

JEFFREYSTON COMMUNITY COUNCIL

Interim Clerk/RFO: Marie Everall, Collinsford Cottage, Jeffreyston, Kilgetty SA68 0RX
clerk@jeffreystoncommunitycouncil.gov.uk

24th February 2026

Dear Members,

The MEETING of Jeffreyston Community Council will take place at Jeffreyston Village Hall on **MONDAY 2nd March 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 Interests
4. To agree the Minutes of the previous meetings
 - (a) 2nd February 2026 - Proposed / Seconded
5. Public Participation: Members of the public may ask questions or comment on Agenda items
6. **Matters arising** from previous meetings:
 - (a) Abandoned Car (b) Community Council Vacancy
7. **HMRC / PAYE** Receive update and consider quotes received
8. **Planning Matters**
 - (a) **PCNPA: Application No: NP/26/0084/FUL**

Proposal: Upgrade of existing food outlet with proposed conversion and extension of former public toilet block to bespoke kitchen, store and staff toilet, freestanding washing up/food preparation unit, new fishing grill, mobile barbeque, new covered seating area and external bar container unit including customer toilet and ecological enhancements
Location: Cresselly Arms, Cresswell Quay, Kilgetty, Pembs, SA68 0TE
 - (b) *Any urgent consultations received after publication of this Agenda*
9. **Financial Matters**
 - (a) HSBC balance 22.02.26 - £12,689.96
 - (b) HSBC Monthly Bank Charges - £1.20
 - (c) Approve Bank Reconciliation (c 24.02)
 - (d) Approve Receipts and Payments Report (c 24.02)
 - (e) Approve Payment for Hire of Church Hall – Oct 25 and Feb 26 meetings
 - (f) To approve OVW Consultancy Fee - £472
 - (g) Approve One Voice Wales Membership 2026/27 - £108
 - (h) Easy Web Sites DD £36.96 monthly – To note
 - (i) Approve supply and installation costs of a Grit Bin - £190 + Vat
 - (j) 2024/25 Internal / External Audit Update
 - (k) *To consider any urgent payment of invoices received after publication of this Agenda*
10. **Replacement Noticeboards**
 - (a) Consider / Approve Quote received on Installation Costs of 2 Noticeboards
 - (b) Approve updated Asset Register following additions of Noticeboards

11. **Play Park / Village Green**
To discuss the December 2025 Quarterly Inspection Report and agree a new date for last months' postponed play area meeting
12. **Consultations**
 - (a) PCNPA: Local Development Plan 3 (LDP3) Call for Candidate Sites 26 January to 27 April 2026
 - (b) PCNPA: Consultation on documents for Local Development Plan 3 – Closes 23.03.26
 - (c) PCNPA: Consultation on Local Development Plan 2 (LDP2) Annual Monitoring Report 4: April 2024 to March 2025
 - (d) Hywel Dda: Consultation - Have your say on local community pharmacy services, closes 09.03.26
 - (e) Pembrokeshire County Council's consultation on Active Travel 26.01.26 – 20.04.26
 - (f) Pembrokeshire Coast National Park Evidence Base Update for Local Development Plan 3. Response by 31.03.26
13. **Training – Attendance Update**
14. **Staffing Matters -** *Exclusion of the Press and the Public. Press and the public will be excluded from this item of business due to the confidential nature of the business to be transacted.
15. **Governance Matters**
 - (a) Statutory Annual Report 2024/25
 - (b) Section 6 Environment Act (2016) Report due by the end of 2025
 - (c) 2024/25 Annual Return and Internal/External Audit
 - (d) Vat 126 Claim
 - (e) Hybrid Meetings
 - (f) Shared Email addresses
16. **Highway Matters**
17. **Correspondence**
 - (a) One Voice Wales – Publication of Annual Remuneration Report 2026/27
 - (b) Joint OVW and Planning Aid Wales Event 19.03.26
 - (c) Hywel Dda – Health Board decides on future model of care for Clinical Services Plan
 - (d) OVW Bulletin – Issue 18
 - (e) Email correspondence from resident regarding overgrown hedges at play area and blocked drains in the play area carpark
18. **Update** from County Councillor Vanessa Thomas
19. **Update** from PCSO (Emma Hayward)
20. **Community Update**
21. **Minor Matters** (Discussion only – No decisions)
Items for April 2026 Agenda – Policy on IT Use
22. **Approve date of the next meeting**
Monday 13th April 2026 at Jeffreyston Church Hall (To be confirmed)

Jeffreyston Community Council Meetings are regulated by its' Standing Orders