) Approved and signed Minutes 2023 / 2024 / 2025 - Update
 - (b) Statutory Annual Report 2024/25 -Overdue
 - (c) Section 6 Environment Act (2016) Report due by the end of 2025 - Overdue
 15. **Highway Matters**
 16. **Correspondence**
 - List of correspondence up to 31.12.25 (Circulated 05.01.26)
 17. **Update from County Councillor Vanessa Thomas**
 18. **Update from PCSO (Emma Hayward)**
 19. **Community Update**
 20. **Minor Matters** (Discussion only – No decisions)
Items for February 2026 Agenda
 21. **Approve date of the next meeting**
Monday 2nd February 2026 at Jeffreyton Church Hall (To be confirmed)

Jeffreyton Community Council Meetings are regulated by its' Standing Orders