

SAUNDERSFOOT COMMUNITY COUNCIL



Minutes of the General Meeting of the Saundersfoot Community Council held on Thursday 3rd January 2019 at The Regency Hall, Saundersfoot at 6.00pm.

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

In attendance – The Clerk

1. Apologies for Absence - None

2. Chairman's Report

Cllr Williams BEM reported that Christmas celebrations in the village all went well with everyone concerned enjoying the festive period.

3. To Receive the Minutes of the General Meeting Held on the 6th December 2018

Amendments to Minutes

Cllr Cleevely wished his comment made at the December meeting regarding certain decisions being held over until the next meeting due to some Councillors being absent from the meeting be minuted.

Correspondence Received (13)

Council's nominated representative for the Harbour Advisory Committee.

Cllr Williams BEM proposed that Cllr Mattick be Saundersfoot Community Council's representative for the Harbour Advisory Committee; Cllr Boughton Thomas seconded the proposal with all Council in full agreement. The Clerk to advise the Harbour Advisory Committee accordingly.

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 6th December 2018; Cllr Upham seconded the proposal with all Council in agreement.

4. Matters Arising from the Minutes – Information Only.

Consideration of the Draft Remuneration 15 (c)

The Clerk confirmed that the Remuneration Report will be circulated to all Councillors before the February meeting.

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

The Clerk advised the Council that there were no accounts due for payment and that HMRC had been paid via electronic payment.

6. Planning Consideration - None received

7. Licensing Application(s) Received - None received

8. Consideration of Correspondence Received

- Christmas greetings received from Sardis Park and Gardens thanking the Council for their continued support throughout 2018
- Email received from Ambulance Control advising of the procedure regarding the access to the sports field, having to pass the locked post. The Clerk to continue with the arrangements regarding the access to the key for emergency use.
- Notices received from Pembrokeshire Coast National Park Planning Authority regarding the approval of various planning applications, none of which the Council raised concerns or objections to.

9. Reports from Committees Including County Councillor's Report

County Matters

Budget discussions and seminars continue in advance of the Final Settlement from Welsh Government.

Ward Matters

Cllr Baker congratulated the New Years Day Swim committee for a phenomenal event

The Chairman of Pembrokeshire County Council attended the swim and took part in the event.

The Vice Chairman of Pembrokeshire County Council attended the Christmas Festival and was extremely impressed with the event.

Pembrokeshire County Council provided additional street cleaning personal on New Years Day.

Pembrokeshire County Council provided support for the road closure and street collection licence.

Cllr Baker advised the Council that the Chamber for Tourism and many of those attending the New Years Eve firework display were grateful for the continued support of the Community Council for the sponsorship of the fireworks.

Cllr Cleevely reported that the PACT meeting will be held on Monday 7th January 2019

Cllr Boughton Thomas on Behalf of the Village Working Party

Notes after Meeting 30th November 2018

Present : Sue Boughton Thomas (SBT)- SCC : P Baker- PCC and SCC: D. Lewis- Hean Castle: M. Slade(MS) - C4T: M. Davies and Bradley Davies- Saundersfoot Harbour . Apologies – A. Mattick – SCC

Subjects Discussed – Those items on spreadsheet which need immediate attention

1 Agreement with Mike Edwards – he has agreed to take over operation of the land-train and we just have to provide a relief driver if the need arises. Operation will commence in Coppett Week and thereafter on weekends only until the school holidays when a full service will run until end August. When not in use the train will be parked, with the relevant advertising material, routes and timetables etc, either at Coppett Hall or on the Harbour

2 Liaison with Owner of Train - Specific details of the train to be obtained re measurements, height etc, so we can begin to formalise colours for wrapping, size of advertising panels and promotion opportunities. MS to follow up

3 Signage and Bus-Stops – A route trip was planned for 11th December to ensure and iron out any problems with sharp turnings on bends, turning circles etc and any necessary bus-stops en route between the Harbour and Coppett Hall. Any interim bus stops would be movable basic flip-boards which the driver would collect on the last run of the day

4 Marketing strategy was discussed and to be commenced in the New Year

5 Heritage Audio track – SBHRT to be approached to ask them officially to make the audio track for the 40 minute journey. The driver will operate it on a loop system

6 SBT to liaise with PLANED re requirements of the grant relating to Welsh Language

7 SBT to be in charge of collection and banking of bus fares but will need help at certain times
After this meeting, the route trip on 11th identified no significant problems and a meeting on site with Mike Edwards at the Christmas Festival was positive and enthusiastic

10. Agenda Items

a) Consideration and appointment of:

i. Vice Chair to Saundersfoot Community Council

Cllr Williams BEM proposed Cllr B Cleevely for the position of Vice Chair to Saundersfoot Community Council until May 2019; Cllr Hayes MBE seconded the proposal with all Councillors in full agreement.

ii. Council representation - Harbour Advisory Committee

As above

iii. Council representation - Regency Hall Committee

Cllr Williams BEM proposed Cllr A Upham for the position of representative for Saundersfoot Community Council on the Regency Hall Committee; Cllr Baker seconded the proposal with all Councillors in full agreement. The Clerk to advise the Regency Hall Committee accordingly.

b) Adoption of the Financial Regulations

Cllr Sefton proposed the Saundersfoot Community Council adopt the Financial Regulations as presented to the Council; Cllr Baker seconded the proposal with all Councillors in full agreement.

c) Adoption of the Financial Risk Assessment

It was agreed that the Financial Risk Assessment be considered at the February meeting.

d) Lease Update

The Clerk confirmed that she had spoken with the Council's solicitor regarding the current position in drafting a Heads of Terms, for the proposed new lease, for Councillors to consider if a new lease should be entered into and what terms should be considered. The Solicitor advised that the next stage is to establish the current Market Rental Value of the land in question. Cllr Baker proposed that the Clerk contact three Surveyors to establish the cost of such a survey and then instruct the most suitable Surveyor to carry out the Survey; Cllr Upon seconded the proposal with all Council in full agreement.

Following the meeting the Clerk was advised by the Council's solicitor that, as a Survey has recently been undertaken by a Surveyor who is already retained by the Council on other business, the Council should instruct the said surveyor to carry out the Survey on their behalf

e) Consideration of the 2019/2020 budget and precept

While discussing the 2019/2020 budget, Councillors considered Community Projects proposed for the forthcoming year, the possibility of Pembrokeshire County Council withdrawing financial support from Community Services they currently supply and Saundersfoot Community Council having to financial support these, the construction costs of the Community Car Park, the possibility of income generated from the EE mast and the Community Car Park, the latter two expected to come into fruition in 2020/2021.

Cllr Boughton Thomas proposed that Saundersfoot Community Council request a precept of £75,790.60 for 2019/2020; Cllr Cleevely seconded the proposal with all Council in full agreement.

This is an increase of £1,509.60 from the 2018/2019 precept.

The Precept report is available upon request to the Clerk.

f) One Voice Wales response to the Letter receive from Mr M Davies Chief Executive Officer – Saundersfoot Harbour

The Clerk presented to the Council all correspondence between herself and One Voice Wales regarding this heading. A lengthy discussion took place with various points/concerns raised by Mr Davies being discussed at some length. The Clerk to draft a reply to the points/concerns raised within Mr Davies' letter. This letter will then be forwarded to One Voice Wales to establish that all points/concerns have been addressed in the appropriate manner.

g) The positioning of the Memorial Poppy within Saundersfoot Village

Discussion took place regarding a suitable position for the Council's Poppy. Councillors agreed that a suitable position is within the Sensory Garden, against one of the lampposts with a spotlight shining onto the Poppy. Cllr Baker confirmed that he would talk with Mr Mel Stevens at Pembrokeshire County Council regarding this possibility and report back to the Council in February.

h) The annual dinner – Final arrangements

Cllr Beedles confirmed that all the arrangements for the annual dinner are in hand.

i) The Roadway from Saundersfoot Railway Station – Lighting concerns

Cllr Beedles advised the Council of a letter she had received from a member of the public highlighting concerns regarding the lack of a lighted pathway from Saundersfoot railway station to the village of Saundersfoot. Following discussion regarding this ongoing problem Cllr Beedles proposed that a request is made to Pembrokeshire County Council to raise the priority of a footpath being constructed along this roadway from a priority 3 to priority 2; Cllr Ludlow seconded the proposal with a majority vote in favour. One Councillor abstained from this vote.

Cllr Baker with liaise with the rail transport providers regarding their considerations to improve the lighting on the platform, he will also talk with Pembrokeshire County Council regarding the upgrading of priority of this pathway and the possibility of additional lighting

along this route. It was also suggested that a working party is formed to assist with the tidying up of the station and platform areas.

The Clerk to forward a copy of the letter received to Darren Thomas and Sue Lewis at Pembrokeshire County Council for their information and consideration.

Following the meeting the Clerk contacted the member of the public to advise them of the Council's considerations.

j) Update - Co-option of Councillor

The Clerk advised the Council that the Returning Officer had confirmed that no requests had been made to hold an election within the prescribed time period, which expired on the 3rd January 2019. Therefore the Council was requested to fill the vacancy, as soon as practicable, by co-option of a person eligible for Council Membership. The Clerk will post Notices requesting eligible persons wishing to be considered for the position of Councillor to contact her in writing. Interests must be received by 1st February 2019 with interviews being held at the beginning of the February meeting.

Following the meeting Notices were placed on the notice board at the Regency Hall and in the Tenby Observer.

k) Mr Steve Johns' letter raising concerns

The Clerk advised the Council that, just prior to the meeting, Mr Steve John contacted her advising that he is in the process of compiling a dossier of information appertaining to his letter of resignation. This will be discussed at the February meeting.

**l) Christmas Lights update – Damaged and potential cost to replace/repair.
Consideration of an insurance claim**

Cllr Williams BEM reported that, during the leadup to Christmas, the lights on the Christmas Tree within the Sensory Garden had unfortunately been damaged by persons unknown. The police have been advised and are pursuing certain lines of enquiries. Cllr Williams BEM requested if any persons have any information regarding this incident could they let the Clerk know. Councillors thanked Cllr Williams BEM for his sterling efforts in ensuring that the lights were repaired and back working within a very short period of time.

It was considered that the repair/replacement costs did not warrant an insurance claim.

All lights from the Sensory Garden have been removed. Cllr Williams BEM, Mr A Lewis along with two volunteers with electrical knowledge will ensure that all lights are working before they are stored away. These lights will be PAC tested by an appropriately qualified electrician along with other Council's electrical equipment in September.

m) The consideration of the Email read out in the December General meeting by Cllr Pearson sent to all Councillors by Cllr Boughton Thomas regarding the Harbour Planning Application.

Discussion took place regarding this Email. The matter was resolved with no further action being taken at this time.

n) The recording of any interests declared

Cllr Williams declared a Prejudicial Interest in the Precept item appertaining to the New Year's Day Swim, left the room and did not take part in this discussion.

Date for February Meeting 7th February 2019

Meeting closed 21.30