

SAUNDERSFOOT COMMUNITY COUNCIL

Minutes of the Meeting Held In the Regency Hall, Saundersfoot
On the 11th May 2017 at 6.30pm



Present: Cllrs: S Boughton-Thomas, A Mattick, R Hayes MBE, W Cleevely, M Williams BEM, S John, P Baker, D Ludlow, P Beedles and N Sefton

In attendance: Melanie Priestley - Clerk
Three Members of the Public

1) Receiving of the Declarations

The Clerk witnessed and signed the Declarations of Acceptance from each Councillor.

2) The Election of Chairman of Saundersfoot Community Council for 2017/18

Cllr Baker proposed that Cllr Anthony Mattick be elected as Saundersfoot Community Council's Chairman for the term 2017 – 2018. Cllr Hayes MBE seconded the proposal with all other Councillors in full agreement.

2b) Chairman's Report (See attached Report from Cllr Boughton-Thomas)

3) The Handing over of Saundersfoot Community Council's Chain of Office

Cllr Boughton-Thomas passed the Chain of Office to Cllr Mattick and wished him all the best for the ensuing year.

Cllr Mattick expressed a warm welcome to the three new councillors Cllrs Neil Sefton, Paula Beedles and Dean Ludlow informing them that although four of the longest standing Councillors had retired, the Council still had Cllrs Hayes MBE and Cleevely as guiding lights. Cllr Mattick then wished the leaving Councillors a sincere retirement and stated how much hard work and time they had dedicated to the Council and Saundersfoot Village over the long number of years they served as Councillors. He also stated that it had been a challenging year but very productive. A vote of thanks was given to Cllr Boughton-Thomas along with a personal gift of thanks from Cllr Mattick on behalf of the Council.

4) The Election of the Vice Chairman of Saundersfoot Community Council for 2017/18

Cllr Boughton-Thomas proposed Cllr Williams BEM be elected as Saundersfoot Community Council's Vice Chairman for the term 2017-2018. Cllr John seconded the proposal with all Councillors in full agreement.

5) Apologies for Absence: None

Two members of the public left the meeting.

6) Declaration of Interest –

Cllr Baker – Prejudicial Interest on any Harbour issues arising.

Cllr Ludlow – Personal Interest on any Chamber for Tourism issues arising.

Cllr Sefton – Personal Interest on any Saundersfoot Bay Regeneration Club issues arising

Cllr Hayes MBE – Prejudicial Interest on any Saundersfoot in Bloom issues arising

Continued...

7) The Appointment of Committee Members are as follows:-

Grounds Committee (Including the Sensory Garden)

Cllrs Baker, Boughton-Thomas, Cleevely, Hayes MBE, John, Pearson, Mattick and Beedles

Regency Hall Committee

Cllr Mattick

Playing Fields Committee

Cllrs Mattick and Williams BEM

Saundersfoot in Bloom Committee

Cllrs Hayes MBE and Pearson

Saundersfoot Community School

Cllr Ludlow was nominated for the position of Saundersfoot Community Council's Governor (Cllrs Williams BEM and Baker already serve as LEA)

(Cllrs Williams BEM and Ludlow both expressed an interest in becoming the Council's representation on the Board of Governors. Cllr John proposed that Cllr Ludlow be nominated and when Cllr Williams' term as LEA representative ends the Council would then reconsider their position on the Board of Governors, Cllr Boughton-Thomas seconded this proposal with all Councillors in agreement.) Cllr Cleevely reiterated how important Saundersfoot Community Council's representative is.

Saundersfoot Harbour Advisory Committee

Cllr John

Saundersfoot Forum

Cllrs John and Baker (Vice Chair)

One Voice Wales

Cllr John

Chamber for Tourism

Cllr Baker

8) Receive the Minutes of the Meeting Held on the 6th April 2017

It was proposed by Cllr Boughton-Thomas and seconded by Cllr John with all Councillors in agreement that these minutes be signed as a true record.

9) Receive the Minutes of the Meeting Held on the 11th April 2017

It was proposed by Cllr Williams BEM and seconded by Cllr Boughton-Thomas with all Councillors in agreement that these minutes be signed as a true record.

10) Matters Arising from the Minutes of the Meeting Held on the 6th April 2017– Information Only

a. Car Park Signage (6a)

Melanie advised the Council that she had spoken to both Mr Muskett and Mr Meopham regarding what was going to be depicted upon the signs. It was confirmed that the signs would only contain information relating to Saundersfoot Village and that they are currently being designed by Mrs Jill Simpson of Pembrokeshire Coast National Parks. Melanie went on to further advise the Council that she had spoken with Jill and requested that as soon as there is a draft sample ready she presents them to the Council. This date to be confirmed by Jill.

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b. Floor of Tunnels Unfit for Disabled Access (6b)

Cllr Baker confirmed that he will be taking place in a 'village walk and talk' with new officers from Pembrokeshire County Council when this will be discussed further. Mr Robert Evans from Pembrokeshire County Council reiterated to Cllr Baker that this is a costly issue with not a lot of money available. Cllr Baker confirmed that The Hean Castle Estate have offered the use of their Bat Expert to carry out a survey when required.

c. Bus Service Refusing to Stop and Bus Service Entering a No Entry (6h)

Cllr Hayes MBE informed the Council that a bollard had been knocked over, possibly by a bus. Cllr Baker confirmed that he would advise Pembrokeshire County Council according.

d. Letter From Saundersfoot Sports and Social Club regarding Payment of Water Consumed by Saundersfoot Community Council. (12a)

Melanie advised the Council that following telephone calls between Mr Preece of the Sports and Social Club, Mr Davies of the Bowling club and Mr John Griffiths (past clerk) the process agreed for the paying of the water account is as follows:-

There are three water meters namely:-

- i. The Sports and Social Club have the first metre
- ii. The Bowling Club has a sub meter from the Sports and Social Club supply.
- iii. The Saundersfoot Community Council has a sub meter from the Bowling Club supply.

The Sports and Social Club receive a bill from Welsh Water, Pay the whole amount passing the details over to the Bowling club. (Circa £600)

The Bowling Club read their meter, deduct this from the Sports and Social Club's reading and reimburse the Sports and Social Club accordingly. (Circa £275)

The Bowling Club then request a reading from Saundersfoot Community Council and calculate the water consumed and amount owed. Saundersfoot Community Council then reimburse the Bowling Club. (circa £8).

Prior to the meters being installed, historically it was a 'gentleman's agreement' between the three parties with the water account being split accordingly. Confirmation that payment has been made for the past five years is evident in both the Bowling Club and Saundersfoot Community Council's accounts.

e. 2nd Letter From Saundersfoot Sports and Social Club regarding the erection of a light over the playing area. (12b)

Melanie to confirm ownership of the playing area. Following which to write a letter to the Sports and Social Club requesting off them the confirmation of proposed lights, cost to erect, cost to run, who will be paying for what and also to reiterate that these lights will, in probability, have to conform to the Pembrokeshire Coast National Parks Planning Authority's Regulations that they will have to be extinguished at 21.00.

f. Letter Received from Mr Rowland Williams Hon. Secretary to Friends of Saundersfoot - Seats at Stammers Road. (12c)

It was confirmed that Saundersfoot Community Council do not own the land where these benches are place therefore they hold no legal responsibility. If the Council were to replace or repair these benches the question of liability would be raised. Following a discussion it was agreed that Melanie would write a letter to the Friends of Saundersfoot advising them of the Councils decision not to support them on this occasion.

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g. Election Probability Update and Other Matters Arising (13c)

Cllr Mattick thanked both Cllr Hayes MBE and Cllr Baker for all their Stirling efforts with their Election Campaign. All Councillors then congratulated Cllr Baker on winning the election. 46% of Saundersfoot residents voted in total.

h. Sensory Garden Update (13f)

The Council requested a letter of thanks be sent to Peter Priestley for all his hard work moving soil around Saundersfoot. Melanie confirmed that Oakfield have commenced their summer hours (4 hours every other week) in the Sensory Garden. They will be shaping plants, weeding and generally tidying the garden. It was reported to several Councillors by persons in Saundersfoot that the Sensory Garden is looking good.

i. Tree Cutting Quotation – Sensory Garden and MUGA (13g)

It was confirmed that Oakfield will trim the trees to the left of the MUGA gateway and fell the one in front of the gate as soon as possible.

The wood from the trees felled to the rear of the MUGA has all but all gone with Cllrs Mattick and Williams BEM, Melanie and members of the community paying a donation to Saundersfoot Community Council for the logs.

Third member of the public left the meeting.

j. Painting Playground Equipment (13i)

It was confirmed that the painting of the playground equipment went well with the new Councillors Ludlow and Beedles lending a helping hand. Some parents from Saundersfoot Community School (names not known) also helped. There were comments received on how lovely it is beginning to look and how more children are now using it. Cllr Baker informed the Council he had just be told that the Pembrokeshire County Council are replacing some of the panels, hopefully not the ones recently painted. It was noted that more metal paint was required and Cllr John proposed that the Council purchased some with an allowance of circa £40 Cllr Boughton-Thomas seconded the proposal with all Council in agreement. Cllr Ludlow offered to place an order with his paint supplier on behalf of the Council.

k. 2017 Christmas Lights - What is Going to be Purchased and When (13j)

This item has been diarised for September 2017

l. Reports from Committees Including County Councillor's Report (14)

Cllr Williams BEM, on Behalf of the Festivities Committee, was pleased to confirm that over £44,000 had been raised with even more promised.

Cllr Cleevely advised the Council that PCSO Moffatt is applying for a Police Grant for the Sailing Club and PCSO Graham enquire about funding for CCTV for the Sports and Social Club/MUGA area.

Cllr John requested confirmation from Cllr Baker – Pembrokeshire County Council and Harbour Commissioners, who will be able to and how will they access the WIFI information, taking into consideration the Data Protection Act.

Cllr Mattick tasked Melanie to arrange the removal of green growth on variegated trees in the Sensory Garden as advised by Cllrs Pearson and Hayes MBE.

11) Matters Arising from the Minutes of the Meeting Held on the 11th April 2017

None to report.

Continued...

12) Accounts for Payment

Cllr Boughton-Thomas proposed to accept the accounts for payment, Cllr Hayes MBE seconded the proposal and all Council were in agreement.

Cllr Boughton-Thomas offered to go through the end of year accounts with Melanie before submitting them for Auditing.

13) Planning Application(s) Received

1	(PCC) 17/0078/PA	Penmorfa, Moreton	Alterations and Extension (Coal office report – All good)
2	NP/17/0236/ADV	Saundersfoot Police Station	Sign to Front Elevation
3	NP/17/0128/CLE	Caravan 1 Windy Hill Holiday Park	The Positioning and use of a residential static caravan with hard standing and services
4	NP/17/0129/CLE	Caravan 2 Windy Hill Holiday Park	The Positioning and use of a residential static caravan with hard standing and services
5	NP/17/0227/FUL	Lantern Court Cottage, Westfield Road	Demolition of existing single storey flat roof dwelling and construction of new dormer roof dwelling
6	NP/17/0130/CLE	Windy Hill Caravan Park	Certificate of Lawfulness Existing Use – Seasonal Pitch Caravan Site

Cllr Mattick explained the Planning Procedure to the new Councillors with discussion taking place to clarify differing points raised. Cllr Baker proposed that a request is made to Pembrokeshire Coast National Parks Planning Authority for a question and answer training session regarding planning applications Cllr Williams BEM seconded the proposal with all members in agreement. Melanie to arrange this.

Following careful deliberation and discussion the Council Raised the following issues:

- 1 and 2 No Objections or concerns
- 3, 5 and 6 Councillors requested Melanie to write for clarification from Pembrokeshire Coast National Parks Planning Authority that the correct procedure would be followed in applying for a Residential Site Licence from the Pembrokeshire County Council.
- 4 Cllr Williams BEM declared a personal interest therefore taking no action in the discussion or decision made on this application.

Councillors requested Melanie to write for clarification from Pembrokeshire Coast National Parks Planning Authority regarding the Right of Way/parking space and state of the existing single track roadway.

14) Licensing Application(s) Received

None received

15) Consideration of Correspondence Received

- a) **From Pembrokeshire Coast National Parks Planning Authority**
Confirmation of Granted Planning Permission namely:

Continued...

NP/16/0642/FUL	Plot 18 Ocean Point, Saundersfoot
NP/17/0095/TPO	Bryn y Mor, The Glen, Saundersfoot
NP/16/0689/FUL	Upper Hopshill Cottage, Hopshill Lane, Saundersfoot
NP/17/0070/FUL	Plot 13 Bevelin Hall, Saundersfoot
NP/17/0040/S73	PCNP PA
NP/16/0598/FUL	Avalon, The Glen, Saundersfoot
NP/16/0032/NMA	Monkstone Bay Development Ltd, 11 Scandinavia Heights, Saundersfoot
NP16/0345/FUL	Moreton Farm Leisure Park, Moreton Lane, Saundersfoot

Saundersfoot Community Council did not raise any objections or concerns to the above planning applications.

NP/17/0031/S73	Saundersfoot Harbour Commissioners
NP/16/0622/FUL	Penney Farm, The Ridgeway, Saundersfoot

Saundersfoot Community Council raised concerns over the above planning applications.

b) From Pembrokeshire Coast National Parks Planning Authority

Updates on local Development Plan
Larger Developments - Rear of Cambrian and Ocean Heights

c) From Pembrokeshire County Council

Notice from Pembrokeshire County Council of The Leys Planning Appeal to be held at the Regency Hall on 17th May 2017

d) From Friends of Saundersfoot

Requesting that appropriate signage be erected instructing dog owners that dogs should be kept on leads through the tunnels.

It was agreed that during Cllr Bakers 'walk through Saundersfoot' with members of Pembrokeshire County Council signage will be addressed throughout the village.

16) Agenda Items:

a) Co-opting The Outstanding Councillor

Cllr John proposed that Melanie place the appropriate Notice within the Tenby Observer requesting any interested parties to contact the Clerk Cllr Williams BEM seconded the proposal with all Councillors in agreement. Any correspondence received will be considered in the June meeting. This item has been diarised.

b) Vote for Annual Senior Citizens Dinner for Next 5 Years

Following an explanation of the Citizens Dinner to the new councillors and discussion by all Councillors it was agreed that no vote is required.

c) Forming a Policies Committee

Cllr John requested volunteers for the forming of a Policies and Procedures Committee. Cllrs Baker, Mattick, John and Boughton-Thomas agreed to volunteer. Melanie will also be attending.

d) Presentation of the End of Year Accounts

This item was covered under the Accounts Payable Heading.

Continued...

e) Sensory Garden Update

Cllr Pearson advised Councillors that the Saundersfoot Community School would be planting their border later this month. Melanie to task Mr A Lewis to dig over the border and add compost.

f) Village/Town Wifi Update

Cllr John advised Councillors that Pembrokeshire County Council require a Data Protection Officer who Cllr John will then liaise with regarding the Towns Wifi. Cllr Baker advised Council that Mrs Henagain is the person from Pembrokeshire County Council who will have more information. Cllr John stated that when more information is required he will contact her direct.

g) 2nd Defibrillator Funding/Grant Aid

As this heading is to be covered in Donations Requested it was not covered at this point.

Cllr Sefton advised Councillors that the Rotary have supplied a Defibrillator at Coppit Hall.

h) Flowers/Saundersfoot in Bloom

Melanie confirmed that Saundersfoot Community Council have ordered 14 hanging baskets and flowers to dress 2 towers within the village. The donations collected by Cllrs Hayes MBE and Pearson, on behalf of Saundersfoot Community Council, were passed to Melanie for accounting purposes along with the names of persons who had made the donations to enable Melanie to write a letter of thanks to each one.

Cllr Hayes MBE confirmed that the stone flower troughs around the village are the responsibility of Saundersfoot in Bloom.

Cllr Baker confirmed that the Pembrokeshire County Council will continue to water the hanging baskets and two towers free of charge.

It was confirmed by Melanie that the entry to Wales in Bloom has been made by Saundersfoot Community Council.

Cllr Baker proposed that items (j) onwards be addressed at a further meeting to be held Thursday the 18th May 2017 Cllr Boughton-Thomas seconded the proposal with all Council in agreement.

i) Donation Requests

It is Councils Policy to consider all donation requests made for local use only.

Following careful consideration these are the Councils' 2017 donation recipients:

St Issells Church – Mother and Toddler Group	£50
The Guild of Friendship	£200
Various local groups using the Regency Hall	£1,000
Lowri Cross (Representing St Issells Guides abroad)	£100
Footlights	£500
Sardis Parks and Gardens	£100
Caring Association Saundersfoot	£300
St Issells Brownies	£150
Allowance for Last Post at Remembrance Service	£20
Saundersfoot Community School	£250

Continued...

Wisemans Bridge Rowing Club
Saundersfoot in Bloom

The purchase of one ICOM M25 VHF Radio (£140)
To arrange PCC to water all Saundersfoot in Bloom's
planting around the village.

Saundersfoot Historical Society

The payment to Regency Hall for the room to be used for
their History exhibition (£300)

Cllr Cleevely requested that the Regency Hall produced a set of accounts for the past year
to comply with 19a of the Local Government (Miscellaneous Provisions) Act 1976. Cllr
Boughton-Thomas agreed to pass these onto Melanie.

Date of next meeting Thursday May 18th 18.30 at the Regency Hall

Meeting ended at 10.30pm