

# SAUNDERSFOOT COMMUNITY COUNCIL



## Minutes of the Meeting held on 2<sup>nd</sup> February 2023

All Saundersfoot Community Council meetings are open for members of the public to either attend the meeting in person or via a live Zoom link.

Present in Person: Cllrs D Ludlow (Chair), M Knibbs, P Robinson, R Hayes MBE, A Cormack, N Cleevely, S Cole, L Harper, C Evans, County Councillor C Williams BEM, 4 Members of the Public and the Clerk

Also present via a live link – Cllr S Clarke and 2 Members of the Public

Meeting commenced at 18.04

### 2023/02 220 To Receive any Apologies for Absence M Williams BEM (Vice Chair)

### 2023/02 221 To Receive any Declaration of Interests, as per the Code of Conduct

Cllr Evans declared a person interest in agenda item 2023/02 227 (C) - Cllr Evans lives in close proximity to the application site.

Cllr Hayes MBE declared a personal interest in agenda item 2023/02 227 (d) - Cllr Hayes MBE lives in close proximity to the application site.

Cllr Cormack declared a personal interest in agenda item 2023/02 227 (d) - The neighbours of the application site are well known to Cllr Cormack

Cllr C Williams BEM declared a personal and prejudicial interest in agenda items 2023/02 227 (a) and (c) – Cllr Williams BEM is a member of the Planning Authority's Development Committee and will not take part in the debate at this meeting.

### 2023/02 222 Chairman's Report – **As Email awaited**

### 2023/02 223 To Receive the Minutes of the Meeting Held on the 5<sup>th</sup> January 2023

It was proposed and seconded that the Minutes, as presented, be accepted as a true record of the meeting held on 5<sup>th</sup> January 2023 and be signed by the Chair as such. Vote taken – All Cllrs in full agreement.

### 2023/02 224 Matters Arising from the Minutes – Information Only

Nothing to report

### 2023/02 225 Account(s) for Payment/acknowledgement

PAYMENTS MADE			
20/12/2022	Toby Williams Leaf Blower	£ 262.50	Chair
20/12/2022	Microsoft 365	£ 79.99	Clerk
21/12/2022	TOTAL CHARGES TO 29NOV2022	£ 5.00	
23/12/2022	Wages (Dec)	£ 1,516.79	Regular
03/01/2023	GOCARDLESS	£ 4.56	Regular
09/01/2023	THE REGENCY HALL Christmas Lunch	£ 672.00	Minuted
09/01/2023	THE REGENCY HALL 2657	£ 111.88	Minuted
09/01/2023	THE REGENCY HALL Last Payment	£ 1,075.00	Minuted
12/01/2023	I W Rees Sensory Garden (Lift Driver)	£ 180.00	Minuted
12/01/2023	Palin Construction Sensory Garden (Whole)	£ 140.00	Minuted
12/01/2023	British Legion - Poppy Wreath	£ 150.00	Regular
17/01/2023	Amazon - Foot Ball Kit	£ 118.94	Minuted
18/01/2023	VODAFONE LTD	£ 25.03	Regular
21/01/2023	TOTAL CHARGES TO 30DEC2022	£ 5.00	
24/01/2023	Wages (Jan)	£ 1,292.71	Regular
24/01/2023	Bank charges (Charity Account)	£ 5.00	
		£ 5,644.40	

All payments are acknowledged and approved

It was proposed and seconded that the two invoices, as depicted on the financial report, be paid in full. Vote taken – All Cllrs in full agreement

## **2023/02 226 To consider the Bank Reconciliation**

Due to the Clerk having time off, due to sickness, the financial report was unable to be prepared in time for Councillors to consider such.

*Cllr C Williams BEM left the meeting room*

## **2023/02 227 Planning Applications Received**

A NP/22/0647/FUL Beach Court, The Strand, Saundersfoot

Re-arrange car parking spaces to enable construction of a bin store

Following consideration of all the information provided by the Planning Authority, it was proposed and seconded that Saundersfoot Community Council advise the Planning Officer that no concerns or objections have been raised.

*Cllr C Williams BEM returned to the meeting room*

B NP/23/0023/FUL Meadow Lea, Valley Road, Saundersfoot

Single storey side extension to enable Ensuite

Following consideration of all the information provided by the Planning Authority, it was proposed and seconded that Saundersfoot Community Council advise the Planning Officer that with the proposed development being on the existing building's footprint, no concerns or objections have been raised.

*Cllr C Williams BEM left the meeting room*

C NP/22/0672/FUL Land to the rear of Cambrian Hotel, Milford Street, Saundersfoot, SA69 9ER

Demolition and construction of a new mixed use residential (Use Class C3) and flexible commercial (Use Classes A1, A2, A3) development comprising residential development including apartments and townhouses, amenity space, drainage infrastructure, landscaping, car parking spaces and access improvements, and associated development.

Following a lengthy discussion, the following points were raised by Councillors:

- The proposed plans do not preserve nor enhance the character or appearance of the conservation area in which the development is proposed, potentially causing an imbalance of the aesthetics of the village.
- The proposed plans would cause major overdevelopment of the plot, potentially being dominant, overbearing and intrusive to the heart of a conservation area and for the residents living within that area.
- The proposed development would be accessed from an already problematic stretch of single lane road with taxi bays, a bus stop and one way traffic all adding to the negative impact of safety.
- Major concerns have been raised by this Council in the past, and continue to be ongoing, relating to vehicles speeding on the access roads to the village. Additional vehicles accessing the proposed development would add considerable to this ongoing safety problem.
- Even more commercial buildings being offered in a village where new business properties are empty or applications for the change of use are being made to this Planning Authority.
- Although not a planning consideration, the logistics of the building process would cause major problems to all road users.

If this application were to be approved by the Planning Authority, the Saundersfoot Community Council are concerned that it would set a precedence for future overdevelopment, which does not preserve nor enhance the character or appearance of a historic village within a conservation area.

It was proposed and seconded that considering all the points raised, Saundersfoot Community Council does not support this planning application and requests that the Planning Authority consider refusal of such. Vote taken– all Cllrs in favour of the proposal.

*Cllr C Williams BEM returned to the meeting room*

D NP/22/0709/FUL Pen-cw, Vanderhoof Way, Saundersfoot

A new balcony to the first-floor level with two new doors

Following a lengthy discussion, the following points were raised by Councillors:

- The proposed high-level balcony would drastically alter the roadside view of the property and character of a historic seaside village
- The proposed high-level balcony would also overlook neighbouring properties causing a major loss of their existing amenities.
- The access to the site is afforded from a road with fast flowing traffic. The Council have major concerns relating to this stretch of road and the safety of its users. If this property was to be used as a holiday let, although the proposed use is not a planning consideration, the safety of road users road would be.

It was proposed and seconded that considering all the points raised, Saundersfoot Community Council does not support this planning application and requests that the Planning Authority consider refusal of such. Vote taken– all Cllrs in favour of the proposal.

E NP/22/0717/FUL Shirwedean, Sandyhill Road, Saundersfoot

Side extension to property, conversion of garage to overflow bedroom, new front boundary wall, removal of chimney stack & new roof covering of slate throughout.

Following consideration of all the information provided by the Planning Authority, it was proposed and seconded that Saundersfoot Community Council advise the Planning Officer that no concerns or objections have been raised.

*Cllr C Williams BEM left the meeting room*

**2023/02 228 To consider the response from the developers regarding the requested site visit and to arrange a separate meeting of the Saundersfoot Community Council to formulate a response to the Planning Authority regarding planning application - NP/22/0621/FUL**

Land East of Sandy Hill, Saundersfoot - Proposed development of 70 residential units

Following consideration of all the information provided over the past two months, it was proposed and seconded that, at this point in time, Saundersfoot Community Council do not support this planning application in its current format, and request the Planning Authority to refuse such. Vote taken: All Cllrs in full agreement.

Points raised to be refed to in the Council's response have been previously Minuted.

*Cllr C Williams BEM returned to the meeting room*

**2023/02 229 To re-consider Planning Application NP/22/0481 following amendments to the original Application** (Initially considered September 2022 by this Council)

Following consideration of all the information provided by the Planning Authority, it was proposed and seconded that Saundersfoot Community Council do not support this planning application and

request the Planning Authority consider the rejection of such, taking the following points into consideration:

- Privacy – The proposed extension will add another story to an existing cottage impacting on neighbouring properties privacy. The proposed dwelling also accommodates a balcony which would provide a direct line of sight into neighbouring properties.
- Design, Appearance and Materials – Saundersfoot is a historic village, the proposed dwelling is, in the Council's opinion, not within keeping of the surrounding properties or area. The proposed design and building materials are not reflected within the existing properties in the area.
- Scale of proposed alterations and addition of detached garage – The scale of the proposed development is overdevelopment of the plot. There will be an increase to the footprint of the existing dwelling as well as additional first floor, with the plot being in a raised position above existing properties this will only exacerbate the impact on surrounding existing dwellings.

#### **2023/02 230 Licensing Application(s) Received – None**

#### **2023/02 231 Consideration of Correspondence Received**

- Notice received from the Regency advising that there were two dates when availability was not available. It was confirmed that the alternative dates offered were acceptable. The June 2023 meeting will now be held on Thursday 15<sup>th</sup> June 2023 and the December 2023 meeting will now be held on Thursday December 14<sup>th</sup> 2023.
- It is confirmed that Saundersfoot' entry into the 2023 Wales in Bloom competition has been completed, payment made and the application accepted.
- Thank you received from the members of Saundersfoot Walking Football Group for the kit and balls kindly purchased, by the Saundersfoot Community Council, following their successful application for a donation.
- Email received from the Chamber for Tourism requesting a meeting with Councillors to discuss forthcoming events. The Clerk to request off Dilys possible dates for a meeting.

#### **2023/02 232 To acknowledge receipt of the County Councillors Reports, via Email.**

County Councillor Alec Cormack – Saundersfoot North – **Written report awaited**

County Councillor Chris Williams BEN – Saundersfoot South - Taken as read

#### **2023/02 233 To acknowledge receipt of any Reports from Working Parties, received via Email**

**Sensory Garden and Grounds** – Cllr Williams BEM – Taken as Read

**Play Park** – Cllr Ludlow

Points raised by the Council –

- The area adjacent to the play park is becoming unsightly and considered dangerous with sharp pieces of metal protruding from the broken pillar.
- The emergency gate is being unlocked and left open, affording children access to the back of the Sports Club building and the stream.

The Clerk to write to the Saundersfoot Sports and Social Club Committee and the Regency Hall Committee, as the sports Clubs Landlord, advising of the concerns raised.

#### **Fields in Trust –**

Cllrs M Williams BEM and Cleevely met with County Councillor C Williams BEM to discuss the proposed application to Fields in Trust. Cllr. Cleevely has collated the available information and will organise it into the relevant sections. This will allow any gaps to be identified and the relevant information obtained. The application form must be completed in one sitting, as there is no 'save and return' facility.

## **2023/02 234 To Receive Reports from Council Representatives Including –**

### **Saundersfoot Chamber for Tourism – Cllr L Harper**

Nothing to report.

### **Saundersfoot Library – Report received from Mrs Upham and Mrs Saunders**

Everything is on track for 2 Training Days in February at Tenby Library and Greenhill Centre for 16 Volunteers (8 on each day). Further training will be done on line over the following 3 weeks.

They will then have the opportunity to shadow library staff members to familiarise themselves further with the systems up until the launch day 4th April.

When Volunteers will open the library from 10-1pm on Tuesdays and Thursdays. The PCC member of staff will open Thursday 1 -4pm and Saturday 10-1pm.

### **Saundersfoot School– Cllr Harper (Governor)**

A meeting of the Governors is scheduled for 9<sup>th</sup> February 2023.

## **2023/02 235 ACTION TRACKING - To consider any updates regarding actions appertaining to the following ongoing matters:**

### **a. VEHICLES SPEEDING ON THE RIDGEWAY AND SANDYHILL ROAD**

- i. The Clerk to write to Pembrokeshire County Council – highways, requesting a site meeting with Councillors to ascertain where and what traffic calming measures could be installed. No site visit approved, at this point in time, due to the time constraints of Pembrokeshire County Council Officers and the rolling out of the 20mph speed limits.
- ii. Completed application form and accompanying documentation sent via Email and confirmed receipt of such by Pembrokeshire County Council 23.01.2023
- iii. The Clerk to collect any evidence of vehicles speeding or parking inappropriately in the areas, sent to the Council. A number of photographs and several Emails, raising concerns, have been received by the Clerk *Ongoing*

## **2023/02 236 Donations and itemised budget figures**

**Proposal** - For Saundersfoot Community Council to agree to amalgamate the itemised budget and none itemised budget allocations for donations within the Saundersfoot Community Council's 2023/2024 budget and have one central donations pot, with requests for donations being made via the approved donations request form, which is then initially screened by the finance working group, a proposal formulated and brought to the Full Council for its consideration on a quarterly basis (July, October, January and the following March).

This agenda item to be considered at the March 2023 meeting.

## **2023/02 237 Little free bookcase - Saundersfoot**

**Proposal** – For Saundersfoot Community Council to agree to find a suitable location within the Sensory Garden, to accommodate the wooden bookcase, which houses a free book swap service, during the winter months only (October – March).

The above was proposed and seconded. Vote taken – All Cllrs in full agreement.

## **2023/02 238 Invoices received by the Saundersfoot Community Council**

**Proposal** - For all invoices received, for payment by Saundersfoot Community Council, to depict the information as set out within the HMRC guidance namely:

- Unique identification number
- Name, address and contact details of supplier
- Name and address of customer

- Description of what the charge is for
- Date services provided
- Date of invoice
- Amount charged
  - VAT number if applicable
  - VAT amount if applicable
  - Total amount charged

The above was proposed and seconded. Vote taken – All Cllrs in full agreement. It is noted that invoices not depicting the correct information will not be paid.

### **2023/02 239 King Charles III Coronations**

Following the meeting of the Festivities Working Group, the Saundersfoot Community Council to receive updated information from Cllr Knibbs regarding possible events to be held and commemorative item(s) to possibly be purchased to celebrate the Coronation of King Charles III, within Saundersfoot (Saturday 6th May 2023)

Cllr Knibbs – Report taken as read.

It was agreed that as the ‘Tea Party’ event is to be managed by the Regency Hall committee with a donation towards the cost of such from the Saundersfoot Community Council, a completed donation request form will be required and considered by full Council.

The Clerk to assist Cllr Knibbs regarding the sourcing and costings of a commemorative feature to be located within the Sensory Garden.

### **2023/02 240 Saundersfoot Community Council's work place pension scheme**

**Proposal** - To agree on the percentage of contribution the Saundersfoot Community Council is to pay in relation to its legal obligation to provide a Work Place Pension to any employee which meets the criteria as set out by the Pension Regulator.

Information relating to this agenda item has been forwarded to all Councillors via Email.

Due to the sensitive and personal information to be discussed under this agenda item and in accordance with s2 of the Public Bodies (Admission to Meetings) Act 1960 all members of the public left the meeting.

*The Clerk declared a Personal and Prejudicial interest in this agenda item and left the meeting room until after the vote was taken.*

Following a discussion under private and confidential meeting conditions it was proposed and seconded that Saundersfoot Community Council is to pay 3% contribution in relation to its legal obligation to provide a Work Place Pension to any employee which meets the criteria, as set out by the Pension Regulator. Vote taken – All Cllrs in full agreement.

If you wish to receive a link to the meeting, please contact the Clerk at – [Clerk@saundersfoot-cc.gov.wales](mailto:Clerk@saundersfoot-cc.gov.wales)