

# THE HAVENS COMMUNITY COUNCIL

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## MINUTES FOR THE MEETING HELD ON 7 May 2024 following the Annual Meeting

### PRESENT:

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

**Online:** Cllr K Sturman

### To accept apologies for absence

Apologies for absence were received from Cllr L Kother

### 1. Declarations of Interest:

#### Item 6: Broad Haven Village Hall Funding Request

Cllr C Alexander declared a personal interest by virtue of being a member of the Village Hall Management Committee.

### 2. To approve Minutes from the Meetings held on: 6 February 2024, 5 March 2024 and 9 April 2024.

Moved by Cllr A Devonald; Seconded by Cllr G Bevan

#### RESOLVED

That the Minutes of the meeting held on **6 February 2024** be approved as a correct record.

Moved by Cllr S Bell; Seconded by Cllr G Bevan

#### RESOLVED

That the Minutes of the meeting held on **5 March 2024** be approved as a correct record.

Moved by Cllr V Grey; Seconded by Cllr S Reynolds

#### RESOLVED

That the Minutes of the meeting held on **9 April 2024** be approved as a correct record.

### 3. Planning Applications –

Cllrs discussed a new application that had been received the previous day and requested that an extension on the determination be requested.

- a. **24/0002/pa -** *Proposed expansion of tent site environmental and ecological enhancements at South Cockett Caravan and Tent Site, Broadway, Broad Haven, Haverfordwest SA62 3UN*

Cllrs discussed the application noting that it was quite complicated and **resolved** to support the application.

- b. **NP/24/0193/FUL –** *Proposed retention of existing property as seasonal holiday accommodation at 9 Timber Hill Chalet, Broad Haven, Haverfordwest SA62 3LZ.*

Cllrs discussed the application and **resolved** to support the application.

### 4. Five Pitch motorhome stopover

Cllrs discussed the application for a Five Pitch motorhome stopover by CAMpRA noting that this application had now been halted by CAMpRA.

## 5. Councillor Payments

The Clerk advised Councillors that they were all entitled to a payment of £156 towards expenses incurred as a Councillor. It was noted that the payments were not compulsory and that they could opt in or out of payments and their decision would be kept confidential.

## 6. Broad Haven Village hall Funding Request

Cllrs noted that a request for funding had been received from Broad Haven Village Hall and that, it was within the pre-agreed budget and Cllrs therefore **resolved** to approve the payment on production of an invoice.

## 7. NRAP Proposals

Cllrs discussed the proposals made following the NRAP meeting advising that NRAP would like to conduct a survey of residents. Cllrs **resolved** that Chris Taylor and Andy Drumm would receive the full support of the Council via FaceBook links and website links for the survey and ask that they keep the Council appraised of any updates.

In response to a request from Cllr H Jones regarding the notice board on Broad Haven Village Hall, Cllrs approved the removal and replacement of the lock in order to refresh the documents.

## 8. Boules Pitch/Playpark lease update

Cllrs discussed the Boules Pitch and Cllr C Stephens noted that it was to be in the 'natural pit' area. The Chair advised that the Authority had offered both the Boules Pitch and a renewal of the playpark on a 25-year lease agreement at a peppercorn rent. Cllrs noted that maintenance costs would increase but that the team that had applied for funding were content with the area offered. Cllr G Bevan then moved the recommendation, seconded by Cllr V Grey and Cllrs **resolved** to support the application and requested that they would have the option to review the remaining field in the future.

## 9. New Councillor appointment

Cllrs agreed that the Staffing Committee would draft a planned process for future appointments.

## 10. Staffing Committee

Cllr K Sturman advised that, as Chair of the Staffing Committee, he would review the Terms of Reference.

## 11. Appeals Committee

Cllrs agreed that, following the approval of the Staffing Committee Terms of Reference, the Appeals Terms of Reference would be drafted.

## 12. Playgrounds Inspection Contract

Following email approval of the Playgrounds Inspection Contract, Cllrs **agreed** that Infinity Play be reappointed for 2024/25.

## 13. Honesty Box Grant Application

The Clerk presented the draft application form for Honesty Box grants which was **approved** by all Councillors.

## 14. Weed Spraying

The Clerk advised that confirmation had been received from PCC that the weed spraying has ceased.

## 15. Atlantic Drive Path damage

Councillors discussed the damage caused by tractors and requested that the contractors return to repair the damage caused by levelling and re-seeding. Councillors also requested that the damage to a kerbstone on the corner of Atlantic Drive from the Main Road be reported to PCC.

## 16. Marine Road Planters

Councillors requested that an advert be drafted inviting residents and businesses to look after planters in the community with the Community Council funding the upkeep.

#### 17. **Bus Shelter**

Councillors discussed the Bus Shelters in the community, in particular Holbrook Road, noting it was rotten at the base and **resolved** that Councillor G Bevan would draw up a plan and criteria to obtain quotes to replace the shelter. Councillors further discussed the Millmoor Way bus shelter and it was **agreed** that the Clerk would apply for Community Payback to paint and tidy up the shelter.

#### 18. **Little Haven Car Park**

Councillors discussed concerns regarding cars entering the stream and damage caused to the bank. National Parks had advised that this was driver error however, Councillors noted that the edge of the car park was in very close proximity to the embankment and that recently, occupants had needed to climb out of their car into the stream. Following a similar incident in Solva, concerns were raised that if the stream were full or flooded this could be extremely dangerous. Councillors **resolved** to write to National Parks asking for something to be done to ensure the safety of drivers and residents and to include the photos received.

#### 19. **Trafalgar Terrace**

Councillors discussed the Japanese Knotweed in Trafalgar Terrace and Cllr C Stephens highlighted that previous walkabouts had been conducted with the Raymond Brothers who were the landowners. It was **resolved** that the Clerk would contact the landowners for a review to be conducted.

#### 20. **Pedestrian Crossing**

Councillor Kother had requested that road marking be placed from the Trafalgar Road car park to highlight the pedestrian walkway and to provide a zebra crossing. It was **resolved** that the Clerk would contact highways in PCC to make the request.

#### 21. **Bluestone Pembrokeshire Coast Triathlon**

The request for the Community Day Car Park licence with PCNPA for Saturday 6 July 2024 was **approved**.

#### 22. **Broad Haven NRW Bathing Water testing**

Councillors discussed the testing of bathing water quality and it was **resolved** that the Clerk would draft an advert for interest in being involved with the testing and to contact Havens Sports and other businesses that had assisted the previous year. It was also agreed that the QR link to access the water quality would be displayed on the notice boards, social media sites and via the school.

#### 23. **Email/Website hosting**

Councillors discussed the ending of PCC support for town and community council websites and Cllr K Sturman **agreed** to make enquiries.

#### 24. **Councillor Training Plan**

Councillors discussed the training development policy and the Clerk would resend the list of training courses available and update the matrix as appropriate.

#### 25. **Projects update:**

##### a. **Coffee Mornings**

There were no Coffee mornings planned until September.

##### b. **Little Haven interactive boards**

The boards were due to be in place by the end of May.

##### c. **Community Lunches**

Councillors discussed a slight mix up with the numbers but noted that it had been well attended. The Clerk requested that photographs be taken at the next event for advertisements.

##### d. **Litter picking**

Councillor V Grey advised that the 'A' Boards were on their way and they had been advised to contact Haverfordwest Town Council when organising a litter pick, as they were able to provide all of the information required and provided insurance cover.

##### e. **Book Shelter**

The book shelter had been very well received however, it had been noted that the lock had dropped which Cllrs Kother and Reynolds would make arrangements to fix.

## **26. Correspondence Report**

### **a. Received**

Councillors had received the list of incoming and outgoing correspondence.

Councillors highlighted the 20 years' service award for Sue Mock from the Post Office and wished to congratulate her on this well-deserved award.

The Chair highlighted the sanitation pipe and septic tank outside the new Life boat Station noting this had been part of the planning application. The Clerk agreed to contact PCC to have the situation rectified as a matter of urgency.

## **27. Finance Report:**

### **a. Update on Barclays Account**

### **b. Payments sent**

Bevan Lawn Care	£570.00
Fasthost	£8.46
Community Diary	£210.00
Total Tech	£84.00
Salaries	£486.00
HMRC	£122.40
Play park inspection	£650 (+VAT)

### **c. Payments received**

### **d. Balance on accounts**

The Finance report was accepted.

**28. Date of Next Meeting** – It was agreed that the date of the next meeting will be 4 June 2024 at Broad Haven Village Hall at 7pm.

## **29. Any Other Business**

- a. Nolton Toilets – Councillors resolved to provide support to Roch and Nolton Community Council in keeping the public toilets open.
- b. The replacement of the Broadway road sign was to be reviewed.
- c. The link regarding 20MPH speed limits to be resent to Councillors.  
<https://newsroom.pembrokeshire.gov.uk/news/opportunity-to-request-changes-to-the-20mph-limits-in-pembrokeshire>
- d. Councillor C Alexander highlighted the introduction of Community Awards and it was agreed to place this on the next meeting agenda.
- e. The Clerk advised that correspondence had been received advising that the car that had been reported as abandoned, was taxed and MOT'd and was therefore not classed as abandoned.
- f. Surfers Against Sewage – whilst the Councillors gave their full support to the national cause and were happy to promote and advertise the event, they did not feel that they were able to financially support the national charity.
- g. In response to a question from Councillor H Jones regarding the decorative lights along the front being switched on, Cllr S Bell advised that it would be around 1 July 2024 and they would be lit for two months.,

**The meeting ended at 2049hrs**