**Minutes of the Ordinary Meeting of Saundersfoot Community Council on Thursday 5TH November 2015**

**Present**: Councillors: Phil Baker; Sue Boughton-Thomas; Ronnie Brabon;

Don Poole; Mandy Allsop; Tessa Pearson; Mary Cavell; David McDermott

 Rosemary Hayes MBE; Steve John, Anthony Mattick,Bill Cleevely

**In attendance**: Virginia Taber - Clerk

Saundersfoot Community Council received a presentation from Mr Michael Davies CEO Saundersfoot Harbour about the projects that the Harbour Commission is working on.

He explained that the Harbour would remain Trust Post of Saundersfoot but would also be known as Wales International Coastal Centre.

Projects included enhancing the harbour wall adjacent to the beach, the current state of which is not good, to create a “Sea Water Lido”. This would be a family swimming area which would have multi – uses including a start-up triathlon area, beginner’s water activity centre, swimming galas, aqua fitness /blue gym and life guard training.

The Sluice area provides 30 minutes of free power per day and ideas about how this could be harnessed include a free style canoeing area.

All these ideas have a long way to go and the Harbour Commissioners wish to engage with the community about what projects are eventually settled upon with Health and Safety issues taken into account. Designs will evolve within the Village as appropriate.

This is part of a pan-wales project – involving 10 key projects with European funding. The whole scheme has a finite life span of 5 years and the aim would be subject to consultation and other factor, to complete the project by December 2019.

**127. Chairman’s Report**

On 31st of October the Chairman reported he had a fantastic time in the Village firstly to judge the pumpkin carving completion, which proved to be extremely difficult with such a large number of imaginative designs. He then joined the hundreds and hundreds of families all in fancy dress experiencing the funfair and entertainment in advance of the spectacular firework display over the harbour. The Chairman expressed his thanks to the Chamber for Tourism, Saundersfoot Harbour Commissioners and Team and on Friday the Saundersfoot Youth Club who organised The Trick or treat Trail.

**128. Apologies for absence**

 None

**129. Declarations of Interests**

 Councillor Phil Baker any matter relating to the Old Coal house and Lawn – prejudicial interest because he is a Harbour Commissioner.

Councillor McDermott any matter relating to the Old Coal house and Lawn – prejudicial interest because he is a Harbour Commissioner.

**130. Minutes of the last meeting.**

 The Minutes of the meeting of the 1st October 2015 were received and accepted as an accurate record.

**131. Matters arising from the Minutes**

 **a) The Addits – Minute 118**

The Clerk informed the meeting that she had contacted the Superintendent of the area maintenance team and had been assured that the Addits were on the schedule of the litter picker who should clean the tunnels and Addits at least once a month. He has a long handled litter picker, 6ft long, to remove as much as possible for the Addits.

Cllr Hayes was of the opinion that despite this assurance the Addits had not been touched.

**b) The Incline**

The Clerk reported she had contact the Footpath Officer about the concerns regarding the Incline but had not received a response.

Cllr Cavell informed Council that work had stopped because a licence from CADW had not been obtained.

**c) Iron Man Media Coverage – Minute 129**

 The Clerk had contacted the Iron Man organisation regarding media coverage of the event and have been redirected three times but had still not received a response.

Councillors Baker and Mattick however, were able to confirm that they had seen a camera bike out on the course on the day of the event and that drones had been used to film.

**132 Accounts for Payment**

**Accounts for Payment November 2015**

Planning Application £95.00

Staff £1352.24

HMRC £269.14

Regency Hall £91.00

Saundersfoot Festivities £2000.00

Container £2580.00

Tree Report for MUGA £120.00

Insurance for Container £ 24.84

Total £7694.46

Balance of Funds £21828.93

**133 Planning Applications**

 **NP/15/0593/FUL**

 Demolition of existing garage & outbuildings, construction of new extension incorporating new kitchen &dining room.

Sea Heights, 59 Sandy Hill Road Saundersfoot

Plans in keeping with the area and better use of the space and updating of a tired property.

Council **resolved** to support the application.

**NP/15/0574/FUL**

New Single Storey summerhouse and log store.

Cleves , 27 Whitlow Saundersfoot SA69 9AE

Cllrs Baker, Poole, McDermott and Mattick declared a prejudicial interest and did not take part in the decision.

Plans in keeping with the property and environment.

Council **resolved** to support the application.

NP/15/0543/FUL

Retrospective first floor kitchen extension to existing manager’s accommodation to the rear.

SAO Mao Golden Dragon Restaurant Brewery Terrace Saundersfoot SA69 9HG

Council **resolved** to support this application.

**NP /15 0568 /FUL**

Proposed flood lighting of tennis court &multi use games area.

Tennis Court & MUGA area adjacent to King George’s Field, Saundersfoot.

Saundersfoot Community Council own application – prejudicial interest and unable to comment.

**NP /15/0510/FUL**

Extension to dwelling including development of roof space Owlscott, The Glen, Saundersfoot SA69 9NT

It was noted that this application had been sent to St Mary Out Liberty in error and that Council had already approved the application. The property falls within Saundersfoot Community Council boundaries and the **Clerk was asked to write to the planning Authority to point this out for future reference.**

**134. Licensing Applications**

 The Clerk reminded Council that the Licensing Dept. at Pembrokeshire County Council no longer sent out applications to Town and Community Councils advising them of applications in their area. This information was now only obtained via the licensing portal on the County Council website. The Clerk informed Council that the website had been down for the previous three days and she had been unable to search for up to date applications in Saundersfoot.

It was agreed that this was an unacceptable situation and the clerk was asked to write to the Licensing department to express concern about this situation and reassurances that any failure in the system would be resolved at the earliest opportunity because of the consequence of Council not being aware of applications that would impact on the community and having the opportunity to comment and raise concerns or formally object.

**135. Correspondence received**

* Letter of thanks from Mr Nick Allen, Head teacher Saundersfoot Community Primary School thanking Council for the kind donation of the cost involved in hiring the Regency Hall for the retirement event for Miss Helen Lester.
* Letter of thanks from Andrea Thomas on behalf of 2nd St Issells Brownie for donation of £150.00
* Letter of thanks from Mrs Lily Shuck on behalf of Saundersfoot Guild of Friendship for the Donation of £250.00
* A letter from Pembrokeshire Coast National Park Authority – updates on Local Development Plan Land allocations and larger development sites in the National Park was noted.
* Letter from Leighton Andrews AM and Councillor Bob Wellington Leader of WLGA setting out the proposed budget timetable for Welsh budget 2016/17 was noted.

**136. Agenda Items**

1. **To discuss the situation relating to the excessive amount of Commercial Cockle pickers on Glen Beach with a view to seeking definitive guidance - Cllr Hayes**

Cllr Hayes informed the meeting that she had recently spoken to a resident who had told her that he had gone on to the Glen beach to get bait but had been afraid to go on to the beach because of the number of Cockle pickers and he had felt intimidated. Cllr Hayes also expressed concern that the Cockles were not fit for human consumption in any event.

Cllr John was able to inform that meeting that at a recent meeting of the Police Forum the Cockle Picker situation had been noted as an active priority. On the 27th October 10 people had been detained for digging up razor calm as it is illegal to do so during the hours of darkness.

It was agreed that the issue was a difficult one and that it is not illegal to go cockle picking per se and that it is perfectly in order to take a bucketful or as much as one person can carry. It had been observed however that this was being abused and pickers had been seen taking cockles away in much larger containers including a baby bath.

The policing of over fishing of the cockles falls between many stools and there is a disjointed way of dealing with the problem. The Border force had recently been in the area and found that all the people present taking cockles were legally in the UK.

It was concluded that this was an age old problem but if people were actually threatened or harassed in any way then their recourse would be to report the matter to the police as a criminal matter.

**138. The Transfer of the Sensory Garden to Saundersfoot Community Council – to receive feedback following the meeting with Barry Cooke Head of Property PCC** - **Cllr Boughton- Thomas**

Cllr Boughton -Thomas explained that an approach to Pembrokeshire County Council regarding the transfer of the freehold to Saundersfoot Community Council had been received favourable and that it had been agreed that the freehold would be transferred, without cost to the Community, save for the legal fees. A covenant would be imposed preventing building on the site.

Councillors Boughton-Thomas, Hayes, Pearson, McDermott and Cavell met with Mr Barry Cooke, Head of Property to negotiate the terms of the transfer and all were satisfied with the outcome and commended it to Council. Thanks were expressed to Barry Cooke for the manner in which he had proceeded with the request and the timely manner in which it had been resolved.

It was hoped that any rumour, speculation and suspicion about the future of the Sensory Garden would be allayed now that the Community Council had secured the garden for the use, benefit and enjoyment of the Community and visitors to the village for generations to come.

It was agreed that this good news should be shared immediately and that an item should be placed in the Tenby Observer so that the Community was aware of the result of the successful negotiations as soon as possible.

**139 To discuss assistance in the Sensory Garden - Cllr Pearson**

Cllr Pearson informed the meeting that the Harbour CEO, Michael Davies had offered to help the Community Council in the Sensory Garden. After all the important jobs had been done on and around the harbour some staff could be released to assist with clearing up and digging in the garden.

A further discussion took place about the potential for anti- social behaviour in the garden due to the shrubs and bushes being over grown and in need of trimming and reshaping. If remedial works were undertaken then it may reduce the need for more expensive work later on.

It was also agreed that another big tidy up was required and the date for that was set for the 21st November 2015 at 10am.

**140 MUGA update – Cllr McDermott**

The planning application for the lighting scheme has been submitted to the National Parks. A tree survey had been request by the planning authority and undertaken at a very favourable cost to the Community Council.

Cllr McDermott informed Council that a bat survey was required and it was agreed that the survey that had already been under taken should be submitted.

There was sufficient funds set aside in this year’s budget together with an amount from next year that would cover the cost of the refurbishment of the tennis court and creation of a MUGA. However if extra monies via grant funding could be obtain so much the better to improve the overall nature of the complex. It was noted that there would be a Funding Fair in Narberth on 17th November 2015 and those who were able to attend would try to do so.

**141. Shoulder season support – Cllr John**

Cllr John told the meeting that during the half term week it had come to his attention that a lot of establishments in the village were closed and he had several reports that restaurants were also closed and there was nowhere for visitors to go and eat.

After a discuss it was concluded that this was not all together an accurate report and that during half term and certainly on Big Bang Weekend a number of the restaurants in the village were open.

**142 Senior Citizen Christmas Day Lunch - Cllr Allsop**

 Cllr Allsop asked fellow councillors for support for her proposal that the Council fund a Christmas Day lunch for those Senior Citizens who would be on their own on Christmas day. She had contacted The Gower Hotel, who were able to provide a table for four at the cost of £49.50 per head.

There was concern that there may be more than four senior citizens in the Community who would be on their own on Christmas Day and the Community Council was not in a position to provide fund for that eventuality and that there may be a sense of injustice if anyone was left out. Further Cllr Baker considered that it was company that was needed on such an occasion rather than going to a hotel and eating a meal there. If the Regency Hall was opened up on Christmas Day to those of all ages who found themselves alone on Christmas Day with food and company provided then he said it would have his backing.

Following a wide ranging discussion about the merits of such a scheme it was **resolved** not to support the proposal on this occasion.

**143. Arrangements for Remembrance Sunday - Cllr Poole**

 Cllr Poole informed the meeting that everything was in hand for the Remembrance Sunday Service on 8th November 2015 at St Issells. Rev. Marianne Osborne would conduct the service as part of the Sunday communion service. Everyone was invited into the Church after the Remembrance Service but no one was under any obligation to do so.

**144. Meeting with Mike Cavanagh, Head of Cultural Services, regarding Saundersfoot Library and TIC. – Cllr Baker**

Cllr Baker indicated that the meeting had taken place earlier on the afternoon of 5th November 2015 and had proved to be a very interesting and positive discussion.

There were three option for the future of the Library and TIC in Saundersfoot

1. The Community to completely take over the library as the Community of St David’s had done. This is a big financial commitment and really only possible in St David’s because they have a large and regular funding stream via the White Sands Car park which means they do not have to set a precept at all and the Community do not have to contribute to the running cost.
2. Saundersfoot Community Council to make a financial contribution to the running costs of the Library which would result in the precept being increased to cover the cost.
3. A Community Managed Library - this would involve the library being run by charitable organisation and volunteers but would still receive support from PCC in terms of books and other resources.

If none of the above solutions were adopted then the County Council would close the Library and provide a mobile service. The time scale for the decision and implementation of any scheme adopted would not be until April 2017 however any decision involving the potential increase in the precept and community volunteer involvement would need to go to public consultation.

Following a discussion it was **resolved** to invite Mike Cavanagh to a meeting on 9th January 2015 where all the viable proposals can be outlined and the implications discussed in an open and public forum.

**145. Closer Co-operation and resource sharing with neighbouring Community Councils and number of precept meetings – Cllr Baker.**

Cllr Baker reminded members that there will be cost cutting from the Welsh Government down and that some services that are provided by Pembrokeshire County Council will be scaled down or cut out completely .Communities needed to be more self-reliant and we should look to our neighbours to ensure that services are still provided in a timely manner. This may result in the sharing of resources and equipment or using economies of scale to get the best price to be able to deliver what our community needs.

Cllr Baker encouraged the Community Council to be pro- active rather than reactive when considering what funding would be required in 2016/7 and planning well now would put Saundersfoot ahead of the game and that could be achieved by working with the communities around us. In order to start the ball rolling he proposed that the next meeting of the Community Council on the 3rd December 2015 should have one agenda item only and that would be to discuss the precept for 2016/7.

It was **resolved** that the meeting on 3rd December 2015 would have one agenda item – **To discuss the precept for 2016/7**

**146. Town and Council Charter - Clerk**

 Copies of the Charter had been provided to each Councillor and they were asked to provide feedback for the Consultation.

**147. Flower Containers - Cllr Hayes**

 Cllr Hayes drew Councils attention to the condition of the flower container near to the slipway, which had been built by Manpower services. It is in a poor state of repair and PCC have responsibility for the up keep of it. However it was pointed out that the container was on a third party land and PCC do not repair items on private land.

 Cllr Hayes would speak to the owner of the land on which the container is situated and ascertain who will repair it.

Cllr Hayes also reported that she had be approached by County Council maintenance staff regarding the flower towers that are places near to the old Coal house. They appeared two years ago and were never requested by Saundersfoot in Bloom. She informed the meeting that if they were to continue to be erected in the village it would cost £700.00.

The Clerk indicated that she would make some enquiries about the cost.

**148. Big Blue Project equipment - Cllr John**

Councillor John was concerned that once the kayaks had been purchased for the youth club they did not have any storage and there was no room to keep them in the Council container which was allocated for the Christmas lights.

The Kayaks could be stored at the Harbour but at this time it was unclear if the Youth Club had any insurance to cover the kayaks and that must be a concern. If public funds were to be spent on providing the equipment then there was a duty of care to see that the asset was properly looked after. It had been requested that the Club provide something in writing from the harbour regarding storage.

Councillor Baker informed the meeting that he had spoken to the youth Club leaders and had indicated that this issue had to be resolved and had left it that they would arrange for insurance. There was also the issue of ownership should the youth Club cease to be. There were several matters that need to be clarified before the Kayaks could be purchased but there was nothing insurmountable.

 It was **resolved** that the clerk would liaise with the supplier and the youth club leaders to move the matter on.

**149, County Councillors Report**

**County wide matters**

Cllr Baker reported that he has attended a number of budget seminars and workshops where Directors and Officers joined Councillors in exploring possibilities to undertake cost savings. The County is now looking to save up to £18.5million for 2016/17. The task is being assisted by consultants who are undertaking a deep review of the County Council business, added to this the time table for budget setting is extremely tight with the UK Spending review announced on 25th November, Welsh Government draft budget on 8th December, Authorities levies on 14th February and Community Councils precept deadline on 29th February, with PCC having to set budgets by 10th March.

School reorganisation of Secondary and Primary schools is still high on the agenda for County Councillors and Officers with supporters of Solva Primary School expressing their concern at current reorganisation plans.

**Ward matters**

Cllr Baker reported that at the Environment Overview and Scrutiny on which he is a member, the NRW had presented the bathing water results for 2015 which demonstrated that Saundersfoot had seen excellent quality levels in 2015.

At the same meeting he had anticipated a report in relation to dog wardens patrolling beaches, he was disappointed that the additional warden had only spoken to 43 individuals over an 8 week period, in addition the 2014/15 period had only seen 8 prosecutions in relation to non-clearing of dog mess. As a result of the meeting with the Head of Service, the committee proposed that considerations be given that staff are asked if they would consider taking on fixed penalty notices alongside their other duties. The possibility of Town and Community Councils taking on similar duties could be explored.

Cllr Baker had forwarded a list of maintenance concerns to Officers which had included the potholes on St Brides Lane, he was delighted that these items were already being addressed.

A recent conversation with PCC Streetcare had advised of substantial investment by Western Power in Saundersfoot with new cabling starting in January from New Hedges to Saundersfoot.

**150. Saundersfoot CP School – Cllr Cavell**

 Saundersfoot School will be represented at the Wreath laying Ceremony.

 Shakespeare school festival of plays will take place at The Torch theatre when year 5 will perform Richard lll

Shoe Box appeal – representatives from Saundersfoot rotary club attended the school when 70 boxes plus 364.00 were collected -well done to everyone concerned.

Children in Need – Friday 13th November - school council met and discussed ways in which to raise money on this day. More on that next month.

Last month Cllr Cavell attended “using date for school improvement “held at Pembroke Dock Community School. Cllr Cavell also reported that she is up to date with her DBS check.

**151.Police Forum – 2nd November**

PCSO Rachel opened the meeting, thanking everyone for attending.

Cocklers: Following from last month, an operation between the police, the Fisheries Authority and the Border Force on the 27th October apprehended 10 people on the Glen Beach who were after Razor Clams. They are being investigated as it is illegal to lift clams during the hours of darkness.

Big Blue: There were two sessions in October but they have now closed for the season.

The police will undertake security marking of the boats in the harbour once they have been lifted and there will be the possibility of home visits too.

The parking outside the school is still a problem and the pupils have been asked to do a banner that will be displayed to deter the parents from illegal parking.

The organised Halloween Trail raised over £1000 and the monies will be split between the Youth Club and the playgroup.

On Halloween the police were made aware of a group from Carmarthen were due to come down with the likelihood of anti-social behaviour, the police were ready and made 3 arrests.

There has been an increase in rural metal thefts and it has been reported that people from away have been involved in some distraction thefts.

Priorities for the month: Youths climbing on the Regency Toilet roof and the Third Gear roof. And dangerous driving between Coppet Hall and Wisemans Bridge.

**152.Saundersfoot Harbour Advisory Committee – 3rd November**

The chairman, John Griffiths, welcomed everyone to the meeting.

The main discussion was an update on the season just gone.

Representatives from the main harbour users all agreed that the pontoons had been a success, despite a few teething problems. It was agreed that there should be a ladder connected to the pontoons as should someone falloff one, they would be unable to climb back aboard.

The new ticket office was a success and along with the disabled ramp, there had been a good number of visitors going on boat trips.

The harbour manager reported that the next phase of the harbour project was one of ten submitted by the Swansea Bay City Region to the Welsh Government for funding and is seen as part of the Visit Wales strategy.

All four commissioners who came up for reappointment had indicated that wanted to stay and following due process, were reinstated for another 3 years.

The boat lifting is taking place and it is reported that there are 13 less being taken out this year than last. It was noted by members that the storage fee is now three times that of Tenby and nearly four times Solva.

The harbour wish long term to take this part of their operation back in house, but the contract has another 2 years to run.

On the 4th December there will be a Lantern Parade by Saundersfoot School in the harbour, where a harbour Christmas tree will be lit.

**153. Any other business**

 Councillor Brabon wished to express his thanks to his fellow councillors for all there good wishes during his recent illness.

Cllr Cleevely asked if the No parking sign could be removed from the pillars entering the Council car park.

The height of the pillars was also discussed and Cllr Poole indicated that they would be receiving attention.

Cllr Boughton-Thomas asked if the Council groundsman could strim the area outside the crèche. It was also noted that the banks of the stream were very over grown and there was evidence of knot weed.

Cllr Baker undertook to contact Maintenance department regarding this.