

THE HAVENS COMMUNITY COUNCIL
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FULL COUNCIL MEETING

7th FEBRUARY 2023 – BOWEN MEMORIAL HALL, LITTLE HAVEN – 7pm

MINUTES

Present:

Cllr. C. Stephens (Chair)
Cllr. H. Jones
Cllr. V. Grey
Cllr. M. Burch

Cllr. C. Alexander
Cllr. E. Kother
Cllr. S. Reynolds

In Attendance:

Gareth Havard (Clerk), County Cllr. P. Morgan, B. Grey (Youth Rep) and Mr A. Stirling (left at 7.15pm)

1. To accept apologies for absence:

Cllrs. G. Bevan, A. Devonald and S. Bell.

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

Cllrs C. Stephens, C. Alexander and S. Reynolds declared a personal interest in Item 6(iii) as management committee members of Broad Haven Village Hall.

3. To consider Planning Consultation:

- (i) *PCC 22/0837/PA South Cockett, Gilton Lane, Broadway, SA62 3TU.* No objections were noted and it was **resolved** to support this application.
- (ii) *PCNPA NP/22/0726/FUL The Barn, South Hill, Talbenny, SA62 3XA.* No objections were noted and it was **resolved** to support this application.
- (iii) *PCNPA NP/23/0008/FUL 108, Sandyke Road, Broad Haven, SA62 3JF.* No objections were noted and it was **resolved** to support this application.

4. To approve and sign minutes of the previous meeting of the Council:

Having been circulated in advance of the meeting, minutes of the Full Council meeting held on 9th January 2023 were received and adopted as a correct record.

5. Matters Arising from previous Minutes:

- (i) *PCNPA Places for Nature* – further to the presentation received at the January 2023 meeting, Members considered possible areas/projects for this initiative. It was **resolved** that the Clerk make PCNPA aware of the private sale of Haroldston Woods with a recommendation that the acquisition of these woods by PCNPA would form an ideal biodiversity and conservation project for the area. It was also **resolved** that the Clerk advise the PCNPA Rangers that there would be potential project opportunities for the land surrounding Holbrook Road which is subject to the proposed community asset transfer (CAT) ongoing with PCC.

(ii) *Defibrillator* - the Clerk advised that an external cabinet had been purchased and was awaiting installation at Broad Haven Football Club. Once installed, the free defibrillator would then be released by Welsh Government.

(iii) *Church Cemetery Grants* – further to discussion at the January 2023 meeting, the Clerk advised Members that a grant of £200 had previously been made to each of the churches at Haroldston, Talbenny & Walton West. It was noted that this grant was to support cemetery maintenance under Section 214 of the 1972 LGA. It was **resolved** to repeat the grant at £200 for this financial year.

(iv) *St Madoc of Ferns Trust* – the request for HCC to become an ex-officio Trustee of the St Madoc of Ferns Trust was considered. It was **resolved** to politely decline this request at the present time. However, Members did note a commitment to reconsider this matter in the future if/when circumstances were to change.

(v) *Broad Haven Christmas Tree Lights* – further to discussion at the January 2023 meeting, the Clerk shared advice given by Atlantic Electrical Services that the most cost effective option for running power to a Christmas tree in its present location is the status quo ie: use of two IP rated waterproof boxes (one small and one large) which can be switched annually at minimal cost when required.

6. Finance Matters:

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

£290.00	Cleddau Press Ltd – Community Diary (Feb 2023)
£12.00	Fasthosts Ltd – Jan 2023 Webmail Account Fee
£580.00	Defib Warehouse Ltd – external polycarbonate defibrillator cabinet
£422.60	Clerk Salary (Jan 2023)
£105.80	HMRC PAYE Liability – Jan 2023
£12.00	Broad Haven Village Hall – Hall Hire Fees
£35.00	Information Commissioner – Data Protection Registration Renewal Fee

(ii) Quarterly Finance Report – Q4 2022/23 - Having been circulated in advance of the meeting, the Clerk presented a Financial Report to the meeting for the period ended 31st December 2022. The Report consisted of (a) a bank reconciliation statement showing balances of the current account and the Funds for Purpose account, plus (b) an analysis of actual income and expenditure as compared to budgeted income and expenditure. Members questions were invited and it was **resolved** to accept the Report.

(iii) Annual Grants to Broad Haven and Little Haven Village Halls

The Clerk shared correspondence from Broad Haven Village Hall management committee requesting financial support. A copy of recently audited accounts was also provided. Discussion followed regarding previous decisions on the award of such grants. Some Members expressed a preference that financial support should be given to specific projects as opposed to a general award toward running costs – this being consistent with recent distributions from the Trafalgar Car Park Honesty Box. It was **resolved** to allocate an award to Broad Haven Village Hall of £1,000 in principle but request project details in support. It was noted that a formal application from the Bowen Memorial Hall was awaited. The Clerk was requested to liaise with Edna Davies accordingly.

Post Meeting Note: There was an action placed on the Clerk at the December 2022 meeting to prepare a Grant Policy for HCC to adopt going forward. Discussion above further highlighted this need, and the Clerk will present a draft to the March 2023 meeting for review/adoption.

7. Business Planning

Further to proposals at the January 2023 meeting, Members considered a business plan with the aim of allocating Councillors and target delivery dates to projects identified in the 2023/24 Budget. It was also noted that there were some projects identified in the 2022/23 budget which also required delivery. Consequently, a Business Plan was agreed as follows:

2022/23 Projects	Value	Councillor(s)	Date
Book Shelter	£500	Kother	July 2023
Coffee Mornings	£500	Stephens, Reynolds & Alexander	April 2023
Flower Planters	£1,250	Burch, Bevan & Jones	May 2023
2023/24 Projects	Value	Councillor(s)	Date
Little Haven Interactive Boards	£1,000	Stephens	Dec 2023
Community Lunches & Transport	£3,440	Stephens, Reynolds & Jones	April 2023
King Charles Coronation	£765	Alexander	May 2023
Little Haven Festive Lights	£2,000	Bell, Alexander, Devonald, Jones	Dec 2023
Litter Picking Initiatives	£1,000	Bevan & B.Grey	April 2023
Broad Haven School to URDD	£1,000	Clerk	July 2023

8. Actions arising from Local Government & Elections (Wales) Act 2021:

(i) *Village Halls WiFi* – it was noted that formal permission to proceed with this project had been received from Broad Haven Village Hall and Bowen Memorial Hall committees. The Clerk shared quotations for the installation, monthly costs and support packages with Members. Following consideration, it was **resolved** to award the contract to Total Tech Ltd.

(ii) *Annual Report* – having been circulated in advance of the meeting, it was **resolved** to accept the draft Report as prepared by the Clerk. In accordance with legislation, the 2022 Annual Report will be uploaded to the HCC website. It was also agreed to share the Report on the HCC social media page.

9. Correspondence:

The Clerk had circulated a schedule of correspondence in advance of the meeting. The schedule (see Appendix 1) categorised correspondence into that requiring: (i) decision, (ii) consultation response and (iii) for information only.

(a) A request for HCC to intervene to enforce motorist's respect for dropped kerbs in Broad Haven was considered. It was noted that the obstruction of a dropped kerb is a parking offence. It was **resolved** that the Clerk (i) raise with local Dyfed Powys Police community officers, and (ii) respond to Ms Maclean (complainant).

(b) A request for Community Officers from Dyfed Powys Police to attend HCC monthly meetings was considered. It was recognised that this would be an opportunity to foster liaison with the neighbourhood policing team and it was **resolved** to accept the offer to attend future meetings.

(c) It was **resolved** that consultation feedback would not be provided on items contained in the February 2023 schedule

Members were reminded to contact the Clerk should they require further information/detail of specific items of correspondence included in the February 2023 schedule.

10. Any Other Business (for Information):

King Charles Coronation – the Chair invited Members to give some thought to appropriate low key commemoration ideas for formal consideration at the March 2023 meeting.

Jubilee Grant Update – Cllrs Reynolds and Grey provided a very brief update. A more formal report would be provided at the March 2023 meeting when more information is expected to be available.

Atlantic Drive Planters – Cllr Kother relayed an offer from a Ms Hopewell to maintain the flower planters in the Atlantic Drive area. Members welcomed the offer and Cllr Kother would liaise accordingly.

Dog Fouling – Cllr Kother raised awareness of this recurring problem. Members fully acknowledged the anti-social consequences. The Clerk was requested to arrange publication of a regular notice in the Havens Community Diary

The meeting closed at 8.25pm

Appendix 1
The Havens Community Council
Correspondence Register February 2023 Meeting

Date Received	Category	Sender	Topic	Summary of Content
18/01/2023	Consultation	One Voice Wales	Environment & Climate Change	Climate Change Adaptation Survey
10/01/2023	Consultation	Welsh Government	Public Commemoration	Consultation on published guidance on public
24/01/2023	Consultation	Welsh Government	TAN15	Consultation on TAN15 Development, flooding
31/01/2023	Consultation	Welsh Government	TAN15	Consultation on TAN15 Development, flooding
07/01/2023	Consultation	Julie Shirley	Youth Councils	Research study on success rates of youth cou
04/01/2023	Decision	Esdale Maclean	Abuse of Dropped Kerbs	Concerns over parking abuses of dropped ke
19/01/2023	Decision	BH Village Hall	Annual Grant	Application for funding from HCC
17/01/2023	Decision	Dyfed Powys Police	Community Policing	Offer to attend HCC monthly meetings
12/01/2023	Decision	Total Tech Ltd	Village Halls WiFi	Quote for installation and supply contract
09/01/2023	Decision	Edna Davies	WiFi Bowen Memorial Hall	Confirmation of agreement for HCC to fund a
30/01/2023	Decision	BH Village Hall	WiFi Broad Haven Hall	Agreement in principle with follow up querie
12/01/2023	Information	One Voice Wales	Allotments	Free training on setting up and running allotr
17/01/2023	Information	Public Ombudsman	Appointments	Notice of recent appointments to Ombudsm
10/01/2023	Information	One Voice Wales	Area Committee	Notice of OVW Pembs Area Committee Meet
17/01/2023	Information	One Voice Wales	Area Committee	Slides from Pembs Area OVW Meeting
23/01/2023	Information	One Voice Wales	Area Committee	Minutes of Pembs Area OVW Meeting
23/01/2023	Information	Ystadau Cymru	BSc Real Estate	Notice of degree courses in Real Estate run b
26/01/2023	Information	Welsh Government	Carbon Literacy	Notice of carbon literacy courses available to
10/01/2023	Information	Pembrokeshire CC	Clerk Contact	New Clerk details for Jeffreyston CC
30/01/2023	Information	Dyfed Powys Police	Crime Commissioner Conference	Invitation to Annual Crime Commissioner Co
17/01/2023	Information	One Voice Wales	CWBR Youth Projects	CWBR Youth Projects Update and links
10/01/2023	Information	Welsh Government	Democratic Engagement	Launch of democratic engagement grants
03/01/2023	Information	One Voice Wales	Green Energy Awards	Notice of nominations for REGEN Green ener
12/01/2023	Information	Paul Davies CCC	Homelessness & Housing	Launch of new support forum
09/01/2023	Information	BH Playgroup	Honesty Box Grant	Provision of three months bank statements a
11/01/2023	Information	Golley Slater	Keep Wales Safe	Keep Wales Safe information on winter virus
18/01/2023	Information	PCC	Keep Warm, Keep Well	Update on Pembs Keep Warm, Keep Well ini
30/01/2023	Information	Hywel Dda CHC	Latest Reports	Publication and links to latest Hywel Dda CH
17/01/2023	Information	Play Wales	Newsletter	January 2023 Play Wales e-bulletin
30/01/2023	Information	PCC	Operation Nightingale	Press Release and appeal for volunteers to s

16/01/2023	Information	PAVS	Outdoor Connections	Reminder for outdoor connections funding p
11/01/2023	Information	Pembrokeshire Lido	Pembrokeshire Lido Project	Launch of briefing document booklet
30/01/2023	Information	Dragon Play	Play Equipment	Information regarding services offered by Dr
30/01/2023	Information	Play Wales	Play Spaces	Notice of Play Wales Webinar on Play Spaces
10/01/2023	Information	One Voice Wales	Recruitment	Vacancies - Public Appointments to Welsh G
11/01/2023	Information	One Voice Wales	Recruitment	Carers Trust freelance independent assessor
17/01/2023	Information	One Voice Wales	Recruitment	Vacancy - Clerk to Llangwm CC
26/01/2023	Information	Welsh Government	Recruitment	Vacancy - assistant commercial property law
20/01/2023	Information	Andrew Gardner	Ringstone, Broad Haven	Summary of objections and copy of FOI requ
20/01/2023	Information	Andrew Gardner	Ringstone, Broad Haven	Correction to scale objection
20/01/2023	Information	Andrew Gardner	Ringstone, Broad Haven	Comment on Officer recommendation and H
24/01/2023	Information	Andrew Gardner	Ringstone, Broad Haven	Summary of objections and copy of draft sub
24/01/2023	Information	Andrew Gardner	Ringstone, Broad Haven	Copy of further submission to PCNPA on scal
25/01/2023	Information	Andrew Gardner	Ringstone, Broad Haven	Gardner appointed Architect observations/c
25/01/2023	Information	Western Telegraph	Ringstone, Broad Haven	Request for HCC comment regarding objecto
26/01/2023	Information	Andrew Gardner	Ringstone, Broad Haven	Comment and copy of PCNPA site meeting m
12/01/2023	Information	Paul Davies CCC	Rough Sleepers	Launch of new rough sleeping support schem
11/01/2023	Information	Pembrokeshire CC	Soup Nights	launch of soup nights on a Thursday evening
03/01/2023	Information	One Voice Wales	Training	Training Schedule & Bursary information
05/01/2023	Information	National Grid	Unmetered Supply Certificate	Unmetered supply certificate for Broad Have
27/01/2023	Information	One Voice Wales	Utility Aid	Information on Energy broker for the T&CC S
18/01/2023	Information	One Voice Wales	WISERD Conference	Wales Institute Social Economic Developmen