

SAUNDERSFOOT COMMUNITY COUNCIL

Minutes of the General Meeting held upon Thursday the 8th March at the Methodist Church, Saundersfoot at 6pm.



Present: Cllrs A Mattick (Chair), M Williams BEM (Vice Chair), P Baker (County Councillor), B Cleevely, R Hayes MBE, T Pearson, S Boughton-Thomas, N Sefton, D Ludlow and A Upham

1. **Apologies for Absence:** Cllrs S John and P Beedles,
2. **Chairman's Report** – A quiet month – Nothing to report
3. **Declaration of Interest** – To disclose any personal interests in items of business listed below. Members are requested to identify the nature of the interest and indicate whether it is personal or prejudicial.

Councillors will declare any interests as and when required to do so.

4. **To Receive the Minutes of the Meeting Held on the 1st February 2018**

It was proposed by Cllr Boughton-Thomas that these Minutes be a true and accurate record of the meeting of Saundersfoot Community Council held upon the 1st February 2018; Cllr Ludlow seconded the proposal with all Council in agreement.

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

a) **Cllr Cleevely's January's Report on behalf of Saundersfoot Neighbourhood Policing Forum**

The Clerk contacted Mr Ian Davies from the Fisheries Commission to attend the April meeting to discuss the implications of the collection of vast amounts of cockles from Saundersfoot beaches and what the Council and the public can do regarding this matter.

b) **Cllr Hayes MBE - Saundersfoot in Bloom (5d)**

Cllr Hayes MBE and the Clerk confirmed that the paperwork for the 2018 entry on behalf of SCC has been completed and forwarded onto the Wales in Bloom Committee along with a cheque in the sum of £80.

c) **Water Pooling/flooding within the Tunnels (5f)**

No dates have been confirmed for drainage works to commence within/outside the tunnels. Cllr Mattick requested that confirmation is sought as to where the liability lies when events eg. TenFoot Run; Triathlon; take place in or around the tunnels.

d) **County Councillor Phil Baker's Report (10a)**

Cllr Baker confirmed the 12.5% increase in Council Tax by Pembrokeshire County Council.

e) **Continued maintenance of the Sensory Garden and possible submission for tender (11b)**

Oakfield Garden Services have requested confirmation that their maintenance contract for works within the Sensory Garden has indeed run its course or that there is one year left. The Clerk to check historic paperwork for further information.

f) **The Clerk's update (11e)**

Stones on the MUGA - It has been noted that there are still stones appearing on the MUGA. Cllr Cleevely confirmed that the Community Policing Team, at their recent PACT meeting, confirmed that they would regularly patrol in this area. Continued....

g) The Clerk's update (11e)

Debris on the third tennis court – A skip has been ordered and the debris placed within it. The skip to be left in situ until after Easter.

6. Account(s) for Payment and Presentation of Monthly Balance Sheet

Accounts payable for March were presented to the Council. Cllr Baker proposed that these accounts be paid in full; Cllr Williams BEM seconded the proposal with all Council in full agreement.

Copies of February's balance sheet, precept spending and cheques paid were circulated amongst the Council for their perusal. Cllr Sefton proposed that this is a true record of the accounts; Cllr Baker seconded the proposal with all the Council in full agreement.

7. Planning Application(s) Received

1	NP/18/0067/FUL	Whiteoaks, The Fan Road	Proposed new dormer bungalow including improved turning area
2	NP/18/0110/FUL	32 North Close	Two story extension and 2 sun tunnels to existing rear roof slopes
3	NP/18/0109/FUL	Briars Hay, Sardis	Demolition of part car port and replace with side utility room extension
4	NP/18/0093/CLE	End Cottage, Sardis	Certificate of Lawfulness for sub-division of End Cottage to form one additional dwelling and one holiday unit
5	TPO 135	Barbeque Lawn, Saundersfoot	Tree Preservation Order – 9 various trees within the barbeque area

- 1 - No objections or concerns regarding this application.
- 2 - No objection or concerns. The Council support the fact that this property is amongst properties that have already been developed and that this application is well within keeping of the surrounding properties.
- 3 - The Council would like to support this application commenting that the proposed new utility room is making good use of the building's existing footprint.
- 4 - The Council have no comments regarding this application.

Cllr Baker, Pearson and Hayes MBE declared prejudicial interest in application 5 and left the room while the Preservation Order was discussed.

Following a long discussion Cllr Upham proposed that Saundersfoot Community Council support the application for the tree preservation on all nine trees; Cllr Cleevely seconded the proposal.

Cllr Boughton-Thomas also proposed that the Preservation Order only be considered and/or imposed on the three Memorial trees; Cllr Mattick seconded this proposal.

A vote took place with the majority in favour of supporting the Preservation Order on all nine trees. (4 in favour, 2 not in favour and 1 abstention)

A letter received from The Harbour Commissioners was read out requesting the Council's assistance in identifying the ownership of the trees.

Following a long discussion the following was ascertained:-

- Saundersfoot in Bloom own 3 White Beam Trees
Saundersfoot Community Council were responsible for the planting of the tree denoted by a small plaque and deemed to be a memorial tree. This was planted by Cllr Hayes MBE.

Continued.....

- Saundersfoot Community Council were responsible for the planting of a second tree (at the time of the first in the year 2000). This is also deemed to be a memorial tree.
- Mr Trevor Lewis was responsible for the planting of a third Memorial Tree.

8. Licensing Application(s) Received

None

9. Consideration of Correspondence Received

- a) **Saundersfoot Bowling Club** – invitation for the Chair to formally open the Green. 2pm on the 7th April 2018. Unfortunately Cllr Mattick is unavailable but Cllr Williams will be happy to deputise. The Clerk to inform the Bowling Club accordingly.
- b) **The Office of Simon Hart MP** – A Constituent is concerned regarding the problem of dog mess on the pavement between the school and the police station. Cllrs Baker and Ludlow have agreed to seek further information regarding signage, and the cost of dispensers and bags. This item has been diarised for the April meeting.
- c) **Mr and Mrs Allsop** – Thank you card received for the kind invitation from Saundersfoot Community Council to the Annual Council Dinner.
- d) **Pembrokeshire Coast National Parks Planning Authority – Velfrey Cottage** Notice that this application will be brought to the attention of their full Development Management Committee upon the 14th March 2018. Cllr Baker and the Clerk will attend.

10. Reports from Committees Including County Councillor's Report

a) County Councillor Baker's Report

County Matters

At the Full Council meeting held on 8th March 2018 the Budget was agreed with a Council Tax rise of 12.5%, this enables the Budget to be balanced with a 5% efficiency saving across all sectors, with 2.8% in Schools. This allows a Transformation Programme to be implemented during the next twelve months, 12.5% equates to £100 per year for a Band D property, and means Pembrokeshire is still the lowest Council Tax in Wales, 30% lower than both neighbouring Authorities and with a budget £14 million less than Welsh Government assesses that the authority requires to provide its services.

Ward Matters

The second homes Council Tax distribution for Community Projects will be presented at Cabinet on 19th March, currently the proposal is for Saundersfoot to be allocated between £57,000 and £60,000.

A recent presentation at County Hall detailed the measure of poverty across the County, some indicators highlighted specific issues in Saundersfoot.

Pembrokeshire Coast National Park Authority - the emerging Local Development Plan will be issued in draft form for comment on 28.03.18, Cllr Baker advised that he has invited two Officers to attend the April meeting.

Flooding in the short tunnel, this is on the Engineers list to carry out a survey and propose solutions.

A meeting had been held with the resident who was concerned about a tree near their home and this had been passed to Officers.

Continued.....

PACT meeting - Meeting held on 5th March 2018

17 members of the public present and two PCSO's

Crimes recorded in the month

Amroth - 2

Carew - 5

Manorbier - 8

Saundersfoot - 8.

The crimes committed in Saundersfoot included criminal damage, burglary, possession of cannabis, arson, harassment and assault.

These figures demonstrated a 2.5% reduction when compared to the same period in 2017.

Officers advised that Dyfed-Powys now provide a messaging service on their website and that 12th to 18th March was Child Exploitation Week where officers engaged with fast food outlets and cafes etc.

Of all those which are processed through custody 7% are under 16.

3 youths have been referred to the anti-social behaviour team

48% of all crimes are now fraud.

The next meeting will be held on 9th April.

b) Cllr Ludlow – On Behalf of Saundersfoot Community School

c) Cllr Hayes MBE on Behalf of Saundersfoot In Bloom

Cllr Hayes MBE reported that the AGM for Saundersfoot in Bloom will be held on 16th March 2018

d) Cllr Mattick – On behalf of Saundersfoot Community Council's Grounds Committee

Cllr Mattick requested that all major works upon Council's land to be passed by full Council and any other works to be discussed by the full grounds sub committee and the Clerk. Following a brief discussion it was agreed by full Council that all shrub planting, clearing works, shrub, bush and grass trimming can be carried out without discussions but any other works have to be confirmed by full Council. It was also requested that the Clerk is kept informed of any works being undertaken.

11. Agenda Items:

a) Assignment of tasks to Sub Committees

The Clerk circulated the list to all Councillors as to who is on which sub committee. This heading has been diarised for April when the responsibilities of four of the sub committees will be discussed namely: the Grounds Sub Committee, the Planning Sub Committee, the Festivities Sub Committee and the Projects Sub Committee.

b) Sensory Garden proposed schedule of works for tenders

The Clerk presented to the Council the proposed tender document depicting the works as agreed upon in the February meeting. Following perusal by all Councillors Cllr Mattick proposed that the document is a true record of works required and should be circulated; Cllr Baker seconded the proposal with all Council in full agreement. The Clerk to circulate the Tender Documents as per the list of contractors given by Councillors.

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c) Street furniture painting working party

Discussion took place regarding the current state of the bollards and rubbish bins throughout the village. Cllr Ludlow commented that the 'Yarn Bombers' are already working on some designs for this summer.

Cllr Baker reported that Pembrokeshire County Council unfortunately does not have the availability to paint them this year but have previously given Saundersfoot Community Council the paint required to do so, he also suggested that a working party of volunteers gather one afternoon/evening to paint the majority of bollards and rubbish bins. This heading has been diarised for May.

d) Clean Seas Initiative - Partner Working with Amroth Community Council

Cllr Boughton-Thomas read a detailed report regarding the Clean Seas Initiative:-

Meeting took place upon 27th February 2018

A project covering the Saundersfoot Bay area, from Marros to Monkstone and its hinterland, led by Amroth Community Council with the support of Saundersfoot Community Council, with funding from both Councils and support from Leader – Arwain Sir Benfro, via PLANED, to coincide with the Visit Wales Year of the Sea. The project does not simply focus on litter, which has already ended up in the sea, but will address land-based pollution, which represents over 80% of the source of marine litter.

Full report available upon request.

Steps that Saundersfoot village are taking to encourage the Clean Seas Initiative include:-

- Saundersfoot School is doing a brilliant job in raising awareness amongst the young, and if any of you saw the BBC's X-Ray programme on Monday evening, you will no doubt have seen our young stars in the making, encouraging their parents to be more aware of the on-going problems
- Saundersfoot C4T is spear-heading a project to promote the non-use of plastic cups/straws etc amongst the cafes and retail outlets in the village, and at the current time, it would appear that only two outlets in the village have not signed up to the project

Suggestions

- Cllrs Ludlow and Williams BEM as Saundersfoot School Governors, to liaise with Pauline Davies from Amroth Community Council and try to work out a scheme of collaborative working between the schools.
- To arrange a meeting with members of Amroth Community Council to act as a communal "think tank" to come up with ideas – perhaps promoting refill stations for water bottles, extending the ideas for bio-degradable coffee cups, straws etc, and other ideas to encourage non-usage of single use plastic.
- On 24th April, PLANED are hosting a Clean Seas Project Networking Event in Saundersfoot, Councillors have been invited with many accepting their invitation. The evening will consist of speakers, ie Peter Davies on behalf of the Wales-wide Clean Seas Project, and other speakers are being invited ie Abergele Community Council, who are leaders in the field of bio-diversity and re-cycling, to address and interact with the audience, many of whom will be Community Councillors.
- An organised beach clean has not been organised by Saundersfoot Community Council for a few years and as the equipment required is already in their ownership this is something that could quite easily be organised.

Continued.....

Events and dates to be confirmed in the April meeting:

- Meeting between Saundersfoot Community Council and Amroth Community Council.
- Organised beach clean in Saundersfoot.

Also to receive a report from Cllrs Ludlow and Williams BEM regarding the progress of the School's involvement and a report from Councillors who attended the Clean Seas Project on the 24th April (May meeting)

e) Working Party/ Dotto Train Update

Notes relating to the fourth meeting – The Village Working Party held at the Regency Hall on Wednesday 13th February 2018

In attendance: Cllr Susan Boughton-Thomas – Saundersfoot Community Council, Mike Slade – Chamber for Tourism, David Lewis – Hean Castle Estates, Michael Davies – Saundersfoot Harbour Commissioners.

Apologies – Cllr Phil Baker – Saundersfoot Community Council/Pembrokeshire County Council, Cllr Anthony Mattick – Saundersfoot Community Council

A detailed discussion took place about the viability of the Dotto Train, the costings, projected income, costs of bringing it to Saundersfoot, payment terms, splitting the deposit for the project between the 4 partners, management of the scheme by ourselves or another partner, and all aspects of the 13 week project.

Mr Rob Barnes, the manager of the train company from whom the train is proposed to be leased, came along and gave a full presentation, along with answering any questions that arose. This was important as any questions rose required answering to enable the full application for funding, if successful at this first stage to be completed.

The following day, notification from PLANED was received confirming that the application of Expression of Interest had been successful and the full completed application with supporting information had to be back to PLANED by February 23rd, in order to be considered for this round of funding, which would be approved or otherwise by mid April

During the 8 days, the forms have been completed, with financial spread sheet back-ups, a Partnership Agreement has been signed by all 4 partners, official quotes have been obtained from the supplier, confirmation letters have been received from Hean Castle Estates, the Harbour Commissioners and Chamber for Tourism relating to sharing the cost of the up-front payment of the deposit (£5,000). Landowners Consent has been obtained from PCNPA, Hean Castle Estates and the Harbour, to allow the train to access the privately owned lands, and David Lewis has contacted various coach companies, on behalf of the group, to ask them if they would be interested in joining our partnership and managing the 13 week pilot scheme for us.

Discussion to place regarding the above report and Councillors all agreed it was a viable venture.

Cllr Boughton-Thomas proposed that Saundersfoot Community Council pay a one off loan payment of £1,250 as their quarter share of the deposit which will be refunded in full at the end of the 2018 Dotto Train scheme; Cllr Sefton seconded the proposal with all Council in full agreement.

f) Community Car Park update

A meeting has been called for the Grounds Sub Committee to prepare a schedule of works for the April meeting.

g) Proposals of Use For The '3rd Tennis Court'

Cllr Mattick advised the Council regarding the recent meeting of the Grounds Sub Committee where the future use of the 3rd tennis court was discussed and following the consideration of differing uses it was agreed that, with the noticeable shortage of parking spaces within Saundersfoot, the most viable use for this space is a potential pay and display car parking area with all profits being put back into the community. Cllr Baker proposed that the use of the 3rd tennis court as pay and display car parking area be moved forward as a project and further information sought; Cllr Mattick seconded the proposal with all Council in full agreement.

h) St Issells' Church Trees and Graveyard(11e)

The Clerk advised the Council of the recent meeting at St Issells Church to discuss the condition of the trees to the front of the Church in close proximity to the boundary wall and the low, overhanging boughs causing danger to persons visiting the New Cemetery.

Present Cllrs Mattick and Williams BEM, Mr D Lewis and the Clerk. The main points were:-

- The overhanging boughs in the old cemetery have been cut and carted away by persons unknown.
- The tree to the right of the main church gates (as looking from the road) that was originally believed to be diseased, upon inspection by persons present, is believed not to be. The Council will seek further advice from an Arborist in May.

Following discussions on site and an inspection of the old graveyard, fact finding talks regarding the potential tree and gate works within St Issells old graveyard were held with:-

The Church Warden

Reverend Cannon Paul Mackness (Chaplain to the Lord Bishop of St David's & Clerical Secretary)

Mr Robert Scourfield (Buildings Conservation Officer Pembrokeshire Coast National Park Authority)

Mr David Lewis (Hean Castle Estate)

Mr Mike Higgins (Tree and Landscape Officer - Pembrokeshire Coast National Parks)

Mr Richard Perret (St Issells Church)

The following proposed works were put the Council for their consideration:-

- The removal of the two Leylandii trees to the left of the main gates (looking towards the Church). This is due to their immense height and shallow root structure potential leading to major damage if they collapse or are blown over in high winds. Also from an aesthetic point of view it will open the view of St Issells Church.
- The reshaping of the Ewe tree to the right of the main gates (looking towards the Church).
- The replacement of the two 'kissing gates' (one to the North and one to the South). The two gates to match each other taking the South gate as a template. Two quotations received from local fabricators to - clear away the old gates, make new as agreed with Mr Robert Scourfield and Reverend Cannon Paul Mackness and install them.
- The reshaping of the bushes and smaller trees along the wall (inside the Churchyard) and the bush to the centre of the graveyard. Quotation received from Grounds man, as these trees will have to be cut, if agreed to, within the next two weeks.
- A survey of all trees to the front of the cemetery to be completed before September 2018. Mr D Lewis has offered the services of Hean Castle Estate's Arborist, as they will be conducting surveys on behalf of the Estate this year.

The Council agreed to the above works with a consideration of £1,500 from St Issells' Cemetery income for the purchase, installing of the gates and payment of the grounds man. As this is a Listed Church and grounds, all parties, as referred to above, will be informed of any progress in these matters and any information/requests of compliance will be brought to Full Council to ensure they are fully kept up to date. .

i) Grass works around the Cenotaph

Carried forward to the April meeting

j) Wales in Bloom Entry

As above 5b above

k) The Clerk's update

2 Monkstone View, The Strand - Contact made with Ms Sharron Thomas of Pembrokeshire Coast National Parks Planning Authority – A Planning Enforcement Officer will attend the site.

Trees by the Sands Nightclub - Following site meetings, and numerous Emails between Pembrokeshire County Council, Pembrokeshire Coast National Parks, the trees owner and Saundersfoot Community Council, Mr Mike Higgins (Tree and Landscape Officer) confirmed that, upon the completion of the correct paperwork by the trees owner, any remedial works will not affect the Tree Preservation Order but if the trees are requested to be removed then further trees, stipulated by Pembrokeshire Coast National Parks Authority, will be required to be planted elsewhere. Mr Mike Higgins confirmed that the liability lies with the owner of the trees, it is now a Civil matter and no liability lies with Saundersfoot Community Council.

Damaged bush in sensory garden - This bush has been removed and PCSO Jim Moffatt informed regarding the damage. If further damage is occasioned then a formal report will be made to the police.

Locked storage within the Regency Hall - The Regency Hall have confirmed that they would be happy for the Council to change the barrel of the lock and hold their own keys. Cllr Sefton proposed that a new barrel be purchased and installed with the Clerk holding the key; Cllr Upham seconded the proposal with all Council in full agreement. Cllr John will source the new barrel and liaise with the Clerk to fit it.

Date for April Meeting – Thursday 12th April 6pm Venue TBC (Methodist Church)

Meeting closed at 10pm