SAUNDERSFOOT COMMUNITY COUNCIL

Minutes of the Special Meeting Held In the Regency Hall, Saundersfoot

On the 9thMarch 2017 at 6.30pm

**Present:** Cllrs: S Boughton-Thomas (Chair), A Mattick (Vice Chair),

 R Hayes MBE, D McDermott, T Pearson, D Poole, M Cavell, S John and P Baker

**In attendance:** Melanie Priestley - Clerk

1. **Apologies:** Cllrs M Allsop, M Williams BEM, M Cavell and B Cleevely
2. **Declaration of Interest:**

None

1. **Agenda Items**
2. **MUGA**

It was confirmed by the MUGA sub committee that the Sports and Social Club had declined the opportunity of assisting in the day to day running of the MUGA. It was discussed that it could be a possibility that the Regency Hall staff could help.

 It was agreed that priority booking would be given to teams/persons using the MUGA on a regular basis. The prices to be charged were discussed and Cllr Mattick agreed to see what other persons in the area are charging for the same facility. It was also discussed who would be responsible for the locking and unlocking of the gates, one option put forward was a rota system of Councillors taking it in turns. This will be discussed further when more information is available. Another point raised was that following the official opening of the MUGA and when all the ‘building’ works have been completed a sub committee is formed to oversee the day to day running.

 Cllr John agreed that he would provide the flyers advertising the MUGA when required.

 Melanie was requested to, following the information being provided by Councillors, to contact any persons who might like to use the MUGA on a regular basis. Also to place an advert in the local paper near the official opening advising person of the MUGA and what exactly it is.

 The works required to finish the MUGA were discussed with the required signage and use of outside contractors being carried forward for discussion by the sub committee at a later date.

1. **Tenders for Grounds Maintenance Works**

Five tenders were received and discussed in full. Cllr John proposed that Saundersfoot Community Council engage Mr Steve Viggers on a six-month trial basis with a view to confirming the 3 year contract upon satisfactory workmanship, Cllr McDermott seconded the proposal with all Councillors in full agreement.

Melanie will inform all persons who tendered of the Councils decision, and then meet up with Mr Viggers to confirm all his relevant insurances are in order.

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1. **Approval of the Risk Assessment**

Cllr John presented the final copy of the Risk Assessment to the Council. Cllr Boughton-Thomas proposed that it was a true and adequate Risk Assessment and should be put into practice, Cllr Mattick seconded the proposal with all Council in agreement.

Cllr Poole proposed a vote of thanks to Cllr John for all his hard work compiling this document, Cllr Boughton-Thomas seconded the proposal with all Councillors in full agreement.

1. **Approval of the Burial and Monument Request Forms and the Full Terms and Conditions of Burial for St Issells Cemeteries**

Melanie presented the final copy of the Burial Form, Monument Request Form and Full Terms and Conditions for St Issells Cemeteries to the Council. Cllr Baker proposed that these documents are a true representation of the Councils Terms and Conditions of Burial in St Issells Cemeteries and the two forms requested the correct information required for such and should replace the current forms ASAP Cllr Poole seconded the proposal with all Councillors in full agreement. Council thanked Cllr Mattick and Melanie for their sterling efforts in the preparation of these documents.

1. **WiFi Update**

Cllr John presented to the Council a report from his meeting with Pembrokeshire County Council regarding the Data collected from the Towns WIFI. Cllr John requested information from Pembrokeshire County Council that there were unable to provide at present. This item has been diarised for May when more information will be available from the Pembrokeshire County Council.

1. **Any Other Business**

Cllr Boughton-Thomas confirmed that the cost for a season ticket for the Regency car park only would be £25.

**The meeting closed at 8.30 pm**