

SAUNDERSFOOT COMMUNITY COUNCIL

Minutes of the Meeting Held at the Methodist Church, Saundersfoot
On the 8th June 2017 at 6.30pm



Present: Councillors 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

1. **Apologies for Absence:** Cllrs: S Boughton-Thomas and T Pearson
2. **Chairman's Report** – Cllr Mattick

Cllr Mattick reported that his first month as Chair was a very quiet one with only one public engagement – The Official opening of the Regency Car Park's new toilets.

3. **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.

4. **To Receive the Minutes of the Meeting Held on the 11th May 2017**

It was proposed by Cllr Williams BEM and seconded by Cllr Cleevely that these minutes be signed as a true record, all Councillors were in agreement.

5. **Matters Arising from the Minutes – Information Only**

a. **Floor of Tunnels Unfit for Disabled Access (10b)**

Cllr Baker reported that the Council Officer was unavailable when trying to contact him but left an action list with his colleague.

b. **Bus Service Refusing to Stop (10c)**

This heading is reported as completed.

c. **Letter From Saundersfoot Sports and Social Club regarding Payment of Water Consumed by Saundersfoot Community Council. (10d)**

Melanie to consider the past 7 years accounts and sort what payments have been made.

d. **2nd Letter From Saundersfoot Sports and Social Club regarding the erection of a light over the playing area. (10e)**

Melanie advised the Council that she was still awaiting a response from the Sports and Social Club.

e. **Letter Received from Mr Rowland Williams Hon. Secretary to Friends of Saundersfoot - Seats at Stammers Road. (10f)**

Melanie advised the Council that she has written to the Friends of Saundersfoot and not received any reply.

This heading is reported complete.

f. **Sensory Garden Update (10h)**

Melanie advised the Council that a letter of thanks has been written to Peter Priestley and he has offered his help if required in the future.

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Melanie also advised the Council that she had spoken to the sensory garden gardeners who informed Melanie that if the growth were to be removed it would leave the plant/s looking sparse. Cllr Pearson will liaise with the gardeners and arrange a compromise prior to the judging of Wales in Bloom.

g. Painting Playground Equipment (10j)

It was reported that the painting is going well. Cllr Ludlow reported that Mrs Parker will start the no smoking mural as soon as possible.

Melanie reported that a letter of thanks has been sent to Mr Gary Walsh - Branch Manager of Rabart Decorators Merchants Ltd for their generous donation of paint.

h. Accounts for Audit (12)

Melanie was pleased to report that, following Cllr Boughton-Thomas checking the end of year accounts, they are complete and correct and ready for submission to Alan Marsh.

i. Planning Workshop (13)

Melanie advised the Council that a training session on planning issues has been arranged by the Pembrokeshire Coast National Parks Planning Authority to take place in Haverfordwest on Monday the 3rd July 2017, unfortunately there are only 2 spaces available, as of today's date, but more may become available. (8 required). Melanie will keep the Council informed of any developments.

Planning Applications – Windyhill

Melanie to confirm with Pembrokeshire Coast National Parks Planning Authority that when applying for a Certificate of Lawful Use this is not a way of avoiding the application for the proper Licences from Pembrokeshire Coast National Parks Planning Authority or Pembrokeshire County Council.

Planning Applications – Lantern Court

Melanie to confirm with Pembrokeshire Coast National Parks Planning Authority that the access problem for the neighbours has been resolved.

j. Letter received from Friends of Saundersfoot (15d)

Cllr Baker advised that the appropriate signs have been ordered.

k. Sensory Garden Update (15e)

Melanie advised Council that Mr A Lewis has dug over the border and added compost.

l. Flowers/Saundersfoot in Bloom (15h)

Cllr Hayes MBE to compile a list of where the Saundersfoot in Bloom flower troughs are located to enable the Pembrokeshire County Council to calculate if they are able to water them all. Melanie will liaise with Mike Harris of Pembrokeshire County Council and revert back to Council at the next meeting regarding the watering situation and the 30ish troughs prepared by Saundersfoot in Bloom.

Melanie to check with Saundersfoot Community Council's Public Liability for cover on third party flower pots/troughs.

Melanie reported that the hanging baskets were arriving on Monday the 12th June and that she has arranged to assist with their delivery. The flowers for the towers are not available as of today's date.

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6. To Receive the Minutes of the Meeting Held on the 18th May 2017

It was proposed by Cllr Hayes MBE and seconded by Cllr Baker that these minutes be signed as a true record, all Councillors were in agreement.

7. Matters Arising from the Minutes – Information Only

a. Muga Update (15j)

Cllr Boughton-Thomas advised that Tesco's were informed that the MUGA is estimated to be opened at the end of June.

b. Parking at Saundersfoot Community School (15k)

Cllr Baker is still awaiting further information from Pembrokeshire County Council.

c. Initial Costing/Proposals Re. SCC Parking Area (15o)

Cllr John reported to Council that:-

- All pay meters will be required to accept contactless card payments by 2020
- The correct positioning of the meter may enable Solar to generate it
- Could Pembrokeshire County Council supply Traffic Orders/Officers/Civil Parking Enforcement.

Cllr Mattick proposed that this heading be adjourned until more information has been received; Cllr John seconded the proposal with all Council in agreement.

Cllr Baker will enquire off Mac Owen regarding Saundersfoot Community Council's position regarding the Traffic Orders/Officers/Civil Parking Enforcement

d. Damaged Trees in the Sands/Regency Hall Car Park Entrance (20f)

Cllr Baker is awaiting a response from Mr Mike Higgins from Pembrokeshire Coast National Parks Planning Authority.

e. Telephone Box at Rushy Lake (20g)

Melanie advised that she has telephoned BT regarding the removal of the Rushy Lake Telephone box. (Nicola on 08006 61610) Nicola confirmed that the box is marked to be removed ASAP but she would put a note in for it to be cleaned.

Cllr John commented that mobile phone companies look at offering an additional community service when a public phone box is removed and where it is known that there is poor signal, Cllr Mattick therefore requested before the telephone is removed could Melanie contact BT/EE to ascertain that there is adequate mobile phone signal in the area when the trees are in full bloom.

f. Facebook Comments - Illegal/Unsafe Parking at Ridgeway Close

Cllr Cleevely advised that this heading had been brought to PCSO Mofeatt's attention at the recent Police Forum Meeting. PCSO Mofeatt agreed that they would make this a priority for this month, although it was noted that since the comments illegal/unsafe parking had improved in this area. Cllr Baker will request that Pembrokeshire County Council enforce/repaint the double yellow lines in this area.

8. Account(s) for Payment

Cllr Hayes MBE proposed to accept the balance sheet for May and the accounts for payment, Cllr Williams BEM seconded the proposal and all Council were in agreement.

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9. Planning Application(s) Received

1	NP/17/0232/FUL	Sail Away, 19 Scandinavia Heights, Saundersfoot	Extension to Decking Area and Extension of Existing Steps for Access No concerns or objections
2	NP/17/0257/FUL	Credo, 5 Castle View, Saundersfoot	Construction of rear conservatory and single storey side extension No concerns or objections
3	NP/17/0293/FUL	6 Ocean Point, Saundersfoot	Change of uses from wooden garden building into a residential/nail bar/beauty studio to be used 3 days a week 10am – 5pm No concerns or objections
4	NP/16/0689/FUL	Upper Hopshill Cottage	Non-Material Amendment No concerns or objections

Cllr Mattick declared a personal interest in planning application 3

Each application was discussed and deliberated at great length and none of the above applications raised concerns or objections.

Melanie will inform Pembrokeshire Coast National Parks Planning Authority of the Council's decisions.

10. Licensing Application(s) Received

The Stone Crab – No objections or concerns

11. Consideration of Correspondence Received -

a. One Voice Wales – Contact information request

Cllrs Cleevely and John added their contact details as the representatives of the Council for One Voice Wales. Melanie will advise One Voice Wales Accordingly.

b. Pembrokeshire County Council -

Planning Permission Granted for alterations and extension to Penmorfa, Moreton, Saundersfoot.

c. Pembrokeshire County Council -

Confirmation that Cllr Ludlow has been accepted by Saundersfoot Community School as a Governor on behalf of Saundersfoot Community Council.

d. Marion Styles – Dogs fouling on Saundersfoot Beach

Melanie to write back to Marion advising her on the measures Saundersfoot Community Council are taking to eliminate this problem

e. Mr Dee- Responding to our letter of the 14th May 2017

Melanie to respond – as per draft letter presented to the Council.

f. One Voice Wales – Various Training Session

Melanie to book various Councillors and herself onto the relevant courses.

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g. Saundersfoot Sports and Social Club –

Requesting Councils permission for cars to pass and re-pass over Council owned roadway in front of the Sports and Social Club. Cllr Baker proposed the permission be granted; Cllr Hayes MBE seconded the proposal with all Council in agreement.

Melanie to write a letter in response.

h. Jodie Llewellyn –

Paint on son's clothing following him climbing over the fence and playing in the park subsequent to play equipment being painted.

Melanie to write a response as discussed.

i. Pembrokeshire Coast National Parks Planning Authority –

Various approved planning applications
(4 in total – No objections or concerns raised by Saundersfoot Community Council)

j. Pembrokeshire Coast National Parks Planning Authority –

Confirmation of the refusal for the felling, lopping or topping of the Cupressus Macrocarpa situate at Beach Court Saundersfoot.

(Saundersfoot Community Council had concerns and objected to this application)

k. Saundersfoot In Bloom –

Request for Saundersfoot Community Council to support the Flower Festival at St Issell's Church in August 2017

The Council are in full agreement to support this event. Cllr Baker proposed that a budget of £25 be allowed for the purchase of flowers; Cllr Williams BEM seconded the proposal and all Council agreed. Cllr Beedles confirmed that she would like to arrange the flowers.

12. Agenda Items:

a. Consideration of Applications Received for Co-option of twelfth Councillor

Melanie informed the Council that two Co-option applications have been received for consideration by the Council.

Following discussion of the differing ways to consider which of the two parties would best serve on the Community Council, Cllr John proposed that all Council members who are able to attend a special meeting, interview the two parties, followed by a private vote; Cllr Baker seconded the proposal with all Council in agreement.

The date for the special meeting – Tuesday the 10th June 2017 at 6pm

Melanie to inform the two parties accordingly.

b. Parking by Saundersfoot Community School (Update from PCC)

Cllr Baker confirmed he is still waiting for information from Pembrokeshire County Council.

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c. MUGA update

French Drain:

Two quotations were considered by the Council for this work. Melanie to advise the chosen contractor to commence the work as soon as possible. (Cllr Mattick proposed that the quotation of £900 be accepted on the presentation of a written confirmation of the depth, width, stones to be used and that there will be no other charges; Cllr Baker seconded the proposal with all Council in agreement. Accepted Quotation - £900.00.)

Surface Work:

Cllr Williams BEM advised the Council that Tar Macadam works are still awaited with a contractor agreeing to complete this by the end of next week (week ending 25th June 2017). As soon as it is completed Courtstall, who will be repainting the surface, will be able to complete their work.

Pathway and Trees:

Melanie advised the Council that the pathway has been removed, free of charge by the contractor clearing the old tennis court, along with the tree stump. The pathway will be replaced to line up with the MUGA entrance when the French drain work is carried out. (Accepted Quotation £300 to include dropped curbs, path with curb edges). Cllr John confirmed that to the best of his knowledge there are no services running in this area with Cllr Williams BEM confirming that all cables are laid inside the MUGA fencing.

Melanie contacted Steve James, the tree surgeon regarding the timing of the lopping of the two trees to the left of the MUGA gateway, Mr James advised Melanie that this work could be completed but to leave it for two weeks or carry the works out in October. It was agreed to leave the tree work until October.

Removal of Dangerous Hanging Branches to the Playground Area

Melanie advised the Council that Steve James has removed the offending branches.

Clearing of Old Tennis Court Area

Melanie advised the Council that this area has now been cleared of all debris and the skip has been removed.

d. Poppy Volunteer

Melanie advised the Council that unfortunately Saundersfoot still requires a volunteer to take on this task. It was suggested that posters be placed in several positions around the village. Cllr Baker agreed to make further enquiries with Tenby Volunteer groups.

e. Park and Pay Along Side the Regency Hall

This heading was covered in 7c above

f. Signage Required Around the Village and The MUGA (Date for separate Meeting)

It was agreed that a meeting be held following the Co-option meeting on Tuesday 20th June.

g. Beacon Lighting

It was confirmed that the beacon is stored at the St Brides Hotel and will take a minimum amount of time to organise. This Heading has been diarised for November 2017.

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h. Dog Friendly Award

Cllr Hayes reported that Saundersfoot Village was named as the Most Dog Friendly Village/Town in Pembrokeshire and was awarded a fantastic trophy and certificate. Cllr Beedles proposed that the trophy and certificate be exhibited within local shops/cafes; Cllr Cleevely seconded the proposal with all Council in full agreement. It was agreed that following photographs being taken, the trophy starts its journey at Little and Large Bites.

i. Brewery Car Park and BT Cable

Melanie advised the Council that correspondence has been received from Gary Meopham of Pembrokeshire Coast National Parks stating their proposal for the laying of BT cables under land in the ownership of Saundersfoot Community Council for a consideration of £1 and all costs, construction and legal, covered by them. Melanie went on to explain that she had requested advice from Mr Charles Hopkinson, a Chartered Surveyor acting for the Council on another matter, to be able to present a report picture to the Council. Mr Hopkinson advised Melanie that £1 consideration might not be enough, but Easements and Wayleaves was not something that he specialised in and that perhaps Mr Graham Evans would be able to assist further.

Another issue Melanie raised under this heading was the fact that Saundersfoot Community Council have at least one telegraph pole situated on their land that may very well be subject to a Wayleave. Melanie to make further enquiries.

j. Dinner and Certificates

Melanie presented to the Council a draft certificate for the awarding to Councillors who have served on the Community Council. Cllr Mattick proposed that this design and wording be used; Cllr Baker seconded the proposal with all Council agreeing. Cllr Hayes MBE will Email Melanie with the correct full names of the leaving Councillors.

Cllrs Beedles and Ludlow passed around the invitations and ensured that the Councillors not present would receive them by Email.

k. Councillor's Declaring Membership of Committees

Cllr Mattick explained to the Council the procedure of Declaring Membership of Committees, Cllr John had prepared a form that each Councillor will fill in with their details. Melanie will distribute the form to all Councillors.

l. Asset Register Update

Cllr Mattick explained to the Council that an Asset Register would bring all the information of any Leases, rents, payments and land owned by Saundersfoot Community Council to one common document for ease of reference, insurance purposes and to comply with Welsh Government Legalisation.

Melanie advised the Council that a lot of work had been carried out on this heading with historic Leases now being sighted and more information being received. Cllr Mattick advised the Council that when all the information has been received a Special Meeting will be called to digest and re-assess this information.

m. Train Station Taxi Shuttles

Cllr Beedles voiced concerns that no pavement was available for pedestrians to walk safely from the train station into Saundersfoot Village, she also identified that it was not stated on any Railway information that Saundersfoot Village was several miles from the station which was not on a recognised bus route.

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Cllr Sefton advised the Council that a survey was conducted around 7 years ago and to his belief a pathway was investigated. Cllr Baker went on to advise that 3 pathways were put forward to Pembrokeshire County Council for funding, two of them being constructed and the third being the pathway from the station which will hopefully be funded in the future. Cllr Baker agreed to find out further information from the Pembrokeshire County Council. This item has been diarised for August.

13. Reports from Committees Including County Councillor's Report

Cllr Hayes MBE reported that the Judging for the Wales in Bloom was to be conducted on the 3rd July 2017 at 3pm. All Councillors who would like to be present to meet at the Harbour at 2.45pm. (Cllrs Mattick, Hayes MBE and Boughton Thomas.)

Melanie to book Gareth Davies Photographer for 2:45 on the Harbour.

Cllr Beedles reported that the hedgerow growth on the Strand had become very overgrown. Cllr Baker will contact Pembrokeshire County Council and request that the hedges are cut back.

Cllr Baker (County Council Representative)

County Hall Matters

At the Pembrokeshire County Council AGM:-

Cllr Paul Harris was elected Chairman of the Authority

Cllr David Simpson was elected as the new Leader of the Council

There was no election for Vice Chairman as Cllr Baker had withdrawn his nomination

Cllr Baker was appointed as Cabinet Member for Infrastructure and Assets

Cllr Baker was also appointed to Pembrokeshire Coast National Park Authority

Ward Matters

Cllr Baker advised that a number of matters were in the process of being dealt with namely:-

1. Pothole near Edgecombe Guest House
2. Tree obscuring streetlight opposite Saundersfoot C.P. School
3. Following the recent visit of officers, the cleaning out of the addits is in hand
4. The road markings on Sandy Hill Road is scheduled for completion in the next two weeks
5. The issue of rural street lighting has been raised with Officers

The TenFoot swim arrangements are well in hand with the entry now at 170 swimmers

Cllr Cleevely (Police Forum Meeting)

Cllr Cleevely reported that no more damage has been reported regarding the cricket pavilion or the Sports and Social Club, PCSO Moffatt advised persons present that he has attended the site on a number of differing occasions along with response officers to ensure a police presence is maintained.

Crime figure are down by 14% on last year with 2 assaults, 1 criminal damage 1 general theft and 1 sexual offence being reported. A drink/Drugs Campaign is in operation through June. It was also reported that individuals are impersonating Police Officers, and PCSO Moffatt reminded persons present to always check Warrant Cards and if still unsure to ring 101 before letting anyone into your home.

The next meeting for Saundersfoot Neighbourhood Policing Forum will be on Monday the 3rd July 2017 at the Regency Hall.

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14. Date for Next Meeting

June 20th 2017 - 6pm at the Regency Hall for the consideration of Co-option of the twelfth Council Member and discussion of signs required around the village/MUGA area.