

THE HAVENS COMMUNITY COUNCIL

Clerk/RFO: Mrs J Thomas email: clerk@havenscommunities.org.uk Tel: tbc

FULL COUNCIL MEETING 7th November 2024 Broad Haven Village Hall Minutes

1. **Introduction** - the chair welcomed County Councillor Neumann to HCC and opened the meeting

Present: Cllrs Jones (Chair), Alexander (vice), Reynolds, Stephens, Bell and Grey, Sturman and County Cllr Neumann

Standing Agenda Items

2. **Public participation** - none

3. **Apologies received:** Cllr Bevan, Devonald and Kother

4. **Absences:** none.

5. **Declarations of Interest:** Cllr Alexander declared an interest due to being a member of the Broadway Action Group.

6. **Minutes of Full Council meeting held on 3rd September 2024.**

a. To approve Minutes from the Meeting held on 3rd September 2024.
Moved by Cllr Alexander; seconded by Cllr Jones

7. **Minutes of Full Council meeting held on 1st October 2024.**

a. To approve the Minutes from the Meeting held on 1st October 2024.
Moved by Cllr Sturman; seconded by Cllr Reynolds

Reference	Action/update	Lead (Cllr)	
Oct 24	Marine Road Planters	Bevan	Completed
Oct 24	Clerk to contact National Parks and PCNPA for advice dealing with Horse Muck.	Clerk	No update
241003	Clerk to send updated minutes to all Councillors for review prior to the next meeting.	Clerk	

8. **Receive report from County Councillor** – attended first full council meeting on 17th October. The Cabinet member for services discussed an electric bike initiative being rolled out that potentially will come to Broad Haven and be part funded by PCNPA & PCC. County Cllr Neumann will update when plans progress.

County Councillor Neumann has met HCC chair and discussed challenges and potential for The Havens.

- Little Haven watercourse – spoken to Gary Mephram and he will bring this to next PCNPA management meeting to discuss options for clearing/dredging.
- Meeting Andy Grey regarding slipway in Little Haven – boats launching is problematic in stormy/high tides.
- Broadway Action Group – speaking at scrutiny meeting on 15th November.

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- iv. Received information about broadband rollout in the Havens – will update in December meeting.
- v. Toni Macey responded to County Cllr Neumann regarding footpath from Broadway to Broad Haven – spoken to traffic safety team (infrastructure survey for shared use path), no progress currently. GI and topo surveys have been conducted but the path has not been put forward for direct Welsh Government funding but there may be other grants to take forward if needed. More detailed update to be provided in December meeting.

9. Finance.

a. Payments to be made.

Type	Date	Payee	Amount	Remarks
DD/SO/BACS		Clerk Salary	£486.60	Clerk's Salary October 2024
		Clerk Expenses	£0	Clerk's Expenses October 2024
BACS		HMRC	£121.60	Clerk's Salary Tax October 2024
BACS		Cleddau Press	£210	Invoice number
BACS		Fasthosts	£12	Invoice number 78048302 (Jackie reimburse)
BACS		Bevan Lawn Care	£432	Invoice number: 1750
BACS		Poppy Wreath	£20	Invoice number: 86
BACS	30.04.2024	Redlynch	£26,705.40	Invoice no: 10700
BACS		BHVH	£5	Invoice number:1457
BACS		Fasthosts	8.46	Jackie reimbursement (invoice 78225898)

b. Payments received.

Type	Date	From	Amount	Remarks
Cash		Honesty Box	£307.55	Total amount (3 x deposits)

c. Balance as of 04/11/2024.

Main account: £34,739.25

Funds for purpose: £25,068.32

d. **2022/23 Audit update** – possibility Welsh audit office will reopen case, but Chair is to speak to Audit Wales to discuss the situation. Previous clerk is also in touch with Audit Wales to help resolve the situation.

e. **2023/24 Audit update** – Richard Edwards has not received the audit from HCC to date.

f. **2025/26 Budget** – PCC require precept by 20th January 2025. Council tax base on Thursday 20th February 2025.

Action – Cllr Alexander to create a poster to go onto Facebook/diary encouraging residents to give opinions on suggested projects and/or suggest alternatives.

- i. Book swap for Little Haven.
- ii. Bike racks.
- iii. Notice boards.
- iv. Haven Point sign for Broad Haven.

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- v. Little Haven – Water fountain for walkers.
- vi. Showers for beach areas.
- vii. Ideas for grassed area in Broad Haven on corner of Sandyke road/Millmoor way.

g. **New suggestions:**

- i. **MUGA pitch Broad Haven.** Multi Use games areas (MUGA) are small pitches used to play a variety of sports (Football, Tennis, Basketball, Netball, non-contact rugby). Typical size 30m x 20m or 60m x 40m. Suggested location is alongside Football pitch in Broad Haven.
- ii. **Outdoor Bodyweight gym trail.** Suggested location was Broad Haven Promenade.
- iii. **Scallop shaped seating/BBQ area on grassed area opposite Galleon Inn, Broad Haven.**
- iv. **Develop viewpoint on Settlands Hill.**
- v. **Haven Point sign for Settlands Hill viewpoint.**

h. **Member Allowances 2023/24** - Cllrs need to email the chair with whether they want to accept the allowance of £165. £52 fixed sum for office consumables.

Action – all Cllrs to let Chair know by December meeting

10. **Planning Applications** – none received.

11. **Staffing Update** – chair gave an update on the current situation.

- a. **Clerk Leave.**
- b. **Clerk/RFO Formal capability Review.**
- c. **Clerk/RFO recruitment process** – deferred to future meeting
- d. **New Councillor Appointment process - deferred** to future meeting

12. **Training Update** – deferred to future meeting

13. **Website/Email/Social Media Update** – Cllr Sturman has trialled creation of a website on Google sites).

Decisions made – to opt for a community website (to include pages for community groups) and secondly, to create a .gov.wales website to host HCC and to include email addresses such as:

cllrsturnam@hcc.gov.wales

Proposed: Cllr Grey, seconded Cllr Reynolds.

Action - Cllr Sturman to price up the cost of hosting and building of the website.

14. **Honesty Box Grant Applications** – applications open for decisions in January.

15. **Insurance** – no update currently. All assets need a risk assessment if they are to be covered by public liability insurance.

16. **Boules Pitch Solicitor** – no update currently. **Action** – chair to contact Eaton, Evans and Morris

Maintenance.

17. **Play Park Quotation** – work been completed, payment to be made.
18. **Playgrounds Inspection contract** – no issues found.
19. **Weed Spraying** – knotweed in Trafalgar Terrace carpark has been sprayed.
20. **Atlantic Drive** - updated County Councillor Neumann about Atlantic Drive and will arrange a site visit to see the issues with maintenance and access.
21. **Bus Shelter at white railings.** No update regarding contacting Tiers Cross. Glass has been moved but not currently replaced.
22. **Millmoor Way Bus Shelter** – no update regarding repainting and application to community payback scheme.
23. **Trafalgar Terrace carpark** – cleared foliage and Headteacher of BH has sent information message to parents.
24. **Pedestrian Crossing** – as above.
25. **Book shelter** - maintenance to be completed by Cllr Bevan and Devonald.
26. **Settlands Hill Footpath grass cutting** – no update about contacting PCNPA. **Action** - County Cllr Neumann to investigate ownership of this area.
27. **Football Pitch footpath grass cutting** - add to current grass cutting contract.
28. **Concrete base for Football Pitch Memorial Bench** – PCC planning department needs to be contacted to see if planning is necessary. **Action** – Cllr Neumann to action.
29. **Repairs required to wall between Little Haven carpark and boat yard** - Mortar and stone missing between carpark and boat park. **Action** - PCNPA to be contacted by Nick
30. **Repairs required to stone bases to seats at Little Haven slipway** – **Action** – PCNPA to be contacted by Nick
31. **Repairs required to The Point (several points on walls and footpath.**
Chair spoken to National Trust, they are responsible for the area at the Point. They are putting together a long-term plan for the ‘elephants grave’, steps down to sheep wash and the pathway. PCNPA – path from point cottage to the Swan area needs attention. Stones are lifting and the wall needs attention. **Action** – Cllr Neumann to contact PCNPA.
32. **Weed/spraying of The Point footpath** - **Action** – Cllr Neumann to contact both NT and PCNPA to chase.

Projects.

33. **Little Haven Interactive boards** – completed.
34. **Community Lunches** - 28/11/24 - The Ocean Broad Haven – capacity of 60. Currently advertised locally.
35. **Litter Picking** – deferred to future meeting.

36. **Christmas Lights – Action** - Cllr Bell is to speak to Barry for an update on festive lights.
37. **Lamp Post sponsors.**
- a. Councillors agreed to accept the quote from Blue Fin Designs
 - b. To receive an update on Action 241002: previous sponsors contacted, and details of those wishing to support, to be emailed to Blue Fin designs for signage.
38. **Christmas Tree at Broadway and infrastructure in lamppost for Christmas tree lights in Broadway –** appropriate forms sent to PCC to prepare for installation.

Miscellaneous

39. **Letter of appreciation to previous Chair HCC – Action** – chair to write the letter.
40. **Predict and Protect Rota 2024** – letter of thanks to be sent to all involved in the rota for this year.
41. **Community Awards** – *delay to 25/26.*
42. **Broadway Road Sign Review** – Cllr Alexander provided updated Cllrs on the green area. Members have met Dave Evans from PCC to apply for a grant to improve the common land area. As part of the grant, the area will be cleared and planted. Proposal to HCC to include this area in the next grass cutting tender.
New signs have been placed on the green area and entrance Broad Haven side of Broadway and planters can now be included.
Action – Cllr Alexander to find costs for planters and bring to council for budget 24/25
43. **Facebook safeguarding of messages -**
44. **Footpath from Broadway to Broad Haven** - Cllr Stephens discussed dangers of the road from Broadway to Broad Haven. Suggestion to approach Caravan Park owners to highlight to guests, the safest route to walk to the village. **Action** – to send letters to Creampots and South Cockett campsites formally approaching them – defer to January.
45. **Horse Muck.** The concerns of horse muck were raised by Councillor Bell at Oct 24 meeting. **Action**; Cllr Bell to contact National Parks and PCNPA for advice.
46. **Broad Haven Bins** – Cllr Stephens discussed bin in the carpark behind 'Off the Hook' is always overflowing. Request to have metal bins over the summer as hot BBQs are melting plastic.
Action – Cllr Neumann is to contact PCC.

Meeting Closedown

47. **Any Other Business** – electors have raised concerns about the appearance of the fencing outside of the Sunshine Italian.
48. **Review of Actions**
49. **Date of Next Meeting. 03/12/24**
- a. Cllr Grey sent apologies.