

THE HAVENS COMMUNITY COUNCIL CYNGOR CYMUNED THE HAVENS

(Clerk/RFO Christine Lewis, The Farmhouse, Broadway, Broad Haven, SA62 3HX)
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<http://www.pembstcc.co.uk/the-havens-community-council>

THE MINUTES OF THE MEETING HELD AT BOWEN MEMORIAL HALL, LITTLE HAVEN, 5 APRIL 2016, AT 7 PM

PRESENT

Cllrs Charlotte Alexander, Mark Burch, Nia Davies, Peter Morgan (County Cllr), Joan Phillips, Susan Reynolds (Chair), Ian Whitby, Mary Whitewright (Vice Chair), Christine Lewis (Clerk).

MEMBERS OF THE PUBLIC

Clare Wallace

APOLOGIES

Cllr David Faulkner, Matthew Ford, Lawrence Hughes,

ADOPT MINUTES FROM PREVIOUS MEETING

The minutes were signed by Susan Reynolds (Chair) as a true record of the meeting held on the 1 March 2016.

DECLARATION OF INTEREST

Cllr Charlotte Alexander declared an interest in Planning Application NP/16/0109

MATTERS ARISING

No Smoking Launch

The No Smoking Launch was given a range of media cover throughout the day which included BBC Wales and S4C. The local school children made posters for display in the Hall where tea, coffee, juice and biscuits were available. Councillors would like to thank both the representatives from PCC and the children from Broad Haven School for making this a successful event.

AGENDA ITEMS

One Voice Wales Membership

The Clerk requested that HCC become a member of One Voice Wales. The reason being One Voice Wales is supported by the Welsh Assembly and consequently able to provide a large amount of support and training to Clerks and Councillors. Councillors agreed to this request but asked, for the initial period, to remain a member of PALC also.

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Cllr Susan Reynolds[Chair]

Litter Bin Signage

Copies of email correspondence between Pembrokeshire County Council and Pembrokeshire Tourism was passed to Councillors by Sue Mock. The correspondence included discussions on the litter problems identified in Broad Haven and a request for signage asking visitors not to leave bags of rubbish on the floor alongside the full bins. Sue asked Councillors to follow up the request for signage in order to give it their backing and also reiterate that bins in the village need to be bird proof.

County Cllr Peter Morgan advised the meeting that the first rubbish collection of the day is at 7 am and the last collection at 7 pm. This should ensure that bins are not full throughout the evening. Peter also pointed out that there has been instances where bags of rubbish have been left next to empty bins.

The Clerk was asked to email PCC expressing their support for the requests.

Queen's Birthday Celebrations

Both Broad Haven and Little Haven Halls were asked if they intended hosting Queen's Birthday Celebrations. Broad Haven Hall Committee advised that they intend to organise an event and the Council agreed to give the event financial support. The Committee were asked to submit their plans once they have been finalised and costed.

Local Development Plan Review

The Clerk advised the Council that she had booked two places at the above event to be held on the 21 April at 4 pm.

Review of internal controls

The Clerk circulated copies of all Internal Procedures and Risk Assessments for review. Councillors were asked to let the Clerk have their comments on or before the next meeting.

Internal Audit Terms of Reference

The Clerk advised that she will be booking a date for both the Internal and External Audits over the next couple of weeks.

Grant Thornton have been appointed by the Welsh Assembly to carry out the external audit and Councillors agreed that Joan Scarratt should again be booked for the internal audit.

The Clerk circulated the Internal Audit Terms of Reference for approval. Cllr Whitby put forward one amendment for the Expenses item and asked that it should identify which expenses would be audited. The Clerk advised that this item related to any expenses claimed by the Clerk or Councillors and the item will be amended to reflect this more clearly.

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Cllr Susan Reynolds[Chair]

End of Year Budget Update

The Clerk presented a copy of the end of year budget, the income and expenditure spreadsheets together with a budget and bank reconciliation. The Clerk went through those items showing an overspend or underspend.

Cllr Mary Whitewright (Vice Chair) thanked the Clerk for the regular updates and comprehensive end of year reconciliations.

Mobile Fish and Chip Van

Clare Wallace put forward an application for permission to rent part of the Trafalgar Terrace Car Park for a Mobile Fish and Chip Van. Clare felt that due to the loss of the long established Fish and Chip shop in the village and the closure of the Galleon Inn there was a high demand for such a business.

Whilst Councillors agreed that an additional Fish and Chip business would be beneficial to the Village they felt that it should be somewhere in the vicinity of Enfield Road. Clare explained that she had previously requested to rent space in both the Pembrokeshire County Council Car Park and the Pembrokeshire Coast National Park Car Park but this had been turned down.

The Clerk was asked to check the details of the lease held for the land at Trafalgar Terrace and she has since advised Councillors and Clare that the land was leased to Havens Community Council at a peppercorn rent for the use of members of the Church and School. They were, therefore, unable to sublet for a mobile catering van.

The Councillors discussed some possible solutions for Clare and asked the Clerk to contact her to give her their feedback.

Planning Applications

NP/16/0126/S73	Variation of conditions 2&9 attached to NP/15/0485/FUL amend fenestration, reduce rear terrace, extend ext cladding and prove new garage workshop.	Support
NP/16/0109/FUL	Construction of improved vehicular access and parking. The Bungalow, Broadway, SA62 3HX	Support
NP/16/0110/S73	Vary condition 2, 7, 10. Remove condition 11 of NP/15/0512, The Bungalow, Broadway, SA62 3HX	Support
NP/16/0129/FUL	Demolition and replacement of Cliff Cottage and Garage, Haroldston Hill, SA62 3JP	Support
NP/16/0075/FUL	Erection of single storey bedroom ext to front elevation, 10 Holbrook Road, Broad Haven, SA62 3HZ	Support

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Cllr Susan Reynolds[Chair]

Finance

March 2016

Bevan Glass and Grass	25.12	
Down to Earth Landscaping	5334.00	
NBB Recycled Furniture : Play Parks Benches	1472.00	
A&E Adventures Havens Festival Banners	1428.00	
Little Haven No Smoking Launch	37.15	
Payments authorised by Cllrs Phillips and Whitewright	8361.15	TOTAL

April 2016

Broad Haven Village Hall	250.00	SO
Little Haven Village Hall	250.00	SO
Clerk's salary £291.20 plus expenses	336.82	
Cleddau Press April Issue	224.00	
HMRC Account	312.40	
PCC Post for Trafalgar Terrace Car Park	90.00	
Payments authorised by Cllrs Phillips and Whitewright	1398.34	TOTAL

END OF MEETING

There being no further business to discuss the meeting closed at 8.30 pm

THESE MINUTES ARE SUBJECT TO CONFIRMATION AT THE MEETING TO BE HELD ON 3 MAY IN THE BROAD HAVEN VILLAGE HALL.

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Cllr Susan Reynolds[Chair]