

# SAUNDERSFOOT COMMUNITY COUNCIL



Minutes of the General Meeting of The Saundersfoot Community Council, held on Thursday 04<sup>th</sup> January 2023 at the Regency Hall, Saundersfoot at 6.00pm

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

**Present in Person:** Cllrs Colin Evans (CE) (Chair), Nicola Cleevely (NC) (Vice Chair), Cllr Alec Cormack (AC), Cllr Christopher Williams (CW), James Bishop (JB), Steve Cole (SC), Lidan Harper (LH), Rosemary Hayes MBE (RH), Dean Ludlow (DL) and Clerk / RFO Bradley Challinor.

## **1 Apologies for Absence**

Liane James (LJ)

## **2 Declaration of Interests**

No Councillors declared an interest in any of the agenda items.

## **3 Chair's Report**

We had problems with the Christmas lights tripping out due to the very bad weather I had to get Mr Phil Odly to help with his key to access the electricity box, this did not last.

I would like to thank Cllr Dean Ludlow for a number of attempts over the festive period to switch the lights on. We need to risk assess the lights for next year.

I attended the New Year swim and assisted with the help of local volunteers as well as members of Saundersfoot Community Council. I would like to congratulate the organisers of the swim for a successful event.

Co-option for the 3 x vacant Community Council seats will be advertised shortly for co-opting onto the council in the February 2024 meeting. Clerk to update advertisement and send to Chair.

## **4 Minutes of the Meeting Held on the 14th December 2023**

Minutes of the meeting held at 18:00 on December 2023 in the Regency Hall, Saundersfoot proposed and approved by Saundersfoot Community Council chair (CE) and seconded by Cllr DL.

Minutes to be scanned and electronically archived by clerk (BC).

## **5 Matters Arising from the Minutes (Information Only)**

Clerk confirmed to Cllr DL that the play park emails had been sent to PCC to follow up on monthly maintenance checks of the play park.

## 6 Public Participation

No public participation

## 7 Invoices Received / Payments to Make

Cllr SC confirmed no access to the bank yet (ongoing). Cheque the only form of payment.

Invoices confirmed for payment (cheques written out and posted by clerk) shown in the table below.  
Approved by Cllrs AC and JB.

Invoices Received	Payment Amount
One Voice Wales (training)	£38.00
Regency Hall (inc. Xmas Dinner)	£1,053.75
Police Forum (Regency Hall)	£15.00
David Cox Gardening (inv 362)	£120.00
Frost Hardware	£7.99

## 8 Bank Update / Cash Book Reconciliation / 2023/24 Budget

New Clerk BC to complete bank reconciliation (year to date) and 2023/24 budget update in preparation for January 2024 extra ordinary community council meeting.

Clerk (BC) has updated HMRC following recent change in clerk. New HMRC portal created and contact details updated.

## 9 The 2024/25 Draft Budget and Precept

Cllr AC presented the draft budget for FY 2024/25 following the Finance Sub Committee meeting last month (December 2023).

Cllrs discussed a potential 9.7% increase in the FY 2024/25 precept to support a 4.0% inflationary figure for 2024/25 (current PCC inflation) and the responsibility of the Wiseman Bridge toilet block (potential costing of £20,000).

The 2024/25 draft budget and precept amount will be finalised in the extraordinary meeting scheduled for Wednesday 10<sup>th</sup> January 2024.

## 10 Donation Requests

No donation requests.

## 11 Planning Applications

NP/23/0570/LBA	Penydre, The Ridgeway, Saundersfoot, Pembrokeshire, SA69 9JE	Alterations in association with proposed change of use
NP/23/0572/FUL	Penydre, The Ridgeway, Saundersfoot, Pembrokeshire, SA69 9JE	Change of use from a single residential (C3) dwelling to a House in Multiple Occupation (C4) with associated physical alterations.

<b>Cllrs response:</b> After considering all the information provided and completing a site visit, the Saundersfoot Community Council makes the following observations regarding this application. Recognising the value of affordable accommodation being created in the village, we support the application for change of use to an HMO. The communication we received echoes our concerns regarding parking for any more than two vehicles.		
NP/23/0448/LBA Amended plans	The Priory, Church Terrace, Saundersfoot, Pembrokeshire, SA69 9HD	Repair works to the Priory, internal reorganisation and first floor extension over former adjoining coach house, construction of garage, creation of pool and outside kitchen area to south garden & addition of solar panels
NP/23/0447/FUL Amended plans	The Priory, Church Terrace, Saundersfoot, Pembrokeshire, SA69 9HD	First floor extension over adjacent former coach house, addition of solar panels, construction of garage, creation of pool and outside kitchen area to south garden.
<b>Cllrs response:</b> The Community Council have no observations / objections and in support of the application		
NP/23/0642/FUL	The Dingle, The Glen, Saundersfoot, Pembrokeshire, SA69 9NT	New First floor extension to northern facing facade of building with solar panel array proposed to an area of the existing roof.
Cllrs asked the clerk to request an extension to the planning deadline to respond in the February meeting. Email sent to PCNPA asking for an extension.		

## 12 Licencing Applications (Pembrokeshire County Council)

No licensing application for discussion

## 13 Consideration of Correspondence

### a) Global Beach Sports

Forwarded to the Harbour (Dan Roach) for consideration.

### b) OVW Training Dates

Training dates forwarded to Cllrs.

### c) Sustainable Coastal Communities – Saundersfoot

Email reply sent to Pembrokeshire County Council confirming 16<sup>th</sup> January 2024 date and asking for details around time, venue, etc.

### d) Historical speed assessments (enhancing Pembs grant)

Cllr AC leading on agenda point 12d and will discuss further with PCC highways regarding the total amount of speed assessment poles in Saundersfoot.

### e) Equality and Diversity (training)

The Chair Cllr CE emphasised the importance of E&D training and for all Cllrs to attend via OVW. Clerk has distributed training list and dates.

### f) Waste Bin for the Strand (funding)

Cllr Williams would like to request funding support for the re-instatement of a bin on the strand. Cllrs CW waiting on funding reply from the Beach Court. Agenda Item moved to February meeting.

**g) Saundersfoot Sports & Social Club (drainage issue)**

Quote requested from Simon Fussell building contractors to support Andy Millers recent correspondence regarding drainage issues following recent work to the playing fields. The Community Council are full aware of the issues raised and want to re-assure you that remedy is in place asap.

**h) Removal of the Tenby Office**

Removal van / company booked and office items will be moved to Community Councils storage shed.

**i) Dangerous footpath (Bevelin Hall)**

Dangerous footpath reported to PCC portal. Clean up started 04.01.2024 by PCC. Community Member informed of progress.

**14 County Councillors Reports (sent in advance by email)**

County Councillor Alec Cormack: Saundersfoot North (report supplied and available on request)

County Councillor Chris Williams: Saundersfoot South (report supplied and available on request)

County Councillor reports are available on request from the Clerk mailbox: [clerk@saundersfoot-cc.gov.wales](mailto:clerk@saundersfoot-cc.gov.wales)

**15 Working Group Reports (sent in advance by email)**

**a) Grounds Management Working Group: Cllr Ludlow**

Cllrs discussed issues with Christmas tree lights and potential solutions for Christmas 2024.

**b) St Issells Cemetery**

Cllrs CE and DL meeting in January 2024 to look at cemetery wall and upkeep. Clerk BC is organising a meeting with Jeremy Rossiter regarding burial processes.

**c) Personnel Working Group: Cllr C Evans**

Chair CE resigned as the chair of the personnel group (as he is now the chair of the full community council). The Chair urged the group to appoint a new personnel group lead and to finalise a new permanent Clerk and RFO.

**d) Community Events Working Group (remove from agenda moving forward).**

Cllrs to attend the upcoming Cllr CW events group meeting for Saundersfoot (25.01.2024).

**e) Health and Safety Working Group (re-establish in January 2024 meeting)**

**f) Finance Work Working Group: Cllr Cormack Cllr AC**

Please see agenda point 9 above

**g) Community Engagement Working Group: Cllr Nicola Cleevely**

Photographs of Cllrs taken by Gareth Davies photography. Cllr NC to update website with Cllrs pictures and profiles.

**h) Saundersfoot School Governor: Cllrs Lidan Harper**

No school meeting in December due to Christmas leave

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## **15 Sensory Garden**

Chair CE discussed Sensory Garden plans moving into the new 2024 calendar year (linking to Saundersfoot and Britain in Bloom).

Cllrs CE, DL and RH to meet in January 2024 to assess what needs to be done to support the sensory garden. Cllrs DL to organise.

## **16 Britain in Bloom**

Application submitted (awaiting census data from PCC)

## **17 Wisemans Bridge Toilets**

Cllrs JB questioned the costings presented to the community council for taking over the Wisemans bridge toilets. The figures were high level rounded figures that seemed high for the highlighted work.

Cllrs JB will contact PCC to discuss further. The email states there will be potential costs of up to £20,000 to take over the Wisemans bridge toilets (this will need to be factored into the precept and draft 2024/25 budget).

Cllr AC confirmed Katie Daley (PCC POC for the toilets) is back in the office following Christmas leave on Monday 08<sup>th</sup> January 2024.

## **18 Confidential Correspondence and Matters Arising**

Due to the confidential nature of information to be discussed and in accordance with S2 of the Public Bodies (Admission to Meetings) Act 1960, no minutes were taken.

## **19 Date and Time of the next Community Council Meeting**

Extra Ordinary Meeting Wednesday 10<sup>th</sup> January 2024 at 6:30pm

Full Community Council Meeting Thursday 01<sup>st</sup> February 2024