

THE HAVENS COMMUNITY COUNCIL

Clerk/RFO: J Thomas email: clerk@havenscommunities.org.uk Tel: 01646 839271

FULL COUNCIL MEETING **3 September 2024 Broad Haven Village Hall – 7pm**

MINUTES

PRESENT:

In Person: Cllrs H Jones (Chair), C Alexander (Vice-Chair), S Bell, G Bevan, A Devonald, V Grey, and C Stephens.

To accept apologies for absence

Apologies for absence were received from Cllrs L Kother, S Reynolds and K Sturman.

A minutes silence was held in memory of County. Cllr Peter Morgan and former long-standing Community Dai Faulkner who have recently passed.

2. Declarations of Interest:

There were no declarations of interest made.

3. To approve the Minutes of the meeting held on: 2 July 2024

Moved by Cllr A Devonald; Seconded by Cllr S Bell

RESOLVED

That the Minutes of the meeting held on **2 July 2024** be approved as a correct record.

4. Update on actions from Minutes

Cllrs Bevan and Devonald advised that the Notice board had been fixed however it was in a state of disrepair. The Clerk will obtain quotes for a replacement and put an application in for an Enhancing Pembrokeshire Grant towards the cost.

5. Planning Application:

- a. **NP/24/0426/FUL** – *Proposed retention of existing property as seasonal holiday accommodation at 13 Timber Hill Chalet Park, Broad Haven Pembrokeshire SA62 3LZ*

Councillors **resolved** to support the application.

- b. **NP/24/0425/FUL** – *Proposed retention of existing property as seasonal holiday accommodation at 7 Timber Hill Chalet Park, Broad Haven Pembrokeshire SA62 3LZ*

Councillors **resolved** to support the application.

- c. **NP/24/0416/CLE** – *Proposed lawful development certificate for an existing use as overflow accommodation at Sleekstone, Haroldston Hill, Broad Haven, Haverfordwest, Pembrokeshire SA62 3JP*

Councillors **resolved** to support the application.

- d. **NP/24/0379/CLE** – *Proposed Conversion of redundant ground floor reception area to create 2 x residential flats; roof extension/attic conversion to create additional bedroom for flat 1c; parking and ecological enhancements at Haven Court, St Brides Road, Little Haven, Haverfordwest, Pembrokeshire SA62 3UP*

Councillors **resolved** to support the Application

- e. **NP/23/0556/FUL** – *Proposed Installation of a new septic tank beneath front lawn area at School House, Walton West, Haverfordwest, Pembrokeshire SA62 3UA*

Councillors **resolved** to support the application.

- f. **NP/24/0399/FUL** – *Proposed Garage to replace internal garage which is no longer there at 33 Holbrook Road, Broad Haven, Haverfordwest, Pembrokeshire SA62 3HZ*

Councillors **resolved** to support the application.

Moved by Cllr V Grey; Seconded by Cllr S Bell

AGREED

That all Planning Application be **APPROVED** in retrospect.

6. Insurance

Cllrs discussed the increase in price and discussed removing a number of items in anticipation that the cost would reduce. The Clerk committed to updating Councillors on the outcome.

7. Audit Wales

The Clerk gave an update on the 2022/23 Audit that had been returned to Audit Wales as documentation had not been checked appropriately. The Clerk would update Council once a response was received.

8. Boules Pitch Solicitor

Councillors discussed the requirements of the lease and it was **AGREED** that Eaton, Evans and Morris be instructed.

9. External Committee Membership

Councillors discussed the external Membership and agreed that Councillors would note their availability when meetings were circulated and attend if possible. It was not felt that a permanent Member should be appointed to a committee due to other commitments of the Councillors.

10. Play Park

Cllr G Bevan advised that progress was being made with the wetpour being completed however, the gates were not yet completed and Councillors **AGREED** that payment could still not be made. The approval remained that once completed, the invoice would be paid in full.

11. Staffing Committee

In the absence of Cllr K Sturman, no update was provided.

12. Appeals Committee

HELPING TO MAKE OUR COMMUNITY A BETTER PLACE

In the absence of Cllr K Sturman, no update was provided.

13. Website/Email

Cllr C Alexander committed to attending the next meeting of Working Better Together with Pembrokeshire County Council in order to review the website template in discussion and would advise Cllrs of the outcome. Cllrs did not see the value in producing their own website at this time.

14. Marine Road Planters

Cllrs discussed the planters noting that that had been approached by the Allotments to provide all-year-round displays. It was noted that the Womens Institute were also interested in this project.

Moved by Cllr G Bevan; Seconded by Cllr V Grey.

It was **APPROVED** that up to £500 be made available for plants, soil etc for the Allotments.

15. Holbrook Road Bus Shelter

It was noted that Holbrook Road Bus Shelter required replacing and the Clerk advised that Grant applications had been submitted.

16. Millmoor Way Bus Shelter

The Clerk advised that no update was available.

17. Trafalgar Terrace

Cllr Jones confirmed that the Knotweed had been dealt with.

18. Pedestrian Crossing

Following the clearing of the pedestrian walkway, Cllr C Alexander **AGREED** to contact the school for a message to be sent to parents/carers on safety.

19. Predict and Protect Rota 2024

Cllrs emphasised their thanks to all volunteers for their assistance with the Predict and Protect Rota 2024. It was agreed a letter of thanks would be sent by the Clerk thanking all volunteers.

20. Broadway Road Sign Review

Cllr C Alexander advised that new road signs were in place from both directions.

21. Haroldston Right of Way

Cllr C Stephens raised concerns on the right of way on the coast path at St Catherines however Cllr A Devonald advised that the fencing had been removed and access in place.

22. Pembrokeshire Coast Triathlon 2025

Cllrs discussed the recent communication from Pembrokeshire Triathlon regarding the dates of the event in 2025 and it was **AGREED** that they supported the event and would prefer it take place in the July weekend due to bank holidays. The Clerk **AGREED** to advise the group of the request.

23. Honesty Box Grant Applications

Councillors discussed the two applications that had been received:

01/2024 The Havens Community Allotments and Gardens
The application for assistance for the Allotments was **APPROVED**.

02/2024 St Madocs
The application was **DEFERRED** to the January 2025 meeting and that clarification be sought on the lease for the Church and a timeline of the project including an understanding of what was required and when

24. 20mph Link

<https://newsroom.pembrokeshire.gov.uk/news/opportunity-to-request-changes-to-the-20mph-limits-in-pembrokeshire>

Cllr. C Alexander advised that the Broadway Petition had closed on 2 September 2024 with approximately 250 signatures which met the threshold for discussion at Overview and Scrutiny Committee.

25. Projects update:

a. Litter picking

Cllrs noted that Keep Wales Tidy and Haverfordwest Town Council were able to provide equipment for litter picks and would keep this under review.

b. Book Shelter

Cllrs Bevan and Devonald advised that they had fixed the base of the Book Shelter and it was level however, more work was required long term. Cllrs Bevan, Devonald and Jones **AGREED** to review this.

26. Correspondence Report

a. Received

Councillors had received the list of incoming and outgoing correspondence and the Chair advised that the RNLI septic tank had still not been completed and that they were opening the facility on Saturday 7 September. The Clerk committed to chasing this with the relevant Officers at PCC.

The Clerk highlighted that residents needed to report broken street lights, potholes etc via MyAccount on PCC [Report a Problem - Pembrokeshire County Council](#).

27. Finance Report:

a. Payments approved as follows:

G Bevan Lawncare inv 1624 – (3months)	£1386.00
Audit Wales 2020/21 Invoice 008577 -	£200.00
Total Tech inv 13545 -	£84.00
Fasthosts inv 77708875 – (pd 14.8.24)	£12.00 (reimburse to Clerk)
Broad Haven Village Hall –	£119.50
(inv 1392 - £32, 1420 - £25, 1435 - £5, 1437 - £20, 1443 - £37.50)	
Flowers inv 01 -	£78.00
Seaview invoice 17617 -	£44.43
Cleddau Press inv 017343 -	£210.00
Cleddau Press inv 017395 -	£210.00
Clerk Salary –	£486.60
HMRC –	£121.80

A4 Paper x 5 Reams from Amazon

£23.99

Fasthosts inv – 77882220 (29.8.24)

£8.46 (reimburse to Clerk)

One Voice Wales invoice 8391

£40.00

Little Haven and Talbenny Amenities Association

£250.00

It was **AGREED** that Audit Wales 2022/23 invoice 011603 - £448.83 would not be paid as discussed in Minute 7.

b. Payments received

Honesty Box

£1090.93

Precept

£9225.0

c. Balance on accounts

Total £63005.50

d. Cllrs **AGREED** to review events and the Christmas sponsorship signs

e. Finance Committee to discuss 2024/25 budget

Cllrs **AGREED** that the next meeting on 1 October 2024 would commence at 6.30pm for the 2024/25 budget discussions to commence.

28. Date of Next Meeting

It was agreed that the date of the next meeting would be Tuesday 1 October 2024 at Little Haven Village Hall at 6.30pm.

29. Any Other Business

Cllrs discussed placing a memorial bench for Cllr Dai Faulkner and Peter Morgan and would check with the families PCNPA on the process.

Cllr C Alexander advised that she had received notification that the Bi-election would be taking place on **Thursday 10 October 2024**

Cllr C Stephens raised concerns on Ragwort in the sheep fields however, Cllr H Jones advised that he had been approached and asked not to pursue.

Cllr G Bevan highlighted the need for the grass to be cut at the Boardwalk at the Bunks.

Cllr H Jones advised that tidying would be undertaken as there was a need for access. The Clerk **AGREED** to contact PCC Maintenance team and the Accessibility Officer to request that the Old Coastguard Station from Swansewell across to Sandyke Road football field and from Millmoor Way to the Bus stop on Sandyke road was overgrown be maintained to ensure disability access.

The meeting ended at 2048hrs