

SAUNDERSFOOT COMMUNITY COUNCIL

3rd February 2022 Minutes



Minutes of the General Meeting of The Saundersfoot Community Council held on Thursday 3rd February 2022. This was a hybrid meeting, with Councillor's meeting in the hall and any members of the public or Councillors who preferred to meet remotely, being offered a live link to the meeting via Zoom.

These arrangements are compliant with the Local Government and Elections (Wales) Act 2021 s47 and in line with the current Government imposed Covid 19 Restrictions.

Present in person - Cllrs M Wainwright (Chair), D Ludlow (Vice Chair), P Baker BEM (County Councillor), R Hayes MBE, M Williams BEM and the Clerk

Present remotely- Cllrs A Upham and L James

Meeting commenced at 18.04

Cllr N Sefton arrived during Agenda Item 2022/02 199 (b)

2022/02 193 Apologies for Absence Cllrs T Pearson, B Cleevely and S Boughton Thomas

2022/02 194 Chairman's Report

Cllr Wainwright reported that:-

Apart from meetings appertaining to ongoing projects going on in the village, i.e. meetings with the Clerk, the Sensory Gardens, the clearing out of the container by the Bowling Club, and the water main renewal by Saundersfoot Sports and Social Club there have not been any official engagements.

2022/02 195 To Receive any Declaration of Interests as per the Code of Conduct

Cllr Upham declared a personal interest in any matters appertaining to the Regency Hall/Library – Cllr Upham is a Trustee of the Regency Hall

Cllr Baker declared a personal interest in any matters appertaining to the library - Cllr Baker is also County Councillor and Pembrokeshire County Council is the Agreement holder for the library

Cllr Baker declared a personal interest in all planning matters, as he is an appointee to the PCNPA Development Management Committee

Cllr Williams BEM declared a personal and prejudicial interest in agenda item 2022/02 199 (C) as the applicant is well known to Cllr Williams' family

Cllr Ludlow declared a personal and prejudicial interest in agenda item 2022/02 199 (A) as the applicant is well known to Cllr Ludlow's family

Cllr Hayes MBE declared a personal interest in any matters appertaining to the Caring Society – Cllr Hayes MBE is a committee member of the Caring Society

2022/02 196 To Receive the Minutes of the Meeting Held on the 6th January 2022

Cllr Ludlow proposed that the Minutes for the meeting held on the 6th January 2022 be signed as a true record; Cllr Baker seconded the proposal with all Cllrs in full agreement.

2022/02 197 Matters Arising from the Minutes – Information Only

2022/01 183 Correspondence received raising concerns following the recent installation of services to the telecommunication mast – The Clerk confirmed that such has been forwarded to the Council's Solicitor, Western Power Distribution and the Council's insurers.

2022/01 185 Grounds Working Party Report – The future of the problematic water feature in the Sensory Garden was discussed. It was agreed that the Grounds Working Party would discuss several options including the possibility of a wishing well or the redesigning of a water feature and report back to full Council.

2022/02 198 Account(s) for Payment and to consider the Bank Reconciliation

Following consideration of the information presented to the Council; Cllr Baker proposed that the bank/cashbook reconciliation be accepted as a true and accurate record of the Council's accounts, Cllr Williams BEM seconded the proposal with all Councillors in full agreement.

Cash Flow January 2022

Balance	£	60,097.50	B/F
Payments made	£	6,638.92	
Payments received	£	0.30	
	£	53,458.88	C/F
Play Park Donation	£	1,355.00	
Council	£	41,245.88	
Cemetery	£	10,858.00	
	£	53,458.88	

The Clerk was requested to notarise all monies that the Council have agreed to spend elsewhere and not within its budget line, as it was not required due to Covid 19 restrictions not enabling certain events to be held.

2022/02 199 Planning Application(s) Received

A	NP/21/0807/FUL	1, Scandinavia Heights, Saundersfoot, SA69 9PE	Demolition of front & side extensions, construction of front/side wrap-around single storey flat-roofed extension
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Cllr Ludlow left the room

Following consideration of all the information provided by the Planning Authority, it was proposed and seconded that Saundersfoot Community Council support this planning application considering that the proposed works will enhance the existing building and surrounding area. The majority of Cllrs voted in favour of such with one abstention.

Cllr Ludlow returned to the room

B	NP/22/0017/FUL	Cherry Orchard, The Ridgeway, Saundersfoot, Pembrokeshire, SA69 9JZ	Re-model including front porch and rear balcony (part-retrospective)
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Following consideration of all the information provided by the Planning Authority it was proposed and seconded that the Planning Authority be requested to consider the loss of amenities to neighbouring properties and that, with a seven-bedroom property being proposed, the site could potentially become over populated with such, in theory, having detrimental effect on neighbouring

properties increasing noise levels and traffic accessing and egressing the site. All Cllrs voted in favour of such.

Cllr Williams BEM left the room and was not present for the discussion regarding Planning Application NP/21/0752/FUL

C	NP/21/0752/FUL	Mountain Ash Cottage, Sandy Hill Road, Saundersfoot, Pembrokeshire, SA69 9PL	Due to a shortage of Officers at Pembrokeshire Coast National Park Planning Authority - sites visits are not possible at this point in time. A request for an extension in time for the Council's response to be submitted to the Planning Authority has been requested.
D	NP/21/0803/FUL	Saundersfoot Harbour Commissioners, Harbour Office, The Harbour, Saundersfoot, Pembrokeshire, SA69 9HE	Dependant on information received applications C and D may be deferred until the March 2022 meeting of Saundersfoot Community Council.

NP/21/0752/FUL and NP/21/0803/FUL will be considered at the March 2022 meeting of Saundersfoot Community Council.

2022/02 200 Licensing Application(s) Received - None

2022/02 201 Consideration of Correspondence Received

- Email from one Voice Wales advising of forthcoming training session available for Councillors and staff.
- Western Power Distribution – New Wayleave, as agreed at the November 2021 meeting, signed and returned.
- Email received from Mr David Parcell advising that the water pipe running across Saundersfoot Community Council land will be replaced and access required to carry out the works. The Clerk confirmed access and advised that there were a number of electric cables in the vicinity which would have to be located prior to any excavation works.
- Application for bursary towards training costs. The Chair and Clerk signed the form, the Clerk to return such to One Voice Wales.

2022/02 202 To receive County Councillor's Report

County Hall

An Extraordinary Full Council meeting was held on 2nd February where two reports were considered following the unlawful payment to the former Chief Executive. Council fully debated the reports and resolved to note the actions taken and acknowledge the improvements already in place following the recommendations made. On consideration the “do nothing” option was agreed in regard to the Settlement Agreement due to the potential for even further additional costs.

Ward

Cllr Baker noted the recent Valero beach clean and alerted Members to the local Valentines beach clean on 13th February. The amount of volunteer effort in Saundersfoot is commendable.

Following a message from Cllr Wainwright, Cllr Baker organised a repair to the weldmesh catch fence on The Strand and the clearance of some of the rock debris behind it.

The white lining in the first tunnel at the end of The Strand around the gully locations will be carried out by a specialist contractor along with other white lining in the area.

PCC Area maintenance are monitoring the pavements in Saundersfoot as there is a marked increase in dog mess incidents.

Pembrokeshire Coast NPA are currently undertaking maintenance works to the bridge parapets into the Brewery Field (Regency Hall) car park. The new Electric Vehicle charging points are due to be commissioned by the end of February. Unfortunately the two original charging points have had to be removed as part of the upgraded provision. The nearest charging points are in Amroth and Tenby multi-storey.

Cllr Baker reported that he has requested PCC StreetCare to continue chasing Welsh Water to ensure a satisfactory reinstatement of the footway on Milford Street

2022/02 203 To Receive Any Reports from Working Parties Including –

Cllr Williams BEM on behalf of the Sensory Garden and Grounds Working Party

- The Grounds Working Party have been updated on the development of the area between the garden and the Coal Office and everything seems to be going to plan. The brick pavers have been laid as have the sleepers but looking for the water pipe has meant that pavers and sleepers have been temporarily removed. They have yet to complete the wall opposite Periwinkle and I am confident that the area will not be used as a short cut over greenery.
- The garden is reasonably colourful for the time of year and spring plants will soon provide more colour.
- Griffin Landscapes will start work in the garden on Monday, February 21st and is expecting to complete within two weeks. He will place all the debris into a skip which will be there for a day.
- Smart Gardens will prune the Holm oaks shortly.
- The white beam trees opposite Spar have been removed and both stumps need 'grinding'.
- The removal of the two beams facing the car park are on the list of 'To Do' jobs.
- The water pipe leak, on the cricket field, has been repaired.

Cllr L James on behalf of the Personnel Working Group

Prior to Cllr James' report the Clerk advised the Council that Mr Lewis does not now wish to be paid a monthly salary.

The Clerk declared a personal and prejudicial interest and left the room.

Cllr James gave an update to all Cllrs regarding work being carried appertaining to the job evaluation for both the Clerk and Handyman.

The Clerk returned to the room

Cllr Upham on behalf of the Library 2023/2024 Working Party

Cllr Upham reported that information was awaited from the Charity Commission.

Cllr Williams BEM on behalf of the Christmas Lights and Festivities Working Party

Cllr Williams reported that:

- The time for the next meeting of this working party is to be confirmed.
- Spare Christmas light fittings are being held in Cllr Williams BEM lost. These items are catalogued, stored safely and easily accessible over the Christmas period if required at short notice. These light fittings are to a value of £450
- The £175 donation has been received and banked. This was given in lieu of light fittings by a local business to enable its light display to remain on over the Christmas period. This donation to be put towards the Christmas lights budget.

Cllr Ludlow on behalf of the Promoting New Councillors Working Group

- The working party have held a successful meeting with ideas and dates being formulated into a plan of action.
- Posters and social media posts are to be circulated to advise members of the public as and when information becomes available on how to become a Community Councillor.

Putting Green Area Working Party – Councillors only for the initial meeting

Unfortunately, the initial meeting was unable to be held due to a technical error. This meeting will be rearranged. Once this meeting has been held all interested bodies will be invited to a meeting to discuss the potential uses for this land in further detail.

Cllr Ludlow on behalf of the Play Park task and Finish Group

- It is noted that the area adjacent to the first entrance gate has become very muddy. A notice has been erected advising that the Council are working towards a solution.
- The group that donated £1,335 request that three picnic tables (various sizes) are purchased with the donation. It was agreed that the Clerk liaise with Mrs Ludlow and order such.
- A price for works has been received but is greater than expected.

Cllr Sefton proposed that the Clerk seek two further quotations, to the same specification, circulate such via Email and if agreeable the Council approve to the spend to a specified amount; Cllr Upham seconded the proposal with all Cllrs in full agreement. This will ensure the works are not held up and the entrance made safe for the users of the park.

2022/02 204 To Receive Reports from Council Representatives

Cllr Hayes MBE on behalf of the Saundersfoot in Bloom

Cllr Hayes advised that the Saundersfoot Community Council owned planter, placed outside the Fish and Chip Shop, had been damaged beyond repair and Mr Lewis had removed it.

Cllr Wainwright proposed that the Clerk liaise with Mrs Ludlow regarding the design (as Mrs Ludlow plants the pots) and replace such, with a recycled planted, to a cost of £100; Cllr Ludlow seconded the proposal with all Cllrs in full agreement.

2022/02 205 The Development of the land opposite the Amusement Arcade known locally as The Paddock – Consideration of information contained within historic Minutes

Cllr Hayes MBE advised the Council that she had found reference to this land within historic Minutes stating that social housing on this land should be built before any other development of adjacent land.

It was concluded that, in the opinion of the Council, social housing conditions are still linked to this land.

The Clerk to make enquiries as to who now owns this land.

2022/02 206 The consideration of the transfer of none Council monies held within a specially opened Community Bank Account – Monies temporarily held by Saundersfoot Community Council appertaining to community project – the Land Train.

The Clerk advised that the Council are still holding, in a separate bank account, the sum of £9,996.98 for community projects and requested Council to consider that such be moved from the Council's bank account into a community group nominated bank account. Cllr Sefton proposed that the £9,996.98 minus any bank charges, be transferred into the nominated account; Cllr Ludlow seconded the proposal with all Cllrs in full agreement.

2022/02 207 The management of reserved and the level of surplus monies held – both allocated and unallocated, at the end of any financial year, by Saundersfoot Community Council, as required by Regulation, Audit and Best Practice

Following discussion, it was agreed that the Clerk and the Policy Working Party will draft a risk assessment regarding the amount of unallocated money held by Saundersfoot Community Council at the end of any financial year. Following such a policy to be drafted and presented to the Council at the March 2022 meeting for consideration.

2022/02 208 Variable Speed signs at various locations around Saundersfoot (as requested originally by Cllr Hayes). To discuss the proposal for a roll out of variable speed signs, required budget, Precept allowance and future grant applications.

This agenda item to be postponed until agenda item 2022/02/208 is resolved.

2022/02 209 To consider donation requests from The Caring Association and Footlights Saundersfoot's Amateur Musical Theatre Society

Cllr Hayes MBE left the room

Following consideration of all the information provided, Cllr Ludlow proposed that Saundersfoot Community Council make a donation to the Caring Association of £400 and Footlights of £500; Cllr Wainwright seconded the proposal with all Cllrs in full agreement.

Cllr Hayes MBE re-entered the room

2022/02 193 The consideration of a Council Notice Board to be purchased and placed at a central location – To display Council Notices and information in a prominent position within the Village.

Following consideration it was agreed that the Council place the Agenda and information relating as to where the Minutes can be found in the Notice Board placed within the Sensory Garden with consideration being given to the purchase of a new notice Board in the new year. The possibility of using 'Q Codes' was also discussed. The Clerk to find more information on how these work and report back in the March 2022 meeting.

2022/02 210 Next Meeting – To consider the arrangements for the next meeting, taking into account any changes in the Government Imposed Covid 19 Restrictions regarding the holding of meetings.

The next meeting of Saundersfoot Community Council will be Thursday 3rd March 2022. Councillors are requested to attend 15 minutes prior to the meeting commencing to enable a photograph be taken.

If you wish to receive a link to the meeting, please contact the Clerk at – Clerk@saundersfoot-cc.gov.wales