

SAUNDERSFOOT COMMUNITY COUNCIL



Minutes of the General Meeting of The Saundersfoot Council held on Thursday, 5th March 2020 at 6 pm at the **Regency Hall**, Saundersfoot.

Present - Cllrs N Sefton (Chair), B Clevely, A Upham, D Ludlow, R Hayes MBE, P Beedles, T Pearson, M Wainwright and M Williams BEM

In Attendance- The Clerk

2020/03 226 Apologies for Absence

Cllrs P Baker (County Councillor) and S Boughton Thomas (Vice Chair)

2020/03 227 Mr Roch and Ms Saunders attended the meeting and spoke about why they wished to be considered by the Council for Co-option.

Following discussion, a vote took place with Ms Saunders receiving the majority of votes. The Clerk to advise Mr Roch and Ms Saunders

Cllr Sefton proposed that the order of Agenda items 244, 245 and 246 be brought forward to after Agenda item 239 as Cllr Williams BEM has to leave the meeting early; Cllr Beedles seconded the proposal with all Council in full agreement.

2020/03 228 Chairman's Report

Cllr Sefton reported that:

- The Cawl trail around the village had been a great success with members of the public enjoying the Cawl offered.
- There will be a number of meetings of various groups in March/April to discuss any arrangements for events in Saundersfoot to commemorate VE day. If any Councillors have any ideas of such to please let Cllr Sefton know. Ideas so far include The Regency Hall being booked for the whole week to possibly accommodate craft fairs, history display, the playing of audio recordings (Winston Churchill speeches etc), a party etc. The Beach will be used for possibly sand art, sand castle competitions etc. Services of worship and reflection will be held on the Sunday.
- The Council's Facebook page is not being updated as the Councillor involved has since left the Council. Cllrs Ludlow, Sefton, Wainwright and Baker will meet in April to discuss the best way to keep this updated.

2020/03 229 Declaration of Interests

None

2020/03 230 To Receive the Minutes of the Meeting Held on the 6th February 2020

It was proposed by Cllr Clevely that these Minutes be a true and accurate record of the meeting of Saundersfoot Community Council held upon the 6th February 2020; Cllr Ludlow seconded the proposal with all Council in agreement.

2020/03 231 Matters Arising from the Minutes – Information Only

2020/01 189 – Poppy Coordinator awards

The Clerk advised the Council that a response was still awaited from the British Legion West Wales Coordinator, she also confirmed that the list of awards had been passed to British Legion and they are ordering the awards required.

2020/02 220 - Possible relocation of Notice Board within the Sensory Garden

The Clerk confirmed that a positive response has been received from one of the Notice Board owners and awaiting a response from the owners of the other Notice Board.

Cllr Hayes MBE advised the Council that she had received a message from Pembrokeshire County Council advising that the black bench will be relocated. The Clerk to make further enquiries regarding this.

2020/03 232 Account(s) for Payment, Bank Reconciliation and signing of cheques

Cllr Williams BEM proposed that the bank and cashbook reconciliation be a true and accurate record of the Council’s accounts, Cllr Cleevely 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 Hayes MBE seconded the proposal with all Council in full agreement.

The Clerk presented the Council with a note of overtime worked and holiday hours not taken. Cllr Wainwright requested that the Clerk seek clarity from One Voice Wales regarding unused holiday.

2020/03 233 Planning Application(s) Received

1	NP/20/0105/FUL	27, Whitlow, Saundersfoot, SA69 9AE	Proposed single storey bedroom, kitchen, dining room extension & internal alterations
2	NP/20/0080/FUL	4, Plantation Cottages, Sandy Hill Road, Saundersfoot, SA69 9HP	Erection of balcony to East elevation
3	NP/20/0023/NMA	Harbour Office, Saundersfoot, SA69 9HE	Non-material amendment to NP/16/0170/FUL
4	NP/20/0028/FUL	26, Whitlow, Saundersfoot, SA69 9AE	Proposed single storey family room, utility, bedroom and en-suite extension
5	NP/20/0008/FUL	Clydfan, Westfield Road, Saundersfoot, SA69 9JQ	Demolition of two existing single storey cottages and the construction of a new

NP/20/0105/FUL – The Council agreed that his planning application was well presented and will enhance the existing property – The Council agreed to support this application

NP/20/0080/FUL – The Council agreed that these proposed works do not impede on the surrounding properties – The Council agreed to support this application

NP/20/0023/NMA – The Council did not have any objections regarding this application but raised a concern that, in the future, a privacy issue may be raised regarding non gender specific toilets

NP/20/0028/FUL – The Council considered that there were no concerns regarding this planning application – The Council agreed to support this application.

NP/20/0008/FUL – Concerns were raised by Councillors regarding drainage issues and that reports were awaited from the Coal Office and Welsh Water. Concerns were also raised that the plot will be over developed and the proposed design is not within keeping of the established surrounding buildings.

Cllr Sefton proposed that the Council object to planning application NP/20/0008/FUL at this point in time and once the Pembrokeshire Coast National Park Planning Authority requested reports

have been received the Council will reconsider this planning application; Cllr Wainwright seconded the proposal with all Council in full agreement.

2020/03 234 Licensing Application(s) Received

None

2020/03 235 Consideration of Correspondence Received

- Concerns have been received by Cllr Hayes MBE ascertaining to the 2020 season pricing structure of the Pembrokeshire Coast National Park Authority owned car park adjacent to the Regency Hall. The Clerk advised the Council that the pricing information had been confirmed as correct by the Pembrokeshire Coast National Park Authority and that persons using these car parking facilities will have to pay for such until 7pm (the 30-minutes free will remain). It was also confirmed that the prices have not changed. Cllr Hayes MBE proposed that a letter be sent to the Pembrokeshire Coast National Park Authority stating the concerns raised by members of the public and the Council regarding the extension of the payment period from 5pm to 7pm; Cllr Wainwright seconded the proposal with all Councillors in full agreement.
- Two requests have been received regarding placing of either memorial bench or flower planter/plant within the village. The Council considered both requests and will offer a place in the new play park for a bench made from recycled material and to offer a space in the Sensory Garden for a Memorial plant. Cllr Sefton proposed that, in future, each request received by the Clerk for Memorial items be considered by the Council on the information provided and if a suitable space is available an offer will be made; Cllr Williams BEM seconded the proposal with all Council in full agreement.
- Cllr Beedles advised the Council that she had received a request for the Saundersfoot in Stitches group to hand make craft items (knitting and sewing) to construct a Christmas Tree structure within the Sensory Garden over the Christmas Period. (6ft Tall) The question of insurance was raised. The Council agreed in principle to such but requested that the Sensory Garden Subcommittee liaise with the group and report back to the Council at the April meeting.

2020/03 236 To receive County Councillor's Report

Cllr Baker was unable to attend this meeting.

2020/03 237 To Receive Any Reports from Committees

Cllr Williams MBE on behalf of the Grounds Committee

- Various planting is being carried out
- Pots to be placed along the hoarding to add colour
- The two larger holm oaks require hard pruning at the appropriate time and the two smaller holm oaks should receive a lighter pruning. The Clerk to contact Mike Higgins (Pembrokeshire Coast National Park Authority)
- Consideration to be given to the replacing of the remaining 4 white beam trees with the possibility of Junipers or Italian Cypresses being planted. The Clerk to contact Mike Higgins (Pembrokeshire Coast National Park Authority)
- The area to the side of Mr Lewis' office requires clearing and then restructuring. The Clerk to draft a tender document following confirmation by the Grounds Committee.
- To try and find a solution to the chipping and drainage issues adjacent to the MUGA. The Clerk to request a drainage engineer to assess this area.
- The larger jobs will need to go out to tender as and when appropriate.

Cllr Sefton on behalf of the Working Party - Saundersfoot Library

The Saundersfoot Community Council has been advised by Pembrokeshire County Council that their commitment to the Library Services for 2021/2022 are not able to be changed but the working party will continue to look at possibilities for 2021 onwards.

Sensory Garden Sub Committee – Christmas Lights 2019

Cllr Williams requested that this heading be diarised for April, confirming that the postponement will not have any adverse effect.

2020/03 238 To Receive Reports from Council Representatives

To include reports from:

Cllr Cleevely on behalf of One Voice Wales – Pembrokeshire Area Committee meeting 11th February 2020

- Geraldine Murphey from Pembrokeshire Citizens Advice Bureau attended and gave a talk on how the services offered can assist many people with Specialist debt advice, Tribunal appeals, Energy advice and personal budgeting and much more being offered
- Pembrokeshire County Council Liaison Committee/Charter – The Charter is in its final format with an action plan in place.
- The Environmental Charity, Keep Wales Tidy will offer both development and starter packs to create, restore and enhance local places for nature. Each package will include plants, tools and materials to create a new Community Nature Reserve.

Cllr Cleevely also advised that the new ‘Catch up with a Copper’ monthly meetings will now be held on the third Thursday of each month.

Cllr N Sefton - VE Day Celebrations - meeting with the Chamber for Tourism

As Chair’s Report

Cllr P Baker - Potential financing of the Library for the future – meeting with Pembrokeshire County Council

As Working Party’s Report

EE Mast Update –

The Council were advised that the Council’s solicitor had agreed that the Heads of Terms (access as agreed by the Council at the February 2020 meeting) are acceptable and can be signed by the Council.

Cllr Sefton proposed that the Heads of Terms be signed; Cllr Beedles seconded the proposal with all Council in full agreement.

Agenda Items

2020/03 244 Council Meetings – To consider whether/how meetings can be made shorter and if they can be recorded

Following discussion Cllr Williams BEM proposed that all Council meetings should last no longer than three hours: Cllr Sefton seconded the proposal with all Council in full agreement.

Cllr Williams BEM proposed that Council meetings should be recorded; Cllr ??? seconded the proposal with all Council in full agreement.

Cllr Cleevely proposed that each Councillor should, if they wished to have agenda items, limit these to one item each month. Following discussion, this proposal was not seconded and therefore no vote was taken.

It was also agreed that all reports/information for agenda items be sent by the requesting Councillor to the Clerk for forward submission to all Councillors at the same time as the Agenda.

2020/03 243 Electronic Information board -To consider the possibility of applying for grant aid from Pembrokeshire County Council to purchase and upkeep an electronic information board to be placed within the village

Cllr Williams BEM requested that the Council consider the possibility of an electronic information board being placed in the village advertising local events/businesses. This was discussed and Council agreed that this would be a village project rather than a Council one and it should be discussed at the next working party meeting.

2020/03 245 Remuneration of Councillors

All remuneration payments and payments made from Councillors allowances, will be made as set out by the Independent Remuneration Panel for Wales.

Cllr Williams BEM also stated that a meeting had been held to discuss seasonal ground maintenance tasks and a schedule for such had been drafted. It was noted that the Clerk was not able to attend. Cllr Ludlow proposed that a further meeting be held and that Cllrs Wainwright, Williams BEM, Cleevely, Mr A Lewis and the Clerk attend; Cllr Beedles seconded the proposal with all Council in full agreement.

Cllr Williams BEM left the meeting.

2020/03 239 Saundersfoot Senior Citizens Christmas Dinner - Consideration of arrangements for 2020 dinner based on information shared by Cllr Boughton Thomas

Following the circulation of information, via Email, Councillors considered that the option offering that the Qube will carry out the catering for this year's Christmas meal, which will be served during the day rather than an evening meal. Consideration to be given to offering any spare meals, at the cost price, to neighbouring Community Councils, both East Williamston and St Mary Out Liberty Community Councils have shown interest.

2020/03 240 Committees/Subcommittees Membership and Terms of Reference - Consideration and confirmation of the structure, meeting requirements and Terms of Reference for Committees and Subcommittee

Cllr Sefton requested that the Terms of Reference, as distributed prior to the meeting, be considered by all Councillors and advise the Chair of any amendments to enable their adoption before the Annual Meeting.

2020/03 241 Keep Wales Tidy's Green Growth programme - Consideration of the acceptance of the offer made by Keep Wales Tidy to apply for a starter kit to create, restore and enhance local places for nature

Cllr Pearson confirmed that Cllr Cleevely had mentioned this item in his report. Cllr Hayes MBE proposed that the Butterfly Pack be applied for; Cllr Person seconded the proposal with all Council in full agreement.

2020/03 242 Friars Brook - Its current condition and what can be done to enhance this area

Cllr Hayes MBE advised the Council that this area is becoming increasingly impassable and hazardous. The Clerk confirmed that a meeting with a Ranger from Pembrokeshire Coast National Park Authority has been arranged for Friday 27th March 2020 when this could be discussed.

2020/03 246 Cllr Seton proposed that agenda item 2020/03/ 246 be discussed under private and confidential meeting conditions; Cllr Cleverly seconded the proposal with all Council in full agreement.

Date for next meeting Thursday 2nd April 2020 (6pm Regency Hall)

Meeting closed at 21.20