

THE HAVENS COMMUNITY COUNCIL
CYNGOR CYMUNED THE HAVENS

FULL COUNCIL MEETING
5 DECEMBER 2023 – BROAD HAVEN VILLAGE HALL – 7pm

MINUTES

Present: Councillors H. Jones (Chair), M Burch (Vice-Chair), C. Stephens, S. Bell, G. Bevan, A Devonald and C. Alexander.

In Attendance: J. Thomas (Clerk).

1. To accept apologies for absence:

Apologies for absence were received from Councillors Viv Grey, Liz Kother and Sue Reynolds.

2. To disclose personal or pecuniary interests in items of business listed below:

There were no Declarations of Interest made.

3. To approve the Minutes from the previous Meetings

Proposed by Councillor Howard Jones; Seconded by Councillor Mark Burch

AGREED

That the Minutes of the meeting held on 16 November 2023 be approved as a correct record subject to the following amendment:

The Clerk presented the new pay award as agreed by NALC and advised that on commencement of the role of Clerk, the pay scale had been agreed as LC2 (18-23) however, the pay had been made at the 22/23 rate and not the 23/24 rate.

Following comment from Councillor Connie Stephens regarding the pay award, the Councillors voted on the increase in Clerks salary and the back pay.

The vote, undertaken by way of a show of hands, was carried.

AGREED

That the salary increase as noted in the previous meeting was agreed.

5. To consider Planning Matters:

(i) *NP/23/0563/FUL 4 Driftwood Close, Broad Haven, Haverfordwest SA62 3JZ*

This application for for an extended front garden terrace and new access steps. No objections were noted, and it was **resolved** to support this application.

It was agreed that all future notifications of Planning Matters be posted on the Council FaceBook page.

6. Agenda Items:

Play Area Inspection Report

Councillors Howard Jones and Mark Burch advised Members that an inspection report was received every three months and that there was an inconsistency of approach between the annual report received every July and the last interim report, received in September. Some noted as medium risk in July were low risk in September and therefore, therefore they had reviewed all medium risks and above on both reports. Three quotes had been received ranging from £7.5k to £25k. Members discussed the contents of the three quotes and highlighted that money had been put aside for the playpark for a number of years.

In response to concerns raised by Councillor Connie Stephens regarding the expenditure on the play park, Councillor Mark Burch highlighted that the Council were aware of this expense which had been the reason for setting the money aside. There were a number of grants and funds available for installation of new equipment, but not for maintenance. Councillor Burch highlighted that the a quote for approx. £22k had been received in July 2023 and the company had agreed to honour that quote

Proposed by Councillor Mark Burch; Seconded by Councillor Sally Bell

The vote, by way of show of hands was carried: For [6], Against [0], Abstain [1].

AGREED

That the Playpark account funds would be used to purchase the new playpark with grants being applied for.

Christmas Lights

Councillor Bell updated Members that the Christmas lights were all on display and Councillor Bevan advised that all sponsorship signs had been erected. Barrie Jones was content with the infrastructure that was in place. Members discussed the need for increased sponsorship/donations towards the lights. Cllr Charlie Alexander highlighted the amount of work that had been undertaken by Councillor Sally Bell on the Christmas Lights. Councillor Bell highlighted that all fixtures now had a guarantee in place. Barrie Jones had advised Councillor Bell that Little Haven also wanted lights put up and had advised them to speak with the Chair direct.

Business Plan Progress.

2023/24 Projects	Budget Value	Progress	Target Date
Flower Planters	£1,100	Cllr Bevan reported all planters had been completed.	May 2023 Removed from plan 5.12.23
Book Shelter	£500	In progress. Cllrs Reynolds and Kother noted that the shelter was planned to be by the old phone box by the toilets. They were currently getting quotes as they were looking for the shelter to have a floor and a door with anyone able to access.	October 2023 Removed from plan 5.12.23
Coffee Mornings	£500	Coffee Mornings were due to take place at the end of January.	Jan 2024 May 2023
Little Haven Interactive Boards	£1,000	No update available. 5.12.23 – Councillor Stephens advised that she had made	Jan 2024 Dec 2023

		contact twice but had not received a response to date.	
Community Lunches & Transport	£3,440	The next Lunch would take place on 29.11.23 which was fully booked at 50 for £10 for Cawl, scone etc. Members approved the cost. 5.12.23 the recent community lunch had been well received with 48 in attendance.	Oct, 2023
Litter Picking Initiatives	£1,000	No update	April 2023

Budget setting

The budget to inform the pre-cept needed to be submitted by 15 January 2023. The Chair noted that a number of items could be removed from the budget and requested all Councillors inform him of any notes for inclusion at their earliest convenience.

Councillor Alexander highlighted the Boules Pit and the land that was being donated from the Authority. This would be discussed at the next meeting.

In response to a suggestion from Councillor Stephens that all Members were part of the finance budget group. The Chair advised that the former Clerk had put the budget together previously and that all Members had agreed this. Councillor Burch emphasised that the budget would need to be agreed at the next meeting in January and the Chair clarified that they needed to ensure the budget was not submitted late, as had been the case in previous years. Councillor Stephens refuted this comment.

AGREED

That a Sub-Committee be formed of three core Members, Cllrs Jones, Burch and Alexander and all Members to be invited to take place on Monday 18 December 2023.

Sand Banks – Local Lettings Policy

The Chair advised that all Members had received the local lettings policy noting that it had been kept to the Community Council of the Havens. Councillors requested that No. 4 working in the area for 12 months, be removed and that No. 2 be amended to read living five out of the last 15 years.

7. Communications received:

The Clerk highlighted that a communication from the Authority that had been received that day regarding Winter Salt and Salt bins. All Members agreed to check the locations of salt bins and the levels therein to advise if more were required.

Members noted the following letters of thanks had been sent:

Andrew Mock	Thank you for sponsoring the Christmas Tree
DN Wollacombe	Lamp post sponsorship
Propellers Café	Lamp post sponsorship
Neil McCarthy	Thank you for the excellent work of the refuse collectors.

Members noted that the following communications had been received:

Prag Ltd	Broad Haven Christmas Tree
OVW	Green Economy Conference in Swansea
OVW	Asbestos Management

OVW
Councillor L Koher
Seaview Mini Market

LITE
Councillor C Alexander
Councillor S Bell
Councillor S Thomas –
Neyland

PCC
Pampantgywynfyd
MAWWFire
Jo Roberts
Sinead Henahan
J Capitaio – PCC

Future Generations Cymru Strategy
Book Swap Unit Quote - £525
Honesty Box banking and thanks for the letter of
recognition.
Statement
Londis Cheque, Broad Haven Hall rent
Broad Haven Christmas Tree update
Christmas events

Temp Road Closure – Blockett Lane
Welsh name for the Havens
Same resident event 13.12.23
Cliff at Broad Haven concern
Enhancing Pembrokeshire
Local Lettings Policy for feedback

Councillor Stephens requested that the Clerk forward the Enhancing Pembrokeshire email.

8. **Communications Sent:**

The Clerk advised that thank you letters had been sent to all who have sponsored the Christmas lights. A thank you letter would also be sent to Mostyn for the work undertaken for the excellent Community Lunch.

9. **Date of Next Meeting**

The next meeting was agreed as Monday 8 January 2024 at 7pm, location to be advised pending hall availability.

Finance Matters:

(i) It was **resolved** that payments be authorised as follows:

Broad Haven Hall Inv 1395 (3.10.23 and 9.10.23)	£28.00
Fasthosts	£12.00
Total Tech inv 11953	£84.00
LITE inv 470900	£858.00
Total Tech inv 11794	£84.00
PRAg inv 12911 for Christmas Tree	£175.00
LITE inv 471520	£996.00
B Jones Electrical inv 10285	£270.00
Ocean Café Bar & Restaurant Community Lunch on 29.11.23	£480.00
Clerks Salary – Approved for payment once amount received from Accountant	
PAYE – Approved for payment once amount received from Accountant	

Members questioned the value of Fasthosts for the email content and the Clerk would review the retention of emails prior to the next meeting.

Councillor Bell noted that there was one more year of rental of the Christmas lights and then they would be owned by the Council.

Councillor Stephens advised that there had been a bowl of chips and a mince pit for all in attendance at the Community Lunch.

9. AOB

The Clerk agreed to draft a Forward Work Programme to allow early inclusion of items for the agendas and for this to be reviewed at each meeting.

The meeting closed at 2100hrs.

Correspondence Received

Prag Ltd

OVW

OVW

OVW

Councillor L Koher

Seaview Mini Market

LITE

Councillor C Alexander

Councillor S Bell

Councillor S Thomas –

Neyland

PCC

Pampantygwynfyd

MAWWFire

Jo Roberts

Sinead Henehan

J Capita – PCC

Broad Haven Christmas Tree

Green Economy Conference in Swansea

Asbestos Management

Future Generations Cymru Strategy

Book Swap Unit Quote - £525

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