

# 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 1<sup>st</sup> April 2021

This meeting was open to members of the public.

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

Also present –One member of the public and The Clerk

Cllr P Baker (County Councillor) joined the meeting partway through agenda item 135

## **2021/04 128 Apologies for Absence - None**

## **2021/04 129 Chairman's Report**

Cllr Cleevely advised the Council that he had nothing to report, this month, that was not to be covered in the Agenda.

## **2021/04 130 Declaration of Interests**

Cllr Baker declared a personal interest in any matters relating to Pembrokeshire Coast National Park Planning Authority – Cllr Baker is a member of the Planning Committee

Cllr Baker declared a personal interest in all matters relating to the Library – Cllr Baker is also County Councillor and Pembrokeshire County Council are the Agreement holders for the library

Cllr Baker declared an interest in agenda item 136 – The applicant is well known to Cllr Baker

Cllr Wainwright declared a personal interest in agenda item 135 (2) Relation lives in same cul-de-sac

Cllr Ludlow declared a personal interest in agenda item ???

Cllr Saunders declared a personal interest in agenda item 135 (4) Cllr Saunders will soon be living in close proximity of the tree

Cllr Upham declared a personal interest in all matters relating to the Library – Cllr Upham is a Trustee of the Regency Hall where the library is currently located

Cllr Boughton Thomas declared a personal and prejudicial interest in all matters relating to the Library and the Regency Hall – Cllr Boughton Thomas is treasurer of the Regency Hall

Cllr Hayes MBE declared a personal and prejudicial interest in agenda item 135 (4) – Cllr Hayes MBE is a member of the Friends of Saundersfoot

## **2021/04 131 To Receive the Minutes of the Meeting Held on the 4<sup>th</sup> February 2021**

Cllr Wainwright proposed that the Minutes for the meeting held on the 4<sup>th</sup> February 2021 be signed as a true record; Cllr Ludlow seconded the proposal with all Cllrs in full agreement.

## **2021/04 132 To Receive the Minutes of the Meeting Held on the 4<sup>th</sup> March 2021**

Cllr Wainwright proposed that the Minutes for the meeting held on the 4<sup>th</sup> March 2021 be signed as a true record; Cllr Williams BEM seconded the proposal with all Cllrs in full agreement.

## **2021/04 133 Matters Arising from the Minutes 4<sup>th</sup> March 2021 – Information Only - None**

## **2021/04 134 Account(s) for Payment and Bank Reconciliation**

Cllr Williams BEM proposed that the end of year bank and cashbook reconciliation be accepted as a true and accurate record of the Council's accounts, Cllr Saunders seconded the proposal with all Councillors in full agreement.

Following Cllr Boughton Thomas' query at the March 2021 meeting – The Clerk presented a breakdown of all amounts that had been apportioned between the five Councils in April 2021. Cllrs thanked the Clerk for a clear report.

Following consideration of the Budget/Spend report, Cllr Ludlow proposed that the report be accepted as a true record; Cllr Williams BEM seconded the proposal with all Councillors in full agreement

#### **2021/04 135 Planning Application(s) Received –**

All planning information has been circulated to all Councillors prior to the meeting

Cllr Cleevely brought agenda item 135 (4) to the beginning of agenda item 135

Cllr Hayes MBE left the virtual meeting room

- (4) NP/21/0172/TPO Beach Court, The Strand, Saundersfoot, Pembrokeshire  
To fell 1x Monterey cypress (*Cupressus macrocarpa*) to ground level, leaving stump in situ.  
(T12 on TPO 33, wrongly identified as a Douglas Fir)

The Clerk advised the Council that a number of Emails and letters had been received raising concerns and one letter in support of this planning application. All Councillors confirmed that they had received a copy, via Email, of all correspondence relating to this application.

Cllr Cleevely invited the member of the public to address the Council with Councillors being given the opportunity to ask any questions.

Following consideration of all information presented by the Planning Authority and the correspondence received, Cllr Sefton proposed that as there was no independent tree survey nor an independent schedule of proposed works, Saundersfoot Community Council are not able to make a fully informed decision regarding this application at this point in time; Cllr Boughton Thomas seconded the proposal with a majority vote in favour of such. Cllr Baker withheld from voting as he was not present at the beginning of this agenda item.

It was suggested that the Clerk request an up-to-date list of preferred from the Planning Authority for forward submission as requested.

Cllr Hayes MBE re-joined the virtual meeting room

- (1) NP/21/0022/FUL Dale View, Sandy Hill Road, Saundersfoot, Pembrokeshire  
New detached annexe building for the use of private garage and family accommodation ancillary to the main house.

Council agreed that there is no change to its recent response to this planning application.

- (2) Consideration following receipt of amended plans  
NP/20/0397/FUL 2, Vanderhoof Way, Saundersfoot, Pembrokeshire  
Demolition of existing flat-roofed side garage and construction of single storey side and rear extension. Addition of 3 no. dormer windows to front and 4 no. rooflights to rear roofslopes, conversion of roofspace to additional accommodation

Following consideration of the new information presented by the Planning Authority, Cllr Sefton proposed that the views of the Council have not changed and recommend this application for objection; Cllr Upham seconded the proposal with all Cllrs in full agreement.

- (3) NP/21/0139/FUL 17, Bevelin Hall, Saundersfoot, Pembrokeshire  
Replacement of Flat-Roofed Garage Conversion with Two Storey Side Extension & Porch

Following consideration of all information received from the Planning Authority, Cllr Upham proposed that Saundersfoot Community Council support this planning application with the consideration that it is in keeping with the surrounding area's development; Cllr Ludlow seconded the proposal with all Cllrs in full agreement.

- (5) NP/21/0194/TPO 20a, Sandy Hill Park, Saundersfoot, Pembrokeshire

1 x Oak Tree - Reduce overhanging branches by approximately 2 metres

Following consideration of all information presented to the Council from the Planning Authority, Cllr Upham proposed that the Saundersfoot Community Council support this application due to safety reasons; Cllr Ludlow seconded the proposal with all Cllrs in full agreement.

#### **2021/04 136 Licensing Application(s) Received by Pembrokeshire County Council Licensing Department**

Harold O'Vinegars, Saundersfoot – No further action by the Saundersfoot Community Council at this time

#### **2021/04 137 Consideration of Correspondence Received**

- Email received from One Voice Wales offering training, on Council matters, to all Councillors and the Clerk
- Concerns received regarding an electrical cable that is purportedly laying across part of the beach. Cllr Baker advised that he would advise the Pembrokeshire County Council and the beach owner.
- The Clerk confirmed that the Code of Conduct training will be held remotely via Zoom on Thursday the 22<sup>nd</sup> April 2021 at 6pm

#### **2021/04 138 To receive County Councillor's Report**

- County Hall
  - Following an extensive interview process, a new Chief Executive had been appointed at an Extra-Ordinary Council meeting, Major General Will Bramble will take up the position.
  - As the Covid 19 response continues, both Gold Command and Incident Management Centre continue to operate.
  - PCC have rolled out the "Pay by Phone" App across its car-parks, this dovetails with the PCNPA roll out using the same system provider.
  - PCC Officers continue to develop the Unlocking and Communications Plans in line with the changing response to Covid 19
  - Hot spot areas have been identified around the County and Police and Enforcement Officers will be visiting Communities reminding everyone of the Regulations still in place.
- Ward
  - Following discussions with the Area Maintenance Teams the 45-gallon waste bins have been deployed early this season. This will help combat the expected additional "take away" litter. Saundersfoot continues to see the benefit of volunteer litter picking working in the Village and around the approach roads.
  - The Area Maintenance Teams are now making 5 visits per day to the Village to empty bins.
  - A new recycling bin is expected for Beddoes Corner
  - Cllr Baker confirms that working with PCC Officers, Saundersfoot has been successful in acquiring Active Travel funding.
  - The 20/21 Active Travel funding projects are currently in construction around the Scandinavia Heights area.

#### **2021/04 139 To Receive Any Reports from Committees/Working Parties**

**Grounds Working Party Meeting** on Tuesday, March 30, 2021

Present: Cllr Hayes MBE, Pearson, Boughton Thomas, Upham and Williams BEM

Before going to the Sensory Garden we walked around the Regency Hall area.

1. We accepted the decisions already made in relation to the tennis posts. Pembrokeshire Engineering will provide appropriate sleeves for the posts and Butch will excavate the holes. Hopefully, they will arrive soon so that they can be concreted in and tennis can resume.
2. The weeds both inside and outside the MUGA need to be treated.

3. We preferred placing plastic grids outside the MUGA into which earth and grass seed can be placed. It was felt that tarmac was too stark and that artificial grass was not serviceable.
4. Cllr Boughton Thomas explained her new ideas regarding the old putting green area. All were in favour of introducing trees, bushes and a wild garden section as well as seating. Green gym equipment could also be incorporated. She also emphasised the range of contours in the area and all felt we needed to make improvements in line with developments surrounding our land. We noticed that the strip of land between the bowling green and the MUGA was extremely wet. It may be a leak or that water was draining to that area and the removal of two trees has not helped.
5. All agreed that the land alongside Saundersfoot Community Council office needs clearing especially in view of the comments made by the Wales in Bloom judge.
6. All agreed that the coping stones should be completed. It was noted that the wooden strip attached to the wall needs attention.
7. It has already been agreed to remove the 4 Whitebeam trees but have yet to decide on suitable replacements. The tree surgeon who removed the Whitebeam opposite Spar suggested Juniper or Italian cypress. We need to contact Mike Higgins for a decision on our application before the trees come into leaf.
8. The Holm oaks need a good pruning as soon as nesting is over.
9. We all realised that the raised bed supports in the Sensory Garden need to be replaced. We have received 2 estimates (metal and sleepers) and are awaiting one for stone. We also suggested one for recycled plastic. In relation to payment it will be raised in the April meeting.
10. All supported using the financial offer from Dr Malin's children to purchase roses for the pergola bed.
11. All supported Cllr. Wainwright's suggestion of placing the bottom of a bin in the fountain feature.
12. We agreed on various works to be carried out in the many beds and agreed to meet in a fortnight to make a start. This work would include weeding, pruning and the removal of certain plants.
13. The jungle area has had a blast from the arctic winds over the winter. Some branches need to be removed and the area needs tidying.

**Play Park Task and Finish Group** – See Agenda items 143 and 144

### **Library Task and Finish Group**

Meeting 31<sup>st</sup> March 2021 Present Michael Cavanagh, Anita Thomas, Pamela Anthony, Cllrs Upham, Sefton, Boughton Thomas, Baker and Williams BEM also present the Clerk (for technical assistance)

Library Provision for 2021/22 was discussed.

The £12,000 precepted will cover the 12 hours a week the Library will open for, £10,839 – Tuesday-10-1, Thursday 10-4 and Friday 10-1.

Mr Cavanagh from Pembrokeshire County Council proposed that since the Visitor Centre provision would not now be in place on the Harbour, due to delays in Construction work, perhaps the Library could provide the shortfall by having an increase in hours to 32 hours a week for the period 1st June to 31st October. The cost of this to be met by Pembrokeshire County Council and Saundersfoot Community Council, £3,000 each since there is a credit balance £1,161 already Saundersfoot Community Council need to add £1,800. There could be a possibility of this money being repaid through a hardship grant if the application was successful.

At present all enquiries by telephone are directed to Haverfordwest and Tenby Libraries as there is only an order and collect system in place for books.

We discussed the concept of using volunteers in the village as Visitor Ambassadors.

After some discussion our recommendation to the Saundersfoot Community Council is:

Keep to the 12 hours as listed above at a cost of £10,839 (£12,000 being budgeted within the Precept) and encourage Volunteers to take on the role of Visitor Ambassadors to support PCC Staff.

## **2021/04 140 To Receive Reports from Council Representatives - None**

### **Agenda Items**

## **2021/04 141 Costs of Possible Future Local Elections** - Consideration of information received from Pembrokeshire County Council regarding any future potential costs incurred from the holding of Local Elections.

Cllr P Baker advised the Council that during a recent Cabinet meeting it was resolved that any future Local Town or Community Council Election costs incurred by that Town or Community Council can be offset by the County Council and paid over a period of four years with a small administrative cost. It had been recognised that substantial amounts of money had been earmarked for, this is to release money being held to fund possible Local Election.

Following consideration of the above information, Cllr Baker proposed that Saundersfoot Community Council release £4,500 of the accumulated monies and add such to the Play Park budget (if required); Cllr Ludlow seconded the proposal with all Cllrs in full agreement.

Cllr Boughton Thomas left the virtual meeting room

## **2021/04 142 Saundersfoot Library 2021/2022 Season** – To consider the proposals regarding the Library and Tourist Information Centre services for 2021/2022. Pembrokeshire County Council figures and services offered are based on the £12,000 contribution to costs from Saundersfoot Community Council

Cllr A Upham proposed that Saundersfoot Community Council maintain the 12 hours a week with the Library opening – Tuesday-10-1, Thursday 10-4 and Friday 10-1 at a cost of £10,839 and to encourage Volunteers to take on the role of Tourist Information Centre helper; Cllr Ludlow seconded the proposal with a majority vote in favour of such.

Cllr Boughton Thomas re-joined the virtual meeting room

## **2021/04 143 Removal of Trees With Ash Dieback** – to consider the price for the removal of two trees identified with Ash Dieback

The Clerk confirmed that the price received, from the preferred Arborist had been forwarded to all Cllrs prior to the meeting and that Mr Mike Higgins – Pembrokeshire Coast National Park Tree Officer had been informed and approved the removal of the trees.

Cllr Williams BEM proposed that Saundersfoot Community Council accept the price for the removal of the trees; Cllr D Ludlow seconded the proposal with all Cllrs in full agreement.

## **2021/04 144 Temporary Relocation of BT Cables To Enable Safe Removal Of Trees** – to consider the prices presented to temporarily relocate and then replace the BT cables inter-tangled with the above trees

The Clerk presented the prices received to Councillors, the Clerk further advised that despite requests to BT, no contact had been received to date.

Cllr Williams BEM proposed that the lower price be accepted and the contractor requested to carry out the works in conjunction with the arborist; Cllr Wainwright seconded the proposal with all Cllrs in full agreement.

The Clerk to advise the Saundersfoot Sports and Social Club, The Regency Hall and any residents that may be affected by the intended works.

Cllr Sefton will make an appropriate post on Facebook.

Cllr Ludlow advised the Council that Mrs Ludlow had been approached by members of the public requesting if the painted hoardings could be placed along the fence in the new Play Park with each panel being sponsored and the money being used to purchase a piece of equipment for the play park. Cllr Williams BEM proposed that the hoardings be placed in the Play Park until a time when they require to be removed due to decay; Cllr Upham seconded the proposal with all Cllrs in full agreement.

Date of next meeting – 6<sup>th</sup> May 2021

This will be the Annual meeting of Saundersfoot Community Council

Meeting closed 20.16