

**THE HAVENS COMMUNITY COUNCIL**  
**CYNGOR CYMUNED THE HAVENS**

**FULL COUNCIL MEETING**

**7<sup>th</sup> NOVEMBER 2022 – BROAD HAVEN VILLAGE HALL – 7.30pm**

**MINUTES**

**Present:**

Cllr. C. Stephens (Chair)  
Cllr. H. Jones  
Cllr. S. Bell  
Cllr. S. Reynolds

Cllr. C. Alexander  
Cllr. V. Grey  
Cllr. G. Bevan

**In Attendance:**

Gareth Havard (Clerk), Mr Baker (Item 5(3))  
Item 4(i) – Applicant and representatives plus members of the public.

**1. To accept apologies for absence:**

County Cllr. P. Morgan, Cllr. M. Burch, Cllr. E. Kother and B. Grey.

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

None disclosed.

**3. 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 4<sup>th</sup> October 2022 were received and adopted as a correct record. A minor amendment was noted to correct an inaccuracy regarding the attendance of a Mrs Baker.

**4. Planning Consultation:**

(i) **NP/22/0424/FUL** Ringstone, Broad Haven SA62 3JP

It was noted that HCC had received a request from PCNPA on Oct 20th to comment on amended plans for this application. It was also noted that this application had attracted much local interest and HCC finds itself in a difficult position when delivering a consultation response. It must be noted that this position was not helped by the request to comment on amended plans in PCNPA's letter of Oct 20th. This letter, when requesting comment, inferred that the amendments were material to the original consultation response given at a previous meeting (Sept 6th 2022) where a narrow majority decision was made to support the application. It transpires that the amended plans were not material and HCC would question why they were asked to re-visit this application. It was acknowledged that a material change to plans should prompt re-consultation but this does not appear to be the case in this instance.

This said, the Chair gave equal opportunity to all interested parties present to comment on the application despite a risk of repeating debate heard at the Sept 6th meeting. Members of the Community Council were invited to comment on the amended plans. Two comments were made: (i) the proposed plans give rise to an over-sized development, and (ii) confirmation was sought (and given) from the architect that the boundary walls shown on the amended plans maintain existing distances from adjacent properties.

The Clerk was requested to relay these comments to PCNPA and, in doing so, HCC would respectfully request, as a learning outcome, that where amended plans are returned to consultees for comment in future, it is (i) highlighted what amendments have been submitted, and (ii) made clear what is expected of the consultee in response.

(ii) **NP/22/0591/FUL** Overhaven House, Blockett Lane, Little Haven SA62 3UH  
Members considered the proposals exaggerated and it was **resolved** not to support this application.

(iii) **NP/22/0590/FUL** Driftwood Lodge, Hasgurd Cross, Little Haven SA62 3SJ  
No local objections were noted, and it was **resolved** to support this application.

(iv) **NP/22/0600/FUL** Land South of Haroldston Hill, Haroldston SA62 3NA  
No local objections were noted, and it was **resolved** to support this application.

## 5. Matters Arising from previous Minutes:

**Festive Lighting 2022** – In preparation for the installation of the new festive lights, the Clerk advised that a survey of the column infrastructure in Broad Haven had revealed a necessity to carry out work to conform to electrical regulations. The work would cost approximately £600 and it was **resolved** to proceed. It was also **resolved** to pursue column sponsorship to offset these costs at a rate of £50 per column. The Clerk was asked to liaise with Mostyn Davies for a list of previous sponsors and share this with councillors on the festive lighting working group. Correspondence from Helen Dare was noted regarding a carol singing and festive light switch on for the evening of Sunday, Dec 4<sup>th</sup>. It was **resolved** to proceed in principle once confirmed with Mostyn Davies and the electrical contractor.

**Councillor Vacancy** – agreed notices had been placed throughout the community with a closing date of 30<sup>th</sup> November 2022. The Clerk advised no further applications submitted to date.

**St Madoc of Ferns Trust** – the Clerk advised the meeting that Section 139 of the Local Government Act 1972 empowers a Community Council to become a charity trustee should it choose. Members present were unable to give a firm commitment to becoming a trustee of St Madoc of Ferns and it was **resolved** to defer a decision to a future meeting.

**Remembrance 2022** – arrangements for a parade along Enfield Road in Broad Haven were noted to be followed by a 2pm service at the War Memorial. In the Chair's absence, it was **resolved** that a wreath on behalf of HCC would be laid by Cllr Alexander. Members of HCC were invited to participate in the parade.

**Grass Cutting Contract** – having been circulated in advance of the meeting, a grass cutting specification for contract tender was **accepted**. Correspondence from Mr Whitewright was noted to request inclusion of weed treatment along the pathway to The Point, Little Haven. It was confirmed that this task was already included in a contract between Little Haven Amenities Committee and Bevan Lawn Care.

## 6. Finance Matters:

(i) It was **resolved** that payments be authorised to settle invoices listed as follows:

£400.00	Cleddau Press Ltd – Community Diary (Nov 2022)
£27.50	Royal British Legion – Wreath
£422.60	Clerk Salary (Oct 2022)
£105.80	HMRC PAYE Liability – Oct 2022
£220.00	Bevan Lawn Care – Grass Cutting Contract

(ii) The Clerk advised that a VAT126 claim had now been submitted for the year to March 2022 and a payment of £8,597.73 had been received from HMRC.

(iii) Preliminary discussion took place regarding the 2023/24 Budget and Precept. Draft working papers were shared with Members with electronic versions to follow by email. The Clerk advised the meeting that levels of financial reserves currently in place would require careful justification before setting the 2023/24 Precept. Members were invited to submit discretionary budget proposals to the Clerk for inclusion in a more detailed draft document for consideration at the December 6<sup>th</sup> meeting.

## 7. **Actions arising from Local Government & Elections (Wales) Act 2021:**

(i) *Standing Orders* – having been circulated in advance of the meeting, it was **resolved** to adopt the amended version of Standing Orders.

(ii) *Training Plan* – the Clerk reported that not all councillor training self-assessment forms had been submitted. Consequently, a formal training plan has not yet been published.

(iii) *Annual Report* – the Clerk advised that work is underway to prepare the Annual Report for the year ended 31<sup>st</sup> March 2022.

(iv) *Hybrid Meeting Equipment* – following receipt of an activated business debit card, the Clerk confirmed this equipment could now be purchased online.

(v) *Village Halls WiFi* – the Clerk reported that surveys had been completed by Dyfed Telecom to assess potential 4G signal strength at both Broad Haven and Bowen Memorial Halls. Dyfed Telecom were confident that suitable speeds could be achieved to accommodate remote meeting technology such as Microsoft Teams using 4G. It was noted that further survey work is required to establish whether a fibre connection is feasible at either Hall. This will determine the most effective long-term solution and whether HCC would be eligible for Welsh Government grant support. The Clerk was asked to follow up and report back to the December meeting.

## 8. **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.

Decisions:

(i) Further to correspondence from One Voice Wales, it was **resolved** to make an application to Welsh Government for funding of an additional defibrillator to be located at Broad Haven football club. It was noted that the funding package would provide the defibrillator, but the relevant storage cabinet and installation would need to be funded by HCC.

(ii) A request to support the 2023 URDD in Carmarthenshire was politely **declined**.

(iii) Consultation feedback would not be provided on items contained in the November 2022 schedule

Members were invited to contact the Clerk should they require further information/detail of specific items of correspondence included in the November 2022 schedule.

## 9. **Any Other Business** (for Information):

*The Haven Wellbeing Space* – the Chair reported on her attendance at the launch of The Havens Wellbeing Space event on 24<sup>th</sup> October. It was acknowledged that this was an excellent initiative which could benefit The Havens community. Members were invited to share awareness of this initiative among constituents.

The meeting closed at 9.25pm

# Appendix 1

## Correspondence Register

November 2022

Date Received	Category	Sender	Topic	Summary of Content
20/10/2022	Consultation	Boundary Commission	Constituency Changes	Report showing proposed constituency b
04/10/2022	Consultation	Welsh Government	Digital Skills	Reminder to respond to consultation rec
12/10/2022	Consultation	Welsh Government	Electoral Reform	Invitation to consult on electoral adminis
14/10/2022	Consultation	One Voice Wales	IRPW Draft Report	Invitation to consult on response to Draft
19/10/2022	Consultation	One Voice Wales	Sustainable Farming	Invitation to consult on Welsh Govt susta
27/09/2022	Decision	One Voice Wales	Defibrillator Funding	Application for Welsh Govt Funding Pack
18/10/2022	Decision	URDD	May 2023 Eisteddfod	Request for donation to support URDD in
24/10/2022	Information	Pembrokeshire CC	3rd Sector Wellbeing	Health & Wellbeing News from PAVS
20/10/2022	Information	Play Wales	Adult Learners Week	Awareness campaign for Adult Learners
04/10/2022	Information	Pembrokeshire CC	Casual Vacancy HCC	Confirmation that petition from 10 local
14/10/2022	Information	One Voice Wales	Community Assets	Publication of Report on Community Ass
03/10/2022	Information	Pembrokeshire CC	Electoral Register	Promotional campaign to encourage elec
18/10/2022	Information	One Voice Wales	Fraud	Information regarding use of Welsh lang
20/10/2022	Information	Zurich	Insurance Guidance	Guidance on Fire work risk management
06/10/2022	Information	Welsh Government	IRPW Draft Report	IRPW Draft 2023 Report
24/10/2022	Information	Pembrokeshire CC	Milford TC	Updated address for Milford Haven TC
25/10/2022	Information	Golley Slater	Minor Health	Welsh Govt information regarding mana Pharmacy
14/10/2022	Information	Play Wales	Newsletter	October 2022 e-Bulletin
04/10/2022	Information	One Voice Wales	OVW/SLCC Conference	Notice of 2022 Online Joint Conference
06/10/2022	Information	One Voice Wales	Place for Nature	Closing date for applications for Keep W
10/10/2022	Information	Sport & Play Consulting	Play Consultancy	Information regarding independent cons
21/10/2022	Information	Pembrokeshire CC	Poverty Research	Invitation for participants for poverty res
04/10/2022	Information	One Voice Wales	Ramblers Assoc	Access campaign information
24/10/2022	Information	Pembrokeshire CC	Recruitment	Vacancies for West Wales Care Partners
25/10/2022	Information	Rudbaxton CC	Recruitment	Clerk Vacancy
28/09/2022	Information	Royal British Legion	Remembrance 2022	Information regarding RBL outdoor Tom
03/10/2022	Information	One Voice Wales	Resilient Places for Nature	Online Event
11/10/2022	Information	One Voice Wales	Training	October 2022 Training Schedule
18/10/2022	Information	One Voice Wales	Training	Oct - Dec 2022 Training Schedule
14/10/2022	Information	Royal British Legion	Veterans Grants	Information regarding veterans grant sch

17/10/2022	Information	One Voice Wales	Video Software	Notice of change from Starleaf to Zoom
18/10/2022	Information	One Voice Wales	Warm Wales Grants	Information regarding grants available to
05/10/2022	Information	One Voice Wales	Wellbeing Future Generations	Publication of 2022 Stakeholders Report