

SAUNDERSFOOT COMMUNITY COUNCIL

Minutes of the Annual General Meeting held in the Methodist Church, Saundersfoot on 2nd May 2013

a) CHAIRMAN' REPORT

- On 6TH May 2013 he had the pleasure of opening the new season at the Bowling Club by rolling the first wood. He managed to strike the jack, which was good. It was a lovely sunny day on which to start the season.
- On 13th May 2013 he visited Mrs Jean Hooper to present her with the plate celebrating her 100th birthday. It had been delayed due to problems at the printers.
- On 20th May 2013 he attended the Pembrokeshire Drama Associations' "One Act Festival" at the Torch Theatre. He is very pleased to report that Saundersfoot's own Footlights company won two of the seven awards, for best actress and best presentation, very well done. He would like to add, that he saw in the press that they have also progressed to the Welsh finals.
- On 25th May 2013 he attended a meeting at County Hall where all Community and Town Councils were told that it will soon become mandatory to have a website where all agendas and subsequent minutes of meetings must be published. A lively debate ended with Pembrokeshire County Council agreeing to look into some of the options discussed and their findings to be presented at a later meeting.
- On 26th May 2013 he attended a presentation by both the Dyfed Powys Police & Crime Commissioner and the new Chief Constable about their policing plans for the next few years. The emphasis was on crime prevention and responding to the very different requirements that DPP face across the largest police area in England and Wales. They both then answered questions and several topics raised by the attendees were taken away to be checked and responded to, these included specific speeding and road safety issues and the closure of local front desks.
- Finally since the last meeting he is very pleased to inform members that after canvassing residents in Sardis and getting their signatures to a petition, he was informed earlier this week that Pembrokeshire County Council will now be erecting street signs for Back Lane, Sardis, as this road has now been officially recognised by the Royal Mail.
- Chairman John thanked the Council for allowing him to carry out the duties of Chairman for 2013/13 and for their excellent support during the year, which he had thoroughly enjoyed. He also thanked the Clerk, John Griffiths for his help and support during his year and had carried out duties far beyond what was required of him. Councillors Brabon and Poole also thanked Chairman John in the way he conducted himself and he was a credit to the Council.

Councillor Clevely added that Chairman John had done a first class job and sometimes the Chairman's job can be a thankless one.

b) HANDOVER OF CHAIN OF OFFICE

Chairman John asked for nominations for Chairman for 2013/14 and it was proposed by Councillor McDermott and seconded by Councillor Boughton

Thomas that Councillor Cleevely be appointed. All members agreed.

c) APPOINTMENT OF VICE CHAIRMAN

It was proposed by Councillor Poole and seconded by Councillor Baker that Councillor Morris be installed as Vice Chairman. All members agreed.

d) APPOINTMENT OF COMMITTEE MEMBERS

Chairman Cleevely suggest that as Councillor Hayes is resigning as the representative of the Harbour Commission, this position be discussed first. At this point Councillors McDermott and Baker left the room.

The Clerk read out a letter from the Harbour Commissioners stating that they greatly value the involvement of the Community Council, but cooperation in achieving a balanced skill set would be greatly appreciated. At present, there are three Community Council members on their board and suggested that Councillor McDermott become the Community Council representative upon the retirement of Councillor Hayes.

At this point Chairman Cleevely presented Councillor Hayes with a commemorative plate in recognition of her 30 years service as a Harbour Commissioner.

It was proposed by Councillor Poole and seconded by Councillor Hayes that Councillor Morris becomes our representative, and all members agreed. The Clerk was instructed to write to the Harbour Commission informing them of this decision.

The Appointment of Committee members was as follows:-

1. Grounds Committee to include Sensory Gardens
Councillors Cleevely, Morris, John, McDermott, Baker, Brabon, Hayes and Boughton Thomas.
2. Regency Hall Committee
Councillor McDermott
3. Manager, Playing Fields
Councillor Brabon
4. Deputy Manager, Playing Fields
Councillor McDermott
5. Saundersfoot in Bloom
Councillor Pearson
6. Saundersfoot CP School, Governor
Councillor Cavell
7. Saundersfoot Harbour Commissioners
Councillor Morris
8. Saundersfoot Forum
Councillor John
9. One Voice Wales
Councillors Morris and McDermott
10. Police Forum
Councillor Cleevely, Councillor John to deputise.
11. Friends of Saundersfoot
Councillor Hayes
12. Saundersfoot Harbour Advisory Committee
Councillor John

13. Saundersfoot Chamber for tourism
Councillor Brabon

5. MATTERS ARISING FROM THE MINUTES

Minutes of the 7th March 2013

a) Minute 10(a) Pavement outside Jaketa, Ridgeway, Saundersfoot

A letter was received from Pembrokeshire County Council stating that a ticket had been raised for the section of pavement to be replaced with tarmac.

b) Minute 10(e) Dog Fouling, Ridgeway, Saundersfoot

A letter was received from Pembrokeshire County Council stating that a more strategic approach to the investigation of dog fouling with problem areas being identified and it may be the case that the Ridgeway is a suitable area for such an approach, however, in the shorter term, wardens will be asked to patrol the area to determine the extent of the problem. Councillor Brabon informed members that the Community Support Officers can now issue tickets to offenders.

c) Minute 4(a) Picnic Tables, for BBQ area

Councillor Baker informed members that he had spoken to Mr Glenville Codd, Pembrokeshire County Council and was told that there were no more picnic tables available to be placed there.

Minutes of the 4th April, 2013

d) Minute 4(b) Telephone Directories

Councillor John said that he was awaiting a response from the Welsh Regional Manager with regard to the above matter.

e) Minute 4(c) Signage for Fan Road, Saundersfoot

Councillor Hayes asked what was the position with regard to the above request and Councillor John said that the Fan Road position was a more complex one from Back Lane, Sardis due to the post codes situation and further investigations would have to be carried out.

f) Minute 4(g) Litter Bins, Saundersfoot

Councillor Baker informed members that Pembrokeshire County Council staff were on duty over the Bank Holiday period to empty the litter bins. Councillor John said that Saundersfoot Sports Club had agreed to empty the litter bin near the Children's Play Area which was overflowing when a meeting of the Grounds Committee was held there recently.

g) Minute 4(h) Sensory Gardens, Saundersfoot

Councillor Brabon said that, although it was reported at the last meeting that the fountain was working, this was not actually the case as he was told that it was leaking. Councillor Poole said that he would investigate.

Chairman Cleavelly thanked all those who had worked recently in the gardens and said that it look superb.

h) Minute 4(i) Toilets, Coppet Hall, Saundersfoot

Councillor Baker informed members that he had spoken to Glenville Codd,

Pembrokeshire County Council and was told that the Coppet Hall toilets should have been open and assured members that they would be open for the Summer Season.

- i) Minute 4(m) Branches, Westfield Road, Saundersfoot
Councillor Morris said that the branches had still not been cut back on Westfield Road and Councillor Baker said that the Streetcare Department of Pembrokeshire County Council had been informed of this and the work would be carried out as soon as possible.
- j) Minute 5(a) Parking by Tennis Courts, Saundersfoot
Councillor Baker said that he was awaiting brochures with regard to costings for the gabion baskets to be placed by the Tennis Court netting. The Clerk informed members that the Community Council boundary from the Tennis Courts varied between 3 metres and 8 metres. He also said that the area involved had been cleared of litter. Members queried whether the amount of money the extra parking would cost would be worth accommodating 8 to 9 cars. Members decided to wait for costings for the project prior to making further progress.
- k) Minute 5(c) Cemetery, St Issell's Church
A meeting of the Grounds Committee was held in St Issell's Cemetery on 18th April 2013 to discuss the following matters:-

- **Extension of Paths**

Members decided not to proceed extending the paths as it would not be required for many years due to sufficient space already there.

- **Build up of soil in Cemetery**

Councillor Brabon said that he was not aware that the Community Council owned the area of land at the lower end of the new section and suggested moving the build up of soil to fill in this area so that this could be used for burials in the future.

Members decided as the cremation section was coming to an end to continue the cremations in the area by the new seats.

Chairman Cleevely suggested clearing the offending graves first and then proceed to move the soil concerned.

- l) Minute 9 County Councillors Report – Water Leak, Regency Hall
Councillor John reported that a leak had been discovered in the carriageway which was a damaged Welsh Water potable water pipe. The repair work has now been completed.

The Clerk informed member that the approximate cost of this repair would be £2,268, which would have to be borne by the Community Council.

- m) Minute 9 County Councillors Report – Black Bag Collections
Councillor Morris said that at a recent One Voice Wales meeting, it had been reported that the black bag collection would remain weekly. Councillor Baker disagreed and said that, subject to ratification by the Cabinet, fortnightly collections would be introduced despite him voting against it.

n) Minute 9(f) Crazy Golf, Saundersfoot

A letter was received from Mr Mike Franklin informing the Council that he would be removing his Crazy Gold equipment from the site due to it not being run to its full potential. Members decided that the Council responds to this letter explaining the Councils situation.

After a lengthy discussion, members decided not to replace the facility this year but to tidy up the course by turfing the area where the golf equipment had stood.

o) Minute 10(c) Regency Hall Car Park

A letter was received from National Parks stating that a new off street parking order is being prepared and hopefully will be introduced shortly after formal consultation. The letter goes on to say that the charges will not change, but it will amend the charging period to between 9.00am and 5.00pm whereas the current order indicates a 24 hour charging period.

6. AGENDA

a) Approval of Accounts for 2012/2013

The Clerk informed members that the Audit date for this year was 13th June 2013 and asked for the accounts for 2012/13 be approved and signed.

It was proposed by Councillor Cavell and seconded by Councillor Morris that the accounts for 2012/2013 be approved and signed.

b) Approval of the Annual Governance Statement for 2012/2013

The Clerk said that it had to be minuted for Audit purposes that the above has to be carried out satisfactorily by the Council. It was proposed by Councillor Cavell and seconded by Councillor Morris that this process had been carried out by the Council.

c) Donations 2013/2014

The Clerk informed members that £10,000 had been allocated for donations for 2013/2014 but this included the donations made to the Saundersfoot Chamber for Tourism and the Saundersfoot Festivities Committee (£2,000 each last year). Members decided to discuss the donation to the Regency Hall later in the year.

Members decided to make donations as follows:-

Saundersfoot in Bloom	£1000.00
Saundersfoot Historical Society	£300.00
All Pembrokeshire Cruse	£50.00
Saundersfoot Caring Association	£150.00
Pembs South East Energy Group	£100.00
Saundersfoot CP School	£500.00
Wisemans Bridge Rowing club	£100.00
Urdd Gobiath Cymru	£100.00
Withytbush Hospital Cancer Day Unit	<u>£100.00</u>
	£2400.00

Members decided to consider any further letters received during the year.

Councillor's McDermott, Hayes, Pearson declared an interest in the debate for

Saundersfoot in Bloom, Councillor Hayes, Cleevely, Cavell, Pearson and Baker in Saundersfoot Historical Society, Councillor Hayes in Saundersfoot Caring Association, Councillor Hayes Cavell, Pearson in the South East Energy Group and Councillor Cavell in Saundersfoot CP School and they took no part in these debates.

Members decided **not** to make donations to the following:-

Paul Sartori Foundation
Wales Air Ambulance
All Wales Domestic Abuse
Pembrokeshire YFC
National Eisteddfod

7. PLANNING APPLICATIONS

- NP/13/0078 - Demolition of rear extension, Argosy Fish Bar, Saundersfoot
NP/13/0161 - Removal of condition, The Fishnet, Cambrian Tce, Sfoot

Councillor Allsop declared an interest in NP/13/0161 and took no part in this debate.

Members raised no objections to the above applications.

8. CORRESPONDENCE RECEIVED

- a) Keep Wales Tidy were organising a 'Beach Clean' on Saundersfoot beach on Monday 13th May 2013 at 1.00pm and asked volunteers to meet on the slipway and to wear suitable clothing and footwear. Refreshments would be provided afterwards.
- b) The Clerk said that he had received an email from Kilgetty/Begelly Community Council requesting that an extra bench be provided on the tramway from Wisemans Bridge to Stepside. The Clerk said that he had spoken to Mr Anthony Richards and was told that the current benches there were provided by the National Parks and the area is owned by Hean Castle Estate. The Clerk was instructed to liaise with National Parks and Hean Castle Estate with a view to installing an extra bench there.
- c) A surface dressing programme was received from Pembrokeshire County Council and the Fan Road, Bevelin Hall and Sandyhill Park were highlighted in the Saundersfoot area to be resurfaced.
- d) Newsletters were received from One Voice Wales for members perusal.

9. REPORTS FROM VARIOUS COMMITTEE'S INCLUDING THE COUNTY COUNCILLORS REPORT

- a) County Councillor Baker reported as follows:-
- Western Power – The paviers that were removed during the work on The Strand have been stored and will be replaced when the work is complete, following the three week Easter break.
 - Jones & Teague Planning – PCNPA have confirmed that the timescale for the renewal of planning is as follows - outline planning 3 years, full planning 5 years.

- Review of low bridge signs – Ben Blake has this on his work schedule and will be making a visit to the locations shortly.
- Damage to the verges at the War Memorial, Rob Evans has visited the site and has seen the damage caused by vehicles over running the grassed areas, unfortunately PCC are not able to finance the protection of 3rd party property. He has agreed to provide additional black and white reflective barriers on the B road to highlight the edge and this could be carried out in conjunction with the revised signage and road markings. Rob has further suggested that The War Memorials Trust be approached for grants, Cllr Baker has contacted the Trust and has downloaded the application form. 50% grants are available for eligible work up to a value of £3,000.
- Speed limit Wisemans Bridge, following requests for additional signage at the approach to the Saundersfoot Boundary John Price has forwarded traffic survey information demonstrating that speeds average 22.3 mph for traffic flows of between 940 to 1060 vehicles daily.
- Civic Amenity Site, following his further discussions with PCNPA Snr Planning Officer Mr Liam Jones Cllr Baker confirmed that the application will not be going to the Planning Committee on 22.5.13. A date for the application to consider the application has not yet been determined but is likely to be June.
- Tenby MIU - following further discussion between Hywel Dda Health Board and CHC the future remains unclear with further discussions required with the doctors practices in Saundersfoot and Tenby.
- Following initial review that black bin bag and glass collection be carried out fortnightly, the Cabinet meeting decided
“Collection of Black Bag Waste and Glass
DECISION
That residual waste and glass be collected on alternate weeks, subject to the development of appropriate implementation plans.
Reason for Decision: To meet future recycling and efficiency targets”

b) Councillor Brabon reported to members as follows:-

- The gate by the Ice Cream Kiosk in the Sensory Gardens was not shutting properly due to a broken hinge. He said that he would attempt to replace it.
- The Crazy Golf equipment had been removed and Councillor Brabon asked what plans the Council has for this area. Chairman Clevely said that we could create a putting green facility there, but first the area should be tidied up. Members decided to turf the area concerned following the removal of the crazy golf equipment.
- The late David Williams bench near Nash Place would be reinstalled shortly after being painted.
- Councillor Brabon said that he had attended the Saundersfoot Chamber for Tourism AGM recently and was delighted to announce that they had won a ‘Silver’ award for the ‘Best Team’ at the Pembrokeshire Tourism Awards Ceremony 2013.
Members decided to appoint Councillor Brabon as the Council representative on the Saundersfoot Chamber for Tourism Committee and reimburse him with the £35 membership fee.
The Clerk was instructed to write a letter of congratulations to the

Saundersfoot Chamber for Tourism on their achievement.

- c) Councillor John reported to members as follows:-
On 9th April 2013 there was a large turnout from Saundersfoot and Amroth Forums where they continued the discussion and agreed the content of an application for funding from the Coastal Communities Fund. The next meeting will be on 20th May 2013 at 5pm in Summerhill.
- d) Councillor Boughton Thomas reported to members as follows:-
One Voice Wales:- Allotments/Community Growing
Over the last few years, we have seen increasing interest from communities in developing community growing spaces such as allotments, community gardens and community orchards. These spaces provide wide benefits to the community, as they encourage physical activity in the outdoors promoting health and well-being, they provide a local supply of fresh affordable healthy produce, as well as an opportunity for education and intergenerational exchange of skills and knowledge. They also provide a space for the community to come together to grow and to celebrate.

Both Community and Town Councils can play an important role here in helping their communities to become healthier and more sustainable, by helping them to grow. These evening training sessions delivered by the Federation of City Farms & Community Gardens, are an opportunity to explore how. They will provide an overview of the different community growing models and how they operate and they will look more closely at the benefits they bring and the key policy agendas they can help meet.

Participants will get an opportunity to hear examples of Community and Town Councils who have supported their communities to grow through the creation of allotments, receive clarification of which powers could be applied and explore next steps. There are allotment plots available within the Saundersfoot area for the Community.

- e) Councillor Pearson informed members that the Saundersfoot Flower Festival this year would be held on 24th August 2014 in St Issell's Church.
- f) Councillor Cavell reported to members as follows:-
Saundersfoot CP School
- A very successful Bingo evening was held before Easter by FOSS to raise funds for the proposed all purpose games area in the school.
 - The School will be represented in the Tenby 10k run on 28th July 2013.
- g) Councillor Hayes reported to members as follows:-
Friends of Saundersfoot
- The state of the path on the Incline should be upgraded and maintained as it is part of the "Safe Routes to School".
 - The railing towards the back beach is in need of repair.
 - Repairs to the Notice Board are in hand.
 - There were reports of a runaway horse on the beach in Saundersfoot which threw its rider and bolted up the slipway and could have caused a serious accident. Steps should be taken to control situations such as this

and make sure that the ban on horses during the summer months on the beach is adhered to.

- Again, it was reported that the lights are not working in the long tunnel towards Wiseman's Bridge.

h) Councillor Morris reported to members as follows:-

One Voice Wales Area Committee 16th April 2013

- Under 'matters arising' from the minutes, the Clerk informed the meeting that he had written a letter to complain about the proposed siting of the new civic amenity site next to Brooklands. He then asked other members present to write in themselves, or ensure that the matter gets dealt with in a minuted report at their own council meetings. It was suggested from the floor that Saundersfoot Community Council should send out letters to other councils to ask for their support.
- One Voice Wales ran an All Wales Training Day at the Liberty Stadium as a trial, with the view to running additional such days. They are also building up a database of good practice in local councils across Wales.
- Councillor D McDermott read out his report on Highly Protected Marine Conservation Zones. He was particularly concerned about the negative effect such zones would have on the communities of Dale and Marloes. Unfortunately, their representatives chose not to attend our meeting. Another sad result of the creation of such zones would be the probably closure of Dale Fort Field Studies Centre. The problem with dealing with these issues is the appointment of a new relevant minister at the Welsh Office. It was suggested that, if anyone would like any further information on this topic, they should 'Google' Marine Conservation Wales.
- It was reported back from the NEC that the membership of One Voice Wales is increasing considerably and One Voice Wales is strengthening its ties with Welsh Office ministers.
- Councillor Huw Morris presented two reports on meetings he attended in his role as the One voice Wales representative on the Stakeholder reference Group for Hywel Dda Health Authority. The contents of these reports have already been dealt with within our Council meetings.
- Members were reminded that their councils could work in groups to share the cost of Training Modules presented by One Voice Wales. We were also reminded about the Legal Help offered to local councils who have representatives on the One Voice Wales panel.
- The Big Lunch, on Sunday 2nd June, was discussed and local councils are encouraged to organise their own events to which they should invite local people that they do not normally come into contact with.
- A grant of £500 is available from the Welsh Government to local councils to create a web presence.
- The next meeting will be on 17th July 2013 at the County Hall.

i) Councillor McDermott reported to members as follows:-

Once Voice Wales – Marine Conservation Zones

Councillor McDermott said that whilst there are ten focus sites around the Welsh Coast his particular involvement is with Dale Bay and Skomer Island, and since January he has travelled over 300 miles and visited several villages and establishments in his effort to gather as much information as possible.

Due to the high level of protest, complaint and complexity the process in Wales is 'stuck' and proposals are awaited through the period of additional consultation. As a member of the Stakeholder Focus Group we have been assisting the Welsh Government Task and Finish Team in compiling a list of recommendations which should be delivered to the Minister by the end of April.

Councillor McDermott said that more information should be available from the Welsh Government shortly and he will report progress at the June meeting.

10. ANY OTHER BUSINESS

- a) Councillor Poole expressed his concern at the parking on pavements on the Ridgeway and an accident is waiting to happen. Chairman Cleevely informed Councillor Poole that this matter be raised at the next Police Forum meeting.
- b) Councillor McDermott informed members that the next meeting of the Harbour Commissioners was on Wednesday 8th May 2013 and as Councillor Hayes does not retire until the end of May should Councillor Morris and Councillor Hayes attend.

Councillor Hayes said that she has another engagement on that day and probably she would be unable to attend.

The Clerk was instructed to write to the Harbour Commissioners informing them that Councillor Morris is the new Council representative and he will be attending.

- c) Councillor McDermott informed members that as the Harbour Ticket Office is now closed, the defibrillator should be re-housed and suggested locating it in Tesco if they were agreeable. He said new signs would have to be placed in the village and he would raise the issue at the next Harbour meeting.
- d) Councillor Pearson informed members that Mr Terry John from 'Sealed Knot' was planning a large event in 2014 and was looking for suitable dates, and the cost to stage this event would be between £2,500 and £3,000. Members decided to place this item on the agenda for the June meeting.
- e) Councillor John suggested that on completion of the Coppet Hall Car Park development, this would be a good time to erect new signage with regard to the ban of horses and dogs on the beach between May and September. Members commented that this would be difficult to monitor and that dogs were allowed on Coppet Hall beach anyway.
- f) Councillor Baker informed members that he had been proposed as vice Chairman for Pembrokeshire County Council for 2013/14 and also to serve on National Parks from July 2014.
- g) Councillor Baker suggested that members of the Council visit the Regency Hall for a conducted tour and assess progress. Councillor Boughton Thomas said that she would arrange a visit on a suitable date.

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- h)** Councillor Brabon expressed his concern at the number of sunken drains in the village and also the condition of the surface on the Ridgeway near the Methodist Church. Councillor Baker said that he would investigate both issues.

The next meeting of the Council will be held in the Methodist Church, Saundersfoot on Thursday 6th June 2013 at 6.30pm when Mr Michael Davies, Harbour Manager, will be in attendance to address members.