

SAUNDERSFOOT COMMUNITY COUNCIL



Minutes of the General Meeting of The Saundersfoot Community Council held on Thursday 9th June 2022. This meeting was held via a live Zoom link.

These arrangements are compliant with the Local Government and Elections (Wales) Act 2021 s47

Present: Cllrs M Wainwright (Chair), D Ludlow (Vice Chair), S Clarke, A Cormack, Ladan Harper, P Robinson, County Council C Williams BEM and the Clerk

Meeting commenced at 18.04

Prior to the commencement of the meeting Members of the Public were afforded the opportunity to ask any questions regarding items listed on the agenda.

All Saundersfoot Community Council meetings are regulated by its Standing Orders.

General Meeting Agenda

2022/06 28a To receive any apologies for absence: M Williams BEM, S Cole, M Knibbs and D Parcell

2022/06 28b Chairmans Report

- On Monday 23rd of May I was invited to the opening of the electric charger points in the Brewery Meadow (Regency Hall) car park, Saundersfoot, which was attended by members of Pembrokeshire County Council, National Park officers, Western Power and officially opened by Julie James MS, who is a Welsh Labour Politician serving as Minister for Climate Change. Afterwards a lovely lunch was served by the Regency Hall.
- On Thursday 2nd of June, I was invited to light the beacon at the St. Brides Hotel by kind invitation of Andrew Evans, and the SCT. The ceremony, part of a long tradition of celebrating jubilees, weddings and coronations with the lighting of beacons, dates back hundreds of years when beacon chains were used as communication tools. Today, they symbolise togetherness at key moments of national significance. This was lit at 21.45 and was attended by members of Saundersfoot Chamber for Trade.
- On Saturday 4th of June there was the Picnic on the harbour. This was a jointly arranged event by SCC, SCT and the Harbour. Although the weather wasn't the best there were plenty of gaps in the rain. I was delighted to award two prizes to winning fancy dress themes of the era. Everybody seemed to enjoy themselves and many thanks to Kevin Lloyd for being compere and in charge of the music, and also to all marshals, helpers and two first aiders for their presence, which, fortunately, was not called upon.

2022/06 28c To receive any declarations of Interest

Cllr Ludlow declared a personal interest in matters appertaining to the Ukraine Charity Group – Cllr Ludlow's family member is a member of the Committee

Cllr Robinson declared a personal interest in matters appertaining to the Ukraine Charity Group – Cllr Robinson has offered his home to a Ukrainian family

2022/06 28 To Receive the Minutes of the Meeting Held on the 19th May 2022

It was proposed and seconded that the Minutes, as presented, be accepted as a true record of the meeting held on 19th May 2022, to be signed by the Chair as a true record of the meeting. All Cllrs in full agreement.

2022/06 29 Matters Arising from the Minutes – None

2022/06 30 Invoices received – Payments to be acknowledge or approved

PAYMENTS MADE				
02/05/2022	Wages	£	231.86	Regular
04/05/2022	Domain Name Cost	£	3.00	DD
02/05/2022	Chris Viggars Contract Cut	£	480.00	Contract
05/05/2022	Bank Charges (Community Account)	£	5.00	admin Charge
07/05/2022	Came and Company 29636912	£	1,462.05	Minuted
07/05/2022	Amazon Flags, Paper and badges	£	158.83	Minuted
09/05/2022	Wages	£	231.86	Regular
09/05/2022	Chris Viggars Contract Cut	£	460.00	Contract inc hedge cut
09/05/2022	Clynderwen Farmers OE6122	£	150.63	Minuted - Park Matting
09/05/2022	FROSTS HARDWEAR Maintenance	£	18.96	Regular
09/05/2022	Siemens Printer 3748029	£	118.52	Office Cost
11/05/2022	M B P Fencing Park Pathway	£	659.38	Minuted - Park Pathway
11/05/2022	All sortz Bunting & Stamps	£	81.21	Minuted
16/05/2022	Wages	£	231.86	Regular
18/05/2022	VODAFONE LTD	£	25.35	DD
20/05/2022	Eynon Price Plant Sensory Garden	£	3,000.00	Minuted
20/05/2022	Amazon Stationary	£	42.94	Clerk
21/05/2022	TOTAL CHARGES TO 29APR2022	£	5.00	admin Charge
23/05/2022	Eynon Price Plant Sensory Garden	£	1,000.00	Minuted
23/05/2022	Wages	£	231.86	Regular
25/05/2022	Wages	£	1,181.93	Regular
25/05/2022	Chris Viggars Contract Cut	£	370.00	Contract
25/05/2022	ED LEWIS - OFFICE 1ST QUTER	£	338.75	Regular
30/05/2022	Wages	£	231.86	Regular
30/05/2022	M I and c Williams Sensory Garden	£	251.56	Working Party Spend
30/05/2022	SLCC Enterprises Member & Training	£	137.25	Minuted
		£	11,109.66	

INCOME -			
30.04.2022	HSBC Interest	£	1.27
30.05.2022	Evan Pritchard - Donation 2 of 2	£	2,000.00
		£	2,001.27

It was proposed and seconded that the payments made and monies received be acknowledged.
Vote taken – All Cllrs in full agreement.

2022/06 31 To approve the bank/cash book reconciliation

Cash Flow May 2022			
Balance	£	73,783.49	B/F
Payments made	£	11,109.66	
Payments received	£	2,001.27	
	£	64,675.10	C/F

It was proposed and seconded that the finance report, as presented, be signed by the Chair as a true record of the Saundersfoot Community Council's financial position as of 01.06.2022. Vote taken – All Cllrs in full agreement

2022/06 32 To receive any updates regarding the 2021/2022 Audit process

The Clerk advised the Council that the internal audit process had been completed and the report received had been Emailed to all Councillors prior to the meeting.

Councillors considered that they had not had relevant time to read and digest the report and that an Extraordinary Meeting be held, via Zoom, on Tuesday 28th June 2022 to acknowledge the report and discuss any considerations made by the internal auditor.

2022/06 33 Planning Application(s) Received

A	NP/22/0304/TPO	19, Incline Way, Saundersfoot, Pembrokeshire, SA69 9LX	Reduction of 2 x oak trees & removal of 1 x ash tree (TPO 77 - G4)
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Saundersfoot Community Council acknowledge receipt of this application. No actions required by the Council.

B	NP/22/0321/FUL	Shell Seekers, 7, Bevelin Hall, Saundersfoot, Pembrokeshire, SA69 9PG	Single storey rear extension & new roof gable over balcony at the front, new French door and balustrading
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The Council have no concerns regarding this application – Several other properties in the area have been developed in the same way and the Council consider this will be in keeping with these.

C	NP/22/0295/FUL	Beachways, The Strand, Saundersfoot, Pembrokeshire, SA69 9EX	Proposed small rear extension to allow balcony to first floor area with change to rear dormer to incorporate roof top balcony together with provision of external stepped access to basement from front of dwelling and associated external works.
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The Council have no concerns regarding this application and consider it makes good use of the plot and surrounding views.

2022/06 34 Licensing Application(s) Received

None received

2022/06 35 Consideration of Correspondence Received including;

- Invite received from Tenby Town Council Mayor Elect to Saundersfoot Chair and Guest to attend the Mayor Making Ceremony and Dinner
- Notice of Interest form received from Pembrokeshire County Council – Governors' Support Office appertaining to persons interested in standing as Community Governor for Saundersfoot CP School – Cllr Ladan's name to be put forward
- Documentation received regarding insurance cover for the Picnic on the Decking – Confirmed accepted and in place for the event. (Saturday 4th June 2022)
- Email from One Voice Wales advising of trainings being offered to Councillors and Council Employees.

- Exchange of Emails with Marc Owen – Pembrokeshire County Council regarding the number of dogs on Saundersfoot beach during the dog ban period and parking law infringement. The Council requested the Clerk to advise Mr Owen that the areas of concern regarding parking are along the Ridgeway where vehicles are parked on the road, and pavement at times, and during drop off and pick up from the Saundersfoot School.
- Email received requesting that the Saundersfoot Community Council consider paying the Chamber for Tourisms' third of the insurance costs for the joint event held recently on the Harbour decking. The Clerk to request an official email request be sent to the Council and for further consideration under an Agenda item at the July 2022 meeting.
- Email received setting out the support being given to Ukraine refugees and host families in Saundersfoot and the surrounding area. Within the Email a request for the Council to fund the insurance for the Ukrainian Cottage Donation Shop. Councillors all agreed to provide payment for the insurance at a cost of £216. Any request for further funds will be considered as an agenda item at the July 2022 meeting.

2022/06 36 To receive the County Councillors Reports

County Councillor Alec Cormack-Saundersfoot North

County Matters

The County Council AGM took place, along with training and induction courses. I was appointed to the PCC Planning Committee. Since Chris Williams is on the Pembrokeshire Coastal National Park this means that one of the two Saundersfoot Councillors will be involved in deciding any (non-delegated) planning decision in the County.

Planning is sometimes described as a "quasi-judicial" function. Both Chris and I therefore have to be extremely careful at the Community Council meetings not to give the impression to the public that we have pre-determined how we will vote on an application when it comes before the PCC/PCNA committee. We are both able to discuss any applications at SCC, and as a member I can vote too. However SCC members and the public must understand that these are only our preliminary views on the application. We will not make up our minds until the PCC/PCNPA planning committee where we will have more information and the chance to listen to all the arguments put forward.

I have also been appointed as the Cabinet Member for Corporate Finance at PCC.

Saundersfoot-Wide Matters

Chris Williams and I met with Saundersfoot Surgery to introduce ourselves and understand how the surgery would operate as we begin to move out of COVID. We are awaiting a final statement on the surgery plan, and hope to be able to share it at the SCC meeting tomorrow.

Chris Williams and I received confirmation that the lifeguards will put out the signage and inform the beach users of the restrictions, once back on the beach fully (18th June to the 4th September). *Note: The lifeguards don't have the remit to enforce the restrictions as this would potentially detract from their core task of water safety.*

The planned meeting with Highways / Streetcare that Chris Williams and I had arranged was postponed until later this month. We plan to discuss a range of parking / highways / streetcare issues with the Officers.

Saundersfoot North Matters

Among the issues in Saundersfoot North I've had the following:

I wrote to all residents and businesses on the Strand about the opportunity for them to have tables in the street over the Jubilee weekend (subject to Health and Safety signoff). Ultimately the Tramway Café was the only business that took advantage of this opportunity – which was for the Jubilee weekend only and would not be allowed under normal circumstances.

I contacted Saundersfoot CP School to express my interest in becoming a school governor. I will be meeting the headteacher this month to discuss this.

I have met with individual residents on a range of matters including dangerous ash trees, streetlamps and the Wisemans Bridge slipway.

County Councillor Chris Williams BEM- Saundersfoot South

We've had the main County Council AGM along with training and induction courses I've had to attend. I was delighted with my appointment to represent Pembrokeshire Coastal National Park and will totally engage with the new responsibilities it brings. I am also on the Licensing & Services committee, and look forward to having a constructive input.

Locally in Saundersfoot South I've had the following issues:

- dogs on beaches
- proposed development at Sandyhill Road
- minor issues regarding café culture along Cambrian Terrace (Unfortunately Mr Marc Owen from Pembrokeshire county council was unable to meet us on June 1st as planned but the meeting has now been rescheduled for June 10th. Alec and I will talk about café culture along with complaints we've received locally regarding tables and A frames on pavements.)
- I've also had numerous calls from businesses and residents regarding parking on pavements along Milford Street. Over the Queen's Platinum weekend I've submitted twenty photographs of cars and lorries on pavements, lorries unloading in the bus lane and cars parked up while visiting shops around Milford Street. Marc is aware of the situation and is happy for both Alec and I to work out the best outcome for both residents and tourists. I've also asked for double yellow lines to be marked on the kerb opposite the bus stop which will then make it illegal to park there.
- I've got a meeting this Friday with the head of the local refuse team. They do a fantastic job but am going to discuss the possibility of extra bins, or an extra sweep around, as most weekend mornings the rubbish is scattered around the village and this takes up valuable time clearing it.
- Alec and I have had a meeting with the Manager of Saundersfoot Health Centre and hope to give you an update on this at our next meeting.
- Alec and I have been contacted regarding cars parking on Whitlow estate. Some residents have had driveways blocked and when they confront parents they get a torrent of abuse. Alec and I have arranged a meeting with Saundersfoot school to discuss this ongoing issue. Even though Whitlow is in the North a lot of the parents are driving from Saundersfoot South of the village and we thought it needed both of us to resolve the problem.

2022/06 37 To Receive Any Reports from Working Parties

Sensory Garden Working Party – and Grounds Management Working Party Cllr Williams BEM

The Harbour has been true to its word and financed the area of the Sensory Garden adjacent to the Coal Office. As well as paying for the 3 troughs they also provided 3 tonnes of quality top soil and 20 bags of Jack's Magic compost in order that we could go ahead with planting prior to the Queen's Jubilee. I am indebted to both Debbie and Carol for their assistance. Almost all the garden has been planted. Minor tasks remain such as planting 3 terracotta pots, turfing small areas and planting a climbing hydrangea. We have cleared the lavender bed. It didn't like exposure to the strong winds off the sea.

I hope that during the first meeting of the Sensory Garden group we can decide what to replace the lavender with. We have traditionally provided herbs or plants for both the Brownies bed

(opposite the police station) and the Saundersfoot School bed in the Garden. The Brownies bed needs filling but the school bed only requires 2 herbs.

We spend a substantial sum of money on plants which need regular watering. Although the clerk, Dean and myself helped out during the bank holiday we need to appoint a person to cover during holidays and at weekends, particularly in dry spells. If you agree to appoint someone, that person needs to be able to operate the bowser.

We have not yet received a starting date from the contractor who will replace the raised beds. He did say that the work would commence in June.

I hope that Councillors can arrange a date for an inaugural meeting of the Grounds Working Party.

The BT work carried out this week has left us with a concrete base in the middle of the lawned area by Butch's office. Overall they have done a good job and the rubbish by the container has been cleared. We need to plant 3 or 4 griselinia to form a tidy barrier next to the container. I also suggest placing a trough over the concrete base and plant flowers in it.

Play Park Task and Finish Group – Cllr Dean Ludlow

There has been slight damage to one of the games on the large climbing module – The Clerk has informed Sunshine who will attend to such at their next inspection.

Mr Noyce, who cuts the grass in the park grass free of charge, is unable to do so for the next few weeks. Mr Lewis has been requested to cut the grass in Mr Noyce's absence.

The moles continue to be problematic. The situation is being monitored.

The Personnel Working Group – Cllr Wainwright

A meeting will be held as soon as possible.

2022/06 38 To Confirm Council Representatives on working parties and arrange meetings for the:

- a) Grounds Working Party – To discuss parking on land in the ownership of the Saundersfoot Community Council and the use of the land known as the old Putting Green
- b) Personnel Working Party – To complete the Clerk's Role Review and discuss the Handyman's Annual Appraisal (Due June 2022).

All Councillors have received a list of the members on each working party.

The Chair requested that all working parties hold a meeting prior to the July 2022 meeting to ensure that all Council business is moving forward.

Cllrs Harper and Ludlow confirmed that they would be willing to work in conjunction with the Clerk to formulate a Facebook page to enable the Council to communicate via social media.

2022/06 39 To Confirm Council Representatives on other Bodies:

- The Regency Hall
- The Chamber for Tourism
- The Harbour Advisory Body
- Saundersfoot in Bloom
- Saundersfoot School

It was concluded, as several Councillors were not present that this agenda item be carried over to the July 2022 meeting

2022/06 40 To consider advertising for relief handypersons to carry out certain duties during Mr A Lewis' holidays

Following discussion it was suggested that a post be placed on Facebook to ascertain if any persons are interested in covering holidays and weekend work.

2022/06 41 To consider the co-option process – Two spaces available, one in Saundersfoot South and one in Amroth and Saundersfoot North.

It was agreed that the requisite Notices are placed on the Council's website, village notice boards, in the Regency Hall, Library and on Facebook inviting persons to apply for co-option onto Saundersfoot Community Council. Should more persons apply then spaces available (one Saundersfoot South and one Amroth and Saundersfoot North) all applicants will be invited to the start of the July 2022 meeting (14.07.2022 6pm) to make a short presentation to the Council as to why they wish to be considered as a Saundersfoot Councillor.

Meeting closed 20.02