**JEFFREYSTON COMMUNITY COUNCIL**

**Cyngor Cymuned Jeffreyston**

**Minutes of the meeting held on Monday 3rd March 2025**

**Attended by:**

**Community Councillors, Helen McLeod-Baikie (Vice-Chair), Maria Rogers, Marie Everall and County Councillor Vanessa Thomas and PCSO Emma Hayward**

**1.        Chairs welcome**

In the absence of the Chair, the Vice-Chair welcomed all members to the meeting.

**2. Declaration of Acceptance**

Marie Everall singed the Declaration of Acceptance as Community Councillor and the Vice-Chair welcomed her to the Community Council.

**3.        To note all present**

Apologies were received from Community Councillor Arabella Morgan.

**4.       Declarations of Interest**

There were no declarations of interest made.

**5.       Minutes of last meeting.**

1. 3 February 2025 – the approval of the Minutes was deferred to the March meeting.

**6.       Matters arising from previous meetings**

**(a) Notice Boards update**

Clerk to provide details and status of the notice board grant applications – **ACTION Clerk**

**(b) Pembrokeshire County Council SLA Playground reports**

Folling the receipt of the Annual Report, N McCarthy from PCC to be invited to the next meeting - **ACTION - Clerk**

1. **Formal complaint HSBC**

Draft letter of complaint to be circulated – **ACTION - Clerk**

1. **Facebook page**

It was noted that the duplicate site had not been removed as requested by members and residents were still posting on the official Facebook page - **ACTION - Clerk**

1. **Streetsafe literature**

PCSO confirmed that the literature had been circulated.

1. **Eisteddfod**

No update available – **ACTION - HMB**

**7.       To consider Planning Matters**

There were no Planning applications received.

**8. Financial Matters**

a. HSBC Bank balance confirmed as £12617.22 as at 20.2.25.

c. Approve payments

i. Audit Wales 2021/22 £450

ii. OVW Membership £103.00

iii. Clerk Salary February £202.40

iv. recorded delivery £8.35

d. Assistance with funding – none received.

e. 2022/23 Audit – update that Qualified Audit had been received.

F. 2023/24 Audit – still with Internal Auditor.

The Clerk advised that PAYE was being clarified with HMRC, and an update would be provided asap.

**9.       Highway matters**

There were no Highway matters recorded.

**10.      To discuss website options**

The Clerk updated that the website was being built and would include one .gov email address. Councillors agreed for a [contact@JeffreystonCommunityCouncil.gov.uk](mailto:contact@JeffreystonCommunityCouncil.gov.uk) email address be set up for all to access.

Councillors agreed that the next meeting date and agenda be placed on the website to ensure residents are aware due to the shutting down of the existing website.

**11. Jeffreyston Burial Ground Survey**

Councillors Morgan and Rogers advised that they had attended the survey meeting where Mr Watt had advised that they had approached PCC regarding pre-planning and that it was expensive, approx. £50-£150. A proposal leaflet had been circulated. Councillors discussed the need for the information to be circulated to the whole area and raised concerns about proceeding with the consultation without first undertaking a pre-planning application. Discussions to be fed back to Mr Watt – ACTION Clerk

**12.  To receive/discuss correspondence**

1. Councillors noted the correspondence as advised by the Clerk.
2. Councillors requested that previous emails sent by Councillors were checked by the Clerk to ensure all were addressed.
3. Councillor V Thomas advised that nominations for Buckingham Palace had been received via Carew but not Jeffreyston and the Clerk advised that nothing had been received.
4. VE Day 8 May 2025. Councillor McLeod-Baikie suggested a VE Day Picnic with St Oswalds VA School and Councillors were invited to share event ideas.

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

a. Ash Die Back – C.Councillor Thomas advised that she had met with one of the Officers from PCC who advised that a survey was undertaken with affected trees marked. It was noted that the Authority held limited powers as to what could be actioned to ensure landowners removed affected trees and that it was a rolling programme. The inspections took place in May/June and she urged anyone who suspected Ash Die Back to report it to PCC via the contact centre who would then judge the action required. C.Councillor further advised that trees could recover from Ash Die Back and noted that further information and a link to report any concerns would be posted on the FaceBook page and website in May/June.

**14.  To receive update from PCSO, Dyfed Powys Police**

County Councillor Thomas and PCSO had continued to undertake the joint patrols, speaking with residents which very positive.

Speed checks had continued through the area with a slight improvement noted.

The PCSO advised that a number of burglaries had taken place and reminded all to ensure doors and vehicles were locked. She further noted that a community safety leaflet would be shared for the FaceBook page and website.

**15.  Community Update**

A message had been received from St Oswalds VA School hoping to bring the Community and the Church together. Councillor McLeod-Baikie advised she would contact the Chair of the Friends to liaise direct.

**16.  To note any minor matters (no decision required) or items for the next agenda at the discretion of the Chair**

A brief discussion was had on the work being undertaken in the layby between Jeffreyston and Cresselly. No further action required.

**17.  Date of Next meeting**

Agreed as 7 April 2025 at Jeffreyston Village Hall.

**The meeting ended at 20:46**