

# SAUNDERSFOOT COMMUNITY COUNCIL



Dear Councillor

You are hereby summoned to attend the General Meeting of The Saundersfoot Community Council to be held on Thursday 2<sup>nd</sup> March 2023 at the Regency Hall, Saundersfoot at 6pm, to transact the business stated below.

Yours faithfully

Clerk to the Council 26.01.2023

## 2<sup>nd</sup> March 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. If you wish to join the meeting remotely, please contact the Clerk by 1pm on the day of the meeting Email: [Clerk@saundersfoot-cc.gov.wales](mailto:Clerk@saundersfoot-cc.gov.wales) and you will be provided with all relevant information to enable you to log into the meeting.

The Public Participation session **will commence at 6.00pm and will not normally exceed 10 minutes in length.** Members of the public are welcome to raise questions or make representation relating to items listed on the agenda only.

### *Model Standing Orders-*

*3e Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda*

*3f. The period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed 10 minutes unless directed by the chairman of the meeting.*

*3g. Subject to standing order 3(f), a member of the public shall not speak for more than 3 minutes.*

*3h. In accordance with standing order 3(e), a question shall not require a response at the meeting nor start a debate on the question.*

*3j. A person who speaks at a meeting shall direct their comments to the chairman of the meeting.*

Please note that Audio or Video recording of Full Council meetings is not permitted.

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

## **Agenda**

*Time allocation for agenda items 220 – 226 = 30 minutes*

**2023/03 241 To Receive any Apologies for Absence**

**2023/03 242 To Receive any Declaration of Interests, as per the Code of Conduct**

**2023/03 243 Chairman's Report**

**2023/03 244 To Receive the Minutes of the Meeting Held on the 2<sup>nd</sup> February 2023**

**2023/03 245 Matters Arising from the Minutes – Information Only**

**2023/03 246 Account(s) for Payment/acknowledgement**

**2023/03 247 To consider the Bank Reconciliation**

**2023/03 248 Planning Applications Received – Councillors will receive all information provided by the Planning Authority, prior to the meeting**

*(A to H) – Time allocation 30 minutes*

<b>A</b>	NP/23/0039/FUL	Claremont Hotel, St. Brides Hill, Saundersfoot	Alterations and extensions to the guest house (Replacing the flat roof with a pitch roof design)
<b>B</b>	NP/23/0037/S73	Kook A Ba, High Street, Saundersfoot	Variation of condition No. 3 of NP/22/0396/FUL to extend the time of use of the external decked area to 23:00hrs
<b>C</b>	NP/23/0026/FUL	5, Beddoes Court, Milford Street, Saundersfoot	Replace existing glazed windows and door on shopfront with new four-section tri-fold glazed folding doors to provide indoor/outdoor space
<b>D</b>	NP/23/0024/CLE	Tree Tops, 2, Bonvilles Close, Saundersfoot	Proposed Certificate of Lawfulness for an existing use as a short term holiday let
<b>E</b>	NP/23/0025/FUL	White Park Cottage, The Ridgeway, Saundersfoot	Proposed roof replacement to include dormers to front & back elevations
<b>F</b>	NP/23/0028/S73	St. Brides Cottage, St. Brides Lane, Saundersfoot	Variation of condition No. 1 of NP/17/0728/FUL - Extend planning permission for a further 5 years
<b>G</b>	NP/23/0071/S73	White Park Cottage, The Ridgeway, Saundersfoot	Variation of Conditions 2 and 9 of planning application NP/21/0723/FUL to allow amendments to approved plans
<b>H</b>	22/0785/PA	Plum Tree Hall, Stepaside, Narberth	Proposed engineering works, agricultural access, construction of stable block and tack room (partly in retrospect)

**2023/03 249 To consider the Pre-Application Consultation – (Responses by 9<sup>th</sup> March 2023)**

Land North of Whitlow, Saundersfoot

*Time allocation 10 minutes*

**2023/03 250 Licensing Application(s) Received – None as of 21.02.2023**

*Time allocation 1 minute*

**2023/03 251 Consideration of Correspondence Received**

*Time allocation 5 minutes*

**2023/03 252 To acknowledge receipt of the County Councillors Reports, via Email.**

County Councillor Chris Williams BEN – Saundersfoot South

County Councillor Alec Cormack – Saundersfoot North

*Time allocation 10 minutes*

**2023/03 253 To acknowledge receipt of any Reports from Working Parties, received via Email**

- Sensory Garden and Grounds – Cllr Williams BEM
- Play Park – Cllr Ludlow
- The Policies, Procedures and Finance Working Party – Cllr Robinson
- Personnel Working Group – Cllr Clarke
- Fields in Trust Working Group

*Time allocation 10 minutes*

**2023/03 254 To Receive Reports from Council Representatives Including –**

- Saundersfoot Chamber for Tourism – Cllr D Ludlow

*Time allocation 5 minutes*

**2023/03 255 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. Enhancing Pembrokeshire Grant - Closing date 23rd January 2023. Completed application form and accompanying documentation sent via Email and confirmed receipt of such by Pembrokeshire County Council 23.01.2023 – *Update on decision awaited.*
- 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 *Email received raising concerns of vehicles speeding on the Ridgeway*

*Time allocation 5 minutes*

**2023/03 256 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, (Money granted under Section 137 to be accounted for separately), 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).

*Cllr Clarke – (10 minutes)*

**2023/03 257 King Charles III Coronation**

Saundersfoot Community Council to receive updated information from Cllr Knibbs regarding the events to be held to celebrate the Coronation of King Charles III, within Saundersfoot (Saturday 6th May 2023)

*Cllr Knibbs (10 minutes)*

**2023/03 258 Saundersfoot Community Council's Staff Appraisal Procedure and accompanying documentation.**

**Proposal** – To approve and implement the amended Saundersfoot Community Council's staff appraisal procedure, as set out in the draft Performance Appraisal Policy.

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

*Cllr Cleevely – (5 Minutes)*

**2023/03 259 Grass Cutting in the far part of the old Cemetery at St Issells**

Currently this area is cut four times a year, but concerns have been raised regarding the unkempt appearance and that the graves in this area not accessible due to long grass and bramble encroachment.

**Proposal** - To increase the number of grass cuts to this area from four a year to two a month, in line with all other scheduled cuts, at an extra cost of £2,310 for 2023/2024. To be funded from revenue generated by the Cemetery and not the Precept for 2023/2024.

*Cllr Clarke – (5 Minutes)*

**2023/03 260 Saundersfoot Community Council Health and Safety Policies and Procedures**

To consider what policies and procedures are required by Saundersfoot Community Council relating to all health and safety matters

*Cllr Clarke – (10 Minutes)*

**2023/03 261 Youth provisions within Saundersfoot and surrounding area**

To consider what provisions are already available and how the Saundersfoot Community Council can provide any assistance and support to such.

Cllr Clarke – (10 Minutes)

**2023/03 262      Email response received from the Saundersfoot Sports and Social Club Ltd**

To consider the response received, from the Saundersfoot Sports and Social Club Ltd, to the letter sent by the Saunderfoot Community Council raising health and safety concerns.

Cllr Ludlow – (10 Minutes)

**2023/03 263      Community Noticeboard to be placed at an agreed location in the Sensory Garden**

To consider the prices received regarding the noticeboard and erection of such within the Sensory Garden.

Cllr Williams BEM – (5 Minutes)

**2023/03 264      Address to the Council by the Chair**

Cllr Ludlow – (10 Minutes)

Due to the confidential nature of information to be discussed under this agenda heading and in accordance with s2 of the Public Bodies (Admission to Meetings) Act 1960 members of the public and press will be requested to leave whilst this item is discussed.

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)