

# SAUNDERSFOOT COMMUNITY COUNCIL



Minutes of the General Meeting of The Saundersfoot Community Council. This was a remote meeting held via the medium of Zoom on Thursday 3<sup>rd</sup> December 2020 at 6pm.

Members of the public were given the opportunity of joining the meeting by Emailing the Clerk and requesting the meeting details (Email: [melaniepriestley.scc@gmail.com](mailto:melaniepriestley.scc@gmail.com))

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

Also present - The Clerk

## **2020/12 48 Apologies for Absence - None**

## **2020/12 49 Chairman's Report**

Cllr Cleevely reported that he had attended the Sensory Garden to accept a certificate, awarded by the Wales in Bloom, recognising the Sensory Garden. Cllr Cleevely also reported that the Community Council's Christmas Lights have now been switched on and that they will, hopefully, bring a bit of cheer to Saundersfoot over the festive season.

## **2020/12 50 Declaration of Interests**

Cllr Baker declared a personal interest in all planning matters

Cllr Baker declared a personal prejudicial interest in agenda items 2020/12 64 and 2020/12 54

Cllr Williams BEM declared a personal interest in agenda item 2020/12 56 (1)

## **2020/12 51 To Receive the Minutes of the Meeting Held on the 5<sup>th</sup> November 2020**

It was proposed by Cllr Saunders that these Minutes be a true and accurate record of the meeting of Saundersfoot Community Council held upon 5<sup>th</sup> November 2020; Cllr Upham seconded the proposal with all Council in full agreement.

## **2020/12 52 Matters Arising from the Minutes – Information Only**

None

## **2020/12 53 Account(s) for Payment and Bank Reconciliation**

Cllr Boughton Thomas proposed that the bank and cashbook reconciliation be a true and accurate record of the Council's accounts, Cllr Ludlow seconded the proposal with all Council in full agreement.

Consideration of the following planning applications, presented at the October and November meetings, following receipt of further requested information from the Planning Authority

## **2020/12 54 NP/20/0407/FUL Coed-derw, St. Brides Hill, Saundersfoot, Pembrokeshire**

Demolition of existing garage/workshop, and other extensions. Modernisation of existing building and new two storey extension to form a change in use to provide Key worker accommodation (C3 class) which comprises, 18 No. self-contained studio rooms. The proposal provides 9 No. parking spaces at the front and rear of the property with one being a disabled space. There is also provision for six cycle stands at the rear.

Cllr Baker left the room –

Cllr Williams BEM advised the Council that he found the site visit very informative and of great benefit.

The Clerk advised the Council that a letter had been received from the applicant and one from a neighbour raising concerns. All Cllrs confirmed that they had received a copy of these letters prior to the meeting.

Cllr Hayes lost audio connection with the meeting – but was available on the phone to pass comments.

Following a lengthy discussion Cllrs made the following observations:

- Taking into account the Parker Morris Standards - The Council consider that this proposed building is overpowering to the neighbouring properties.
- The proposed building overlooks the neighbouring properties with direct sight into existing windows.
- The proposed development would cause over development of the plot.

Cllr Sefton proposed that Saundersfoot Community Council object to this application taking the above observations into consideration; Cllr Williams BEM seconded the proposal with all Cllrs in full agreement.

Cllr Cleevely proposed that agenda item 2020/12 64 be brought forward as Cllr Baker had already left the room; Cllr Boughton Thomas seconded the proposal with all Cllrs in full agreement.

**2020/12 64 To Consider Any Response to the Harbour Revision Order** – Following the meeting with Harbour representatives, when all Cllrs, who had not declared an interest previously, were given the opportunity to ask any questions regarding this matter.

Cllrs present at the meeting, with Mr Ted Sangster and Mr Micheal Davies, agreed that the responses given to Cllrs questions did nothing to alleviate any of the Council's concerns.

Following discussions Cllr Saunders proposed that Saundersfoot Community Council write to Welsh Government advising that the Council's objections remain as per the previous response; Cllr Pearson seconded the proposal with a majority vote in favour – one abstention noted.

Cllr Boughton Thomas proposed that Saundersfoot Community Council write to Pembrokeshire County Council advising of the Saundersfoot Community Council's major concerns regarding the proposals put forward in the Revised Harbour Order and request that the Pembrokeshire County Council reconsider their response; Cllr Williams BEM seconded the proposal with a majority vote in favour – one abstention noted.

Cllr Baker re-joined the meeting

**2020/12 55 NP/20/0491/FUL Sandyhill Guest House, Sandyhill Road, Saundersfoot**

Conversion and extension of barn to provide 4 additional bedrooms for guesthouse use

Following receipt of the requested information from the planning authority by Saundersfoot Community Council regarding the proposed access and egress onto a busy, main road, Cllr Sefton proposed that Saundersfoot Community Council object to this planning application considering the major health and safety issues when vehicles leave and return to the busy main road when accessing and egressing the proposed site; Cllr Wainwright seconded the proposal with a majority vote in favour.

Cllrs also requested that the Clerk advise the Planning Authority that works have already commenced on this site.

**2020/12 56 Planning Application(s) Received**

- 1 NP/20/0467/FUL Penydre, The Ridgeway, Saundersfoot, Pembrokeshire, SA69 9JE  
Demolish stone wall and rebuild to enlarge parking bay. Rebuild shed wall to match

It was confirmed that the Conservation Officer has been informed of the proposed works

Cllr Boughton Thomas proposed that Saundersfoot Community Council advise the Planning Authority that it has no concerns regarding this planning application; Cllr Baker seconded the proposal with all Cllrs in full agreement.

**2020/12 57      Licensing Application(s) Received – None to date**

**2020/12 58      Consideration of Correspondence Received**

- Email received requesting if Saundersfoot Community Council would be able to collect funds raised, via the purchase of a paper treasure hunt, with the funds going towards the new playground. Following consideration of the request and the Council's Financial Regulations it was concluded that unfortunately the Saundersfoot Community Council is not able to facilitate such a request but PAVS or PLANED may be able to assist.
- Email received from a member of the public expressing an interest in becoming a community council – The Clerk confirmed that, at present, there are no vacancies within Saundersfoot Community Council.
- Price received to erect and takedown the 4no. snowflakes lights, supporting posts and the lower hoop of the Christmas tree - £285.00 (Plus VAT)
- Letter received from Saundersfoot Sports and Social Club requesting that Saundersfoot Community Council support the combined application made by the football club, cricket club and the Saundersfoot Sports and Social Club to the Enhancing Pembrokeshire Grant Scheme to purchase much needed grounds maintenance equipment. All Councillors agreed that this application should be supported.

The Clerk to respond, to all correspondence above, accordingly.

- A request that the Saundersfoot Community Council, due to the Government imposed restrictions, consider the delivery of Christmas Dinners to Members of the Public in place of the Christmas Dinners served at the Regency Hall each year. Following discussions Cllr Ludlow proposed that £500 each be donated to two food bank charities which support the Saundersfoot Ward; Cllr Boughton Thomas seconded the proposal with all Cllrs in full agreement. Several Charities were discussed.

**2020/12 59      To receive County Councillor's Report**

County Hall

Gold Command continues to function during the second wave of the pandemic

Recovery Panels meetings also continue, Cllr Baker advised that he sits on the Communication & Infrastructure Panel and the Business & Economy Panel.

Following an Extraordinary Council meeting, Mr Richard Brown has been appointed as an Interim CEO.

Council Budget being developed, but delays from Westminster and Cardiff mean that the settlement figures will not be provided to Pembrokeshire County Council until 22nd December.

Ward

Cllr Baker confirmed that repairs have been carried out in the long tunnel and he has walked the path to verify this.

The Glen – the temporary restrictions have been reviewed – a 20 metre section of double yellow lines is proposed to provide seasonal parking

Western Power have now completed the re-cabling work in The Strand, this work will provide security of power supply to residents and businesses in that area of the Village.

Cllr Baker was pleased to see the traffic calming measures in Pentlepoir are complete and especially at the Fountain Head junction, this should see an improved flow of traffic.

Congratulations to two Saundersfoot Groups who recently won their categories the recent PAVS Volunteer awards both Saundersfoot Connect FB page Admin Team and the 10 year old Rose twins – were announced as winners.

#### **2020/12 60 To Receive Any Reports from Committees/Working Parties**

Sensory Garden Working Party – Cllr Williams BEM

Cllr Williams BEM reported that the Christmas Lights in the Sensory Garden are now all in place and were switched on, on the 1<sup>st</sup> December. The timer to be reviewed by Mr A Lewis.

#### **2020/12 61 To Receive Reports from Council Representatives**

Cllr R Hayes MBE on behalf of Saundersfoot in Bloom – Cllr Williams BEM (on behalf of Cllr Hayes MBE – due to technical difficulties) advised the Council that a special award had been presented to the Council regarding the Sensory Garden, by Wales in bloom.

#### **2020/12 62 To Consider dates for meetings of the:**

**Play Park Task and Finish Group** – Cllrs Upham, Williams BEM, Beedles, Baker, Wainwright, Sefton and Ludlow

A meeting of the Task and Finish group has been arranged for Thursday 17<sup>th</sup> December 2020 6pm Via Zoom

**The Festivities Working Group** - Cllrs Boughton Thomas, Williams BEM, Ludlow, Beedles, Wainwright and Baker

A date for this meeting to be confirmed

#### **Agenda Items**

#### **2020/12 63 Saundersfoot Library – To consider the proposals put forward by the Task and Finish Group**

All Councillors confirmed that they had received all the information provided by the Task and Finish group.

Cllr Upham proposed that Saundersfoot Community Council budget £12,000 (from the Precept) to enable a reduced hours, library service be provided by Pembrokeshire County Council for 2021/2022 in Saundersfoot with the consideration of a Community Managed service 2022 onwards; Cllr Beedles seconded the proposal with all Cllrs in full agreement.

A meeting of the Task and Finish Group will be held on Thursday 10<sup>th</sup> December 2020 at 3pm to draft a questionnaire for residents to complete, giving an indication as to what service is required.

#### **2020/12 64 To Consider Any Response to the Harbour Revision Order – Following the meeting with Harbour representatives, when all Cllrs, who had not declared an interest previously, were given the opportunity to ask any questions regarding this matter**

**As above**

#### **2020/12 65 The Clerk – To consider, as per the Clerks Contract, the annual review of the current pay point (as per the NALC Pay Scale). A review of the Clerk's Pay Point has not been carried out for the past three years.**

Following discussion, it was agreed that this agenda item be deferred until a Staffing Working Group is formed.

**2020/12 66 Council Handyman** – To review the Council's handyman's pay point (as per the NALC Pay Scale)

Following discussion, it was agreed that this agenda item be deferred until a Staffing Working Group is formed.

**2020/12 67 Staffing Working Group** – To consider the formation of a working Group to oversee any staffing matters

Cllr Saunders advised the Council that she would be prepared to draft a remit regarding the formation of a Staffing Working Party for consideration at the January 2021 meeting. Cllr Boughton Thomas proposed that Cllr Saunders and the Policy and Procedures Working Group prepare the relevant documentation and that the Council, in the January meeting, consider such; Cllr Ludlow seconded the proposal with all Cllrs in full agreement.

**2020/12 68 Budget and Precept** - To consider the draft budget and confirm a precept figure for onward submission to Pembrokeshire County Council.

All Cllrs confirmed that they had received a copy of the draft budget prior to the meeting.

Following consideration of all the information presented to the Council, Cllr Sefton proposed that the draft budget be accepted as presented and a Precept of £86,494.00 be requested from Pembrokeshire County Council; Cllr Boughton Thomas seconded the proposal with all Cllrs in full agreement.

**2020/12 69 Additional Agenda Items** – To consider adding 'Any Other Business' to future Agendas to cover small items, for information only or to be added to the next meeting's Agenda.

Cllr Pearson requested that Councillors consider adding Any Other Business to the agenda to enable any small queries that are raised through the month be raised at the Council meeting.

Following discussion, it was agreed that any queries should be Emailed to all Councillors and the Clerk and if a resolution is not found, it will be added at the end of the agenda under the heading – Any Other business – By Discretion of the Chair.

No allocation of monies will be allowed under this heading.

Prior to the meeting closing the Clerk requested that the Council consider hers and Mr A Lewis' Christmas Holiday requests namely Mr Lewis and The Clerk to take from the 21<sup>st</sup> December 2020 to the 4<sup>th</sup> January 2021 as holiday. This was agreed.

**Date of next meeting – Thursday 7<sup>th</sup> January 2021 6pm via the medium of Zoom**