

SAUNDERSFOOT COMMUNITY COUNCIL



6th January 2022 Minutes

Minutes of the General Meeting of The Saundersfoot Community Council held on Thursday 6th January 2022. Due to the increased number of Covid 19 cases locally and to ensure the safety of all Councillors this meeting was held remotely. These arrangements are compliant with the Local Government and Elections (Wales) Act 2021 and in line with the current Government imposed Covid 19 Restrictions (Alert Level 2).

This meeting was open to members of the public via a live Zoom link.

Present - Cllrs M Wainwright (Chair), D Ludlow (Vice Chair), P Baker BEM (County Councillor), S Boughton Thomas, M Williams BEM and A Upham

Also present - Three members of the Public and the Clerk

Meeting commenced at 18.04

2022/01 174 Apologies for Absence Cllrs R Hayes MBE (Due to technical issues), T Pearson, N Sefton, B Cleevely and L James

2022/01 175 Chairman's Report

Cllr Wainwright report-

I was unfortunately in Yorkshire at the beginning of the month at a family funeral, so was unable to attend any Council business during December 2021 Project.

I would like to thank Dean the vice chair for holding the fort. He had the honour of lighting up the village tree, which looked fabulous, this was well attended and the photo looked great.

There was also the long-awaited opening of the play park, and although Dean had a speech written I hear the children were in before he could get a chance to reveal it, but the children had waited long enough so you can't blame them. On this point I would like to thank everybody involved in the play park because as with Covid and other obstacles placed in our way, it was not an easy task, so congratulations to all involved, and to Dean as Playpark Chairman for getting the task up and running.

Sunday the 12th of December was the Christmas lunch in the Regency Hall. This was very well attended and everybody was very complimentary about the whole occasion. Many thanks to the Qube for an excellent meal, and the Regency Hall for the outstanding facilities.

Cllr Baker and myself, along with the help of Tenby Lions, were kept very busy distributing the beverages.

2022/01 176 To Receive any Declaration of Interests as per the Code of Conduct

Cllr Boughton-Thomas declared a personal and prejudicial interest in any matters appertaining to the Regency Hall/Library – Cllr Boughton Thomas is Treasurer to the Regency Hall. Cllr Boughton Thomas has been granted a Dispensation by Pembrokeshire County Council - Standards Committee to speak, but not vote, on any matters relating to the Regency Hall/Library.

Cllr Upham declared a personal interest in any matters appertaining to the Regency Hall/Library – Cllr Upham is a Trustee of the Regency Hall

Cllr Baker declared a personal interest in any matters appertaining to the Library - Cllr Baker is also County Councillor and Pembrokeshire County Council is the Agreement holder for the library

Cllr Baker declared a personal interest in all planning matters, as he is an appointee to the PCNPA Development Management Committee

Cllr Baker declared a personal interest in any matters appertaining to the enhancing Pembrokeshire Grant Scheme as he, as a Cabinet Member, holds a position on the determination panel.

Cllr Williams BEM declared a personal and prejudicial interest in agenda item 2022/01 180 (B) as the applicant is well know to Cllr Williams' family.

Cllr Wainwright brought agenda item 2022/01 180 (B) forward

NP/21/0752/FUL Mountain Ash Cottage, Sandy Hill Road, Saundersfoot
The erection of 2 no. 4 bedroom detached dwellings

Cllr Williams BEM left the virtual meeting room

The Clerk advised the Council that a number of letters, raising concerns regarding this application, had been received. All Councillors confirmed they had received a copy of such.

Following consideration of the information provided by the Planning Authority, it was concluded that Councillors would like to request a site visit to ascertain how the site will accommodate the proposed dwellings, to consider the possible impact on the surrounding properties and also to determine if there would be any impact to the proposed dwellings from neighbouring properties and any persons using the public footpath, in close proximity to the site.

Two members of the public left the meeting

Cllr Williams BEM returned to the virtual meeting room

2022/01 177 To Receive the Minutes of the Meeting Held on the 2nd December 2021

Cllr Boughton-Thomas proposed that the Minutes for the meeting held on the 2nd December 2021 be signed as a true record; Cllr Williams BEM seconded the proposal with all Cllrs in full agreement.

2022/01 178 Matters Arising from the Minutes – Information Only - None

2022/01 179 Account(s) for Payment and to consider the Bank Reconciliation

The Clerk requested the Council to consider the scheduled donation payment to the Regency Hall in the sum of £1,075. Cllr Baker proposed that the payment be made in full; Cllr Ludlow seconded the proposal with all Cllrs in full agreement.

The Clerk advised the Council that the obligation for the consideration of this donation (four payments of £1,075 per annum) will cease in December 2022 unless renegotiated with the Regency Hall.

Following consideration of the information presented to the Council; Cllr Boughton-Thomas proposed that the bank/cashbook reconciliation be accepted as a true and accurate record of the Council's accounts, Cllr Williams BEM seconded the proposal with all Councillors in full agreement.

Payment received - £1,355 donation regarding the sponsorship of the boards displayed within the playpark. This will be used to purchase additional items for the playpark.

Cash Flow December 2021		
Balance	£	54,811.53
Payments made	£	24,930.33
Payments received	£	30,216.30
	£	60,097.50
Play Park	£	-
Council	£	48,564.50
Cemetery	£	11,533.00
	£	60,097.50

2022/01 180 Planning Application(s) Received

- A NP/21/0723/FUL Plot Adjacent to White Park Cottage, The Ridgeway
Proposed new two storey four-bedroom dwelling with upside down living and associated external works

Following consideration of all information provided by the Planning Authority, Saundersfoot Community Council do not raise any concerns or objections regarding this application and consider such to be within keeping of the neighbouring properties and that the plans, as presented, were clear and well detailed.

- B NP/21/0752/FUL As above

- C NP/21/0803/FUL Saundersfoot Harbour Commissioners, Harbour Office, The Harbour, Saundersfoot

Rationalization of existing car park. Improve traffic flow and pedestrian areas, remove concrete apron trip hazard adjacent to promenade and replace with new access ramps from car park to promenade level. Re-site existing benches onto promenade level.

Following consideration of all the information provided by the Planning Authority and addition information requested and received from the applicant, it was concluded that Councillors would like to request a site visit to establish the proposed new layout and envisage the logistics of vehicles and pedestrians moving around such.

2022/01 181 Pre-Application – Penny Farm Residential Development

Councillors were advised that this is a Pre-Application Consultation and not a Planning Application.

Following consideration of the information provided it was brought to the Council's attention that some of the information provided was misleading with the Post Code listed representing an area not within the proposed development site.

Several points were raised namely:

- Access to 12 units from North Close and access from Fan Road to 36 units. The Community Council understands the local concerns expressed by adding a further 12 properties access through North Close and would ask that all the properties are accessed from Fan Road.
 - The Council would support the consideration of a possible extension of the 30mph zone to achieve visibility splays and improve highway conditions, but further notes that Welsh Government will be introducing 20mph as the default position in 2023.
- The total development numbers 25 properties, the LDP2 offers total allocation of 36 properties including 14 affordable properties. The Community Council to request an

indication of where the additional properties could be built within the site, or confirmation that the site is potentially under developed when considering the LDP2

- The Council could not identify which of the 25 properties are allocated for affordable housing and would expect to see the full 14 properties brought forward to assist in the local housing needs.
- The Council welcomed the aesthetics of the houses (individual and terraced), but were surprised with the design of the 5 blocks of flats. The Council would expect to see something reflecting the design of the houses.

The Council also noted the requirements for:-

- Off-site sewers.
- Off-site water mains.
- Fan Road access will need to be enhanced.

These details will be reviewed by the Saundersfoot Community Council when the Full Application is made to Pembrokeshire Coast National Park Planning Authority and submitted to the Community Council for a Consultee response.

The Community Council notes and welcomes the LDP2 Planning obligations, which include:-

- Financial contribution towards provision of a footway/footpath route to Saundersfoot Railway Station
- Informal open space to be provided on site
- Financial contributions required for local equipped area for play and neighbourhood equipped area.

2022/01 182 Licensing Application(s) Received – None

2022/01 183 Consideration of Correspondence Received

- Email received regarding the concerns raised following the recent installation of services to the telecommunication mast. – The Clerk to forward the Email to the Council's Solicitors, insurers and Western Power Distribution.
- Various consultations Emailed to Councillors for their consideration.

2022/01 184 To receive County Councillor's Report

County Hall Matters

The County Council Officers continue to work hard behind the scenes to keep the County safe during the pandemic. With Gold Command, Incident Management Centre and Covid advice and enforcement teams in place.

The recent Full Council meeting provided papers and updates relating to the County Council Local Development Plan2, Child Poverty, The consultation on providing an additional learning needs teaching at Ysgol Greenhill.

The 2022/2023 Budget is in preparation and the outline details are being reviewed by the Overview and Scrutiny Committees. The indication from Welsh Government suggests a better than expected settlement for the forthcoming year with a 9.4% increase. The detail of the complex settlement is being modelled by the Finance Team and initial suggestions are that the funding deficit could be in the order of £13 million, rather than the £18 million originally projected.

Ward Matters

A great deal of time and effort was spent by Cllr Baker and the PCC StreetCare Team to ensure the attendance of Dwr Cymru /Welsh Water to repair the substantial water leak in Milford Street. Despite many promised dates to return to the leak it was eventually dealt with on 23rd and 24th December.

Cllr Baker had noted the visit of the Covid Teams in the Village to provide guidance and advice following the changes in the Guidance and Regulations.

With the forthcoming County and Community Council Elections on May 5th 2022, Cllr Baker drew Councillors attention to the Purdah period commencing on 18th March. He further undertook to forward the key election process dates to all Councillors.

To Receive Any Reports from Working Parties –

Cllr Upham on behalf of the Library 2022-2023 Working Party

Cllr Upham advised that a meeting of the working party will take place next week and a report will be provided at the February 2022 meeting.

Cllr Williams BEM on behalf of the Grounds Working Party

Cllr Williams BEM reported that:-

- The two White Beams have been removed
- The spring bulbs are planted in the Sensory Garden and the area by the Police Station
- The erection of the Christmas lights, within the Sensory Garden, was a challenge but the assistance given by Rhys and his team, from Smart Gardens, was invaluable. Rhys will assist with the taking down of the lights also.
- The water feature, within the Sensory Garden, could be the possible cause for the Christmas lights to short circuit. The Clerk advised that, to the best of her knowledge, the pump had been disconnected. Safe Electrics to check and remove the pump if it is still in situ.
- Enquiries to be made as to possibility for the Saundersfoot Community Council to instal a separate electricity supply into the garden for its use.
- A meeting of the Grounds Working Party to be called to consider design ideas to put to Michael Davies as to what will be added to the garden in the area along the 'Old Coal Office'
- The storage container and the Council's workshop is in need of clearing, decluttering and cataloguing. An all-purpose skip to be ordered.

Cllr Ludlow on behalf of the Play Park Task and Finish Group

Cllr Ludlow reported that:-

- The park opening went well
- Temporary signage has been installed, with the Clerk chasing the printers for the fabrication of the permanent signage.
- The Clerk to request an update regarding the manufacturing of the communication boards.
- A decision is to be made regarding items to be purchased by the donated monies (£1,355)

Cllr Baker on behalf of the EE Mast installation Task and Finish Group

Cllr Baker reported that all installation works had been completed, with the telecommunication scheduled to go live in the spring.

2022/01 185 To Receive Reports from Council Representatives - None

2022/01 186 To discuss the 2022/2023 Budget and Precept

All Councillors confirmed that they had received a copy of the draft budget.

All budget headings were discussed with the following considerations:

- The continuation of payments to the Regency Hall, after December 2022, will be considered nearer the date – but it was agreed that the funds to remain in the budget.

- Following much discussion the draft Precept was projected to demonstrate an 8% increase. Cllr Baker suggested that SCC consider some elements of the budget be funded from reserves.
- It was therefore proposed that the grass cutting in the cemeteries to be paid for from accumulative monies built up from burial and memorial fees (£11,000). Therefore, splitting the grounds maintenance costs covered by the Precept - from £8,000 to £2,000 - to cover the grass cutting of areas around the Saundersfoot Ward. The grass cutting contract for the Cemeteries to be paid from the accumulative cemetery funds - leaving the extra works within the Cemeteries budget at £5,000 and grass cutting in the Cemeteries budget at £6,000.
 - The Clerk advised that an extension to the existing paths is required in the new Cemetery and that the accumulative funds were required for such. Councillors considered that these works would be in the region of £5,000

Cllr Boughton-Thomas proposed that the Budget for Saundersfoot Community Council for 2022/2023 be £108,756.00 with a precept request to Pembrokeshire County Council of £87,676.50 (Eighty-seven thousand, six hundred and seventy-six pounds and fifty pence only); Cllr Williams BEM seconded the proposal with all Cllrs in full agreement.

2021/2022	Budget - £116,541.50	Precept - £86,494.00
2022/2023	Budget - £108,756.00	Precept - £87,676.50

2022/01 187 To consider Council Correspondence being shared with Fellow Councillors and the Clerk

It was brought to the Council's attention that several Email threads did not include the Clerk so the Clerk is not always aware of what information is being shared or gathered by Councillors representing working groups.

Councillors requested that all Councillors be copied in all Council correspondence sent by the Clerk.

2022/01 188 To consider the donation request made by Footlights – Saundersfoot's Amateur Musical Theatre Society

This agenda item will be carried over to the February 2022 meeting, to enable Councillors to consider the finance information provided by Footlights.

2022/01 189 The Co-Option Process – Following the recent resignation of Mrs Saunders within six months of the Elections.

In accordance with Section 89(3) of the Local Government Act 1972, where the vacancy occurs within six months before the day on which the Councillor whose office is vacant would regularly have retired, an election shall not be held under Section 89(1) of the above Act, and the vacancy will be filled at the next ordinary election of Councillors on 5th May 2022.

The Council may choose to fill the vacancy for the period until that election.

Cllr Baker proposed that Saundersfoot Community Council do not start the Co-option process and hold the vacant seat over to the May 2022 Elections; Cllr Upham seconded the proposal with all Cllrs in full agreement.

2022/01 190 The Paddock

This agenda item has been carried over to the February 2022 meeting

2022/01 191 Next Meeting – To consider the arrangements for the next meeting, taking into account any changes in the Government Imposed Covid 19 Restrictions regarding the holding of meetings.

The January 2022 meeting – Councillors agreed not to meet in person due to the raising number of Covid cases locally and the fact that the Regency Hall had been closed for a long period over Christmas with no air exchange taking place.

At this point in time, the Council consider that the February 2022 meeting will be a hybrid one affording a live link, via Zoom, for Councillors who prefer to join the meeting remotely and for any members of the public who wish to attend.

A Lateral Flow Test to be performed the day of any meeting with councillors/the Clerk receiving a negative test only to attend in person. If a positive result is received then the appropriate NHS Wales guidelines are to be followed.

Meeting closed 20.17

DRAFT