

SAUNDERSFOOT COMMUNITY COUNCIL

Minutes of the meeting in the Regency Hall, Saundersfoot on the 5th December 2013

- 1) Councillor Poole said he had visited Councillor Brabon and he would like to thank all those who have worked so hard in the Sensory Gardens and also to those who have helped to erect the Christmas lights in the village. Councillor Brabon also requested that the Council meetings take place in a smaller room due to his poor hearing. Councillor John informed the meeting that there is a hearing aid coil facility in the hall.

2) CHAIRMANS REPORT

- Chairman Cleevely reported that he along with Councillor Baker had placed wooden poppy crosses on the graves of those who had fallen during the wars, prior to Remembrance Sunday.
- On Remembrance Sunday Chairman Cleevely had placed a wreath on the War Memorial on behalf of the Saundersfoot Community Council. He said that it was a very well attended service with many young people taking part and a special thanks should go to Councillor Poole for his organisation of the event.
- On the 23rd November 2013 Chairman Cleevely said that he had attended the Pembrokeshire Federation of Women's Institutes AGM in the Regency Hall, Saundersfoot. It was a very successful event with 230 WI members present.

3) MINUTES OF THE LAST MEETING

It was proposed by Councillor Hayes and seconded by Councillor Boughton Thomas that the minutes of the 7th November 2013 be approved and signed.

With regards to the minutes of the Public meeting held on 27th November 2013 to discuss the application for a Micro-Brewery in the Old School Saundersfoot, Chairman Cleevely expressed his concern at the voting procedures used on the night. Although he was not involved in the meeting, he had received numerous telephone calls expressing similar concerns. Chairman Cleevely asked why were the options on the table noted in that particular order and as the first vote was to oppose the application that should have been the end of the debate. Councillor Hayes agreed and also thought a second vote should not have taken place.

Councillor Morris responded to Chairman Cleevely as follows:-

"The meeting was chaired by myself, Councillor Huw Morris. The general public were given the opportunity to speak, as individuals, first. Their questions were answered by myself and other members of Saundersfoot Community Council. As soon as it appeared that some of the public present had been misinformed, I found it necessary to read out the facts that we had gleaned from the applicant in a private meeting we held with him, several hours after visiting a working micro-brewery of a similar size to the one being proposed at the Old School. Some members of the public, who were clearly against the application tried to suggest that the information we had was not factual. There was no support for this accusation from the Council. Showing sensitivity towards the feelings that some members of the public displayed, it was eventually suggested by a member of the Council, that we should consider the addition of 'conditions' being added to the original application. This is completely correct according to the information printed on page 33 of 'The Good Councillor's Guide', which states, "There are three possible responses to an approval or refusal, or approve subject to

conditions. The community or town council can suggest appropriate conditions such as materials, maximum size, parking or access arrangements for example.” Clearly, such conditions could not be applied if the application was passed in its original form. All Councillors were invited to contribute to the list of conditions. All conditions finally agreed upon were outlined to everyone in the meeting. It was also clearly explained to everyone that, as there were three options being considered, that matter would have to be dealt with via two votes. I stress, all this took place before either of the two votes by the Council. As explained to everyone beforehand, the first vote was taken to establish whether, or not, the application would be passed in its original form. This was not the case, and so it became possible to consider the application with conditions. As already explained to everyone present, beforehand, the vote on whether, or not, to accept the application with conditions was taken. It passed by 7 votes to 3.

The other way the application could have been dealt with would have involved treating it as policy making, as opposed to a planning application. In this case, the addition of conditions could have been treated as an amendment. If this had been the case, I would have asked members of the Council to either accept the original or the amended version, for a further vote on for or against. This version also would have required two votes, one to accept or reject the application in its original form, with the second vote being the same in both versions – whether to approve, or refuse, the application with conditions. In other words, the same result would have been achieved with the same body of Councillors. As it was not a meeting on policy making, I opted for the first version.

Immediately after the meeting, well over half of the Councillors present congratulated me on the way I chaired the meeting. One told me that no other Councillor could have done a better job on the night, another told me that it was the best chaired meeting he had ever attended.

Regrettably, some of the members of the public who had obviously been hoping for a different result, decided to express their disappointment by telling several members of the Council that they had let the village down. They were adamant that there should only have been one vote – the first one. This, of course, would have won the day for them, but, if this had been the case, the procedure would most definitely have been incorrect. Some of these protestors had actually tried to lobby me several days before the meeting. On each occasion, I was careful not to express any opinion on the matter. I feel that all Councillors who were present at the meeting were equally professional in the manner in which they conducted their duties. I am sure that we all considered the application and its implications for the whole of the village, which depends largely on its income from tourism.

This report has been sent in its entirety to two representatives of One Voice Wales, Mr Del Morgan, who is the Clerk for OVW Pembrokeshire as well as the OVW Development Officer for Mid Wales, and also to Mr Lyn Cadwallader, who is the Chief Executive for the whole of Wales.

Del Morgan commented, “As such, your report reads very clearly and you were obviously on top of the issues on that particular evening – well done.” He then said that he could see that some people present might have been confused by the order of events, and added, “I really wouldn’t get too worried about the threat

of complaints from members of the public over this issue, especially if you seek to rectify or to clarify your position in relation to this week's meeting." He further explained, "Your Council is acting as a consultee in a planning matter (with another authority), and so it is your eventual conclusions that this other authority will wish to receive. If you read out your report as a background to all of this, and the clerk acts in the way I suggested to him, then I feel you will, as a Council, have done everything that you need to do to hold your heads high. Best of luck with your meeting – pob hwyl."

Lyn Cadwallader commented, "I concur with Del's comments – whilst technically the approach might have been slightly confusing to members and/or public the process has indeed led to the right outcome i.e. that the application could not be accepted in its original form however if certain conditions were met as set out by the Council (and following detailed discussions) then it would be acceptable to Council to reply to the Planning Authority with an 'approved subject to conditions' decision.

Councillor Poole said that he thought Councillor Morris had chaired the meeting well and had clearly informed those present on how the voting would take place.

It was then proposed by Councillor John and seconded by Councillor Boughton Thomas that the minutes of the Public meeting held on 27th November 2013 be approved and signed.

4) MATTERS ARISING FROM THE MINUTES

Minutes of the 7th November 2013

a) Minute 4(a) Electricity Supply to Ticket Office

Councillor McDermott again asked when the above supply would be connected to the Ticket Office.

The Clerk informed Councillor McDermott that he had spoken to Councillor Baker and was told that Mr John Amos would carry out the work as soon as possible.

Councillor Poole asked if a professional electrician be employed to carry out tests on all electrical appliances used by the Council.

Members agreed and Councillor Poole said that he would organise this to be done.

b) Minute 4(b) St Issell's Cemetery Saundersfoot

The Clerk informed members that he, along with Councillors Hayes and Poole had met with Mr Rhys Thomas to discuss work to be carried out there. He said that Rhys Thomas would cut back the laurel tree in the old cemetery and also removed a large branch which had broken off a tree. He would also remove all dead leaves and cut field during his last cut of the cemetery. He concluded by saying that Rhys Thomas would carry out the clearance of the graves in the new cemetery as soon as possible.

c) Minute 4(c) Sensory Gardens, Saundersfoot

The Clerk informed members that the new litter bin had arrived and been fitted.

d) Minute 4(g) Christmas Lighting

Councillor McDermott thanked Councillors Poole and Morris for all their help

on installing the lights in the village. He said thanks should also go to Mr David Lloyd from the Hean and Jeff from the Captains Table for supplying coffee and tea. Councillor McDermott also informed members that he would label both the lamp posts and displays for next year, and suggested that the Council hires the cherry picker for next year to install the lights on the lamp posts as well as the Christmas tree.

Chairman Cleevely thanked Councillor McDermott for all his hard work in organising the installation of the lights.

e) Minute 4(h) Flags for Regency Hall Saundersfoot

Councillor John informed members that he had received the following information regarding the flags:-

“Thank you for your enquiry, we can produce a custom printed flag with your design. We will need to redraw the design to your specifications, there will be an artwork charge of £30.00 plus vat for the artwork service. Once we had suitable artwork the cost for producing one custom printed flag size 5’ x 3’ will be £49.00 plus vat. We also offer quantity discount, if you would like a quotation for a particular quantity please confirm how many and I will confirm prices. All prices are subject to carriage and vat. The lead time for manufacture is 7-10 working days from receipt of order and proof approval. We hope this is of interest and look forward to hearing from you soon.

Councillor John also received this information from another flag supplier;-

“As it stands, creating a flag for a crest would only include the contents on the shield translate to a square base, and filled with the content detail. No armorial information (i.e. standards, plumage etc) would be included. However this is not a hard and fast rule and actually up to you. If you required just the shield as a flag measuring 6 x 4 containing the information, the price ex vat would be £260. To have the entire crest and armorial detail included on a flag measuring 6 x 4 the price ex vat would be £290. The flag would be sewn through, canvas rope and toggled, and a nominal courier charge be applied. Artwork and design to a value of £60 has not been charged.”

Councillor Poole suggested that Councillor John goes ahead for a quote for six flags from the cheapest quote and report back at the next meeting.

f) Minute 4(i) Remembrance Day November 2013

Councillor Poole thanked everyone for attending on the day and hopefully next year would be even more successful. The Clerk was instructed to write to Adam Hensman for playing the Last Post on the day.

g) Minute 5(d) CCTV Camera, Saundersfoot

The Clerk informed members that he had received correspondence from Christine Griffiths BT, Redcare enclosing fixed term discount offers as follows:-

- 1 year term 5% discount
- 2 year term 6% discount
- 3 year term 7% discount
- 4 year term 8% discount
- 5 year term 9% discount

Councillor John informed members that the life span for a camera is approximately 10 years so a fixed term contract would not be viable. He said that he had spoken to Pembrokeshire County Council on the matter and they had been very cooperative and was told that a local community no longer pay maintenance charges, but have a recorder fitted to the pole and the police would collect data to be examined and this would cost a great deal less as the camera and pole were already there. Councillor John said that he would continue to monitor the different options available.

- h)** Minute 9(a) Sensory Gardens, Saundersfoot
Councillor Pearson said that a group had worked in the gardens on 19th November 2013 and they were greatly improved. Councillor McDermott said that a great deal of water had been used to power wash the paths in the gardens and he would make enquiries with regard to payment for the water used.
- i)** Minute 9(b) Closure of MIU in Tenby
Concerns were again expressed at the imminent closure of the MIU in Tenby. The Clerk was instructed to write to the Health Minister objecting to the closure of this facility.
- j)** Minute 9(b) Lights in Long Tunnel
Councillor McDermott gave members a comprehensive report on the costings of installing lighting in the long tunnel.

He estimated the materials would cost approximately £550.00 + vat and the running cost between £259 and £365 per year. He went on to say that the distance from the new Coppet Hall building to the end of the long tunnel was 242 metres.

The total cost would be approximately £800 for first year and £260 per year thereafter.

Councillor Hayes said that this issue is raised at every meeting and thanked Councillor McDermott for all his hard work in preparing this report, and thought the costings were very reasonable.

Chairman Cleevly said the next step would be to liaise with Mr David Lewis, Hean Castle and then Pembrokeshire County Council. Councillor McDermott said that he would engage Mr Lionel Allen to check his figures for accuracy.

Councillor Boughton Thomas suggested obtaining prices from the contractors carrying out the work at Coppet Hall for the laying of the cables for the lighting.

- k)** Minute 10(b) 100 Years Anniversary World War I
Councillor Cavell informed members that meetings were in hand for the above and she would report further in the January meeting.
- l)** Minute 10(m) Council Dinner 11th January 2014
Chairman Cleevly asked that all members returned their menu choices to the Clerk as soon as possible. Members also decided to invite Mr Brian James, JEHU and Mr Graham Kendal CPSO to the dinner.

5) AGENDA

a) Saundersfoot Community Council Website

Councillor John said that he had attended a meeting in County Hall, Haverfordwest to discuss the above matter.

The discussion surrounded the proposal put forward by Gareth Johnson the Web Manager Pembrokeshire County Council.

The Welsh Government requirement for all town and community councils to have a web site containing a general description, list of councillors with contact details and a list of recent agendas and minutes could be met by the Pembrokeshire County Council proposal.

The discussion concluded with the following proposal that Saundersfoot could have three pages at the website www.pembrokeshire.gov.uk/saundersfoot with page one being a free format description with links out to related sites/pages of interest.

Page two would be a list of current council members and the clerk with their contact details.

Page three would be a list of viewable and downloadable documents containing minutes of previous meetings and potentially the next meeting agenda and previous ones.

Should at least 25 councils agree to this proposal, then the £500 allocated would be taken by Pembrokeshire County Council for development costs, training of clerk plus one other and support for the first 12 months. There would not be any ongoing maintenance charges, but there would be no support, so changes to members or clerk would require the knowledge to be passed on within the council. The decision will be made mid December, the minimum 25 councils need to confirm by 12th December 2013.

It was proposed by Chairman Cleevely and seconded by Councillor Broughton Thomas that the Pembrokeshire County Council's offer is adopted by Saundersfoot Community Council. All members agreed.

b) Youth Club Saundersfoot

Councillor Pearson informed members that she had been approached by a group of 14 and 15 years old youngsters asking if a Youth Club could be formed in Saundersfoot, possible in the Old School. She said that they just wanted something to do and occupy their time and they were willing to raise funds for the facility. Councillor Pearson said that CPSO Jim Moffatt was happy to back the idea and there could possibly be grant funding available to support this facility.

The Clerk was instructed to write to Pembrokeshire County Council requesting that they consider creating this facility in Saundersfoot similar to Tenby.

6) PLANNING APPLICATIONS

- NP/13/0572 - Retain walls, Lanes End, Saundersfoot
- NP/13/0526 - Reconfiguration of dwelling, Holly Tree Cottage Saundersfoot
- NP/13/0586 - Dormer Bungalow, Rai Tor, Ragged Staff, Saundersfoot

NP/13/0556 - Replace Conservatory, 19 The Strand, Saundersfoot

With regard to NP/13/0526 members thought that the dwelling was too large in relation to the surrounding properties.

Councillors Poole and Cavell declared an interest in NP/13/0586 and took no part in the debate on this application.

7) CORRESPONDENCE RECEIVED

a) A letter was received from the Saundersfoot Sports and Social Club regarding two issues.

- (i) Extra Signage for Club
- (ii) Relining of Regency Car Park

With regards to item (i), the letter states that since the Regency Hall has been rebuilt the club is completely out of view and has affected the income of the club, and requested for a large sign (8 foot by 3 foot) be installed on or near the front wall of the Regency Hall. Members raised no objections to this request as a sign was previously situated there prior to the new hall being built, but suggested the Club contact the Regency Hall first.

Members also commented that it was agreed that a sign be placed by the main gates informing the public of all the activities available in the area.

With regard to (ii) members decided to rethink about re designing the layout of the markings in the car park at a later date.

8) REPORTS FROM VARIOUS COMMITTEES INCLUDING THE COUNTY COUNCILLORS REPORT

a) In the absence of Councillor Baker the Clerk read out his report:-

- The County Council are holding seminars with the County Councillors to investigate the £12 million savings required. This is in addition to the meeting proposed with Community Councillors on 10th December 2013.
- The meeting with Mr Chris Martin of the Hywel Dda Health Board was frank and open, the Councillors present stressed their disappointment that the promise made on a number of occasions that the MIU would not close until equal and equivalent provision was made at the two Doctors Surgeries. This was not the case and even further the dialogue between the two parties had been extremely disappointing. Mr Martin undertook to speak to both practices within 24 hours. He further explained that the ENP staff from Tenby were needed at Withybush and whilst this was a difficult decision the Board had to consider the provision for the whole County. Dialogue still continues between Tenby Town Council and local County Councillors and the Welsh Government Petitions Committee.
- Speed limit from the Fountain Head junction – To provide members with some items to discuss he requested that Darren Thomas (Head of Highways) provide the current position on the B4316. The speed limit at Saundersfoot was reviewed in November 2002. The Order then moved the 30 mph signs on the B4316 further out to a point 160m north of the Whitlow junction. From this point the road runs for about 1.940m to the 30 mph signs at the Fountain Head junction. That length is undeveloped apart from the properties near the station access.

The Fan Road is derestricted over a length of around 550m. This road has no adjacent property.

The absence of development means that neither road would be suitable for designating as 30 mph new limits are introduced only when supported by the Police.

The guidance of the Assembly Circular 24/2009 'Setting Local Speed Limits in Wales' is used to determine areas for a local limit. The document indicates 'the characteristics of the road, such as geometry and adjacent land use, should be a key factor when setting a speed limit. Drivers are likely to respect lower limits where they can see there are potential hazards, for example in residential areas, shopping streets and outside schools.' The determination of a local limit is based on mean speeds which reflect what the majority of drivers perceive to be the appropriate speed for the road. The mean speed before intervention should be at or below the posted speed limit.

Current average speeds are likely to be in excess of 30 mph. Trying to introduce an unrealistically low speed limit would be likely to be ineffective, lead to disrespect from drivers and require significant enforcement. The police would not support a new limit that did not conform to the guidance as this would add to enforcement requirements.

Members decided to continue to press for 30 mph speed limits to be installed on this stretch of road and to meet with East Williamston Community Council members to establish their views on the matter.

- Closure and relocation of the Saundersfoot TIC – He asked Tracey Amos (TIC Manager) to comment on the concerns raised.

During 2011/12 they dealt with 67,829 enquiries in the whole year, with 62,210 being dealt with between April and October.

Once the generic solution has been set up the Library and Information Centre will be open throughout the winter of 2014. They are also closing Pembroke and Milford TIC's who demonstrate the same patterns of activity as Saundersfoot.

With regard to the revised location for Saundersfoot they will install signage at the start of the season during 2014 to ensure that those visitors using the Harbour Car Park know where to find the relocated centre.

- Salt Bins – The bins are sanctioned and are in Templeton, and for Saundersfoot Community Council to inform Rob the exact locations (house numbers). John Baskerville agreed to be key holder for the bin on Pennant Avenue, Saundersfoot
- Waste Bins – Alan Hare has contacted Glen Codd regarding new bins for the Regency Car Park.

- Sardis – Back Lane sign has been installed.
- Storage Container – Glen Codd has provided a cost for a brand new container as follows: - £1,200 for 10 foot container and £1,800 for 20 foot.
- Guttering on Wisemans Bridge Toilets – Maintenance card issued.
- Parking Plate at Cambrian – Ben Blake investigating.
- Hand rails, Back Beach – Will Lloyd is liaising with Emyr Williams.
- Road sweeping various locations – All have been reported. Councillor Baker understands that Westfield road to Incline Cottage has been swept, there is only one sweeper for the south of the County.
- Dead Tree, Westfield Road – Reported this to Streetcare.
- Street Light Outside Regency Hall – Reported and bulb replaced. Members commented that this light was not working.

b) Councillor John reported to members as follows:-

Saundersfoot Bay Heritage & Regeneration Trust 26th November 2013

There was a discussion on trying to obtain a Geo-Park status for the area, with all of the local geography and geology. It was pointed out that PCNPA had completed a study on this topic and decided that there was a lot of work required in trying to get all of the bodies required to be involved and motivated. PCNPA also concluded that a NP status currently carried more prestige than a Geo-Park, however with UNESCO now looking at defining this as a World status, it was something to consider for the future.

There was a long document presented by Joan Asby on how to present the group and its ambitions to others, for example potential funders, and asked for some assistance from members to read, review and comment on the content to date and to offer suggestions for a revised version that could be discussed at the next meeting.

Unfortunately Councillor John could not stay to the end as he had to attend a Community Council Meeting.

c) Councillor Cavell reported to members as follows:-

Saundersfoot School

- The School Ambassadors took part in the wreath laying ceremony on Remembrance Sunday.
- Year 5 pupils found it very beneficial to practice using the stage in the Regency Hall, in preparation for their performance of a 'Summer Nights Dream' at the Torch Theatre last month.
- A magnificent £1,510 was raised at the Christmas Bazaar. Thanks go to Mrs Lewis and the FOSS team for organising this event.
- Councillor Cavell attended the Early Years Nativity performance to the music of ABBA and it was a truly amazing performance, and the children really enjoyed it.

- May we wish the staff and pupils at Saundersfoot C P School a Happy Christmas and a prosperous New Year.

d) Councillors McDermott reported to members as follows:-

Regency Hall meeting 4th December 2013

- Mrs Ann Isaacs from PAVS gave a presentation in respect of the Incorporation of the Regency Hall.
- The Indoor Market is due to start in March 2014.
- From 2nd December the Regency Hall is licensed to show films and a film club will be set up.
- The Race Evening had to be postponed.
- Mr Colin Newberry would paint the stage with non-slip paint.
- The Treasurer and Assistant Treasurer gave an extensive report on the Hall's finances.
- After inspections the kitchen was awarded a rating of 5, the maximum given.
- A sub/committee of Neville and Sue Boughton Thomas, Chiara Hare, George Cavell and McDermott was formed to interview prospective new employees.
- A lengthy and useful debate ensued on the 2014 pricing structure.
- Bookings continue to be strong.
- The Hall will present a Nativity Film on Sunday 22nd December 2013 at 2.30pm.
- A New Year's Day Disco will take place in the hall under the control of Mr Roger Stamford of the Saundersfoot Sports & Social Club.
- The next meeting of the Hall Committee will be held on 8th January 2014 at 7.00pm.

e) Councillor Morris reported to members as follows:-

Harbour Commissioners Meeting 13th November 2013

- In readiness for next year, the feedback from our mooring holders will be considered, regarding the lifting and storing of boats and a review of the price structure will be considered.
- The aim of the sluicing programme is to keep the channel open for as long as possible. This should ensure that the dredging required will be considerably less than in previous years.
- A document is being prepared on the Impoundment and Sluice Operations. This has been emailed to all Commissioners, so that they can add suggestions to the procedures. The Advisory Group will also be consulted before this document is finished.
- The original channel markers have been replaced by smaller markers that will hopefully cope with winter conditions.
- It is hoped that visitors will be able to make payments via credit and/or debit cards next year at a ticket machine.
- Christmas lights have been ordered for 15 lamp posts. These have since been installed. It is planned that older lighting stock belonging to the Council will be made available to the harbour.
- Mooring holders will have the same concession for a Car Park Season Ticket next year.

f) Chairman Cleevely reported to members as follows;-

Saundersfoot Police Forum 2nd December 2013

- 15 members of the public were in attendance plus CPSO's Moffatt and Kendall.
- Chairman Cleevely said that despite 4 letters sent by the Clerk, no response had been received from Inspector Evans.
- A letter was received from the Saundersfoot Sports Club expressing concerns at youngsters behaving badly near the play area. CPSO Moffatt said that it happened after he went off duty and a small CCTV camera would be the answer.
- Most of the meeting dealt with the behaviour of youngsters in the village and a cross discipline meeting is being organised to consider the needs of these young people. Many empty aerosol cans are being found in the Sensory Gardens which is disturbing.
- Crime figures for Saundersfoot were one violent assault, four minor incidents and one theft and all had been resolved.
- During the WI AGM a question was put to the Crime Commissioner Mr Chris Salmon regarding alcoholism and drug taking in Saundersfoot and he said that he would investigate, but according to the statistics, there did not seem to be a problem.
- Councillor Baker provided Speed Statistics for Sandyhill Road and very few were found to be speeding.
- Dyfed Powys Police is organising a 'Rural Policing Summit' in Headquarters, Carmarthen.

Chairman Cleevely reminded members of the Senior Citizens Dinner on Sunday 8th December 2013 at 6.30pm in the Regency Hall, Saundersfoot.

Councillor Boughton Thomas said that there was a waiting list and asked if the Council and the Lions Club would consider increasing the number attending from 80 to 88.

Members agreed to extend the number to 88 and Councillors Boughton Thomas and Pearson would organise the table arrangements for the evening.

9) ANY OTHER BUSINESS

- a) Councillor Hayes asked if the leaves be cleared on the Ridgeway from Tringham to the Old School. The Clerk was asked to contact Councillor Baker for them to be cleared.
- b) Councillor Hayes informed members that the Kissing Gate near the Cenotaph was missing and the Clerk was instructed to write to National Parks to request it get replaced.
- c) Councillor John warned members of a plague of email viruses being targeted by rogues and asked that the public be wary of this problem.
- d) Councillor McDermott reminded members that the Christmas tree lights would be switched on at 6.30pm on Friday 6th December 2013 by Chairman Cleevely.

Chairman Cleevely then wished all members a Happy Christmas and a Prosperous New Year.

The next meeting of the Council will be held in the Regency Hall, Saundersfoot on Thursday 9th January 2014 at 6.30pm.