

# 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 3<sup>rd</sup> August 2023 at the Regency Hall, Saundersfoot at 6.00pm, to transact the business stated below.

Yours faithfully

Clerk to the Council 28.07.2023

## Agenda – 3<sup>rd</sup> August 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.

### **Agenda**

Time allocation for agenda items 79 - 87 = 35 minutes

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| <b>2023/08 79</b> | <b>Apologies for Absence</b><br>To receive and record apologies for absence   |
| <b>2023/08 80</b> | <b>To receive any Declaration of Interests.</b><br>Councillors are asked to declare any pecuniary or personal interests they hold in items on the current agenda. |
| <b>2023/08 81</b> | <b>Chairman's Report</b>  |
| <b>2023/08 82</b> | <b>To receive an update regarding the Co-option process</b> – End date for applications 31.08.2023.   |
| <b>2023/08 83</b> | <b>To Receive the Minutes of the Meeting Held on the 6<sup>th</sup> July 2023</b>   |
| <b>2023/08 84</b> | <b>Matters Arising from the Minutes – Information Only</b>  |

**2023/08 85 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.

**2023/08 86 Invoices received – Payments to be acknowledge or approved**

**2023/08 87 To approve the bank/cash book reconciliation**

**2023/08 88 Planning Application(s) Received** *Time allocation 15 minutes*

<b>A</b>	NP/23/0345/FUL	2 Homecroft Bungalows, Saundersfoot, Pembrokeshire, SA69 9BG	Erection of Garage
<b>B</b>	NP/23/0347/TPO	Abingdon House, Frances Lane, Saundersfoot, Pembrokeshire, SA69 9HB	Works to TPO tree to remove overhanging branches to garage roof
<b>C</b>	NP/23/0388/FUL	Strandholme, The Strand, Saundersfoot, Pembrokeshire, SA69 9ET	Replacement rear roof to be used as living terrace, removal of existing bay windows, replaced with doors and associated balustrades

**2023/08 89 To consider the response to the Planning Authority following the site visit to 1, Church Terrace, Saundersfoot. (NP/23/0174/FUL)**

*Time allocation 5 minutes*

**2023/08 90 To acknowledge any Licencing Applications received by the Pembrokeshire County Council.**

None received as of 27.07.2023

*Time allocation 2 minutes*

**2023/08 91 Consideration of Correspondence Received.** *Time allocation 15 minutes*

**2023/08 92 To receive the County Councillors Reports** *Time allocation 10 minutes*

County Councillor Alec Cormack- Saundersfoot North  
County Councillor Chris Williams BEM- Saundersfoot South

**2023/08 93 To Receive Any Reports from Working Parties** *Time allocation 20 minutes*

To include reports from the:

- Grounds Management Working Party – Cllr M Williams BEM
- St Issells Cemetery – Cllr S Clarke
- Personnel Working Party – Cllr C Evans

**2023/08 94 To Receive Reports from Council Representatives** *Time allocation 5 minutes*

To include reports from:

Cllr Harper – Saundersfoot School Governor *Time allocation 5 minutes*

**ACTION TRACKING** - To consider any updates regarding actions appertaining to the following ongoing matters: *Time allocation 5 minutes*

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.

**2023/08 95 To consider and adopt the draft Lone Workers Policy**

The Saundersfoot Community Council, as an employer, is responsible for the health, safety and welfare of its employees while at work and of those affected by their work.

Cllr Evans *(5 Minutes)*

**2023/08 96 To consider and adopt the Communication Guidance Document.**

To provide guidance on the effective use of Email and the potential use of WhatsApp by Councillors and employees of Saundersfoot Community Council to conduct Council Business.

Cllr Cleevely *(5 Minutes)*

**2023/08 97 To consider any purchases required in relation to the maintenance/on-going up keep of land in the ownership of Saundersfoot Community Council.**

Cllr Williams BEM *(5 Minutes)*

**2023/08 98 To consider the recent Email received from the Trustees of the Regency Hall and the Saundersfoot Community Council's response to such.**

Cllr Williams BEM *(10 Minutes)*

**2023/08 99 To consider the offer made by Saundersfoot and Tenby First Responders, following the recent installation of a defibrillator on the Ridgeway, to facilitate a training session.**

Cllr Knibbs *(5 Minutes)*

**2023/08 100 To receive an update relating to the installation of electronic speed alerters, following a meeting with Officers from Pembrokeshire County Council.**

Cllr Cormack *(10 Minutes)*

**2023/08 101 To discuss the process in which Saundersfoot Community Council approves any overtime required to be worked by its Employees**

Cllr C Evans *(10 Minutes)*

Due to the confidential nature of information to be discussed under agenda heading 2023/08 101 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.