

SAUNDERSFOOT COMMUNITY COUNCIL

Minutes of the meeting held on Thursday 7th December 2017 at the
Little and Large Bites, Saundersfoot.



Present: Cllrs A Mattick (Chair), M Williams BEM (Vice Chair), P Baker (County Councillor) B Cleevely, R Hayes MBE, S Boughton-Thomas, T Pearson, S John, N Sefton, D Ludlow and A Upham

Visit from a representative from PLANED

A very informative presentation given by Jess Morgan from PLANED was well received by all Councillors. Topics covered were:-

- Monetary support for communities – this is government/European funding available to community groups to support community projects (two years remaining of a four year venture). It is a two part application process, these grants do not support capital expenditure.
- The review of Town and Community Councils in Wales. A review panel, within Wales, has been tasked to produce a Report for Welsh Ministers to enable decisions to be made regarding any recommendations to town Town/Community Councils to improve the services they provide and may provide in the future.

The Council will give due consideration to any community projects that may benefit from the funding. This has been diarised from February meeting.

1. **Apologies for Absence:** Cllr P Beedles
2. **Chairman's Report:**
3. **Declaration of Interest – To disclose any personal interests in items of business listed below. Members are requested to identify the nature of the interest and indicate whether it is personal or prejudicial.**

Any interests, Personal or Prejudicial will be declared as and when it is deemed appropriate.

4. **To Receive the Minutes of the Meeting Held on the 9th November 2017**

It was proposed by Cllr Williams BEM that these Minutes be a true and accurate record of the meeting of Saundersfoot Community Council held upon the 9th November 2017; Cllr Boughton-Thomas seconded the proposal with all Council in agreement.

5. **Matters Arising from the Minutes**

a. MUGA Update (4a)

The Clerk confirmed that initial contact has been made with Dom John (Stewardess of the Saundersfoot Sports and Social Club) and a formal meeting will be arranged around the Christmas period.

b. The Tunnels (4b)

This heading is on-going. Cllr. Baker will advise the Council of any further information as it becomes available.

c. Barriers on the Strand - Further Rock Fall (4c)

Cllr Sefton questioned the ownership of the cliff area where the rock fall has taken place. Cllr Baker confirmed that the minutes of 9th November 2017 were correct and an Offshore Company do not own the area where the recent rock fall has occurred.

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d. Wales in Bloom - Damaged to Flower Trough/s (4e)

Cllr Baker advised the Council that he has spoken with Mr and Mrs Evans and they will be repairing the flower trough/s on their land. Cllr William BEN suggested that the trough/s could possibly be moved to a new position where it was less likely to occasion further damage. Cllr Baker will liaise with Mr and Mrs Evans regarding this matter.

e. CCTV (4f)

Cllr Mattick reported that the meeting, originally scheduled for 21st December 2017, had been brought forward to 1st December with a further meeting scheduled for the 10th December 2017. Cllr Mattick will report back to Council in the January meeting. This heading has been diarised for January.

f. Colin Newberry Correspondence Received

Cllr Baker confirmed that he has made contact with Mr Newberry and a meeting will be arranged.

g. Cllr Ludlow - Reports from Committees

Cllr Ludlow confirmed that Saundersfoot Community School have received the small gardening tools and are now looking forward to spring and making good use of them. They also thanked the Council for their donation of sweets for the children.

h. Tree removal quotations to side of the MUGA (12b)

The Clerk reported that the two trees have been removed, all debris cleared away and Steve James, the tree surgeon, paid to date.

i. Carpark Update (12g)

Cllr Baker reported that the quotation received from Glamorgan Lining will be amended to reflect the use of a ready mixed paint rather than the special mixing of blue.

Cllr Mattick reported that the resurfacing of the Regency car park is near completion.

Cllr Baker and the Clerk attended a meeting on site with Mr Muskett to confirm the proposed positioning of the two disabled parking bays either side of the gateway into the Community carpark. Following discussion and exchange of Emails Pembrokeshire Coast National Parks stated that:- due to the possible hazards caused by persons potential maneuvering wheelchairs within a busy area of the car park, and advised Saundersfoot Community Council this was not a good area to position disabled parking bays. They further suggested that as the Pembrokeshire Coast National Park was supplying seven spaces for disabled persons use did the council need to supply any?

Following a short discussion it was agreed that: –

- The two spaces either side of the gate should not be marked for disabled use.
- 17 car parking spaces should be marked within the community carpark in white paint 2.7 5M wide.
- One car park space – the end one closest to the gates – should be painted in yellow with a disabled symbol and hatched lines to the 'free side' and rear. This space is provided for persons with disabilities to use.

Cllr Baker advised the Council that the painting of the lines is scheduled for tomorrow (8th December 2017), as previously discussed. This will take place providing Glamorgan Lining Company have enough time, if not Glamorgan Lining Company are in the area frequently and will complete the line painting the next time they are in the area.

Continued.....

The Clerk will attend the car park tomorrow am and liaise with Glamorgan Lining Company.

When the lining has been completed the appropriate signage will be discussed to ensure persons using the Community carpark know where to pay/park and that money paid for parking within the Community carpark is spent upon community Projects.

j. Christmas Tree and Lights 2017 Update (12i)

The cost of putting up and taking down of the tree was questioned and it was confirmed that the cost is covered this year within the purchase price of the tree and that the Clerk is awaiting a quotation from Pembrokeshire Engineering regarding future costs. The question raised was does the tree require taking down? This heading has been diarised for January's meeting.

The Clerk to request Mr A Lewis to remove the debris placed in the boarder when the anchor points for the tree were dug out.

Cllr Williams BEM advised the Council that £820 so far have been given in donations towards the Christmas tree lights. Cllr John proposed that the money collected is accounted for to replenish the reserves where the original money came from to support the purchase of the lights; Cllr Baker seconded this proposal with Council in agreement.

k. Captain's Table Car Park Area (12n)

Cllr Baker reported that this area is clean at present.

l. Moreton Lane (12r)

Cllr Baker confirmed that Pembrokeshire Coast National Parks will be resurfacing Moreton Lane to bridal-way standards.

Cllr Sefton proposed that the following business be conducted under Private and Confidential; Cllr Boughton-Thomas seconded the proposal with all Council in agreement.

6. To Receive the Minutes of the Special Meeting Held on the 14th November 2017

It was proposed by Cllr Cleevely that these Minutes be a true and accurate record of the meeting of Saundersfoot Community Council held upon the 14th November 2017; Cllr Williams BEM seconded the proposal with all Council in agreement.

7. Matters Arising from the Minutes – Information Only

This business was conducted as Private and Confidential.

8. Account(s) for Payment and Presentation of Monthly Balance Sheet

Copies of November balance sheet, precept spending and cheques paid/payable were circulated amongst the Council for their perusal. Cllr Baker proposed that this is a true record of the accounts and that the payments should be made; Cllr John seconded the proposal with all the Council in agreement.

Cllr John requested confirmation in which way Saundersfoot Community Council will be recognised at the New Year's Day swim for their contributions. Cllr Williams BEM confirmed that the medal ribbons have the Saundersfoot Community Council's Crest depicted thereon and words advising of the Saundersfoot Community Council's continued support.

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9. Planning Application(s) Received

1	NP/17/0601/FUL	Rainbow Vale, The Glen	Internal and external alterations SITE VISIT
2	NP/17/0677/FUL	2 Homecroft Bungalows	Single storey rear extension and decking
3	NP/17/0678/FUL	Merlewood Hotel, St Brides hill	Convert part ground floor and first floor of hotel to provide 6 self catering apartments along with external works
4	NP/17/0682/FUL	Bryn Y Mor, The Glen	Construction of new garage/boat storage building
5	NP/17/0488/FUL	Chalet, Rose Cottage, Ridgeway Close, Saundersfoot	Extension and Refurbishment to Existing Chalet (Amended)
6	NP/17/0680/FUL	Galiots, Frances Road	Demolition of existing conservatory. Proposed two storey rear extension
7	NP/17/0574/FUL	Velfrey Cottage, Church Terrace	Alteration to existing boundary walls and creation of new dwelling (Amended)

Cllrs A Mattick, Williams BEM, Baker, Cleevely, Hayes MBE, Boughton-Thomas, Pearson and John declared a personal interest in application 2

Cllr Cleevely declared a personal interest in application 5

Applications 1 – 5 The Council do not have any objections or concerns regarding these applications

Application 6 The Council do not have any objections to this application but would like it pointed out to the Pembrokeshire Coast National Park Planning Authority that there has been several rock falls in this area recently.

Application 7 The Council still have concerns over this application.

The Clerk to advise the Pembrokeshire Coast National Parks Planning Authority accordingly.

10. Licensing Application(s) Received

None

11. Consideration of Correspondence Received

- Notice from Pembrokeshire Coast National Parks Planning Authority of a Full Council Planning Meeting to take place on Wednesday 13th December 2017 for the consideration of the planning application regarding Foundry Point, Saundersfoot. The Clerk will attend this meeting.
- Notice from Pembrokeshire County Council regarding the changes in the refuse collections over the Christmas period.

A copy of this Notice will be displayed in The Regency Hall and Little and Large Bites as well as being circulated around all Council Members.

- Email received from Mr Michael Davies Chief Executive Officer – Saundersfoot Harbour inviting the Council to an informal meeting regarding the Harbour Commissioners' proposed plans for the design of the Coal Building redevelopment. The Clerk to formally accept on behalf of the Council.

12. Reports from Committees Including County Councillor's Report

Cllr Cleevely - On behalf of the Saundersfoot Neighbourhood Policing Forum

Cllr Cleevely advised the Council that this months meeting will be held on Monday 11th December. Therefore nothing to report at this time.

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13. Agenda Items:

a) Update - Public Meeting on the proposed date of 14th of December

Cllr Mattick advise the Council which figures would be used at the Public Meeting.

Precept 2018/19 figures will not be discussed at the public meeting, as they have not been agreed upon yet. The fact that the precept **might** go up for 2018/19 and the general opinions of Saundersfoot residents with the proposed support of the Saundersfoot Sports and Social Club being main priority.

Decisions will be made in January following the outcome of the public meeting.

Cllr John requested:-

- What amount would the contribution be?
Cllr Mattick advised that the Saundersfoot Sports and Social Club have request the full amount of their rent.

And

- How **if** the contribution is agreed upon, how will it be accounted for?
Cllr Mattick stated at present this money would be paid straight to the Regency Hall. Then following discussions with the Lease Holders, The Saundersfoot Community Council's Solicitors will carry out any change to the legal paperwork.

Cllr Cleevely voiced his concerns that if no figures are given at the Public Meeting, persons attending the meeting may feel that there is no limit on the monies that Saundersfoot Community Council will use to support the Saundersfoot Sports and Social Club.

The Clerk confirmed the rent paid and to which party, and these figures will be used at the Public Meeting.

Cllr Sefton suggested that if the money is not used to support the Saundersfoot Sports and Social Club could there be an opportunity for the Precept to go down. This point was confirmed in the affirmative.

b) Data Governance - Legal Compliance

Cllr John advised the Council of the New General Data Protection Regulations (GDPR). This now includes all documentation, not only digital as previously. There is a legal requirement for the registration of nominated Councillors as well as the Clerk with the Information Commissioner's Office (then know as a Data Controller).

A Data Controller is defined as a person (who alone or jointly in common with others) decides why and how any personal data is to be processed.

Cllr John reiterated how important it is that all Council correspondence are sent via the Clerk and not individual Councillors as when the new Legalisation comes into force in May 2018 the Data Controllers will be responsible for the storage of all Council documentation and correspondence (Email and paper).

Cllr Baker proposed that Cllr John be registered as a Data Controller; Cllr Boughton-Thomas seconded the proposal with all Council in agreement.

The Clerk to register the Council as a Date Controllers.

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c) Historic Documentation and documents no longer required

It has been noted that historic documentation that is no longer required by the Saundersfoot Community Council is being stored locally and is using valuable storage space.

Cllr John proposed that several Councillors along with the Clerk meet upon the 28th December at 9am to sort and send some of this documentation to the Archives in Haverfordwest; Cllr Mattick seconded the proposal with all Council in agreement.

d) The Local Development Plan

Cllr Baker advised the Council that the date the Council will be able to address the proposed decision made regarding the Local Development Plan is 28th March 2018.

This heading has been diarised for the April meeting.

e) Feedback resulting from Christmas Market weekend

Cllr Boughton-Thomas thanked the 'team' who brought such a fantastic weekend to Saundersfoot Village. It was noted that the only thing upsetting these fantastic events is the lack of parking within the village.

Cllr John requested that the Community tree lights be lit in 2018 as part of the lantern procession. Cllr Mattick reminded the Council that as from now the Council has a 2018 Onwards Christmas Lights Working Party who will be working with The Chamber For Tourism and the Harbour Commissioners to coincide all the arrangements for Saundersfoot's Christmas lighting requirements.

Cllr Ludlow gave a brief report on the safety implications if the Community tree lights were lit as part of the lantern parade this year at such sort notice.

f) Playground Equipment – Age appropriate swings:

Cllr Baker confirmed that the application for grant aid form Welsh Water has been applied for.

g) Land Opposite the Sands Night Club

This has been postponed until the January meeting.

h) The Christmas Dinner Guest List

Following a brief discussion the guests to be invited to the Saundersfoot Community Christmas Dinner and celebration of the past year was agreed upon. It was also agreed that the dinner will be held at the Salvage Bar, Saundersfoot on Saturday the 6th January 2018 at 7pm for 7.30 sit down.

The Clerk distributed menus to all present to enable them to forward their dinner choices and payment to the Clerk.

i) The Clerk's update

The Clerk advised that there was thing to report at this present time.

Date for January 2018 Meeting

Precept meeting – 4th January 2018 6pm at the regency Hall, Saundersfoot.

**General meeting – 11th January 2018 6pm at the St Brides Hotel, Saundersfoot
(Following on from the Harbour Commissioners meeting)**