

SAUNDERSFOOT COMMUNITY COUNCIL

14th July 2022 Minutes



Minutes of the General Meeting of The Saundersfoot Community Council held on Thursday 14th July 2022 at the Regency Hall, Saundersfoot. A live link, via Zoom, was available on request.

These arrangements are compliant with the Local Government and Elections (Wales) Act 2021 s47

Present in person: Cllrs M Wainwright (Chair), D Ludlow (Vice Chair), S Clarke, A Cormack, S Cole, M Williams BEM, M Knibbs, County Council C Williams BEM and the Clerk

Present via Zoom live link: Cllr P Robinson

Prior to the commencement of the meeting Mrs Rosmary Hayes MBE, Mrs Nicola Cleevely and Mr J Bishop addressed the Council, individually, and advised why they would like to be considered as a member of Saundersfoot Community Council.

Members of the Public were afforded the opportunity to ask any questions regarding items listed on the agenda. – No members present.

All Saundersfoot Community Council meetings are regulated by its Standing Orders.

Meeting commenced at 18.24

2022/07 44 Apologies for Absence: Cllrs Ladan Harper and D Parcell

2022/07 45 To conclude the Co-option process

Following a discussion regarding the representation made by the three applicants for Co-option, a vote was taken as to who should be offered a place on the Council. Mrs Nicola Cleevely and Mrs Rosemary Hayes received the majority of votes, although the Council requested it be minuted that the vote was very close.

2022/07 46 To Receive any Declaration of Interests as per the Code of Conduct

Cllr Knibbs declared a personal interest in any matters appertaining to the Busking Policy – Cllr Knibbs performs on behalf of Little Foot.

Cllr Robinson declared a personal interest in any matters appertaining to the Busking Policy – Cllr Robinson performs on behalf of Little Foot.

Cllr Ludlow declared a personal interest in any matters appertaining to the Busking Policy – personal reasons.

Cllr Wainwright declared a personal interest in agenda item 2022/07 55 (A)

2022/07 47 Chairman's Report

On Friday 10th of June I had an invitation to attend the Tenby Town Council's Mayor Making and Civic Dance. This was an evening suit request and I was able to wear the chain of office, and it was very interesting to see the procedure that was part of the event from a behind the scenes perspective. After the meeting in the Mayor's Parlour a lovely meal was provided for all in the Main Hall.

Wednesday 15th June I did my code of conduct training, and just for information this should be done within 6 months of being a councillor. It was painless and very enjoyable and would suggest the sooner you can do it the better, as time quickly goes by.

On Monday 27 June myself and the Clerk met representatives of Busking for Ukraine in the Sensory Garden and had a very promising meeting, both sides providing good input and now we

have the licence in place they were able to supply a list of dates that they wish to utilise the Gardens for musical activities.

I have been away on holiday for the last two weeks and would like to thank you all for keeping the ship moving forward and having meetings on various issues.

2022/07 48 To Receive the Minutes of the Meeting Held on the 9th June 2022

Following the request, made by the Chair, to remove the thanks to first aiders added by the Clerk to his report with the consideration that any reports should not be altered, or added to, it was proposed and seconded that the Minutes, as amended, be accepted as a true record of the meeting held on 9th June 2022 and be signed by the Chair as a true record of the meeting. All Cllrs in full agreement.

2022/07 49 Matters Arising from the Minutes – Information Only

None

2022/07 50 To Receive the Minutes of the Extraordinary Meeting held on the 28th June 2022

2022/07 51 Matters Arising from the Minutes – Information Only

Agenda items 50 and 51 to be carried over to the August 2022 meeting.

2022/07 52 Account(s) for Payment/acknowledgement

| PAYMENTS MADE | | | | |
|----------------------|-------------------------------|---|----------|-------------------|
| 04/06/2022 | Fancy Dress Prizes Jubilee | £ | 36.00 | Minuted |
| 06/06/2022 | GOCARDLESS | £ | 3.00 | Regular |
| 06/06/2022 | Wages | £ | 231.86 | Regular |
| 07/06/2022 | Eagle Signs Sensory Garden | £ | 24.00 | Chair Spend |
| 07/06/2022 | Enviroventure Skip hire SFTCC | £ | 300.00 | Minuted 2021/2022 |
| 07/06/2022 | N D TOY & PARTNERS Insurance | £ | 376.00 | Minuted |
| 09/06/2022 | MR CHRIS VIGGARS Contract Cut | £ | 280.00 | Regular |
| 10/06/2022 | D T Ludlow Insurance | £ | 216.00 | Minuted |
| 10/06/2022 | Eco Print - Beach Flags | £ | 228.59 | Chair |
| 13/06/2022 | Wages | £ | 231.86 | Regular |
| 16/06/2022 | VODAFONE LTD | £ | 27.06 | Regular |
| 20/06/2022 | Wages | £ | 231.86 | Regular |
| 21/06/2022 | TOTAL CHARGES TO 30MAY2022 | £ | 5.00 | Bank Charges |
| 27/06/2022 | Wages | £ | 231.86 | Regular |
| 27/06/2022 | MR CHRIS VIGGARS Contract Cut | £ | 370.00 | Regular |
| 27/06/2022 | Salary | £ | 1,181.93 | Regular |
| 29/06/2022 | FR Jones- Strimmer | £ | 379.00 | Chair |
| 30/06/2022 | Clerks Travel | £ | 55.62 | Chair Approved |
| | | £ | 4,409.64 | |

| To Be Considered | | | |
|--|--|---|--------|
| Price and Kelway Solicitors - Account to date Re: Bowling Club Lease | | £ | 420.00 |
| Llewelyn Davies - Internal Audit | | £ | 198.00 |
| Mr Baldwing - Releif Handyman Duties | | £ | 149.63 |
| | | £ | 767.63 |

It was proposed and seconded that the payments made be acknowledged and the payments to be considered paid in full. Vote taken – All Cllrs in full agreement.

2022/07 53 To consider the payment of the donation to the Regency Hall in the sum of £1,075

It was proposed and seconded that the Saundersfoot Community Council pay the above donation to the Regency Hall. Vote taken – All Cllrs in full agreement.

2022/07 54 To consider the Bank Reconciliation

| | | |
|----------------------------|-------------|-----|
| Cash Flow June 2022 | | |
| Balance | £ 64,675.10 | B/F |
| Payments made | £ 4,409.64 | |
| Payments received | £ 1.23 | |
| | £ 60,266.69 | C/F |

It was proposed and seconded that the finance report, as presented, be signed by the Chair as a true record of the Saundersfoot Community Council's financial position as of 01.07.2022. Vote taken – All Cllrs in full agreement

2022/07 55 Planning Application(s) Received

| | | | |
|----------|----------------|--|--|
| A | NP/22/0212/FUL | Hawthorn Cottage, Ridgeway Close, Saundersfoot | Change of use of Coastal Corner from holiday let to residential (Part of Hawthorn Cottage) |
|----------|----------------|--|--|

Cllr Wainright did not take any part in the discussion or vote, regarding this planning application.

Following consideration of all the information presented by the Planning Authority, Saundersfoot Community Council do not raise any concerns or objections appertaining to this application, commenting that it is a welcomed conversion from holiday accommodation to permanent residence and request the Clerk to advise the Planning Officer that the Saundersfoot Community Council support this application.

| | | | |
|----------|----------------|---|---|
| B | NP/22/0330/FUL | 1, Guys Villas, The Ridgeway, Saundersfoot | Demolition of outbuilding & rear conservatory. Erection of rear extension |
|----------|----------------|---|---|

Following consideration of all the information presented by the Planning Authority, Saundersfoot Community Council does not raise any objections appertaining to this application. One concern raised, however, is the possibility of the loss of light to neighbouring properties and request the Clerk to advise the Planning Officer accordingly and that the Saundersfoot Community Council support this application.

| | | | |
|----------|----------------|---|----------------------|
| C | NP/22/0388/FUL | Kenmore, Pen y Craig, The Glen, Saundersfoot | Replacement dwelling |
|----------|----------------|---|----------------------|

The Clerk advised the Saundersfoot Community Council that one Email and several phone calls had been received raising concerns appertaining to this planning application.

Following consideration of all the information presented by the Planning Authority, Saundersfoot Community would like to request a site visit to ascertain the impact of the proposed new dwelling on neighbouring properties and to consider how the proposed new construction will be accommodated on the plot and within the existing footprint.

2022/07 56 To consider any planning applications received after the publication of this agenda – for updates please Email the Clerk: clerk@saundersfoot-cc.gov.wales

None received

2022/07 57 Licensing Application(s) Received – None

2022/07 58 Consideration of Correspondence Received

- Email to all Councillors – Information regarding training sessions being offered by One Voice Wales.
- CWBR – Youth newsletter Emailed to all Councillors.
- One Voice Wales Summer News Letter – Emailed to all Councillors.
- Newsletter received from the Chamber for Tourism – Emailed to all Councillors
- Various consultations Emailed to all Councillors.
- Email received from the Regency Hall raising concerns regarding the lack of parking offered in Saundersfoot - Following a long discussion it was agreed that the Saundersfoot Community Council invite members of the Regency Hall, Bowling Club and Saundersfoot Sports and Social Club's committees to a meeting to discuss such and possible ways in which the Saundersfoot Community Council can assist with any proposals being brought back to Full Council for consideration – an Extraordinary Meeting can be called to consider such proposals, if so required.
- The Clerk advised the Council that Cllr Harper's appointment to become a Community Governor at Saundersfoot School is progressing and Cllr Harper should be invited to attend the September meeting.

2022/07 59 To receive County Councillors Reports

County Councillor Chris Williams BEN – Saundersfoot South

It's been a very busy month, attending many meetings and dealing with issues right across the board from noisy pets to housing concerns. I've spent a great deal of time working on issues regarding parking in Saundersfoot. I've written and spoken to the local car park operators and discovered that during the last eight to ten years the village has lost over 350 spaces. Coppet Hall has been transformed into an excellent facility but has lost 159 spaces since the vast improvement.

After discussions with Councillor Cormack and Mr David Lewis we were able to explore options that could improve parking options and also stop cars continually driving around the village looking for a space. The Cambrian car park is no longer available and the other two car parks have both had reductions due to either development or electrical charging points being fitted.

I've applied for a grant for up to £3000 from Visit Wales through National Park. Alec and I are looking at how this could be spent wisely in our village.

Road markings in the village have been repainted after a site visit from PCC and are now clear to everyone. There are still issues on Milford Street regarding parking on pavements and lorries having difficulty unloading. I've spoken with Highways and asked for a detailed plan for Milford Street so that hopefully we can accommodate a loading bay fairly soon. Have also asked for two disabled bays to be placed on the road. This is very much needed in the village.

I have explored all options on improving the King George V area which is looking tired and neglected in some parts. I must stress that if any parking is accommodated it will be a grass car park and not a tarmac car park. This car park will assist the organisations using the facilities.

Alec, Rhys and myself have had many positive meetings regarding the whole site. During the last month we've had positive dialogue with the Bowling Club, Sports Club, Cricket Club, Football Club, Regency Hall and the Wheels group. These meetings have been important to find out how they run and what's needed to make them viable and efficient. The land is owned by Saundersfoot Community Council and in recent years they have been able to offer help to several of these organisations. I have also met the two trustees of the grounds, Mrs Rosemary Hayes MBE and Mr Brian Waters. I have explained my thought process that the area will be kept as green land. At this site I have also spoken to NP and PCC and both have been pleased with

the vision and look forward to seeing the improvements. To date I have spoken to at least six residents keeping them update.

I have met with Mark Flaherty from the Wheels group and it was agreed that there is need to explore, with all the organisations, on how a skateboard park can be accommodated. There is big support locally for such a park but consideration has to be given to all the parties concerned before any decision is made.

Update following Council meeting -

I spoke to the Council about the current issues that the Regency Hall and the Bowling club are experiencing. I mentioned that in the recent communication it was brought up that the Bowling club has lost a number of members due to their concerns about catching Covid. Further, they were unable to find any parking in the vicinity of the green. The Regency Hall has experienced many class cancellations due to fact that the users aren't able to park at the facility. The suggestion going forward is that all parties work together to try and find a solution to the parking. It was put forward on a trial basis that a majority of spaces currently outside the Bowling and Regency Hall be used for users of these facilities. The Sports club would also be able to use them and that it would be a good idea if a meeting was arranged between all interested parties. The land is owned by Saundersfoot Community Council and they would look at how this can all be put together.

There is a fantastic village hall in the centre of the village and our Bowling green and facilities are second to none. These facilities, however, need to be supported. They have been run for decades by dedicated volunteers. I would also like to address the fact that a few residents thought that the village sports field was being turned into a car park. This is certainly not true. I welcome the fact that it can be turned into a car park to support the village businesses at very busy times and I also point out that money raised from the car park is put back into the sports field and the running of sport throughout the year. The field is protected and its use is for sport and recreation. When there is no sport then the field is a massive bonus to all of the village as a car park. But Sport has priority over cars.

Finally, there has been a big clean up at the sports field, especially around the edges of the playing field. The field and changing rooms have had a makeover and its lovely to see so many local volunteers getting on board to assist in making a difference locally.

County Councillor Alec Cormack – Saundersfoot North

Among the issues in Saundersfoot North I've dealt with the following issues:

Discussed the implementation of the Wales-wide 20 mph speed limit with PCC - particularly with roads such as The Ridgeway. PCC's current plan is that all restricted 30mph limits will be reduced to 20 mph overnight in September 2023.

Escalated concerns with PCC Highways about overgrown hedges on roads including the Ridgeway.

I held meetings with Hean Castle about installation of a safety rail on the Wiseman's Bridge slipway. They are investigating whether the slipway is their responsibility.

I have requested PCC cut back overgrown verges on roads near Sardis as they were causing safety hazards.

Held discussions with Strand businesses and residents regarding the Long Course Weekend. Especially lack of access on Saturday.

Saundersfoot Wide Matters

Chris Williams and I met with several local Saundersfoot groups regarding making better use of the King George V playing fields both short term and long term. Chris will provide more background at the meeting.

2022/07 60 To Receive Any Reports from Working Parties Including –

Sensory Garden and Grounds – Cllr Williams BEM

Hanging baskets

The Clerk gave permission for Mr Lewis to list the brackets we have around the village and she would visit the properties in relation to payment. 17 were counted, which included the bracket outside Mr Lewis' office. Sandyhill delivered 17 baskets last week and Cllr. Clarke, Mr Lewis and myself placed them around the village. Butternut have paid £35 which I will hand to the Clerk in the meeting. All baskets are outside business premises except the one outside Mr Lewis' office.

Grounds Working Party meeting.

Met with Cllrs. Clarke and Parcell in relation to parking. We agreed that we should utilise the Council's car park and raise revenue. We would suggest that the Regency Hall, Bowling Club and Sports Club could each be allocated 5 bays for an annual sum of c£1000. On Saturdays the Regency Hall could allow the Bowling Club to use their bays and the Bowls Club could reciprocate on busy days at the Hall. Alternatively, we could allocate the bays to individuals. The area would also require proper signage to inform the public. Since writing this I have been informed of another possible solution that appeals to me – See Cllr C Williams BEM's report.

Sensory Garden

The Council is still awaiting the contractor to install the sleepers for the raised beds. Hopefully, the contractors will start in the next fortnight. We also need to communicate with the Harbour to be informed of their plans to complete the work on the area adjacent to the Coal Office.

The plants are flowering well and most are being regularly watered. The weeding, deadheading and pruning is not being completed to a satisfactory standard.

With the increased need for watering, it does mean that less time is being spent on other tasks. Last week, including the weekend, with the Clerk, together with our Chair and Vice, being away, no arrangements were made for watering. We need a policy that is implemented automatically when we have a hot spell of weather.

Weekly work schedules have been introduced to limit unnecessary movement around the village. They have had only limited success.

My determination to enhance the village's floral display is the same whether we enter Wales in Bloom or not. It is disappointing, however, that Saunderfoot has not been entered. We were all delighted when Rosemary and Mike brought back the Gold Award from Beaumaris. Many residents are extremely disappointed.

Festivities Working Party meeting

The two other members (Cllrs Cole and Knibbs) who attended this meeting were happy to see me continue in the Chair. They both agreed with the proposal that we should purchase an 'across the road' display showing an outline of Monkstone Point above "Welcome to Saunderfoot" in lights. They were happy for me to sort out the Sensory Garden lights in a few weeks. Spoke separately to Cllr. Parcell and he also agreed with the above.

Personnel Working Group – Cllr Cormack

A meeting of the Personnel Working Party will be called as soon as possible to discuss all outstanding matters.

Play Park Working Group – Cllr Ludlow

Meeting held on Monday 4th of July, with the following Councillors attending; Dickie Parcel, Mike Knibbs, Peter Robinson, Martyn Williams & myself.

Photos of the working party with the Play Parks new bins, which were purchased to help with the increased litter produced within the summer months. I will send these to Councillor Laden to put on our Facebook page showing the new additions (a Tiger & a Frog).

A discussion took place on the emergency gate within the playpark, which would be used by the Saundersfoot Sports and Social Club, which they need to evacuate the building in an emergency. An issue has come about where this gate is being used as a way for children to gain access to the playpark, as this is the quickest route from the club. Whilst they are doing this they are leaving the gate open, which is also a concern as damaged fencing behind the Saundersfoot Sports and Social Club could lead to children falling into the stream behind or getting hurt getting through the fencing (not the Community Councils land), but the fact they are using the gate which is open could cause issues.

On the night & moving forward, the following has been done & will be done;

This is an emergency exit & should still only be used as such, however as highlighted by Councillor Parcel despite repeated requests to not use it, it seems impossible to prevent it from never being used long term.

Should this be the case it was agreed to apply a spring mechanism to the gate, so should it be opened, it will at least close to prevent it being left open.

Suggested Actions -

Get the push lock mechanism looked at as it seemed to be broken or left in the open position.

Saundersfoot Sports and Social Club to replace the broken fence that backs onto the stream, making that area safe.

Saundersfoot Sports and Social Club have repaired the steps leading down to the gate, which were also in need of repair.

With all the above being done, this will at least make it safe to use for all concerned, as this issue is difficult to police by all concerned.

2022/07 61 To Receive Reports from Council Representatives - None

2022/07 62 To consider the Email received from the Chamber for Tourism

Requesting that Saundserfoot Community Council absorb the cost for the one-off event insurance taken out to cover the Pic Nic on the Decking, a joint event between the Saundersfoot Community Council, Chamber for Tourism and the Harbour.

Following discussions regarding the Email received from the Chamber for Tourism and the arrangements agreed by the three bodies leading up to the event, it was proposed and seconded that Saundersfoot Community Council request the Chamber for Tourism fulfil its obligation and contribute to its share of the insurance cost for the Jubilee event and that the Festivities Working Group meet with the Chamber for Tourism to ensure a better understanding and effective way of working together in the future. Vote taken – All Cllrs in full agreement.

2022/07 63 To consider the request received by the Regency Hall regarding the Christmas Lunch

Historically Saundersfoot Community Council and Tenby Lions have equally shared the cost in providing a Christmas lunch for residents of Saundersfoot. The Regency Hall Committee hosts this

event and is requesting confirmation from the Saundersfoot Community Council that its financial support is continuing.

It was proposed and seconded that Saundersfoot Community Council continue to support this event and agree to pay half the costs of the lunches provided. Vote taken – All Cllrs in full agreement.

2022/07 64 To consider the request made for reserved car parking spaces on the 27.07.2022 by the Regency Hall Committee.

The Regency Hall will be hosting its first fully licensed wedding service and has requested that two car parking spaces, within the car park owned by the Saundersfoot Community Council, alongside the Regency Hall, are reserved to facilitate the Registrar and the Bride and Groom vehicles.

Following discussion, it was proposed and seconded that for this and any prospective weddings to be held within the Regency Hall, two of the Saundersfoot Community Council owned car parking spaces can be reserved, with the Regency Hall staff being responsible for reserving such. Vote taken – All Cllrs in full agreement.

2022/07 65 To consider the Regency Hall Donation request on behalf of all local hall users.

Due to the introduction of a Donations Policy the Regency Hall users do not qualify for this type of donation, requested by the Regency Hall Committee on their behalf, as legalisation stipulates that public money can not be used to support on-going running costs.

Following consideration of the letter received from the Regency Hall Trustees it was proposed and seconded that the Clerk draft a suitable response advising why this type of donation is not acceptable in Law and offer alternative ways in which the Saundersfoot Community Council can assist the various groups which use the Regency Hall regularly, to circulate such to all Cllrs for their consideration and then forward the final draft to the Regency Hall trustees. Vote taken – All Cllrs in full agreement.

2022/07 66 To consider the adoption of the Busking and Facebook Policies

It was proposed and seconded that Saundersfoot Community Council adopt the Busking Policy and review such July 2022 unless a change in Law or circumstances. Vote taken – All Cllrs in full agreement.

It was proposed and seconded that any costs incurred to hold events in the Sensory Garden be met by the organisers of such. Vote taken – All Cllrs in full agreement.

The Facebook Policy to be considered at the August 2022 meeting.

2022/07 67 To consider the Waiting restriction proposals - made by Pembrokeshire County Council

3.1 No waiting, loading and unloading at any time - Milford Street

North side – from a point 27 metres west of the centreline of Cambrian Place westwards for a length of 50 metres

Reason – to restrict parking in the narrow carriageway following enhancement works

3.2 No waiting at any time - The Strand

West side – from a point 25 metres north of the south boundary of Pharmacy Court to a point 5 metres north of the north boundary of Smugglers Cottage (replaces seasonal restriction with all year round restriction)

Reason – To remove vehicle congestion

This agenda item will be considered at the August 2022 meeting

2022/07 68 To consider the adoption of the New Code of Conduct

It was proposed and seconded that Saundersfoot Community Council adopt the new Code of Conduct Guidance as published by the Public Service Ombudsman for Wales, reviewing such in five years or before if a change in the Law or Council's circumstances. Vote taken – All Cllrs in full agreement.

2022/07 69 To consider the request for sports equipment received from the New Hedges / Saundersfoot United Football Club

Email request received from the Club Secretary requesting that the Saundersfoot Community Council consider sponsoring the purchase of two football goals to be situated on Saundersfoot Sports Field.

Following discussion, it was proposed and seconded that Saundersfoot Community Council purchase two goal post, up to the value of £1,100, for installation on Saundersfoot Playing field by the Football team, the goal posts will remain the property of Saundersfoot Community Council. Vote taken – All Cllrs in full agreement.

Date of next meeting – Thursday 4th August 2022

Meeting closed 21.03

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