

SAUNDERSFOOT COMMUNITY COUNCIL



Minutes of the General Meeting of The Saundersfoot Community Council on Thursday, 5th September 2019 at 6 pm at the Regency Hall.

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

One Member of the Public and The Clerk

Unfortunately Mr Phil Flower from the British Legion Poppy Appeal had to give his apologies for not being able to attend the meeting. A further meeting has been arranged between the Clerk and Mr Flower later next week to discuss the distribution of poppies and Remembrance Wreaths within Saundersfoot area.

2019/09 90 Apologies for Absence

Cllrs Beedles and Williams BEM

2019/09 91 Chairman's Report

Cllr Sefton wished to add to his August report extended thanks to all those involved in the arranging and supporting of the TenFoot Swim.

2019/09 92 Declaration of Interests

Any interests will be declared as and when Councillors deem appropriate.

2019/09 93 To Receive the Minutes of the Meeting Held on the 1st August 2019

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 August 2019; Cllr Sefton seconded the proposal with all Council in agreement.

2019/09 94 Matters Arising from the Minutes – Information Only

2019/08 79 – The Clerk advised the Council that no further concerns have been received appertaining to A Frame signs.

Cllr Baker reported that both the old inflatable collection and tool collections have both had a good response.

2019/08 84 – Cllr Baker advised the Council that he will be attending a meeting 13th September 2019 to discuss the responses received appertaining to the Long Course Weekend road closures.

Cllr Ludlow advised the Council that the commemorative poppy is now installed within the Sensory Garden but due to the positioning of the post, a small area of painting will be required to the lamppost behind the poppy. Cllr Sefton proposed that this painting work be completed by Cllr Ludlow; Cllr Boughton Thomas seconded the proposal with all Council in full agreement.

2019/09 95 Account(s) for Payment and Bank Reconciliation and signing of cheques

Cllr Hayes MBE proposed that the bank and cashbook reconciliation be a true and accurate record of the Council's accounts, Cllr Boughton Thomas seconded the proposal with all Council

in full agreement.

Cllr Wainwright proposed that the Accounts, as presented to the Council, be paid in full; Cllr Boughton Thomas seconded the proposal with all Council in full agreement.

2019/09 96 Planning Application(s) Received

The Clerk advised the Council that no correspondence has been received appertaining to the planning applications to be considered at this meeting.

1	NP/19/0413/FUL	52 Sandy Hill, Saundersfoot	Demolition of existing garage and provide new side/rear extension, together with replacement cladding and external works.
2	NP/19/0436/FUL	16 Ocean Point, Saundersfoot	Timber frames garden store.

NP/19/0413/FUL – 52 Sandy Hill

The Council do not have any objections or concerns regarding this application. It is considered to be within keeping of the surrounding dwellings and makes good use of the plot. It was noted that the proposed new building is situated up to the boundary.

NP/19/0436/FUL – 16 Ocean Point

The Council consider that the proposed wooden structure is an improvement to the current structure, although, it is noted to be a large structure.

2019/09 97 Licensing Application(s) Received

None

2019/09 98 Consideration of Correspondence Received

- a) Correspondence between the Clerk, Tree and Sons and The King George V Playing field Trust. The Council were approached by Messrs Tree and Sons Contractors requesting permission to use a small area of land behind the Bowling Club as a temporary compound, for building plant, while they carry out certain works to Bethany Flats. Tree and Sons had approached other persons for use of their land but felt that the Council could offer the best solution. The Clerk advised the Council that the Pembrokeshire Coast National Park Planning Authority and the King George V Playing Fields Trust had been advised of the request and their response was awaited. It was agreed that once the various parties give consent to this area being used a meeting will be called to discuss matters further with Tree and Sons.
- b) Email received regarding the 'Back Lane' in Sardis advising the Council that the road edges are being worn away causing a hazard to road users. Cllr Baker will talk with Pembrokeshire County Council regarding this matter.
- c) Thank you received from Sardis Parks and Gardens for the donation received from the Saundersfoot Community Council.
- d) Thank you received from Saundersfoot Historical Society for the donation received from Saundersfoot Community Council.

- e) Email received from Mr Simon Hart AM office appertaining to the recent planning application submitted by the Saundersfoot Community Council relating to the proposed pay and display car park on land in the ownership of the Council. The Clerk read out the letter received and the response sent.
- f) Letter received raising concerns appertaining to the recent planning application submitted by the Saundersfoot Community Council relating to the proposed pay and display car park on land in the ownership of the Council. The Clerk advised the Council that this letter had been passed onto the Planning Authority.
- g) Letter received from the Saundersfoot Bowling Club advising the Council of their support of the proposed pay and display car park. The Clerk advised the Council that this letter has been passed to the Planning Authority.
- h) Confirmation that the Declaration of Compliance has been received from the Pension Regulator ensuring that the Saundersfoot Community Council are compliant until 2023.
- i) Notices received from Pembrokeshire Coast National Park Planning Authority giving Notice of Planning Consent Granted by the Authority (some with conditions)
- j) Letter received from Saundersfoot Harbour CEO requesting certain information appertaining to the proposed building hoarding due to be erected in part of the Sensory Garden while building works are taking place. Following discussion it was agreed that the hoarding can be placed where depicted with the following considerations:
 - a. A photographic legend is compiled depicting the current state of the Garden to include the stone wall in the area between the small walkthrough gate off Cambrian Terrace and the corner of the building proposed to be demolished. This wall to be left in situ if possible but if so required to be rebuilt as is.
 - b. The path along the buildings to be demolished is not to be excluded from the garden ie the hoarding to be placed between the buildings and the pathway.
 - c. Any planters/boarders/plants interfered with during the building works to be reinstated as per discussions with the Council.
 - d. The hoarding to be painted, if agreed by the Planning Authority, green.
 - e. Further information to be forwarded to the Council appertaining to the offer of a doorway leading from the new building into the Sensory Garden. (If the Council agree to a doorway it is only to be opened by prior arrangement). The Council will consider any information received at the October meeting.

The Council were advised that a meeting has been arranged between Cllrs Boughton Thomas and Williams BEM and Mr Michael Davies for 17th September. All further decisions to be made by full Council.

Cllr Sefton proposed that the order of business be changed and agenda item 105 be discussed next in line; Cllr Boughton Thomas seconded the proposal with all Council in full agreement.

2019/09 105 To consider a solution to deter motorists from travelling at excessive speeds along the B4316

The Clerk advised the Council that a letter had been received requesting the Council to consider the issue of speeding vehicles along Stammers Road area.

Cllr Hayes MBE advised the Council of motorists speeding past St Issells Church. It was established that the speed limit along this stretch of road is 60 miles per hour so any persons travelling along that stretch of road at a speed under 60mph are not speeding. The Council agreed that this is a very problematic length of road with cars often mistiming the corner by St Issells Church and diverging off the road into the grass verge or stream. The Council considered all comments made by the member of the public present. Cllr Mattick proposed that the Clerk and himself liaise and prepare a report to present to the Pembrokeshire County Council regarding potential traffic calming possibilities and the lowering of the speed limits to all roads into/out of the village; Cllr Upham seconded the proposal with all Council in full agreement.

2019/09 99 To receive County Councillor's Report

County Hall

Cabinet changes, following the stepping down by Cllr Pat Davies, there has been a review of positions with new Cabinet Members, Cllr Baker advised that he is now cabinet Member for Infrastructure, Licencing and Major Events, with his Planning responsibilities now in the capable hands of Cllr Jon Harvey

The new kerbside collection arrangements for recycling and waste will be rolled out on 4th November 2019, Cllr Baker offered to arrange a presentation by Officers to the Saundersfoot Community.

Ward

Cllr Baker offered his thanks to the huge efforts by the PCC street cleansing team following an extremely busy August Bank Holiday weekend, he suggested that the Community Council could write a letter of appreciation.

On 15th September Ironman returns for its ninth year, there will be an amendment to the road closure from New Hedges Roundabout to the Village with both lanes being closed, Cllr Baker has asked that the signage from the Fountain Head junction is reinforced highlighting the easiest route into the Village

The recent Road Traffic Collision which demolished the street lighting column and new CCTV camera will not be replaced for up to eight weeks due to the delivery period of the new column. Cllr Baker added that he was grateful that nobody was injured in the accident.

Cllr Baker reported that he had recently met with Highway Officers to review the mini roundabout at the Harbour entrance, the varying means of using the roundabout were noted, as well as the car travelling the wrong way on Milford Street. A number of options for reconfiguring and repainting will be provided for consideration

Saundersfoot Chamber for Tourism

An application has been made to the PCC Enhancing Pembrokeshire panel, a range of initiatives and capital bids have been included to build on the success of the popular events which add to the vibrancy of the Saundersfoot community.

The Clerk to send a letter of thanks to Mr Richard Brown – Pembrokeshire County Council for his organisation regarding the emptying of rubbish bins over the Bank Holiday Period.

2019/09 100 To Receive Any Reports from Committees

Cllr Upham – On behalf of the Grounds Committee

Following a recent inspection of the two cemeteries at St Issells Church by the Grounds Committee, Cllr Upham proposed that a meeting is held with the Grounds Contractor to establish which graves to clear of saplings and overgrowth: Cllr Hayes MBE seconded the proposal with all Councillors in full agreement. The Clerk to arrange a meeting before the next grass cut is due around the 16th of September 2019.

2019/09 101 To Receive Reports from Council Representatives

Cllr Cleevely on behalf of Saundersfoot Policing Forum

Meeting Monday 2nd September 2019 – Present PCSO Kendall, Super Intendant Ross Evans members of the public.

- ☐ According to the road policing unit it is possible to prosecute parking on zig zag lines with a photo of the offence.
- ☐ There is a problem with young person jumping into the sea off the harbour wall
- ☐ Shop lifting across the county is increasing
- ☐ There is a reported increase in thefts from oil tanks
- ☐ Concerns were raised regarding the opening hours that the Sands Night Club trade
- ☐ Concern express regarding over with vehicles travelling through the village

Cllr Boughton Thomas on behalf of the Village Working Party

The next meeting of the village working party will take place on the 16th September 2019. The approximate number of persons using the land train through the summer was just under 3,000 adults and over 1,000 children.

Cllr Mattick on behalf of the Projects Committee – EE Mast

It has been brought to Cllr Mattick's attention that the Saundersfoot Sports and Social Club were also approached, time unknown and by persons unknown by the Council, to address the possibility of a telecommunication mast being placed on the Sports Field. The Council were totally unaware of this fact. (Cllr Mattick proposed that a meeting be held with representatives of the Sports and Social Club to discuss this matter further. Also to confirm the precise positioning of the EE Mast before any construction works commence as a slight difference of positioning has been noted between the plans as submitted by EE and the plans submitted by Saundersfoot Community Council appertaining to the proposed pay and display car park. Cllr Upham seconded the proposal with all Council in full agreement.

2019/09 102 Clerks Update

The Clerk advised the Council that:

- ☐ Mr Lewis' half yearly appraisal had been concluded and signed by Mr Lewis. Cllr Williams BEM to sign it upon his return.
- ☐ Certain works have been carried out in the old cemetery of St Issells' Church by persons unknown. A large bush has been removed and certain branches cut from trees along the

wall. Although this is considered to be an improvement concerns were raised as the Clerk and Council had not authorised any works to take place and were totally unaware that they were being carried out.

Agenda Items:

2019/09 103 To receive the Audit Report

Saundersfoot Community Council received an Unqualified report from the External Auditors with two considerations namely:

The Council to draft a fixed asset register for the 2019/2020 audit

The 2018/2019 end of year figure on the report be amended by £250 to take into consideration the £250 uncleared funds. Cllr Boughton Thomas proposed that the report be amended as such: Cllr Baker seconded the proposal with all Council in full agreement. The Clerk amended the report with Cllr Sefton signing such.

2019/09104 To consider any proposals made by Mr Flower and the distribution of Remembrance Poppies within Saundersfoot area

Meeting arranged between the Clerk and Mr Flower to discuss the distribution of poppies to shops and the collection/distribution of Wreaths within Saundersfoot.

2019/09 106 To consider an offer made to the Saundersfoot Community Council to gift a defibrillator to be situated within Sardis.

Cllr Boughton Thomas advised the Council that an offer has been made to supply and maintain a defibrillator within Sardis, to be placed within the unused phone box. Cllr Boughton Thomas proposed that this offer is accepted; Cllr Sefton seconded the proposal with all Council in full agreement. The Clerk to write a letter accepting the kind offer.

2019/09 107 To consider the use of the Sensory Garden by the Chamber for Tourism over the Christmas period.

Cllr Baker advised the Council of the request made by the Chamber for Tourism to use the Sensory Garden as an enchanted woodland over the Christmas period. Cllr Beedles will be liaising with the Council and the Chamber for Tourism regarding this proposal. The proposal is to:

- Use Heras fencing to fence the Sensory Garden off for weekend use only over a three week period. This can be decorated with lights.
- The use of lights and props with sound effects to portray an enchanted forest.
- Persons accompanying visitors around the Garden
- The possibility of a gift for each child visiting the garden
- Insurance – The props and figures to be insured by the Chamber for Tourism the (Saundersfoot Community Council to be responsible for public liability insurance. This heading has been diarised for the October meeting.

2019/09 108 To consider correspondence received appertaining to Library Services.

Cllrs Baker and Boughton Thomas advised the Council that they, along with Cllr Sefton, had

attended a meeting with Mr Mike Cavanagh regarding the current funding of library services thought Pembrokeshire. The Clerk to forward the information received from Mr Cavanagh to all Councillors. Cllr Cleevely proposed that Mr Cavanagh is invited to a special meeting to discuss matters further; Cllr Hayes MBE seconded the proposal with all Councillors in full agreement. The Clerk to invite Mr Cavanagh to a meeting.

2019/09 109 To consider and establish a date for the Policies and procedures Committee meeting.

Cllr Sefton advised the Council that he had perused some of the current policies and documents which require updating and will forward a date, via Email, for the meeting of the Policy and Procedure Committee.

2019/09 110 To consider and establish a date for the Projects Committee meeting and to also give further consideration to inviting Neil McCarthy from Pembrokeshire County Council to advise regarding the Children's playground equipment.

Cllr Sefton proposed the Mr Neil McCarthy be invited to the October meeting to discuss the current state of the play park and the equipment therein; Cllr Baker seconded the proposal with all Councillors in full agreement.

2019/09 111 To consider and form a second Grievance Panel

Grievance Committee – 6 named Cllrs – only 3 would hear a grievance. – this gives the opportunity to avoid any conflict

Appeal Committee – 6 named Cllrs (not on the Grievance committee) – only 3 would hear an appeal – this again gives the opportunity to avoid conflict

With the suggestion that the Chair is named in one group and the vice-chair the other.

Date for the next meeting – 3rd October 2019 Meeting closed 9.40pm