

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

(Clerk/RFO Helen Godfrey, Ty Garland, Broadway, Broad Haven, SA62 3HX)

Tel: 07780 008915 Email/ebost [Clerk@havenscommunities.org.uk](mailto:Clerk@havenscommunities.org.uk)

<http://www.pembstcc.co.uk/the-havens-community-council>

**THE MINUTES OF THE MEETING HELD IN BROAD HAVEN VILLAGE HALL  
1 FEBRUARY 2022, AT 7.00 PM**

**PRESENT**

Cllrs. Mark Burch, Gillian Collins (Vice Chair), Dai Faulkner, Liz Kother, Matthew Ford, Peter Morgan (County Councillor), Nick Price, Sue Reynolds, Carys Spence, Connie Stephens (Chair) and Helen Godfrey (Clerk/ RFO).

**APOLOGIES**

Cllr. Charlotte Alexander

**RUNNING ORDER OF MEETING**

Chair Cllr. Stephens amended the running order of the meeting to enable a planning application applicant to address the meeting and leave if they wished to do so.

**ADOPT MINUTES FROM PREVIOUS MEETING**

The minutes were verbally confirmed and adopted as a true record of the meeting held on the 1 January 2022.

Proposed: Cllr. Price.

Seconded: Cllr. Ford.

**DECLARATIONS OF INTEREST**

During the agenda item relating to finance the Clerk stated, 'a declaration of interest'.

**MATTERS ARISING FROM LAST MEETING:**

**Queens Jubilee**

Cllr. Reynolds gave feedback from the first Jubilee meeting held in Broad Haven Village Hall. It was felt that a 'Street Party' type event held on the Football Pitch or other open area would be appropriate. It was agreed to hold the event on Saturday 4 June 2022, as this would not clash with celebrations organised by Little Haven & Talbenny Amenities Association on the Friday. It was also agreed to give a commemorative gift to children from the Havens. The next meeting has been arranged for Wednesday 9 February 2022 in Broad Haven Village Hall at 7.00pm.

**Festive Lights**

The Clerk has arranged to meet with the electrician on Friday with Cllr. Collins to ascertain the specification requirements of any new lights.

**Lighting – Settlands Hill**

No Progress to date.

**Road Safety by Railings near Swanswell Close**

A ticket has been raised to apply 'H' bar markings across the dropped kerbs on both sides of the carriageway. These are advisory road markings to inform drivers that the access should be kept clear. Additionally, Civil Enforcement Officers have been requested to monitor and book anyone parking here illegally.

### **Sea Defences opposite Sunshine Italian Restaurant**

Cllr. Stephens met with Cllr. Morgan, Cllr. Faulkner and representatives from PCC. There is noticeable damage to the seawall. Photographs were taken and an undertaking to having repairs carried out. The broken step where access is gained to the beach is not PCC's responsibility but PCNP's. It was agreed that the Officers would notify PCNPA.

### **Code of Conduct**

The Clerk circulated the Standing Orders and Code of Conduct prior to the meeting and asked all Councillors to sign the updated paperwork for filing and recording purposes. The Chair shared some additional information regarding 'Declarations of Interest' and advised that although these should be declared at the start of the meeting they can also be declared at the point of the item if it is deemed appropriate.

### **Road Safety – Long Lane to Atlantic Drive**

The Clerk met with Gareth Rudder and has also been in contact with PCC Officer to ascertain whether this project would be suitable for the EPG, or Highways and Traffic Management Fund, (may be possible to use both funds). It was noted that notionally this could be appropriate, however, grant money cannot be used to advance land owned by PCC, therefore a 'Community Asset Transfer of Land' would need to be undertaken. Next steps are to consult with the Nature Conservation Officer and Traffic & Highways and arrange a site visit to look at feasibility and required specification of pathway.

### **Play Park**

Despite contacting several companies, the Clerk is still awaiting a response regarding quotes for repairs and installation of soft pour surfacing around high wear areas.

### **Pavement Broadway to Broad Haven**

The Clerk circulated previous information relating to the lack of a safe footpath between Broadway and Broad Haven to all prior to the meeting. It was noted that farmers are now required to leave a 2-meter gap at the edge of fields for the protection of hedges and the growth of wildflowers and pollinators. It was agreed to approach the landowners and ascertain whether they would allow access along the edge of the fields to get pedestrians off the roads. It was noted that there would be additional costs involved regarding gate access between fields.

### **COMMUNICATIONS RECEIVED:**

#### **Little Haven Car Park Lighting**

An email was received on 5 January 2022 from a Little Haven resident raising concerns regarding the lighting in the PCNPA Little Haven car park not working. An email was sent to the Street Lighting Officer at PCNPA. The lighting has now been repaired and replacement LED lights fitted.

#### **Support the Boardwalk – 106 Agreement**

A request has been received from STB to pay for the Reed Management Project via the HCC Account to enable a reclaim on the VAT element of the invoice. (See agenda item below)

### **COMMUNICATIONS SENT:**

#### **Letter of Support confirmation to Sea Trust**

Andrew Mock – Broad Haven Holiday Park, Christmas Tree Sponsorship

The Clerk has sent a letter of thanks to Broad Haven Holiday Park following their donation towards the Christmas Tree.

## **AGENDA ITEMS:**

### **Rubbish Bins – Millmoor Way Car Park**

A concern has been raised regarding the lack of bins to dispose of rubbish and dog ‘poo’ bags in the car park. The Clerk was asked to contact PCNPA and feedback at the next meeting.

### **Boules Pitch – Community Asset Transfer of Land**

Richard Edwards has confirmed that the resubmitted Grant application has been recommended for approval at February Cabinet, and this should fully cover the 80% of the Boules court quotes. Secondly, they have received an initial response from the Head of Property regarding a Community Asset Transfer of the land. It is requested that the Community Council decides how much land they are prepared to take on in that area. The Clerk was asked to set up a site meeting so that the area can be looked at in detail, and feedback given to all at the next meeting.

### **Support the Boardwalk – 106 Agreement**

It was agreed that STB could pay invoices through the Havens Community Council, this will reduce costs as the VAT can be reclaimed.

### **Predict & Protect**

The Clerk asked whether an advert could be placed in The Community Diary and on the Social Media page to seek additional volunteers to support Predict & Protect programme. This was agreed by all.

### **Christmas Donation to Little Haven & Talbenny Amenities Association**

Confirmation was sought by the Clerk to pay the annual £250.00 donation regarding Christmas Trees. This was agreed by all.

### **Finance & Planning Committees**

A discussion took place regarding the ‘Terms of Reference’ for the Finance Committee which the Clerk has put together. It was requested that these are circulated to all Councillors prior to the next meeting. The Chair stated that she felt there should be at least 5 councillors on the sub committee and moving forward should be arranged for earlier in December to enable a longer period between the meeting and the submission of the Precept.

It is thought that there has not been a Planning Sub Committee in place for a long while and whilst the Clerk has been able to get extensions to the deadline dates, this may not always be the case. To be carried forward to the March Agenda

### **One Voice Wales**

Cllr. Stephens has been in contact with One Voice Wales and noted the wide range of services available. The Clerk will recirculate details of how these services can be accessed. Cllr. Stephens stated that one of the chargeable services available is an evaluation of the Clerks role and asked whether this should be accessed. No decision was reached.

## **Planning Applications:**

<b>NP/21/0790/FUL</b>	<b>Address:</b> Little Hasguard, Hasguard Cross, Haverfordwest, Pembrokeshire, SA62 3SN. <b>Proposal:</b> Erection of agricultural building.	Supported
-----------------------	--	-----------

<b>NP/22/0002/FUL</b>	<b>Address:</b> Williamston Farm, The Dovecote, Long Lane, Broad Haven, Haverfordwest, Pembrokeshire, SA62 3LD. <b>Proposal:</b> Change of use of property from holiday let to full residential.	Supported
<b>NP/21/0764/CLE</b>	<b>Address:</b> Walton Lodge, Walton West, Haverfordwest, Pembrokeshire, SA62 3UD <b>Proposal:</b> Lawful development certificate for an existing use of the building as a children's home	Supported

### Finance: (Outgoings)

Clerks Salary- December 2021	£688.88
Cleddau Press – January 2022	£280.00
Fasthosts Webhosting – January 2022	£12.00
Broad Haven Village Hall Hire December	£11.30
Dragon Play & Sport – Final Balance Payment. <i>(Enhancing Pembrokeshire Grant of £26,654.26 to be claimed from PCC. HCC 20% match funding of £6,663.57, VAT reclaim of £6,663.56 will take place April 2022)</i>	£27,986.95
Honesty Box Donation – Support the Boardwalk	£500.00
Honesty Box Donation – Havens Recreation Assoc & Football Club	£500.00
Etts - Removal of Christmas Lights	£300.00

### Finance: (Income)

Enhancing Pembrokeshire Grant – Play Park	£26,654.26
---	------------

### Any Other Business:

#### Planters:

The Clerk has sought prices for planters and briefly outlined progress made to date. To be added as an agenda item in March

### END OF MEETING

There being no further business to discuss the meeting closed at 20.18