

SAUNDERSFOOT COMMUNITY COUNCIL



Minutes of the General Meeting of The Saundersfoot Community Council held on Thursday, 7th November 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, T Pearson, R Hayes MBE and M Williams BEM

Two members of the Public and The Clerk

2019/11 140 Apologies for Absence

Cllrs A Mattick, P Beedles and M Wainwright

Mrs Anita Thomas - Leisure, Tourism and Registration Services - Pembrokeshire County Council attended and gave a talk regarding the future funding by Pembrokeshire County Council of the Library Service in Saundersfoot. It was stated that Pembrokeshire County Council will be lowering their financial funding for libraries within Pembrokeshire from 2020. Mrs Thomas gave different examples of current funding options being carried out by Town and Community Councils within Pembrokeshire to support Pembrokeshire County Council with the funding of libraries. (Information available upon request to the Clerk).

Cllr Sefton proposed that agenda item 148 be brought forward; Cllr Boughton Thomas seconded the proposal with all Council in full agreement.

Cllr Williams BEM declared a personal interest in this agenda item – Cllr Williams BEM's son is a near neighbour to the applicant.

NP/19/0539/FUL Apple Tree Gallery, The Ridgeway

Install rooflights to gallery upstairs, public doorway, partial living space (change of use), rebuilt extension where garage used to be.

The Clerk advised the Council that one letter of objection has been received appertaining to this application.

Cllr Baker proposed that the Council's consideration of this planning application be deferred until the December meeting due to a large number of correspondence appertaining to this application not being sent to the Community Council for their consideration; Cllr Upham seconded the proposal with all Council in full agreement.

The Clerk to contact Pembrokeshire Coast National Park Planning Authority and request an extension in time to enable the Council to consider this planning application at the December 2019 meeting.

Two members of the public left the meeting.

NP/19/0542/FUL 24 Bonvilles Close, Saundersfoot

The Council agreed that the above planning application is an appropriate extension and good use of the plot.

The Council do not have any objections or concerns regarding this planning application.

2019/11 141 Chairman's Report

Cllr Sefton reported that he had attended two official functions during October namely:-

- Three Amigos Christmas Toy Run Launch Luncheon - This was an informal luncheon giving attendees information as to the sterling work that is carried out and led by the Amigos delivering toys around Pembrokeshire. Cllr Sefton was pleased to advise the Council that this Charity is well supported by Saundersfoot village.
- The Girl Guiding Annual Review – This was a formal event and was well attended with Mayors and Chairpersons from several Town/Community Councils in Pembrokeshire attending. Cllr Sefton reported that it was a pleasure to be a part of such a prestigious event of the Girl Guiding calendar, witnessing a number of awards being presented to Guide leaders.

Cllr Sefton also thanked Cllr Boughton Thomas for stepping in and judging the fancy dress competition in the Regency Hall, which approximately 300 children attended, the proportion of whom had completed the trick and treat trail through the village in appalling weather.

2019/11 142 Declaration of Interests –

Cllr Williams BEM - Declared a personal Interest in Planning Application NP/19/0539/FUL Appel Tree Gallery (2019/11 148)

Cllr Hayes MBE – Declared an interest in agenda item 2019/11 154

Cllr Ludlow – Declared in Interest in agenda item 2019/11 156

2019/11 143 To Receive the Minutes of the Meeting Held on the 3rd October 2019

It was proposed by Cllr Baker that these Minutes be a true and accurate record of the meeting of Saundersfoot Community Council held upon the 3rd October 2019; Cllr Boughton Thomas seconded the proposal with all Council in agreement.

2019/11 144 Matters Arising from the Minutes – Information Only

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

Cllr Baker advised the Council that Pembrokeshire County Council will carry out the road survey as soon as possible.

2019/09 119 - EE Mast and Proposed Car Park

The Clerk advised the Council that:-

- the King George V Playing Fields Trustees have granted consent for the construction of the EE mast
- the Council's Surveyor is continuing to negotiate the Heads of Terms with EE representatives. EE are insisting on using the amended access route along the Regency Hall, passing the Bowling Green, Childrens play park, MUGA, Sports and Social Club and the sports field, they are also wishing to bring the electrical cable along this route. The Council agree that the original route for access should be used as this would not include the health and safety implications that using the above amended route would. The cable could also be brought along the original route.
- A Representative from King George V Playing Fields Trust has offered to attend a meeting to give further information appertaining to the King George V Playing Fields

Trust. Cllr Ludow proposed that a meeting should be arranged and that the Council should forward any questions prior to the meeting to enable accurate answers to be given at the meeting; Cllr Baker seconded the proposal with all Council in full agreement.

The Clerk to arrange a meeting of the EE Mast Sub Committee.

- A further 6 letters of support have been received regarding the proposed car park.
- A letter has been received from the Council's proposed Car Park Project Manager and Architect advising that an extension of time has been requested, regarding the planning application decision, to allow the King George V Playing Fields in Trust more time to consider the use of land for this project. (The Council are awaiting the reply from the Trustees before money is spent on the Flood Risk Assessment and the Section 106 Agreement – Pembrokeshire Coast National Park Planning Authority are aware of this)

2019/10 122 Sensory Garden - Grounds Committee Report

The Clerk to forward the plans depicting the possible design/s of door/s within the Coal Office, opening out on to the Sensory Garden, for consideration at the December meeting.

2019/10 123 Cllr Hayes MBE on behalf of Saundersfoot in Bloom

Cllr Hayes MBE advised the Council the Saundersfoot in Bloom have placed 12 new flower troughs along Brewery Terrace and that the liability of such lies with Saundersfoot in Bloom. If there is any damage to such Saundersfoot in Bloom should be contacted direct.

2019/11 145 To Receive the Minutes of the Meeting Held on the 16th October 2019

Postponed until the December meeting

2019/11 146 Matters Arising from the Minutes – Information Only

Postponed until the December meeting

2019/11 147 Account(s) for Payment and Bank Reconciliation and signing of cheques

Cllr Baker 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 Upham proposed that the Accounts, as presented to the Council, be paid in full; Cllr Ludlow seconded the proposal with all Council in full agreement.

Cllr Boughton Thomas proposed that, as Saundersfoot Community Council sponsor the medals for the New Year's Day Swim, payment to the value of £4000 (Plus VAT) be paid direct to the supplier of the Medals; Cllr Baker seconded the proposal with all Councillors in full agreement.

Cllr Cleevely advised the Council that he had completed a round trip of 140 miles when attending the One Voice Wales – Annual Conference and requested remuneration for such. Cllr Boughton Thomas proposed that a payment of 45p per mile (140 x .45p = £63.00) be made to Cllr Cleevely to reimburse for the fuel; Cllr Hayes MBE seconded the proposal with all Council in full agreement.

Budget Review

The 2019/2020 Budget was scrutinised and discussed. It was agreed that all spending is within the budget set by the Council and no changes should be made.

The Clerk to request from Pembrokeshire County Council an updated cost for any possible Elections prior to the December meeting and the setting of the Precept.

Cllr Sefton proposed that a Finance Sub Committee be formed as part of the General Purpose Committee and that a meeting be held to discuss the budget for 2020/2021 prior to the December meeting; Cllr Baker seconded the proposal with all Councillors in full agreement.

2019/11 148 Planning Application(s) Received

1	NP/19/0539/FUL	Apple Tree Gallery, The Ridgeway	Install rooflights to gallery upstairs, public doorway, partial living space (change of use), rebuilt extension where garage used to be.
2	NP/19/0542/FUL	24 Bonvilles Close, Saundersfoot	Single storey rear extension and various alterations

As above

2019/11 149 Licensing Application(s) Received

None received as of 2nd November 2019

2019/11 150 Consideration of Correspondence Received

- Telephone call received from Birch Utilities requesting permission to trim trees that are interfering with electricity cables. The Clerk to advise them that the trees in question are on land in the ownership of the Pembrokeshire County Council.
- Email received requesting the Council's consent to start a Saundersfoot Tennis Club. Discussion took place regarding the problematic tennis net supports. The Clerk to seek prices from engineers to rectify the problem.
- Invite from the Harbour for the Chair to attend their Christmas Dinner – Cllr Sefton advised the Council that he would be pleased to attend and represent the Council.

2019/11 151 To receive County Councillor's Report

County Matters

The new waste strategy is being rolled out from 4th November with more than 63,000 properties being included in the new arrangements.

Ward Matters

Road Closure for The Strand have been requested for the following dates – Lantern Parade 7th December, New Year's Day Swim 1st January, access will be maintained for emergency vehicles at all times. The Lantern Parade will include a short closure on Cambrian Terrace to allow the parade to pass around the Village Christmas tree into the harbour and then on to the deck.

The remedial drainage work to the short tunnel at the end of the end of The Strand will be undertaken from 25th November for two weeks. The footpath will be closed during the work to renew the drainage and address any low spots in the surface.

The enhancing Pembrokeshire grant application was submitted by the deadline of 5th November with a substantial amount of supporting information. The “park and ride” application will be submitted for the January round of applications.

The cleaning of the slot drains on St Brides Hill has been requested.

Cllr Baker advised that he had been in liaison with Dyfed Powys Police in regard to some misunderstandings around the future PACT meetings, he was pleased to advise that all had been resolved and the meetings will resume in December.

Cllr Baker advised that the road sweeper had been requested to sweep around the war memorial in advance of the Remembrance Service on 10th November.

Following a hugely successful Double Big Bang event, Cllr Baker asked that a letter be sent to Saundersfoot Chamber for Tourism, thanking them for the whole weekend of activities and entertainment. He was delighted to help Mrs Baker judge the pumpkin carving competition.

2019/11 152 To Receive Any Reports from Committees

Cllr Williams BEM - Grounds Committee Sensory Garden update

Cllr Williams BEM advised the Council that:-

- A recent Email had been forwarded to all Councillors listing certain jobs that require to be completed.
- Two of the uprights on the centre planted ‘island’ have rotted and given way.
- The grass in the Sensory Garden requires cutting
- The Christmas light had not arrived and MK Lighting had advised that they would arrive on Monday.
- The electrical sockets, within the Sensory Garden, are required to be put in place and connected. Further additional sockets are also required. Cllr Cleevely proposed that all electrical works are completed within the garden by the Council’s preferred electrician up to the balance of the precept; Cllr Hayes MBE seconded the proposal with all Councillors in full agreement.
- The electrical box on the side of the ice cream shop to be replaced with a lockable box.
- Cllr Boughton Thomas proposed that the Clerk contact the owners of the Ice Cream Shop to offer payment for the electric used or a donation made by the Council, in lieu, to a charity of the owners choosing; Cllr Sefton seconded the proposal with all Councillors in full agreement.

2019/11 153 To Receive Reports from Council Representatives

Cllr Cleevely – One Voice Wales Annual Conference 5th October 2019

The theme for this year's conference is "the future role of Community and Town Councils". The first speaker Hannah Blythyn AM Deputy Minister for Housing and Local Government. She talked about problems with Brexit and training needs of Community and Town Councils. Clerks will have to have recognised qualifications. She talked about the burdens of being a Clerk. Members stated that Public Sector Boards should have representatives from Community and Town Councils.

The second speaker Elinor Shepley, Institute of Welsh affairs. She talked about understanding Welsh Places Program and its relevance for Community and Town Councils. She spoke about understanding Welsh Places website. There is little robust data on towns

and smaller communities. Communities can share their plans and research links to planning tools.

Disappointment was expressed regarding the response from the Welsh Assembly to the Independent Review - Town and Community Councils. It was stated that 1,305 Councillors trained on courses provided by One Voice Wales. Local Councils will have a bigger job to do in the future. 84% of all Councils in Wales are now members of One Voice Wales.

Cllr Cleevely – One Voice Wales Pembrokeshire Area Committee

The main discussion was about the Pembrokeshire County Council Liaison Committee/charter. The chairman, Paul Davies, is very disheartened regarding the response from Pembrokeshire County Council. The representatives on the Committee and the members have not agreed. Pembrokeshire County Council has not agreed the Charter yet. Members thought that this had already been agreed.

2019/11 154 Clerks Update

- Reply letter – The Council considered the draft response (Emailed to all prior to the meeting). Cllr Boughton Thomas proposed that the letter be sent via Royal Mail; Cllr Williams BEM seconded the proposal with all Councillors in full agreement.

Cllr Cleevely proposed that the letter be signed by the Chair and the Clerk for and on behalf of Saundersfoot Community Council as opposed to all Councillors signing the letter; Cllr Williams BEM seconded the proposal with all Councillors in full agreement.

- The Clerk requested to take one week holiday leave from the 18th November 2019 This was agreed.
- Remembrance Service arrangements
 - all confirmed completed.
 - All wreaths confirmed picked up and paid for.
 - The appropriate paperwork will be dropped of to Cllrs Sefton and Mattick on Saturday
- The Sensory Garden wall repair works have been completed. All Councillors agreed that it is a first-class job.
- Donation for Christmas Sweets – Cllr Cleevely proposed that a donation of £120 be made for the purchase of sweets, to be distributed at the lantern parade; Cllr Boughton Thomas seconded the proposal with all Councillors in full agreement.

Agenda Items

- 2019/11 155 Library Services** - to discuss the possibility that Saundersfoot Community Council links with neighbouring Community Councils to make a joint bid to “Enhancing Pembrokeshire” Fund to contribute to the running of Saundersfoot Library for two years whilst a sustainable model is agreed.

This heading will be discussed further in December 2019

- 2019/11 156 Saundersfoot School Governor** - to discuss the vacancy for a Community Governor on the Governing Body of Saundersfoot Community Primary School.

Following a lengthy discussion Cllr Boughton Thomas proposed that, following confirmation of the current positions held by Cllr Williams BEM, Cllr Williams BEM stand as Community Appointed Governor and free the position of Local Education Authority Appointed Governor

to Saundersfoot Community Primary School; Cllr Upham seconded the proposal with a majority vote in favour. (9 councillors voted in favour and 1 Councillor abstained)

2019/11 157 Remuneration – To discuss and consider the determinations for Saundersfoot Community Council's 2020/2021 Remuneration to Councillors. As set out by the Independent Remuneration Panel for Wales.

Cllr Boughton Thomas proposed that agenda item 2019/11 157 be carried forward to the December meeting of Saundersfoot Community Council; Cllr Pearson seconded the proposal with all councillors in full agreement.

2019/11 158 Standing Orders - To consider the re-draft of Saundersfoot Community Council's Standing Orders for adoption by the Council. The proposed Standing Orders are intended to replace the existing Standing Orders that were last formally updated in 2000.

Cllr Sefton proposed that Saundersfoot Community Council adopt the re drafted Standing Orders as Emailed to all Councillors; Cllr Williams BEM seconded the proposal with all Councillors in full agreement.

It was noted that the Financial Regulations do not require any updating or changes being made at this time.

2019/11 159 Staff Review – To consider a date and time for The Clerk and Mr A Lewis Employees Reviews (Due November 2019)

It was agreed that Cllr Sefton and the Clerk arrange a suitable time for the reviews.

2019/11 160 Decembers Meeting - Consideration of Change of Venue for December's Meeting due to Regency Hall being unavailable.

It was agreed that the December meeting of the Saundersfoot Community Council be held at the Methodist Church, Saundersfoot.