

SAUNDERSFOOT COMMUNITY COUNCIL



Minutes for the General Meeting of the Saundersfoot Community Council held on Thursday 7th March 2019 at The Regency Hall, Saundersfoot at 6.00pm.

Present - Cllrs M Williams BEM (Chair), B Cleevely (Vice Chair), T Pearson, A Upham, D Ludlow, A Mattick, S Boughton-Thomas and R Hayes MBE

In attendance – Mr Michael Wainwright and The Clerk

1. **Apologies for Absence** – Cllrs P Baker (County Councillor), N Sefton and P Beedles

2. **Mr M Wainwright – Declaration of Acceptance of Office**

Prior to making his Declaration, Mr Wainwright confirmed that he had received copies of the Code of Conduct, Good Councillors Guide and Standing Orders.

Mr Michael Wainwright read the Declaration of Acceptance of Office. The Chair welcomed him as a Councillor to Saundersfoot Community Council. The Clerk to advise the Returning Officer at Pembrokeshire County Council accordingly.

3. **To record any interests prejudicial or personal**

Any interest will be declared as and when deemed necessary.

4. **Chairman's Report**

Cllr Williams BEM reported that the Saundersfoot Cawl Trail was a huge success bringing many people into the village. All 350 Cawl bowls were reported to be sold by 11.30am. Having Alun Wyn Jones and Ken Owens as judges also proved a major attraction.

5. **To Receive the Minutes of the Meeting Held on the 7th February 2019**

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 7th February 2019; Cllr Pearson seconded the proposal with all Council in agreement.

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

a) **Land Behind the Play Park Area and Children Accessing the Stream (11j)**

Cllr Boughton Thomas advised the Council that the fence along the boundary between the Regency Hall and stream had become loose and unsafe. The Clerk to obtain quotations to present at the April meeting.

b) **Letter received from The Vintage Motorcycle Group (9)**

The Clerk confirmed that the Vintage Motorcycle Group had confirmed that they have been offered an alternative area in the Saundersfoot area to hold their event and no longer required the use of the car park. They offered their thanks to the Council for considering their request.

7. **To Receive the Minutes of the Meeting Held on the 28th February 2019**

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 28th February 2019; Cllr Boughton Thomas seconded the proposal with all Council in agreement.

8. **Matters Arising from the Minutes – None**

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

The Clerk confirmed that there were no cheques requiring signature for March.

Finance report and cash book reconciliation were circulated to all Councillors.

Cllr Broughton Thomas proposed that the finance report as a true representation of the Council's accounts; Cllr Mattick seconded the proposal with all Council in full agreement.

10. Planning Consideration

1	NP/19/0077/TCA	Admirals Mews, Saundersfoot	Tree works to - Coppice ash and sycamore saplings/trees
2	NP/19/0067/FUL	7 The Ridgeway, Saundersfoot	Replace Lean-to conservatory to rear of property
3	18/1151/PA	Adjacent to Amenity Site, Crane Cross, Devonshire Drive	Erection of workshop unit (B2) and erection of storage unit (b8) in connection with boat business

NP/19/0077/TCA – The Council requested clarification that these trees were not being removed.

18/1151/PA – Cllrs Williams BEM and Pearson declared a personal Interest in this application. The Council have no objections or concerns regarding this application.

18/1151/PA – The Council have no objections or concerns regarding this application. They consider that the erection of the proposed workshop and storage units will enhance this area.

The Clerk advised the Council that an application had been received that morning regarding the cutting of trees within the curtilage of the Methodist Church and requested confirmation that this application could be discussed. The Chair agreed.

Cllr Cleevely declared a prejudicial interest and took no part in the discussion.

The Council concluded that the tree required the works proposed and had no objections or concerns regarding this application.

11. Licensing Application(s) Received

The Woodridge Inn, Wooden – The Clerk apologised for her error and this is not within the Saundersfoot Ward.

12. Consideration of Correspondence Received

- Due to the retirement of the Council's long serving Solicitor and the perusal of his old files the following two letters were received:-
 - Letter 1- advising that the charges for works undertaken in 2014 appertaining to the transfer of the Sensory Garden Land Registry Title in favour of Saundersfoot Community Council, will be waived.
 - Letter 2 – advising that a discounted charge will be made for works undertaken in 2013 appertaining to the boundary between the now MUGA area and the Sports Field boundary. The letter further states that these costs are covered by monies being held.
- Email received (and forwarded to all Councillors) regarding the possibility of an underground nuclear waste dump in Wales. – This item has been diarised for April.

- Email received from one Voice Wales advising that the annual subscription is due for membership – The Clerk to renew Saundersfoot Community Council’s membership with One Voice Wales.
- Several Emails received regarding the positioning of memorial benches within the village – The Council, at present, do not allow the donation/positioning of memorial benches around the village, or the addition of memorial plaques to benches already in position. The Clerk to compile a report for the May meeting for the Council to consider the implementation of a Memorial Bench/plaque policy and procedure.
- Letter received from the Saundersfoot Sports and Social Club – this letter was read out in Council in full and the contents of which were discussed under agenda item 14 (a)
- A verbal complaint was received by a Councillor regarding the fact that Pembrokeshire County Council Notices are not being removed once they have expired. – The Council consider that the Council’s Handyman can remove these Notices once they have expired.
- It was reported by a Councillor that the thank you plaque has not been erected in the MUGA, yet. The Clerk advised the Council that she was still awaiting suggested wordings from Councillors.

13. Reports from Committees Including County Councillor’s Report

Cllr B Cleevely – Saundersfoot Neighbouring Police Forum (4th March 2019)

Five officers present. 20 members of the public present.

Scam of the month.

H.M.R.C. Demanding back taxes scam is back. Potential targets are usually contacted by phone being told they owe a large amount of tax and then threatened with bailiffs and the police if they don’t pay.

- Parking tickets have been issued in the delivery vehicles bay outside the spa shop.
- A gentleman sadly passed away in the Swallow tree area while walking his dog.
- A recent fire in Ridgeway Close sadly took the life of a dog.
- After discussion with the CEO at the harbour, opportunities for members of the new Saundersfoot Youth Club will be offered to enable members to get involved in harbour matters.
- A new police campaign “slow and wide” is in operation in relation to cars passing horses.
- Local police are involved in the all Wales Seatbelt campaign.
- It was noted that many missing persons end up in Pembrokeshire.

14. Agenda Items

a) Leases update

Cllrs Hayes MBE, Ludlow, Boughton Thomas, Pearson and Upham declared interest in this agenda item.

The Clerk advised the Council that the Market Rental Valuation was still awaited and that several Emails had been sent requesting such ASAP.

The Contents of the letter received (as minute 12) were discussed. It was agreed that once the Market Rental Valuation Figure is received, the Sports and Social Club along with the Regency Hall Trustees will be updated.

It was agreed that some of the information, appertaining to the proposed new lease and the proposed donation to the Regency Hall, within the letter received from The Sports and Social Club was incorrect.

b) EE Proposed Mast Installation – Update

The Clerk advised the Council that Cllr Baker and herself had met with the Council's Chartered Surveyor to walk the proposed site of the EE mast and discuss the proposed Heads of Terms as received from representatives of EE.

The Clerk also advised that a telephone call had been received from representatives of EE requesting confirmation that the Council had carried out a Tree Survey. The Clerk confirmed that she advised them that the Council understood that they (EE) were going to undertake such and that the Council would contribute to the costs, as the Council will require such for their proposed planning application for a car park.

c) Drains in Brewery Terrace

Cllr Hayes MBE advised the Council that she has noticed that water was running down the side of the Captain's Table building onto the pavement. The Council confirmed that this was not a Community Council matter and the Clerk to make contact bringing this to the attention of the property's new occupier.

d) Condition of the Ridgeway

Cllr Hayes MBE advised the Council that a resident recently damaged their car after driving over a pothole on the Ridgeway. There are several potholes to either side of the road just past the junction to Ridgeway Close. Cllr Baker to bring this to the attention of the Pembrokeshire County Council on his return to work.

e) The Consideration of minor works around the village

The Clerk presented to the Council a works schedule of minor repair works required around the village and at the Cemetery, along with quotations for materials required and estimate of cost for labour from three contractors. These works include:

- Removal of soil from the raised beds in the Sensory Garden. This soil will be stock piled on the old tennis court.
- The relocating of certain plants, under the guidance of Cllr Williams BEM (one morning allocated to the above works)
- The replacing of a further three land drains by the side of the Regency Hall
- The replacing of two land drains within the Sensory Garden
- To dig out and insert a cover and lid to the two underground taps in the Sensory Garden
- To cut the overgrown hedge, to afford access into St Issells New cemetery
- To dig out and replace the tennis net supports

Following consideration of the prices provided for the above works and materials required, Cllr Boughton Thomas proposed that the above works be carried out by the contractor who completed the first drain works, with the Council purchasing the materials required; Cllr Pearson seconded the proposal with all Council in full agreement.

f) The Harbour Letter Response

The Chair requested the Clerk to forward the second response to the harbour letter on to One Voice Wales for their comments.

g) Sensory Garden Update – Consideration of prices obtained

Consideration of works – As (14e)

A meeting of the Grounds Committee will be held in the Sensory garden at 1.30pm on Tuesday 12th March. Mr Hilling will be attending to advise regarding the proposed planting in the sensory Garden. Cllr Boughton Thomas will arrange an agenda for the meeting.

Cllr Williams will source prices from differing plant suppliers.

h) Asset Register – On Going

This has been diarised for April meeting.

i) St Issells New Cemetery - Noticeboard

The Clerk confirmed that neither planning permission nor special permission from the Church of Wales is required for the positioning of a notice board within the New Cemetery. Price comparisons, possible positions, colours and designs for a notice board were handed to all Councillors for decisions thereof to enable the Clerk to present to the Council, at the April meeting, price comparisons for their approval thereof. The decisions made are:

Sliver metal notice board, with 'St Issells New Cemetery' heading, 8 x A4 pages in size (Landscape) and positioned behind the bins by the main entrance gates facing the road.

j) Consideration of Holidays outstanding

The Clerk advised the Council that:-

- The Clerk had worked 65 hours overtime. (1st December 2019 - 31st March 2019). This takes into consideration the Clerk working while on leave.

Cllr Boughton Thomas proposed that the Clerk be paid for the overtime worked; Cllr Mattick seconded the proposal with all Council in full agreement.

- It is confirmed that both Council employees have used all holiday allowances for 2018/19.

Date for April Meeting – April 4th 2019