

# SAUNDERSFOOT COMMUNITY COUNCIL



Minutes of the General Meeting of the Saundersfoot Community Council held upon Thursday 13<sup>th</sup> September 2018 at The Regency Hall, Saundersfoot at 6.00pm.

**Present** - Cllrs M Williams BEM (Chair), P Baker (County Councillor), B Cleevely, T Pearson, S Boughton-Thomas, A Mattick, P Beedles, D Ludlow, N Sefton and A Upham

**In attendance** – The Clerk

**Declarations of interest:** Cllr Baker 6(1) and 6(2) and 8(b)

**1. Apologies for Absence** – Cllrs John (Vice Chair) and R Hayes MBE

**2. Chairman's Report**

Cllr Williams BEM reported that he had attended two official commitments this month namely the Saundersfoot in Bloom Award Ceremony where the competitors were rewarded for all their sterling efforts in making Saundersfoot village bloom, and the TenFoot weekend Presentation Evening. Here Aden Brinn Pembrokeshire County Council Chairman, personally thanked everyone involved for making this event such a success.

Cllr Williams also reported that any Councillor wanting to join a particular subcommittee they can do so at any time.

**3. To Receive the Minutes of the Meeting Held on the 2<sup>nd</sup> August 2018**

It was proposed by Cllr Baker that these Minutes be a true and accurate record of the meeting of Saundersfoot Community Council held upon the 2<sup>nd</sup> August 2018; Cllr Boughton Thomas seconded the proposal with all Council in full agreement.

**4. Matters Arising from the Minutes – Information Only**

a) Date for a meeting of the Asset and Risk Committee (15e)

Cllr Mattick confirmed that Mr Charles Hopkinson is holding documentation relating to this heading and is awaiting further instructions from the Council before continuing any further works.

b) Christmas Lights (15f)

The Clerk was to arrange a meeting between representatives from each of the Chamber for Tourism, The Harbour Commissioners and Saundersfoot Community Council at the end of September. This was postponed due to the seasonal commitments of the persons involved. It was agreed for the Clerk to now make the appropriate arrangements.

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

Following the request made by Councillors in August's meeting the Clerk has added further information to the Accounts Report.

The invoices payable for September were presented to the Council along with the newly formatted August Finance Report. The Clerk requested that, as per the Council's Financial regulations, two Councillors sign to approve any payments to be made by electronic transfer, any regular or already agreed payments made through the month have been approved via Emails. Cllr Boughton Thomas proposed that this was a true record of the accounts and

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precept and also that the invoices be paid in full; Cllr Baker seconded the proposal with all the Council in full agreement.

## **6. Planning –**

1	NP/18/0510/FUL	Harbwr, Wogan Terrace	New retractable sun awnings on front elevation
2	NP/18/0532/HRN	Land adjacent to Netherwood School, Saundersfoot	Removal of hedgerow to make field gate opening

Cllr Baker declared an interest in 6(1) and 6(2)

(1) The Council do not have any objections to this application but would like the Clerk to raise the following queries with the planning officer:

- The colour of the awning and if there will be any printing on it
- If the awning has scalloped or straight edges
- If the size of the writing on the side of the build could be reduced in size.

(2) The Council do not have any objections to this application and consider the gateway will enable easier access onto land.

## **7. Licensing Application(s) Received**

None

## **8. Consideration of Correspondence Received**

- a) Received from Pembrokeshire Coast National Park Planning Authority – Various Notices of approval of planning applications.
- b) Received from Pembrokeshire Coast National Park Planning Authority – Notice of Planning Application for Planning Application – The Old Coal Office
- c) Letters received in thanks for donations received from Saundersfoot Community Council.

## **9. Reports from Committees Including County Councillor's Report**

### **County Councillor Baker's Report**

#### County Council

At the recent meeting it was agreed that PCC would purchase the former Ocky White Department Store and commission a master plan for the regeneration of the County Town centre, based around the new library and exhibition space, river walk and other key developments.

#### Ward matters

Saundersfoot Playground - following recent discussions with Officers the vandalised safety panels had been replaced, the playground is coming to the end of its life and possibly would need to be reviewed in 18 months time. Cllr Baker suggested that before any decisions are made that Saundersfoot Community Council is approached in regard to future repairs. It was noted that a small volunteer working group had carried out painting in 2017.

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Cllr Baker wished to record his thanks to the organisers, competitors and volunteers taking part in the summers Long Course Weekend, TenFoot Swim, Sprint Triathlon and Ironman. The events are inspiring new and young athletes to take part in Pembrokeshire. PCC would be inviting Town and Community Councils to provide feedback on the events. Cllr Baker considered that the park and ride drop off at Hedges had worked well spreading the crowds from St Brides Hill all the way to New Hedges. He further proposed that a working group discuss ways to encourage more spectators in to the centre of the Village as it was understood that there were no crossing points between the barriered areas.

A meeting had been held with the PCNPA Tree Officer in regard to the proposed EE Mast and Community Council car-park, a tree consequence report will be required for both Projects and it would seem to be sensible to produce a joint report. Cllr Baker advised that a topographical survey would be required to inform both designs and to provide details of all the trees in and around the potential car park area.

**a) Cllrs Cleevely on behalf of Saundersfoot Neighbourhood Policing Forum  
Monday 3<sup>rd</sup> September 2018**

Officers present- PCSO's Moffatt and Kendal  
Attendance – 20 members of the public

Matters of importance for September - children playing around the Regency Hall. Police have spoken to them.

There had been a theft from a shop in Saundersfoot with the child being photographed and confronted. The next day a group of children threatened the shop owner.

More damage has been caused at the Neatherwood School site.

The Welsh Water facility on West Field Road has been patrolled on a regular basis.

Crime figures for Saundersfoot remain low.

WARNING ISSUED - Counterfeit £50 notes being circulated and a 'LIFE CARD' which looks like a credit card but is in fact a gun.

CONCERNS EXPRESSED – Parking outside the Chinese Restaurant at the Fountain Head and the increased use of a drug called Monkey Dust in the area.

Saundersfoot Youth Club may be commencing shortly following the interest shown by a member of the public to start it up again.

Priorities for October – HGV's being present in the village after 11am.

**10. Agenda Items:**

**a) EE Mast update**

Notes from a meeting of the Car Park Committee held on Wednesday 12<sup>th</sup> September 2018 to discuss the Car Park/EE Installation with relation to existing Trees and future plans.

Present: Susan Boughton-Thomas, Phil Baker : Mike Higgins PCNPA Tree Officer

Mike Higgins confirmed that the trees are outside the Saundersfoot Conservation area and there are currently no TPO's, although once planning is in hand, he would possibly have to put the trees on a temporary TPO until he was satisfied they were being managed correctly.

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All the different trees and bushes were examined, with particular attention to the one near the bench, and the large Acer near the Changing Rooms. He was happy to suggest that the conifer and other smaller trees/bushes on the Bowling Green perimeter could be “lost” but suggested that the tree at the proposed entrance to the car park, near the current site of the containers, could possibly be kept and incorporated into our scheme, with access to the car park from the site of the containers, along with the other two main trees were discussed, as above. With regards to the Acer near the Changing Rooms, he estimated that the roots would reach 8.4 mts around the diameter of the tree. The possibility of moving the proposed EE mast to a position further to the left along the perimeter fence, as it was possible that the base of the mast would possibly not be deep enough to affect the roots of the tree was discussed. It was also felt that the original idea of having one level surface throughout would not work, but different levels, where necessary, could give the scheme a more sympathetic appeal overall.

Discussion also took place regarding the laying out of the car park in a soft manner, similar to Coppett Hall, with Grasscrete, or a similar surface, with the large trees used for shading or smaller vehicles ie bikes, or even just a shaded seating area, which got Mr Mike Higgins’ full approval, and the containers would require to be moved potentially to the rear of the site, near the changing rooms, behind the Acer.

Mike Higgins thought it essential that the Council (or EE, or as a joint operation) employ, urgently, a Tree Consultant who would come along and advise re the positioning of trees, roots and would not employ any machine excavation processes. They would advise on the different levels needed and would advise which trees should be kept and or trimmed. He has a list of Tree Consultants that Cllr Baker can access on the web-site, and suggested that they work alongside Hywel Rees to re-plan the area in a form which would suit everyone and could then be presented to PCNPA for planning approval. EE should be approached to inform them of this next step and if they are willing to pay for the whole area consult, so much the better, but if they only want to pay for their section, the Council should agree to have a joint consult ASAP, with each paying a part of the total bill.

With regards the Tree in the Childrens’ Play Area, Mr Mike Higgins had no objections to it being trimmed as he was in favour of all trees being “managed” regularly.

## **b) Phase 2 Car Park Update**

Cllr Baker proposed that further consideration be given to a Topography Survey being carried out, cost up to £500 and arranged with Mr H Rees; Cllr Mattick seconded the proposal with all Council in full agreement.

It was also agreed that a new Heading be added to the accounts to account for all the spending on this project.

Cllr Baker confirmed that there has been an abundance of correspondence between himself, the EE representatives and Pembrokeshire Coast National Park - in brief following the tree and topography surveys, and then more detailed plans being drawn following the receipt of the reports plans can both be submitted by EE and The Council for the installation of the mast and the consideration of the car park.

It has been confirmed by EE and National Statistics that there are no health issues relating to mobile phone masts.

Cllr Boughton Thomas confirmed that an application is being made for funding to the Pembrokeshire County Council 2<sup>nd</sup> Homes - Enhancement Grant

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**c) The Asset Register date for a meeting of the Asset and Risk Committee**

Date confirmed – September 27<sup>th</sup> 6pm

**d) Date, time and Councillors for The Clerk's and Mr A Lewis' reviews**

TBC

**e) Defibrillators**

Cllr Sefton read a report written by Cllr John.

In early August during a Rotary event on the harbour a person was taken ill. Someone immediately ran to the harbour office where there is a defibrillator located; only to find that it was locked and they could not use it. With no harbour staff nearby, who could have provided the unlock code, and with time being of the essence, they ran to Tesco's to obtain their one instead.

It is now known that the unlock code is held within the Harbour office and could also be known by staff, but it is not recorded on the device for obvious reasons. Cllr John requested that Commissioners consider adding suitable wording so that in an emergency and with no staff nearby, the user is advised to dial 999, as they also have the unlock code recorded.

Cllr John went on to report that at a recent East Williamson Community Council meeting, the members were made aware that if a defibrillator is not connected to power, then it does not warm the pads if the outside temperature drops to freezing. The pads do not function below freezing and therefore the device cannot be used.

It was requested that the Council, by contacting the relevant parties, ensure that these life saving devices that the Council fully support and have paid for in the past and possibly will again in the future are positioned and maintained to ensure their effectiveness.

Cllr Baker confirmed that the First Responders check and maintain the Defibrillators within Saundersfoot Village on a regular basis.

The Clerk to write to Saundersfoot Harbour Commissions requesting that they place a suitable Notice near the Defibrillator.

**f) North Saundersfoot**

Cllr John reported (via an Email read out by the Clerk – edited) that:-

About 18 months ago, January 2017, I raised with members the concerns that people in Sardis had about the removal of a street light on a very dark road with no footpath or pavement available for pedestrians. Over several months (January to June) the Council discussed the options open to them, including the purchase of a solar light to replace the missing one. I note that in the January (17) precept meeting I had asked for some funding to maintain the lighting requirements of rural locations, due to Pembrokeshire County Council only replacing urban lighting, this request was not taken up and therefore the Council did not have any money allocated for such uses. By June I thought that the Council had agreed with Pembrokeshire County Council that although the Council had appeared to have lost one light, that the Council would pay for the cost of a bulb and the labour required for Pembrokeshire County Council to replace any other failed lights.

I am therefore sorry to report to the Council that Pembrokeshire County Council has continued to remove lighting within Sardis, they have now lost another, bringing to two the number of street lights removed and there is one more due for removal due to a failed bulb.

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Cllr John also commented that the roadway between the bus stop in Wisemans Bridge through to Tramway Cottage and the start of the public footpath through to Stepside and Heritage Park is a public roadway and that many holiday makers are not aware of this. He requested that the Clerk and Cllr Baker enquire off the Pembrokeshire County Council if signage can be added to this stretch of road.

The removal of street lights by Pembrokeshire County Council, due to them failing, was discussed with Cllr Baker stating that once the actual location of the removed lights is known he will enquire off Mel Stevens at Pembrokeshire County Council what, if anything, the Council can do to enable lighting in these areas.

Cllr Pearson commented that lights are also being removed from the Ridgeway in Saundersfoot.

**g) (& h) Bertie, his move to Saundersfoot and Weatherman Walking**

Cllr Boughton Thomas reported to the Council that Bertie the Sea Bass is due to be transported to Saundersfoot but Amroth Community Council have requested that Bertie remains in Amroth during the filming of 'a Weatherman Walking' when Mr Derrick Brockway will be visiting Amroth.

All Councillors agreed that it would be advantageous for Bertie to remain in Amroth for the filming and then arrive in Saundersfoot ready for the Christmas holidays.

**i) Working Party update- New Bank Account**

Meeting of the Working Party - 22nd August Mr Owen Roberts – Pembrokeshire County Council Passenger Transport Co-Ordinator attended the meeting to give advice and guidance regarding the need for a licence now and in the future. All aspects of the project were discussed with him and he was happy that any potential problems had been addressed and suitable solutions established. It was agreed that a suitable letter be written to Darren Thomas at Pembrokeshire County Council and the head of Road Policing at Haverfordwest Police Station, to ensure they are fully aware of the Land Train project including its routes, assuring them that this project is not competing with normal route providers and that there is no risk to public safety. All aspects of the cash collection were discussed, along with the possibility of "wrapping" the front end of the train in heritage colours.

Cllr Boughton Thomas also advised the Council that this project is now known as 'The Heritage Train'

The possibility of local businesses sponsoring a space on the train for adverts was discussed.

The Clerk advised the Council that the second bank account is now active and awaiting chequebook and two paying in books. Cllr Boughton Thomas advised the Council that PLANED are now in a position to pay the £5,000 deposit, (this was originally going to be split between the four partners and then paid back when received from PLANED) which they will pay into the new account for the Clerk to pay to the Little Train Company.

It was further agreed that the second bank account, namely the Community Account, be used for the Heritage Train and Community Car parking Monies collected (when in operation).

**j) The repair of the gates to the car park**

Cllr Williams BEM advised the Council that he had received an offer to have the gates to the Regency Hall car park repaired for a cost of £250.

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Following discussions Cllr Sefton proposed that these gates be removed and a quotation be sought for renovation works to the two pillars; Cllr Boughton Thomas seconded the proposal with all Council in full agreement.

It was noted that to conform to legal requirements the Council are required to close the car park to public use periodically. The Council agreed that a chain being strung across the entrance could achieve this.

The Clerk to draft a tender document for the pillar works. Cllr Beedles proposed that the Council Shields be used on the pillars to the new Community Car park; Cllr Baker seconded the proposal with all Council in full agreement.

#### **k) Remembrance 100 years - What can the Council do?**

It was confirmed that:

- The Wreaths have been ordered
- The Trumpeter is booked
- The new kissing gates are in situ at either side of the old cemetery
- The kerb works and access slope to the Cenotaph are due to commence this month
- The yarn bobbles will be making a special poppy wreath

Further discussion took place regarding events that could be held to mark the 100 years since the end of World War I. It was agreed that thoughts be shared via Email and any ideas discussed at the October meeting.

#### **l) Reply to the PCC reference the Border Changes**

It was agreed that Saundersfoot Ward should remain in its entirety and represented by one County Councillor.

The Clerk to write a suitable reply.

Date of next general meeting – Thursday 4<sup>th</sup> October 6pm

Date of meeting to discuss the Leases (Under Private and Confidential) - Thursday 20<sup>th</sup> September 5.30pm

Cllr Pearson requested that every endeavour be made to hold the general monthly meeting of the Council on the first Thursday of each month. It was agreed that this would be the case