

**THE HAVENS COMMUNITY COUNCIL
CYNGOR CYMUNED THE HAVENS**

(Clerk/RFO Helen Godfrey, Rock House, 26, Marine Road, Broad Haven, SA62 3JS)

Tel: 07780 008915 Email/eboost Clerk@havenscommunities.org.uk

<http://www.pembstcc.co.uk/the-havens-community-council>

**THE MINUTES OF THE MEETING HELD ONLINE
7 JULY 2020, AT 7.00 PM**

PRESENT

Cllrs. Mark Burch (Chair), Charlotte Alexander (Vice Chair), Gillian Collins, David Faulkner, Matthew Ford, Peter Morgan, Joan Phillips, Carys Spence, Sue Reynolds, Connie Stephens, and Helen Godfrey (Clerk/RFO).

APOLOGIES

None received.

ADOPT MINUTES FROM PREVIOUS MEETING

The minutes will be verbally confirmed and adopted by Cllr. Mark Burch (Chair), as a true record of the meeting held on the 2nd June 2020 at the next meeting to be held on 1 September 2020.

DECLARATION OF INTEREST

Matthew Ford – Football pitch.

A number of Councillors requested that it was noted in the minutes that they know all, or some of the applicants for the Casual Vacancy.

MATTERS ARISING

None.

AGENDA ITEMS

Casual Vacancy

Supporting information was received from Electoral Services confirming that HCC can co-opt a new Councillor via the online meeting. Three of the applicants joined the meeting for five minutes to introduce themselves and meet the Councillors. The successful candidate will be informed on Friday 10th July 2020.

Enhancing Pembrokeshire Grant

Following contact made to the Community Council, Gareth Havard, a resident of the Community joined the meeting and gave feedback following an 'Original Freedom of Information' (FOI) request to Pembrokeshire County Council. He wanted to highlight what money is available through the Enhancing Pembrokeshire Grant as he feels that money is available that is not being accessed. Gareth gave an example of expenditure as the extension of the path from Atlantic Drive up to Holbrook Road. Supporting document to be sent to all Councillors by the Clerk for their information. Gareth Havard has offered his help and support with any future grant applications.

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Cllr Mark Burch [Chair]

Reopening of Play Park

County Cllr. Peter Morgan has enquired with PCC regarding when the play park will reopen to the public and how will they be managed regarding cleansing and signage. Awaiting feedback.

HCC Meeting August

It was unanimously decided that no meeting would be held in the month of August 2020.

Residents Only Signage and Residents Parking Permits

There have been ongoing issues with the public using residents parking along Sandyke Road. Cllr. Carys Spence stated that some residents may not want parking permits implemented due to the cost and limitations on the number of vehicles each household can have. A request for implementing residents parking permits needs to be led by the residents themselves.

The Clerk is to contact PCC to request some additional 'Residents Only' parking signage. To be monitored following the ease in lockdown restrictions.

Facebook Poll

Cllr. Connie Stephens noted that Facebook Polls do not represent the whole community. Cllr. Sue Reynolds agreed stating that it cannot be guaranteed that all responses received are from local residents. It was agreed that using a Facebook Poll could not be used as a decision-making tool.

Cloud Storage

To ensure that there are no future succession issues regarding information and annual paperwork (invoices and receipts), it is suggested that cloud storage is set up to hold all relevant information and access granted to key persons. The Clerk is to look at the options available and feedback in September.

Residents Permits for Trafalgar Car Park

To be deferred to the September meeting. This will allow for additional information to be gathered following the ease in lockdown restrictions.

Atlantic Drive Footpaths

Still waiting for face to face meetings to commence to enable an invite to be extended to David Davies - Council Estates Officer to attend meeting.

Update re: Leased Land Parcels

Information relating to leased parcels of land will be moved into cloud storage. Clerk has been requested to provide a brief synopsis regarding expiry dates of leases and Community Council responsibilities.

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Cllr Mark Burch [Chair]

Football Pitch and Drainage Works

County Cllr. Peter has met with the Chairman of Football Club. He has had a specialist look at the football pitch, it is recommended that the pitch needs digging up and drainage redoing.

The cost to the football club will be considerable and they are looking at what grants are available. However, they would like some reassurance regarding their continued usage of this leased unit of land.

It has also been requested that the children's football pitch is professionally cut as a 'one off'. Cllr. Matthew Forde is to write up a specification and quotes are to be sought prior to the works commencing.

Email Usage and Responses

A polite reminder was given to remind all Councillors to respond to emails in a timely manner.

Expenditure Approvals

Discussion regarding setting an amount of money that can be spent on small items without seeking approval of Councillors – i.e. repairs to notice boards. Clerk to contact One Voice Wales to seek additional advice.

Second Bank Account

Following advice received a second bank account can be opened to hold 'funds for purpose' (FFP) and statutory contingency monies. The Council are required to resolve to open the new bank account and a resolution will be required to indicate that funds transferred to this account will be used to create a provisions account for future repairs. Proposed by Cllr. Matthew Forde and agreed.

Moorings – Little Haven Beach

There have been three complaints received by the Clerk, photographs of the moorings were sent out to Councillors who may not have seen them. A short discussion was undertaken, it was agreed that the mooring pose a risk of injury and the Clerk was requested to contact National Parks to discuss the options of removing the moorings.

New Equipment, Playpark: Enhancing Pembrokeshire Grant

Cllr. Carys Spence gave an update regarding the grant application to replace some equipment in the playpark. There are currently two options.

Option 1: £33,000

Option 2: £29,000

The quote includes removal of existing equipment, installation of new equipment, installation of bases and some landscaping. The new equipment is to have stainless steel frames. Alternate quotes now need to be sought to support the grant application.

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Cllr Mark Burch [Chair]

Street Maintenance

The Clerk is to contact PCC and report issues including sand blocking drains and weeds growing up through paving.

Anti-Social Behaviour

PCC enforcement Officers had been furloughed, they are now back in work and information has been cascaded through PCC and Facebook page with updates to include littering, dog free zones, dog fouling, fines etc.

The Clerk fed back regarding raising awareness and options were briefly discussed. Contact is to be made with 'Keep Wales Tidy' to ascertain how they can assist.

Approval of End of Year Accounts

The Annual Return was internally audited by Richard Edwards and was approved via an online meeting held on 23 June 2020 – Due to the pandemic the external audit to be carried out by Grant Thornton will be delayed.

Planning Applications

NP/20/0193/FUL	Demolition of existing dwelling house and construction of new dwelling house. Ringstone, Broad Haven, Haverfordwest, Pembrokeshire, SA62 3JP	Not Supported
Pre planning application	Part demolition and extension of the existing Hill Cottage. Development of exist – Hill Cottage, Little Haven, Haverfordwest, Pembrokeshire. SA62 3UE.	Withdrawn

Finance Expenditure

Clerks Salary x 2.5 months	910.08
TTCP Signage	100.29
SSE Electricity	306.65
One Voice Wales – Annual Subscription	245.00
Annual Insurance	428.00
Fasthost Emails	72.59
Bevan Grass	275.00

Finance Income

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Cllr Mark Burch [Chair]

Honesty Box – April 2020	103.20
Honesty Box – June 2020	117.23
Precept Payment	9,834.00

ANY OTHER BUSINESS

Feasibility Study – Footpath Broadway to Broad Haven

A footway along the B4341 has been considered in the past but owing to constraints along the road corridor it could not be pursued despite housing along the road increasing incrementally.

In addressing the connectivity between Broadway and Broad Haven there is a quieter lane running between Little Haven and Broadway but again this is narrow. This links with Marine Road (past Foxhill Reservoir) which runs down to the centre of Broad Haven.

National Parks have advised that this is quite a steep path compared to the road. It is approx. 240m long, has a natural surface and runs through two fields, which are currently grazing pasture for sheep and cattle with three stiles at the boundary it crosses. As it stands in terms of gradient, surface, land use and legal limitations (the stiles) it does not really lend itself to use as a promoted cycling or even walking route.

Broad Haven Stream

County Cllr. Peter Morgan has confirmed that the overgrowth of foliage in the stream by Webbs Hill is the responsibility of Broad Haven Primary School. Peter Morgan will arrange to meet with the Head Teacher.

A Message of Thanks

A message of thanks was conveyed to George Bevan and his team for cutting back and tidying up the Boardwalk which had started to become overgrown. Many of the regular volunteers have been unable to help during the lockdown period.

END OF MEETING

There being no further business to discuss the meeting closed at 20.45

THESE MINUTES ARE SUBJECT TO CONFIRMATION AT THE MEETING TO BE HELD ON 1 SEPTEMBER 2020 IN BROAD HAVEN VILLAGE HALL OR VIA AN ONLINE PLATFORM.

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Cllr Mark Burch [Chair]