

# SAUNDERSFOOT COMMUNITY COUNCIL



Dear Councillor

You are hereby summoned to attend the Annual Meeting followed by the General Meeting of The Saundersfoot Community Council, to be held on Thursday 4<sup>th</sup> May 2023 at the Regency Hall, Saundersfoot at 5.45pm, to transact the business stated below.

Yours faithfully

Clerk to the Council 27.04.2023

## Annual Meeting of Saundersfoot Community Council

### Agenda - 4<sup>th</sup> May 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 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.

Prior to the commencement of the Meeting Mr Chris Taylor - Pembrokeshire Coast National Park-Area Ranger South will make a presentation to the Council, and any members of the public present, regarding potential Sensory Garden improvements and possible grants available towards such.

#### **Annual Meeting Agenda**

*Time allocation for agenda items 1 - 12 = 60 minutes*

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|------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>2023/05 1</b> | <b>To Elect the Chair of Saundersfoot Community Council for 2023/2024</b><br>To nominate and elect a Councillor to the Office of Chair. The newly elected Chair will then sign their Declaration of Office |
| <b>2023/05 2</b> | <b>To Elect the Vice Chair of Saundersfoot Community Council for 2023/2024</b><br>To nominate and elect a Councillor to the office of Vice Chair                                                           |

- 2023/05 3 **Outgoing Chairman's Address to the Council**
- 2023/05 4 **2023/2024 Chairmans address to the Council**
- 2023/05 5 **To Receive any Declarations of Office**  
Saundersfoot Community Council currently has one vacancy for Councillor – This position is to be filled by co-option – Closing date for application is 30.04.2023
- 2023/05 6 **Apologies for Absence**  
To receive and record apologies for absence
- 2023/05 7 **To receive any Declaration of Interests.**  
Councillors are asked to declare any pecuniary or personal interests they hold in items on the current agenda.
- 2023/05 8 **Saundersfoot Community Council Working Parties**  
To nominate and elect members to serve on working parties.
- 2023/05 9 **Saundersfoot Community Council Terms of Reference**  
To review and adopt the Terms of Reference for Working Parties and Task and Finish Groups
- 2023/05 10 **To review the Council's representation on outside bodies**  
To elect representatives to sit on outside bodies.
- 2023/05 11 **To review the Financial Risk Assessment.**  
To review and if agreed, adopt any recommendations.
- 2023/05 12 **2023/2024 Meetings of Saundersfoot Community Council**  
To set the time and dates of the General Meetings of Saundersfoot Community Council (June 2023 to May 2024)

### General Meeting Agenda

*Time allocation for agenda items 13 - 21 = 60 minutes*

- 2023/05 13 **To Receive the Minutes of the Meeting Held on the 6<sup>th</sup> April 2023**
- 2023/05 14 **Matters Arising from the Minutes – Information Only**
- 2023/05 15 **To very briefly and anonymously Minute any comments made during public participation**  
This will not be a verbatim record. Libellous, offensive and discriminatory comments will not be minuted.
- 2023/05 16 **To acknowledge the recent Email regarding Mr Peter Robinson's resignation as Councillor to Saundersfoot Community Council.**
- 2023/05 17 **Invoices received – Payments to be acknowledge or approved**
- 2023/05 18 **To Approve The Saundersfoot Community Council's Insurance Renewal**
- 2023/05 19 **To approve the bank/cash book reconciliation**
- 2023/05 20 **To receive any updates regarding the 2022/2023 Audit process**
- 2023/05 21 **Planning Application(s) Received**

A	NP/23/0214/TPO	The Captains Table, The Harbour, Saundersfoot	Overall crown reduction of horse chestnut with low hanging branches to be lifted - TP033- T13
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<b>B</b>	NP/23/0191/S73	Netherwood, Saundersfoot, Pembrokeshire, SA69 9BE	Variation of condition No. 2 of NP/12/0025 - Revised plans for demolition
<b>C</b>	22/1206/PA	Adjacent to civic amenity site	Sitting of 20 Shipping/Storage Containers (to be used as storage hire), boundary fencing and associated works on previously brownfield site
<b>D</b>	NP/23/0165/FUL	Dolphin House & Myrtle Cottage, High Street, Saundersfoot, Pembrokeshire, SA69 9EJ	Proposed change of use of ground floor holiday booking office to residential. Building to revert back to two full residential cottages & replacement of two ground floor windows to principal front elevation.
<b>E</b>	NP/23/0168/FUL	Land North of Whitlow, Saundersfoot, Pembrokeshire, SA69 9AE	Construction of 54 no. dwellinghouses and residential apartments, with formation of estate roads and associated infrastructure

## **2023/05 22 Licensing Application(s) Received**

None received as of 27.04.2023

## **2023/05 23 Consideration of Correspondence Received including;**

- A letter received raising concern regarding the recent withdrawal of the local bus services 351 and 352 – Confirmation has been received that Taf Valley Coaches will provide a new combined 351/352 service. It is hopeful that this new service will commence on 2nd May 2023. The timetable to be confirmed by the Traffic Commissioners Office.

*Time allocation 2 minutes*

## **2023/05 24 To receive the County Councillors Reports**

County Councillor Chris Williams BEM-  
County Councillor Alex Cormack-

Saundersfoot South  
Saundersfoot North

*Time allocation 10 minutes*

## **2023/05 25 To Receive Any Reports from Working Parties**

To include reports from the:

- Sensory Garden Working Party – Cllr M Williams BEM
- Grounds Management Working Party – Cllr M Williams BEM

*Time allocation 10 minutes*

## **2023/05 26 To Receive Reports from Council Representatives**

To include reports from:

- Cllr Harper – Saundersfoot School Community Governor
- Cllr Clarke – Report from the Police and Crime Commissioner Briefing Seminar
- Mrs A Upham – Regency Hall Saundersfoot Community Managed Library

*Time allocation 5 minutes*

## **2023/05 27 ACTION TRACKING - To consider any updates regarding actions appertaining to the following ongoing matters:**

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

- i. Enhancing Pembrokeshire Grant – An award has been made – The task and finish group to consider the conditions relating to the award.
- ii. 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
- iii. To form a Task and Finish group to consider the conditions relating to the awarding of the Enhancing Pembrokeshire Grant and the installation of Electronic Speed Alerters within Saundersfoot. Group members – Cllrs Cormack, Cole, Ludlow, M Williams BEM, Knibbs and County Councillor C Williams BEM.

*Time allocation 2 minutes*

**2023/05 28 The Consideration Of The Railing Configuration To Be Installed To The Pavement In Front Of The Play Park** – County Councillor Chris Williams BEM has secured funding for the installation of railings along the pavement in front of the play park and a raisable barrier to prevent unauthorised use of the roadway between the MUGA and play park. The final configuration of these railings is required to be approved by the Full Council. There are three options:

Option A – to have barriers the full length of the pavement, to a height of 1.2 meters

Option B – to have barriers the full length of the pavement with a break in such opposite the gate to the MUGA, to a height of 1.2 meters

Option C – to have three separate barriers, of 3m long, placed in front of the two park gates and to the centre of the pavement opposite the MUGA entrance, to a height of 1.2 meters.

Once agreed these works will coincide with works to be carried out on the MUGA side of the roadway. These works include the installation of a ‘standalone’ electric supply to the MUGA, the replacement of the problematic chippings with permeable tarmac and the reconfiguration of the pavement to allow improved vehicle access onto the sports field.

*Cllr Williams BEM (10 Minutes)*

**2023/05 29 Public Bins** – The removal, by Pembrokeshire County Council, of the public bin located at St Issells Church and the impact of such.

*Cllr Hayes MBE (5 Minutes)*

**2023/05 30 To Develop a Parking Area Behind The Bowling Club** - to be used by persons using the Bowling Club – Saundersfoot Bowling Club members have requested that, at their expense, a parking area, for around 8 vehicles, is developed where the blue storage contain is currently situated.

*Cllr Williams BEM (10 Minutes)*

**2023/05 31 Award Of Tender For Gardening Works** – to consider any responses to the advert placed by Saundersfoot Community Council to award a contract for ongoing gardening services.

*Cllr Williams BEM (10 Minutes)*

Due to the confidential nature of information to be discussed under agenda heading 2023/05 29 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.