

JEFFREYSTON COMMUNITY COUNCIL

Interim Clerk: Helen McLeod-Baikie, Carew Mountain, Cresselly Tel: 01646 651465
jeffreystoncc@gmail.com

28th October 2025

Dear Members,

The MEETING of Jeffreyston Community Council will take place at Jeffreyston Village Hall on **MONDAY 3rd November 2025 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 H McLeod-Baikie

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. 2 June 2025 (Awaiting Amendments)
 - b. 6th October 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. Risk assessment 25/26
 - b. Update Asset Register / Insurance Policy
 - c. HMRC Update
 - d. 2024/2025 Audit Update
 - e. Staffing Matters
7. **Planning Matters**
 - (a) PCNPA Application: NP/25/0450/FUL
Proposal: Excavation of an earth bank nutrient store
Location: New House Farm, Cresselly, Kilgetty, Pembrokeshire, SA68 0TF
<https://planning.agileapplications.co.uk/pcnpa/application-details/93996>
 - (b) Planning Application 25/0402/PA – Cresselly Cricket Club
Notification of Planning Committee Meeting 04.11.25
 - (c) PCNPA – Publication of Local Development Plan 3 Delivery Agreement
 - (d) PCNPA - Appraisal and Management Plan Cresswell Quay
 - (e) *To consider any urgent consultations received after publication of the November Agenda*
8. **Financial Matters**
 - (a) HSBC balance as at 31.10.25 (To be circulated prior to meeting)
 - (b) HSBC Bank Charges
 - (c) Approve Bank Reconciliation for October (To be circulated)
 - (d) Approve Receipts and Payments Report 01.10 – 31.10 (To be circulated)
 - (e) Approve payments and to Note
 - i Councillor Thomas – Reimbursement of Postal Cost (£5.75)
 - ii Hire of Church Hall – Invoice outstanding

- iii Clerk's salary for October £202.40 – To note
 - iv Easy Web Sites DD November £36.96 monthly – To note
- (f) *To consider any urgent payment of invoices received after publication of the November Agenda*
- (g) To discuss a donation to the Royal British Legion
- (h) To consider a request for a donation from Wales Air Ambulance
- 9. **Replacement Noticeboards**
To discuss all information circulated previously and consider approval of purchase
- 10. **Play Park / Village Green**
 - (a) To discuss the most recent playground Inspection Report
 - (b) To finalise discussion on the SLA 2026/27 for grass cutting
- 11. **Budget 2026/27**
Further discussion on the budget
- 12. **Training Plan**
 - a. Feedback on recent training courses
 - b. OVW Training List
 - c. To discuss the Draft Training Plan (Circulated 20/10)
 - d. To discuss the Draft Training & Development Policy (Circulated 20/10)
- 13. **Biodiversity**
 - (a) To discuss report due by the end of 2025 - Section 6 Environment Act (2016)
 - (b) To consider the setting up of a working group
- 14. **Publication of the Democracy and Boundary Commission's Proposals**
To consider the publication (Circulated 15/10)
- 15. **Governance Matters**
 - (a) Approved and signed Minutes 2023 / 2024 / 2025
 - (b) Statutory Annual Report 2024/25
 - (c) Publication of Audit Notices
- 16. **Highway Matters**
Temporary Road Closure C3091 (Notification Received 27/10)
- 17. **Correspondence**
List circulated prior to meeting
- 18. **Update from County Councillor Vanessa Thomas**
- 19. **Update from PCSO (Emma Hayward)**
- 20. **Community Update**
 - (a) Welsh Government Funding for St. David's Day 2026
 - (b) Feedback from Ironman Wales Event 2025
 - (c) Discussion on a working group for community engagement and events
- 21. **Minor Matters** (Discussion – no decisions) **Items for Dec Agenda**
- 22. **Approve date of the next meeting**
Monday 1st December 2025 at Jeffreyston Church Hall (To be confirmed)

Jeffreyston Community Council Meetings are regulated by its' Standing Orders