

SAUNDERSFOOT COMMUNITY COUNCIL

MINUTES



Minutes of the General Meeting of The Saundersfoot Council. This was a remote meeting held via the medium of Zoom held on Thursday 5th November 2020 at 6pm.

Members of the public were given the opportunity of joining the meeting by Emailing the Clerk and requesting the meeting details (Email: melaniepriestley.scc@gmail.com)

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

Also present – The Clerk

2020/11 33 Apologies for Absence - R Hayes MBE

2020/11 34 Chairman's Report

Cllr Cleevely, and all Cllrs present, congratulated County Cllr Phil Baker on being awarded a British Empire Medal.

2020/11 35 Declaration of Interests

Cllr Baker declared a personal interest in all matters appertaining to Saundersfoot Harbour
Cllrs Baker and Upham declared a personal interest in Planning Application NP/0472/FUL

2020/11 36 To Receive the Minutes of the Meeting Held on the 1st October 2020

It was proposed by Cllr Baker that these Minutes be a true and accurate record of the meeting of Saundersfoot Community Council held upon 1st October 2020; Cllr Upham seconded the proposal with all Council in full agreement.

2020/11 37 Matters Arising from the Minutes – Information Only

The Clerk advised that a site meeting has been arranged for Monday 9th November 2020 at 10am to consider planning application NP/20/0407/FUL Coed-derw, St. Brides Hill, Saundersfoot. (This meeting will be held in accordance with Government Covid 19 imposed restrictions)

Cllr Baker declared an interest in the above matter and will not be attending the site meeting.

2020/11 38 Account(s) for Payment and Bank Reconciliation

The Clerk advised that as she was unable to access the files to produce the finance report, there would not be a report this month but it will be available at the meeting to discuss the 2021/2022 budget later this month.

2020/11 39 Planning Application(s) Received

1	NP/20/0441/FUL	20A, The Strand, Saundersfoot, Pembrokeshire, SA69 9EX	Proposed Alterations & Extensions.
2	NP/20/0472/FUL	Emlyn Cottage, Sandy Hill Road, Saundersfoot, Pembrokeshire, SA69 9HN	Side Extension, alterations, demolition of existing garage & new driveway

3	NP/20/0491/FUL	Sandyhill Guest House, Sandyhill Road, Saundersfoot, Pembrokeshire, SA69 9DR	Conversion and extension of barn to provide 4 additional bedrooms for guesthouse use
4	NP/20/0449/TPO	9, Ocean Point, Saundersfoot, Pembrokeshire, SA69 9LQ	Canopy reduction on Oak trees Progress

1) NP/20/0441/FUL20A, The Strand, Saundersfoot, SA69 9EX

Following a brief discussion, it was agreed that the Council have no objections or concerns regarding this application.

2) NP/20/0472/FUL Emlyn Cottage, Sandy Hill Road, Saundersfoot, SA69 9HN

Following discussion, it was agreed that this design made good use of the plot and although it was noted that the extension is of a considerable size the plot, in the Council's opinion, is large enough to support such an extension. Therefore, no concerns or objections were raised.

3) NP/20/0491/FUL Sandyhill Guest House, Sandyhill Road, Saundersfoot, SA69 9DR

Following discussion, Cllrs considered the route of access, egress and spaces for the parking of visitors' vehicles raised concerns. It was noted that the Highways Department - Pembrokeshire County Council response had not yet been received. The Clerk to advise the Planning Authority that the decision of the Saundersfoot Community Council has been deferred until further information is provided regarding the issues listed above.

4) NP/20/0449/TPO 9, Ocean Point, Saundersfoot, SA69 9LQ

It was noted that the information provided on the application form was inaccurate. The Clerk to request clarity on the amount of canopy reduction being applied for.

2020/11 40 Licensing Application(s) Received - None

2020/11 41 Consideration of Correspondence Received

- Email received from Michael Davies inviting Cllrs to discuss the Council's response to the Harbour Revision Order. – The Clerk to arrange a meeting for 6pm on Thursday 19th November 2020 inviting Mr Michael Davies.
- Email received advising that the cherry picker is arranged to be in the village, week after next to enable the erection of the Christmas lights to commence.
- Letter received from Tesco's Bags of Help, requesting an update on the usage of the MUGA. Cllrs to forward any contributions towards the response to Cllr Boughton Thomas who will compile a response.
- Email received requesting if there is a project that the author could offer a monetary donation from the family in memory of their late Father, a Doctor who lived in Saundersfoot for many years. Cllrs to let the Clerk know of any project ideas that could be contributed to.

2020/11 42 To Receive Any Reports - None

2020/11 43 To Receive Any Reports from Committees/Working Parties

Cllr Williams BEM on behalf of the Sensory Garden Working Party

Report Emailed to all Cllrs prior to the meeting.

Cllr Williams BEM also reported that:

- There are a number of daisies in the garden which require removing before the end of November
- The four Holm Oaks require a slight cut back.
- Cllr Williams BEM will arrange with Smart Gardens to assist with the assembling of the Christmas lights in the Sensory Garden.
- Mr Evans will liaise with Cllr Williams BEM regarding the use of the cherry picker to enable the lights to be positioned on the Christmas tree.

Cllr Sefton on behalf of the Policy and Procedure Working Party

The report and documents were shared with all Cllrs prior to the meeting, setting out the proposed new structure of the sub groups of the Council.

Cllr Beedles left the meeting.

The proposed structure of all sub-groups of the Community Council were considered with all being either a working group, task and finish group or panel.

In the Term of Reference, the following were considered:

- All sub groups are only to vote on the proposals brought to full Council, all resolutions to be made at full Council meetings.
- Each sub group has the spending power of up to £200 per month. Any spend to be through the Clerk and providing there is allowance in the budget.

Cllr Baker proposed that the new sub group structure, as set out in the documentation, be adopted by Saundersfoot Community Council with the voting and number of members being considered at the next Annual Meeting of Saundersfoot Community Council; Cllr Cleevely seconded the proposal with the majority of Cllrs in agreement.

Cllr Cleevely thanked Cllr Sefton and the Policies Working group for all their efforts on drafting such comprehensive documentation.

2020/11 44 To Receive Reports from Council Representatives

Cllr Baker on behalf of the Chamber for Tourism

Cllr Baker advised the Council that the Chamber for Tourism have been meeting every fortnight, remotely, to enable businesses to support each other and share information regarding the Governments imposed Covid 19 restrictions.

Agenda Items

2020/11 45 Saundersfoot Library – To consider the proposals put forward by the Task and Finish Group

All Cllrs confirmed that they had received the comprehensive report prepared by the Task and Finish group.

Cllr Boughton Thomas advised the Council that there are, at this point in time, three main considerations to enable the Community Council to provide a continued library service in Saundersfoot namely:

- 1) The Library is run by the Community on a volunteer basis, with the Community Council contributing to the cost (Amount unknown at this point in time)
- 2) Saundersfoot Community Council continue to pay Pembrokeshire County Council circa £18,000 per annum, from the Precept, to enable the library service to remain as is. Consideration to be given to the possibility of the Library opening hours being altered to lower the amount to be paid.

3) To close the library and Pembrokeshire County Council provide a mobile service.

The Task and Finish group will hold further meetings to enable all the facts, as far as possible, are sought and when appropriate a community consultation will be held to ascertain the views of Saundersfoot Community.

2020/11 46 Hanging Baskets – To consider the price presented by Pembrokeshire County Council for the 2021 Hanging Baskets (12 or 14) for placing around the village.

Cllrs considered the fact that if hanging baskets are ordered from Pembrokeshire County Council, the liability of hanging and removing the baskets lies with the Pembrokeshire County Council and also to lift the them it takes a number of people, this is also carried out by Pembrokeshire County Council workers. Cllr Boughton Thomas proposed the Saundersfoot Community Council order 14 hanging baskets from Pembrokeshire County Council at a cost of £32.50 each; Cllr Wainwright seconded the proposal with all Cllrs in full agreement.

2020/11 47 Remembrance Service - Finalisation of arrangements for the Private Remembrance Service enabling the Government Imposed Restrictions to be adhered to. Also to confirm the timings of the removal of the Wreaths in perpetuity.

Cllr Baker informed the Council that the following arrangements have been confirmed:

- A risk assessment has been completed, taking into account the most recent Government imposed Covid 19 restrictions
- Cllrs Baker, Ludlow and Williams BEM will act as traffic marshals to ensure road safety
- Yellow dots will be painted on the road to advise attendees to social distance
- All wreaths, apart from one, have been removed. The final Wreath will be removed Sunday morning, prior to the service
- Service sheets are printed
- Mr Poole will read the majority of readings
- The Reverend will read the Roll of Honour
- The cornet player will attend with a parent
- 15 Wreath Bearers will be present
- A Notice has been placed in the Tenby Observer (for 2 weeks) advising that the service, for this year, will be a private one to ensure Government Guidelines are followed.
- Cllrs Cleevely and Baker will place the wooden crosses on the Military Graves on Saturday morning

Cllr Cleevely thanked Cllr Baker and the Clerk for ensuring that a Remembrance Service can go ahead safely in Saundersfoot.

It was once again agreed that all Wreaths will remain on the Cenotaph until the day prior to the 2021 Remembrance Service, when all but one Wreath will be removed with the last Wreath being removed just prior to the Service. – This was agreed in 2018 and remains unchanged.

The Clerk will meet with Cllr Baker to place wire around the Wreaths to ensure they stay in situ during the year.

2020/11 48 MUGA Lighting Structures – To consider the price provided to replace the two lighting structures on the MUGA due to them failing.

The Clerk confirmed that the MUGA area is now to be used on Tuesday evenings by a netball training group and Wednesday evenings by the walking football group.

The Council consider the price received for the replacement of two lights on the MUGA area. Cllr Wainwright will liaise with Safe Electrics to consider alternative lighting possibilities. Cllr Cleevely proposed that a spend up to £550 to replace/repair the lights can be approved via Email, by all Cllrs; Cllr Upham seconded the proposal with all Cllrs in full agreement.

Date of next meeting – 3rd December 2020 at 6pm via the medium of Zoom