

# SAUNDERSFOOT COMMUNITY COUNCIL

Minutes of the Meeting Held In the Regency Hall, Saundersfoot  
On the 8<sup>th</sup> November 2016 at 6.30pm



**Present:** Cllrs: S Boughton-Thomas (Chairman), A Mattick (Vice Chair), M Allsop, R Hayes MBE, D McDermott, P Baker, M Williams, M Cavell and S John

**In attendance:** Melanie Priestley - Newly appointed Clerk and Mr John Griffiths (Acting Clerk)

1) **Apologies:**

Cllrs T Pearson, W Clevely and D Poole.

2) **Chairman's Report:**

On 21<sup>st</sup> October 2016 Cllr S Boughton-Thomas was happy to attend a photo-shoot arranged by PCC/the Library to celebrate the new extended Winter opening hours, adding that we should also feel proud to be the only library in Pembrokeshire open during the Winter months on a Saturday afternoon.

The weekend of the 28<sup>th</sup>/29<sup>th</sup> October 2016 was, in the words of Craig Revel Harwood AMAZING. Cllr Boughton-Thomas stated that Our Chamber of Tourism must be congratulated for marketing and producing the most successful "Big Bang Weekend" ever. The village was full to bursting with adults and children dressed up and all thoroughly enjoying the atmosphere and events arranged by the Chamber. The harbour was buzzing with all the fairground attractions, Sharon, on behalf of the Youth Club, had over 300 entrants on Friday night for the trick or treat and on Saturday Cllr Boughton-Thomas had the very hard task of judging the pumpkin competition. At the end of the evening it was noted that the fireworks, which were stunning, lit up the sky and created a fitting finale to a wonderful couple of days. Well done to all concerned.

3) **Declaration of Interest:**

Cllrs Baker and McDermott declared an interest in any discussions taking place on the Harbour issues.

4) **Minutes of the Meeting on the 6<sup>th</sup> October 2016 Received.**

It was proposed by Cllr Cavell and seconded by Cllr Hayes MBE that these minutes be signed as a true record. All members agreed.

5) **Matters Arising from the Minutes:**

a) **Item 4c (Speeding on the Ridgeway)**

Cllr Baker informed the Council that flashing speed awareness signs are not being moved around the county and at present one is believed to be at the top of Templebar Road and financed, he believes, by Pembrokeshire County Council.

It was agreed that a traffic survey was required, preferably at the top of the Ridgeway. Cllr Baker will raise this issue at the next Saundersfoot Neighbour Police Forum and revert back to the Council. It was also suggested that the cost of a sign would be circa £3,000 if the Council wished to purchase their own.

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**b) Item 5b (Defibrillator in Tesco) – For anyone who wants to use it.**

It was agreed that training for the use of the defibrillator should be made accessible to Tesco staff and others who would benefit from it and harbour staff. A room within the Regency Hall could be used (which would require 1 weeks notice). It was left to finalise arrangements in the December meeting for the training to be held the beginning of January.

**c) Item 5c (Bus Service Tenby – Haverfordwest)**

Cllr Hayes MBE enquired of Cllrs Baker's progress on this matter. Cllr Baker advised that he was arranging a meeting with Pembrokeshire County Council. The issues will be addressed in Spring. In the meantime Cllr Baker will talk with Edwards Buses reference bypassing the village.

**d) Item 5d (Sensory Garden – Dog Fouling Signage)**

Cllr Baker informed the Council that unfortunately his contact at Pembrokeshire County Council had retired but he is in the process of finding out who will now be able to advise the Council at a pre arranged meeting regarding this matter.

**e) Item 5d (Proposed Lighting in Tunnels)**

Cllr John commented that the lighting within the tunnel (in his opinion) was now adequate during night-time hours but unfortunately not so good during daylight, but it was an improvement on before. Cllr Hayes MBE added that the new signage had reduced the number of persons riding their bikes through the tunnel but now unfortunately there is an added problem of persons using scooters. It was left that Cllr John would ask PCSO Jim Moffatt to keep an eye on it and revert back to the Council if the need arises.

**f) Item 9a (Risk Assessment)**

The amendments to the Councils Risk Assessment and Financial Regulations to be added to the Agenda for full discussion in the Councils next meeting (December 2016). Cllr John with Cllr Bakers' assistance agreed to draft an outline of these matters ready for the meeting.

**(Internal Audit)**

Cllr Boughton-Thomas informed the members that a reply is still awaited regarding the Councils invitation for Alan Marsh to discuss the Annual Report with the Chair and Vice Chair.

**g) Item 10a (Cemetery Grass Cutting Problems)**

Oakfield Gardening Services have completed their current contract and it was agreed what a fantastic transformation to the cemetery and back cemetery they had undertaken. There are just a few remaining root stubs to be removed.

It was stated that due to the grass being so long the machinery had difficulty in picking it up in some areas, but over time this will rectify itself as further cuts are completed.

Smart Gardens have an account from July outstanding. It was agreed that when received payment to be made. It was agreed that all members and the Clerk will monitor the condition of the cemetery over the winter months and report back to the Council if any works are required to be carried out.

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A meeting has been diarised for the 15<sup>th</sup> December at 6pm at the Regency Hall to prepare Tender and advert for insertion into the Tenby Observer inviting persons to apply for next season's maintenance works to be undertaken. Cllrs Boughton-Thomas, Mattick, John and the Clerk to be present.

**h) Item 10b (MUGA) Lighting**

Cllr McDermott proposed that the turning on of the lighting for the MUGA should be postponed until

Early 2017 to enable all checks to be carried out in full. Cllr Boughton-Thomas seconded the proposal with all members in agreement.

The connection into the mains supply was also discussed with three options being put forward:-

Connect into the Sports Club.

Connect into the supply within the maintenance hut.

Connect into the Bowling Clubs supply.

MUGA - Lighting connection and when to turn it on will be added to the Agenda for February 2017's meeting.

**Fencing:** Cllr Williams has been approached by members of the public enquiring if the gates are going to be locked and if so how would you be able to book and gain access. Suggestions were made to book online or sell tokens from the Sports and Leisure Club. It was agreed that this matter would also be added to February 2017's Agenda.

Cllr Baker enquired if there had been any more incidents of vandalism. It was reported that now all the excess building materials have been cleared away there was nothing left to cause damage with.

**i) Item 10e (Saundersfoot Sports and Social Club)**

A new Treasurer has been appointed and another meeting to be convened in 3 weeks time to discuss fund raising ideas.

**j) Item 12a (Oak Tree adjacent to the former Sands Night Club/entrance to the Regency Hall Car park)**

Cllr Boughton-Thomas has written to Mr Philip Booth regarding the offending tree. Philip Booth has stated that he would be pleased to meet with Mike Higgins to discuss the situation further.

**k) Item 12b (Coppet Hall Toilet Signage)**

Cllr Boughton-Thomas had it confirmed in an Email by Hean Castle Estates Office that a new sign had been erected on the Welsh Water building and further signs would be erected over winter.

**It was proposed by Cllr Cavell and seconded by Cllr Hayes MBE that these minutes be signed as a true record. All members agreed.**

**6) Minutes of the Special Meeting held on the 28<sup>th</sup> October 2016 Received.**

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7) **Matters Arising from Minutes:**

No Matters Arising

**It was proposed by Cllr Williams and seconded by Cllr Baker that these minutes be signed as a true record. All members agreed.**

8) **Planning Applications Received:**

NP/16/0587/FUL - Remove existing bay window and replace with sun room and replace existing first floor balcony with amended design and size balcony to front (North) elevation.

Cllr Bought-Thomas declared an interest in NP/16/0587/FUL and took no part in the debate.

Members raised no issues with regard to the above application.

NP/16/0577/FUL- Sub division of existing garden to provide new 2 storey 3 bed dwelling with access.

With regard to NP/16/0577/FUL Cllr Baker proposed and Cllr Mattick seconded that a site visit should be arranged to assess the impact on nearby properties.

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NP/16/0514/TPO- Ash Tree Removal – The Ridgeway, Saundersfoot.

NP/16/0510/TPO- Reduction in length of tree branches – 2 Bonvilles Close, Saundersfoot

NP/16/0508/TPO- Oak branch and crown reduction – Lanes End, Stammers Road, Saundersfoot

NP/16/0414/FUL- Remodelling of dwelling with front and rear extension – Lexden, St Brides Hill, Saundersfoot

NP/16/0448/TPO – Oak Tree removal of crown – The Cottage, Frances Lane, Saundersfoot

NP/16/0429/FUL- Proposed first floor bedroom/ensuite bathroom extension – 9 Castle View, Saundersfoot

All the above have had **Permission Granted** by Pembrokeshire Coast National Park Planning Authority

NP/16/0399/CAC- Replace Driveway retaining wall – Landfall – The Harbour, Saundersfoot

**Conservation Area Consent has been granted** by Pembrokeshire Coast National Park Planning Authority

NP/16/0493/NMA- Non material amendment to NP/14/0439 Plots 17 and 18 Ocean Point, Saundersfoot

**Approved as 'non-material' amendments to planning permission** by Pembrokeshire Coast National Park Planning Authority

9) **Licensing Applications Received:**

Cllr Mattick reported that there was no Licensing Applications received this month.

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10) **Consideration of Correspondence Received:**

- a) Email from Clive Britton stating an interest in part of the cemetery to enable rare plants, fauna etc to exist. It was agreed by all members that more information was needed before any decisions could be made. Cllr Mattick will contact Clive Britton and discuss things further.

This item will be added to Decamber's Agenda.

- b) Email from Active Travel Consultation regarding an available consultation to discuss the Active Travel (Wales) Act 2013. Cllr Boughton-Thomas requested to attend and for the Clerk to book a place. Closing date for Consultations Friday 27<sup>th</sup> January 2017.
- c) Letter from PCC requesting if Saundersfoot Community Council would like to reorder the 2 flower towers for 2017. Cllr Allsop proposed that we reorder them with Cllr Hayes MBE seconding the matter and all members agreeing.
- d) Email received from Reverend Marianne Osborne regarding potential unsafe trees within the graveyard. Cllr Mattick confirmed that 'this matter is in hand' and the offending trees will be sorted ASAP
- e) Email from Reverend Marianne Osborne requesting persons to support the Christmas Tree event in St Issells Church. Cllr Baker offered to give further consideration to supplying and decorating a Saundersfoot Community Council Tree.

This item has been added to the December Agenda.

12) **Agenda Items:**

a) **Remembrance Sunday Arrangements**

Email received to confirm road closures for Sunday from PCC.

Mr Lewis has been tasked to pressure wash the Cenotaph area and ensure that all fallen leaves have been removed.

The rehearsal is scheduled for 10am Saturday.

Road sweeper booked for Saturday.

Reverend Marianne Osborne requested if the offerings from the church service could be split between the Church and the Poppy Appeal. Cllr Baker proposed that this would be appropriate and Cllr Williams seconded the proposal. All members were in agreement.

b) **Christmas Day Lunch for Lone Residents**

Cllr Allsop put to the members that the Salvation Army in Tenby had spaces for lone residents to have Christmas lunch there, Colby Cabs are willing to provide transport at circa £50 and would the Council make a donation towards the cost of some of Saundersfoot lone residents having their Christmas lunch there. Cllr Baker also commented that there might be a Christmas lunch in New Hedges.

This has been added to the December Agenda.

**Diminution of Services from the PCC without Consultation:**

Cllr John brought to the Councils attention that when a street light no longer works in the rural areas, the PCC are removing it. Cllr Baker confirmed this. It was decided that a letter should be written to Mr Robert Lewis asking why and if necessary could SCC pay for repairs to enable the light to continue working?

**c) Modernisation of Clerks Role:**

Cllr John proposed that the Council should own their own domain name, this was seconded by Cllr Boughton-Thomas and further enquires should be made.

It was also agreed by the Council that the new Clerk should undertake formal training with the SLCC.

**d) Cliff Fall on the Strand**

Cllr Hayes MBE reported that the cliff fall happened some 2 or 3 years ago and it was so long ago now that the protective barriers are broken and most of them dumped in the hedge. Cllr Hayes MBE requested that a letter be sent to the CEO at County Hall requesting that the work be carried out to stabilise the cliff and if this is not possible why not?

Cllr Hayes MBE also stated that there is a cave within the cliff which has been there for some time, not only asking how safe is the cave but how safe is the cliff itself?

After some discussion regarding who had the responsibility of the cliff, Cllr Baker informed the Council that he will make some more enquires with Ian Wesley and Robert Evans at the Pembrokeshire County, then revert back to the Council when he has more information.

**e) NYDS – Closure of the Strand**

Cllr Baker confirmed that Pembrokeshire County Council has been informed of the road closures required for New Years Day 2017 and that the Clerk should be expecting the requisite paperwork and Notice.

**f) Christmas Tree Order for Village and Christmas Lighting.**

**Christmas Tree-** Cllr Baker has ordered the tree, and it will arrive one week before the 'big switch on'.

**Christmas Lighting-** Pembrokeshire County Council are replacing lampposts throughout the village due to Health and Safety issues, this means that unfortunately we will lose our brackets ready for the Christmas lights to be fixed to. Due to Nigel Ayers being unwell and

Pembrokeshire County Councils' timing to replace these lights, Saundersfoot Community Council will not be able to fix the lamppost lights up this year. After discussions Cllr Boughton-Thomas proposed that we pledge some money to the Chamber of Trade to enhance the villages' Christmas lighting for this year in some other way. Cllr Allsop seconded the motion with all members approving. Cllr Baker is going to talk with the Chamber of Trade at their next meeting and assess how Saundersfoot Community Council could help.

This item has been added to December's agenda.

**13) Reports from Committees including County Councillor's Report:**

**Cllr Baker's Report**

Most things in his report were covered within the meeting but one thing he did want to discuss was the fact that Sharon had requested that the Youth Club held a public car wash on the

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Regency Car Park to raise money for the club. The question of Public Liability Insurance was brought up. Cllr Boughton-Thomas approved the event on the condition that Public Liability Insurance was in place with Cllr John seconding the conditional approval. All members were in agreement with Cllr Baker checking the insurance and informing the Youth Club either way.

### **Cllr McDermott's Report**

The MUGA information has been covered within the meeting. Cllr McDermott suggested that an advert was placed in the Tenby Observer explaining why there were no lights on the lampposts this year. It was felt by the Council that the public will be able to see the work going on, on the lampposts, and as earlier minuted in the meeting Cllr Baker is going to talk with the Chamber of Trade at their next meeting and assess how Saundersfoot Community Council could help in 2016.

On Monday Cllr McDermott will undertake the mammoth task of testing all the light blubs (300 in total) and the electrical equipment required for the Christmas Tree. Mr Phil Odley Jnr has once again agreed to allow the lights to be plugged into his ice-cream kiosk. Cllr McDermott requested that a letter of thanks be sent to Mr Odley and the Clerk agreed to do so on the Councils behalf.

### **Cllr Cavell's Report**

#### **Meeting of the Full Governing Body**

This meeting was held at the School Hall. Before the meeting commenced representatives from the School Council Eco committee – Pupil Voice gave a well presented report and updated Governors on the project they are currently working on. Oakwood Cross Country Championships.

A team of 40 enthusiastic and nervous children attended the Oakwood Cross-country Championships with over 100 children competing in every race from schools all around the county. To finish the race was an achievement, to come within the top 50 was superb and to gain a medal was fantastic. Well done to all the athletes who trained really hard to this endurance event. A special mention to Year 3 – Evan Christen 2<sup>nd</sup> and Delphi Beck 9<sup>th</sup> Year 4 Louie Treadaway-Williams 3<sup>rd</sup>, New Beaumont Harrison 9<sup>th</sup>, Year 5 Imogen Scourfield 8<sup>th</sup> and year 6 Ollie Hughes 11<sup>th</sup>. Thanks to all parents who supported and helped to transport the children.

## **14) Any Other Business**

### **a) Message of Thanks - Cllr John**

Cllr John offered thanks to the Council for their kind words on his mother's recent passing.

### **b) MUGA Line Painting - Cllr McDermott**

It was put to the Council that to hold the well-negotiated price for the painting of the lines on the MUGA we would have to pay a 25% deposit. Cllr Cavell proposed that a 25% deposit should be paid upon the receipt of a VAT invoice to enable the deferring of the line painting until spring 2017. Cllr Allsop seconded the proposal and all members agreed.

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**c) The Citizens Award**

It was discussed what the awards would be given for and who might be able to be nominated for them. Following discussion of all angles of the debate it was agreed that Cllr Mattic and Cllr Williams would put together some form of criteria for award nominees and what awards they may be nominated for. A preliminary date for the award ceremony would be May as it could be the last official business the 'out going Chairman' performs.

**d) Registering Title of Land Owned by Saundersfoot Community Council**

Following discussions as to what land was registered and what was not, Cllr Broughton-Thomas and Cllr Mattick are going to arrange a meeting with the Councils' Solicitors to Register all the Title of Land in the ownership of the Council. This would include the Cemetery, Sensory Garden, Tennis Courts etc.

**e) Play Area Furniture:**

Cllr Cavell enquired if the Youth Club had been asked to paint the furniture in the playground. To the best of the Councils knowledge the answer was in the negative.

It was put to the Council by Cllr Baker that could an event day be held where all local organisation were invited to a BBQ and in return paint some furniture. This would enable the Sports Club to also get involved.

This item to be added to January's Agenda.

**f) Area of Land by Coal Office**

Cllr Cavell has been asked if Pembrokeshire County Council still own the land adjacent to the BBQ building. Cllr Baker answered in the affirmative. Cllr Cavell then requested if the roses could please be trimmed. Cllr Baker will make a request to Pembrokeshire County Council.

**The meeting closed at 10.05pm**

**15) Date of Next Meeting**

**Thursday 1<sup>st</sup> December 2016 at 6.30pm The Regency Hall, Saundersfoot.**



