**Minutes of the Ordinary Meeting of Saundersfoot Community Council on Thursday 3rd December 2015**

**Present**: Councillors: Phil Baker; Sue Boughton-Thomas; Don Poole;

 Mandy Allsop; Tessa Pearson; Mary Cavell; David McDermott

 Rosemary Hayes MBE; Steve John, Anthony Mattick, Bill Cleevely

**In attendance**: Virginia Taber - Clerk

**154. Chairman’s Report**

On 8th November Cllr Baker was honoured to lay the Community Council wreath at Saundersfoot War Memorial, this year the service was attended by the Deputy Lord Lieutenant Mrs. Sharon Lusher. The service then moved to St Issels Church where the banners were presented to Rev Marianne Osborne who conducted a very meaningful tribute.

The 27th November saw Saundersfoot host the Pembrokeshire Federation of Women's Institutes Annual Council Meeting, over 230 delegates shared an update of the very busy 100-year anniversary. A very successful year had been had by all, a celebratory cake had been provided by The Canadian Consul - a tomato ketchup cake.

**155. Apologies for absence** Councillor R Brabon

**156. Declarations of interest**

 Councillor Phil Baker any matter relating to the Old Coal house and Lawn – prejudicial interest because he is a Harbour Commissioner.

Councillor McDermott any matter relating to the Old Coal house and Lawn – prejudicial interest because he is a Harbour Commissioner.

**157.Minutes of the meeting of the 5th November 2015**

After amendments the minutes of the meeting of the 5th November 2015 were accepted as an accurate record.

**158. Matters arising**

 **Meeting with Mike Cavanagh, Head of Cultural Services PCC, regarding Saundersfoot Library and TIC** **(Min 144).**

The Clerk reported that she has spoken to Mike Cavanagh and that he was unable to attend a meeting on the date that had been proposed of 9th January 2016

The purpose of this meeting was to canvass public views about the options open to the Community Council regarding the library and keeping it open. Mike Cavanagh had reminded the Clerk that these decisions would be for 2017/18 and that there was plenty of time left to consult.

A discussion then took place about how best to consult with the public about the Library. It was suggested that this process could begin with canvassing the views of those who already used the library on a regular basis by the use of a questionnaire.

Cllr McDermott informed the meeting that he had spoken to a member of library staff about the current opening hours who considered that the hours were about right.

It was **resolved** to contact Mike Cavanagh and suggest that a joint questionnaire be prepared.

**Addits (minute 118)**

Cllr Hayes noted that the “Tomos” sign was still in the Addit .

Clerk would ask area maintenance to remove it.

**Sensory Garden (Minute 138)**

The Clerk informed the meeting that she had received a letter from Pembrokeshire County Council setting out the terms and conditions of the transfer of the Sensory Garden.

The terms of the Sale where read to the meeting which included the following terms read to the meeting by Cllr Baker:

The transfer of the freehold land situate at the seafront in Saundersfoot and adjacent to the north side of the former Coal Office Building, currently known as the **SENSORY** **Garden**. For the purpose of clarity, the land to be transferred is that covered by the current ground lease dated 22 August 2003 between Pembrokeshire County Council and Saundersfoot Community Council, and excludes the stone kiosk in the north-east corner.

The transfer of the freehold will be for nil consideration, save that the Community Council will pay the County Council’s legal costs incurred in the matter.

Each party will be responsible for their own surveyor’s costs incurred in the matter, and the Community Council will be responsible for its and the County Council’s legal Costs incurred in the matter.

The transfer will include a restrictive covenant preventing the erection of any building upon the property, and this covenant will be reinforced by the inclusion of an overage clause whereby if planning consent is obtained for the erection of building on this property, the County Council will benefit 100% from the uplift in value. Similarly, if buildings are erected without consent the County Council will also benefit from the uplift in value.

There will be covenants within the transfer granting rights of way in favour of the stone built kiosk to the northeast corner of the land, together with the rights of support.

It was **resolved** to accepted these terms and to proceed with the transfer.

Councillor Pearson advised the meeting Saundersfoot Harbour staff would be assisting in the Sensory Garden by digging out one of the boarders in the following week.

Thanks was also expressed to those who attended on 21st November to clear up the garden.

The pump in the water feature is broken and now beyond repair despite Cllr Poole’s best efforts.

It was **agreed** to replace the pump.

It was also **agreed** that further work was required in the garden in relation to exposed roots which could be a trip hazard.

**MUGA (Minute 140)**

Cllr McDermott reported that the Mr Hywel Rees had received conditional approval for the MUGA. Further information regarding light spillage from the floodlighting was required and that would be provided to the planning authority in a few days.

**Remembrance Service (Minute 143)**

It was **agreed** to send a letter of appreciation and thanks to Mr Adam Hensman for playing at the service.

**Condition of Planter container near slip way (Minute 147)**

It was clear that the planter was in a very poor condition and that it would have to be repaired or replaced.

Cllr Hayes requested that consideration be given to precepting an amount for this to be done.

**Youth Club**. **(Minute 148)**

A discuss took place regarding the provision of equipment for the youth club but it was agreed that the most urgent and important matter was to ensure that the youth club had sufficient funds to have proper insurance in place.

It was **resolved** to fund insurance for Saundersfoot Youth Club.

**159. Accounts for Payment**

Staff £1494.40

HMRC £223.79

BDO Audit Fees £354.00

Electricity £27.14

Smart Garden Grass cutting £960.00

Total £ 3059.33

Balance of Funds £18769.60

**160. Licensing Applications**

 The Clerk reported that the licensing portal was working but there were no current applications for Saundersfoot.

**161.Planning Applications**

 **NP/15/0631/FUL**

 Upgrade to an existing telecommunication installation and associated works

 Beddoes Court Milford Street Saundersfoot SA69 9EW.

 It was **resolved** to support this application

**162.Correspondence Received**

 **Letter from Mr John Davies**

A letter was received from Mr Davies and read to the meeting. Mr Davies requested permission for a commemorative plaque to be placed for his sister, Doreen Davies, on a bench in the sensory garden.

 A discuss then took place regarding this request. Cllr Baker expressed the view that he was in favour of the request and that he could not see any difficulty in placing a small brass plaque on a seat in the garden. It was agreed that there were two benches that did not at this time have plaques on.

Cllr Allsop pointed out to the meeting that it had been agreed in the past that permission would not be given for memorable plaques to be placed in the garden That it had been agreed that it was a sensory garden and not a memorial garden. Councillor Poole said he believed that related to plaques being placed in the boarder. Cllr Allsop did not agreed with this suggestion and was clear that in the past such requests had been refused and believed that it Council were now to agree to this requested it would cause some ill feeling among those who had previously been turned down.

The matter was put to a vote and all present voted in favour of the request save for Cllr Allsop who voted against the proposal.

**163. Agenda items**

**164. To discuss the precept for Saundersfoot Community Council for the financial year 2016/17**

Cllr McDermott read out a note from Cllr Brabon who apologised for not being at the meeting. Cllr Brabon asked Council not to lose sight of the following:

*“Saundersfoot is a family holiday resort and we as a council should be supporting local traders who already pay high rates, and our chamber for Tourism and anyone else in pursuit of Tourism, to try to ensure we continue to enhance our village in any way that makes our village a better visitor experience*. To that end Cllr Brabon suggested that Council increase the precept by £25,000 or £15.75 per household.

Cllr John commented on the recent information that had been circulated by Pembrokeshire County Council and the amount of money that they have to cut from Services in the next financial year made for a frightening read. He urged colleagues to keep that information in the back of their minds as the Community Council prepared to

set a Precept for the following financial year.

Cllr Baker told the meeting that Pembrokeshire County Council were looking at ways to do things differently and an example of this was that staff would be trained to issue tickets for dog fouling. If am member of the maintenance team witnessed dog fouling, then they would be in a position to issue a ticket which was a smarter way of working in any event.

Cllr John – Cut backs would eat into reserves and PCC may only have enough money to spend on essential and statutory services, If the Community Council wanted to bridge the gap the impression to the public would be that they were paying twice for the same services.

Cllr Boughton-Thomas said that monies needed to be put to one side to develop the area behind the ticket office which would include draining the area so that it could be put back into use and provide an income for the Council.

£5000 had been allocated from this year’s precept for the MUGA and £5000 from 2016/7.

If the Library was to be kept open, then a further £2600 would need to be allocated.

Monthly running costs of £3000 were required regardless of anything else Saundersfoot Community Council did.

£2000 for Christmas lights and it may well be more next year.

Cllr Boughton-Thomas considered that it would be prudent to have a contingency fund in case PCC came back to the Community Council with further items that they were no longer going to fund.

Flower towers would cost £1000.

The situation of the Police Station needed to be considered and Projects for the next year.

Cllr Pearson informed the meeting about the Community Grant which could be available via the Tesco plastic bag fund. The grants were to create a better and happy place for people to live and it was agreed that the refurbishment and enhancement of the Tennis Courts into a MUGA fulfilled that category.

A discussion then took place about Councils ambition to refurbish the putting green area which needs to be drained before it could be used effectively. It would make a very pleasant picnic area with seating and tables.

Councillor Mattick also raised the idea of a green gym in the area with 3 or 4 items of outdoor gym equipment. He also indicated that the Cricket club may be interested in using the top tennis court area for nets practice.

Cllr Allsop agreed that the Community Council ought to try and generate an income from the assets that they hold.

Cllr Poole agreed and said that on occasion you have to speculate to accumulate.

It was further agreed that what was required was a plan of action and for Councillors to make a list of ideas and action for the next meeting

Cllr Baker informed the meeting that he had been to a presentation at County Hall regarding the provision of free Wi-Fi for communities in Pembrokeshire by PCC. The Community would have to find a host for the equipment but the County Council would fund the project for three years. It would be a joint venture between Chamber for Tourism, The Harbour Commission and the Community Council.

If Saundersfoot Community Council wanted to proceed then an interest had to be shown January 2015.

Tenby ran the trial in May 2015 which was successful. It was agreed that this was an interesting venture and that the Community Council was in principal behind it and that there were potential great benefits for the Village and tourism. it was further agreed that a “Wi-Fi champion” would be needed to drive this initiative forward.

It was **resolved** to arrange a meeting with the providers in January.

It was further agreed that that over the next few weeks before the precept was settled that Councillors would consider what projects and activities needed to be budgeted for in 2016/17. All ideas to be emailed to the Clerk to be discussed at the January meeting.

Police – Cllr McDermott addressed the meeting regarding the retention of a Police station in the village. He said he believed just about everyone in the village deemed it imperative that the police station is retained in Saundersfoot. The Saundersfoot Harbour Commissioners have offered Dyfed Powys Police a suitable room on the harbour for £10,000 with an additional room for £5000, a total of £15000 – however he continued that in these days of cutbacks it seems likely that Dyfed Powys Police would refuse this offer.

He said he thought that he spoke for most people when he said that we need to keep the police in the heart of the Village. Saundersfoot Police Station is believed to be on the closure list and if that happens then our PCSO will be transferred to Tenby. Cllr McDermott went on to say that he believed passionately that If Saundersfoot Community Council and Saundersfoot Harbour Commissioners worked with each other, then the situation in Saundersfoot will remain as it is to the extreme benefit of residents and visitors alike.

Cllr Poole agreed that he would like to retain a Police presence in the village and that it was important that there was a place for Officers to go and for the public to be able to report issues to an Officer.

Cllr John agreed that he would support the principal of keeping the police in the village.

The Police Precept would be going down again in 2016/17 and he suggested that the Community Council precept could be increased by the same amount.

Cllr Mattick suggested that the Community Council could pay towards the CCTV and keep the Police at the harbour.

Clearly there were a number of options to be discussed in relation to the precept.

It was agreed that there were a great many matters to be discussed prior to setting the precept and that any major decisions regarding the increase in the precept should be discussed with the Community as it effected all Council tax payers.

Cllr John proposed that after the precept meeting the options are then taken to a public meeting.

Cllr Poole proposed that second home owners should pay their fair share and more that 100%. Cllr Baker informed him that Pembrokeshire County Council were looking at raising the amount paid by second home owners to 200%.

It was then agreed that as this was a particularly difficult year for setting the precept because of the proposed reduction of Pembrokeshire County Council services that more than one meeting would be required. It was agreed that the next meeting in January would be followed by a precept meeting and then a public meeting.

Dates of the latter two meetings to be determined.

**165. Reports from committees including the County Councillors**

**166 County Matters**

Following further Officer discussions, the 6th Form reorganisation process in the north of the County has been suspended and a further consultation exercise is to be undertaken with additional dialogue with the Trustees of Tasker Milward School.

There has been additional movement across the floor of the Council Chamber with Cllr Pearl Llewellyn leaving the Independent Plus Group, this brought the political balance to 30-30, however Cllr Alison Lee joined the IPG leaving the Independent nonaffiliated which brought the split back to 31-29.

**167 Ward Matters**

Cllr Baker had clarified the situation in respect of the Villages two flower towers, 2016 will see the County Council charging for the plants, whilst retaining the planting and watering function, the estimated cost of the two towers is £700.

Cllr Baker has applied for the temporary road closure on The Strand for the New Years Day swim emergency service vehicle use, notices and letters will be posted during Christmas week.

A deep clean of the footways around the Village Centre has been requested in advance of the Christmas market and New Year’s celebrations.

Cllr Baker attended the PCC Wi-Fi presentation at the invitation of the Officers, PCC have commissioned a company to provide a free Wi-Fi network in a number of main communities. Saundersfoot has been included in the proposal equipment would be provided free, the maintenance and licence would also be provided by the County supplier, with the communities providing host locations with a cost of £25 per unit for power supply costs. Cllr Baker had indicated that between the Community Council, Harbour Commission and Chamber for Tourism he was sure that there would be an appetite to support the installation. He suggested a meeting early in 2016.

**168 Harbour Commissioners Report**

 **OPERATIONAL REPORT**

The harbour channel has undergone active sluicing over the past month to reline. This will continue over the winter months.

Only a few vessels remain in the harbour, with prior agreement with the Harbour Master, as they intend to actively use the harbour over the coming months.

Due to proximity of the boat storage compound to the New Harbour Deck the Harbour Master requested that all vessels be jet washed on the slipway before being stored. However, it is recognised that this may not be possible for all vessels therefore covered Jet washing lances and screens are to be used to ensure public safety.

All outer Harbour Visitor pontoons are now back in the harbour for winter storage.

Trinity House inspect Harbour channel markers and light bacons including the three on the pontoon. All were deemed satisfactory

**PROJECT DEVELOPMENT *Phase 2***

Commissioner P Evans proposed that the branding for the project title of Phase 2 is to be ‘Wales International Coastal Centre’. All Commissioners agreed.

Briefing given to Harbour Advisory on the 3rd November and to Saundersfoot Community Council on the 5th November with regards the new proposals to include a Coastal Sea Lido and the Canoe Freestyle Experience/ Flood Rescue Centre into the Phase 2 scheme. The new additions were welcomed by both groups.

Briefing given to PCC Executive Team with regards to the new additions to Phase 2. All were welcomed by the team.

Meeting Held with Natural Resources Wales in Cardiff on Monday the 9th November with the chief officer to discuss Implication with the flood defences and NRW strategical plan. The scheme was well received and a mechanism would be put in place to ensure that regional officers from NRW could review the proposals and best advice the harbour.

Commissioner Philip Evans and the CEO Met with AM Deputy Minister Ken Skates on 11th November at the Welsh Assembly’s building Cardiff, in which full support offered to the scheme.

Commissioners have met with numerous Welsh Assembly Members over the past month, to review phase 2 proposals, all have welcomed the Commissioners proposals.

Commissioner Philip Evans and the CEO will be attending PCC Finance and Scrutiny Overview Committee on Thurs the 12th Nov to give a review of the current progress of Phase 2.

**ADVISORY GROUP COMMENTS (**Meting held at Harbour Office on the 3rd Nov)

Proposals suggested: -

To review the harbour limits / or to extend seep limitation to avoid wakes entering the harbour.

To review winter boat storage operation

**HARBOUR PRESENTATION**

The harbour flowerbeds have been replanted for spring bloom.

Partnership with Community Council Sensory gardens has been established to compliments each other’s presentation in 2016 with support offered from Harbour team to assist with planed winter programed bead clearance.

Harbour Team erecting the Village Christmas lights, to commence on the 9th November and would take two weeks.

GD Harries to sponsor Harbour Christmas illumination on the Harbour Deck.

 **169. Saundersfoot Bay Heritage Regeneration Trust –Cllr John**

 **Meeting on 26th November**

An evening called "*Echoes of the Coast"*

This was an interesting evening where the trust continued to discover and collect items of historical interest to the area. We were lucky enough to have two local residents who could regale us with sights and sounds from nearly 90 years ago, all of which helps to build a real-life picture of Saundersfoot Bay in the past.

The Saundersfoot meeting is one of several that are occurring around the Pembrokeshire Coast that are being coordinated by PLANED, PCC, PCNPA, The National Trust, Pembrokeshire Tourism, Visit Wales and others.

**170. Any other Business**

 **Community Council Christmas Dinner - Cllr Baker**

 The Community Council Christmas Dinner would take place at the Gower Hotel on Saturday 9TH January at 7.30pm.

 It was proposed that the following Guests be invited:

Mr J Griffiths and Partner,in recognition of his long and loyal service as Clerk to the Community Council.

Mr J Pearson in recognition of his service to the Royal British Legion Poppy Appeal.

Mr J Moffatt and his wife in recognition of the work he does within the village as PCSO

Mr Hywel Rees and his wife in recognition of the work he has done for MUGA project.

Mrs Virginia Taber – Clerk to the Community Council.

It was unanimously agreed that that this would be the guest list.

The Clerk was requested to send the invitation and make the necessary arrangements.

The Meeting was reminded the Christmas Dinner for the Senior Citizens of Saundersfoot would be held on Sunday 13th December 2015 at The Regency Hall at 6.30pm.