

THE HAVENS COMMUNITY COUNCIL
CYNGOR CYMUNED THE HAVENS

FULL COUNCIL MEETING

6th DECEMBER 2022 – BOWEN MEMORIAL HALL, LITTLE HAVEN – 7pm

MINUTES

Present:

Cllr. C. Stephens (Chair)	Cllr. C. Alexander
Cllr. H. Jones	Cllr. V. Grey
Cllr. S. Bell	Cllr. G. Bevan
Cllr. S. Reynolds	Cllr. E. Kother
Cllr. M. Burch	

In Attendance: Gareth Havard (Clerk), County Cllr. P. Morgan and A. Devonald
Item 4(ii) – Applicant.

1. **To accept apologies for absence:**
Cllr. G. Bevan and B. Grey.
2. **To disclose personal or pecuniary interests in items of business listed below:**
Cllrs Stephens, Reynolds & Alexander declared a personal interest in Item 10(2) as members of the Broad Haven Village Hall Committee.
Cllr Bell declared a personal interest in Item 7 as the Treasurer to Friends of Broad Haven School.
Cllr Grey declared a personal interest in Item 8 as a member of the Little Haven & Talbenny Amenities Association.
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 7th November 2022 were received and adopted as a correct record.
4. **Councillor Co-Option:**
Mr Andrew Devonald was co-opted to the existing single vacancy. A Declaration of Acceptance of Office was signed in the presence of the Clerk. Cllr Devonald was formally co-opted and participated in the remaining business of the meeting.
5. **Planning Consultation:**
 - (i) **NP/22/0617/FUL** 34 Timber Hill Chalet Park, Broad Haven. SA62 3LZ
No local objections were noted, and it was **resolved** to support this application.
 - (ii) **NP/22/0341/FUL** Bryn Estrys, Walton Hill, Little Haven. SA62 3UE
Members noted correspondence from PCNPA regarding recently submitted amended plans for this application. It was noted that HCC had provided a substantive response to the original application in July 2022. It was **resolved** that no further comments arise.

6. Matters Arising from previous Minutes:

None raised.

7. Applications for Honesty Box Funds Distribution:

In advance of consideration of the specific applications received, Members debated the level of financial detail required to support applications. It was **resolved** that a minimum of three months bank statements would be expected. It was also **resolved** to require successful organisations to provide the Clerk with copies of invoices to support the utilisation of fund awards within three months of the date of receipt of the distribution amount. The Clerk was requested to draft an Honesty Box Distribution Policy for clarity.

Distributions in principle, subject to the above provisions, were awarded as follows:

- (i) £350 was awarded to The Havens Community Allotments and Gardens
- (ii) £500 was awarded to Friends of Broad Haven School
- (iii) £500 was awarded to Broad Haven Play Group

8. Annual Grant to Little Haven & Talbenny Amenities:

It was **resolved** to award £350 to support the Little Haven & Talbenny Amenities Association.

9. Finance Matters:

- (i) It was **resolved** that payments be authorised as follows:

£400.00	Cleddau Press Ltd – Community Diary (Dec 2022)
£3,607.27	LITE Ltd – 60% balance of Year 1 Festive Lighting Agreement
£1,645.20	Playground Repairs Ltd – supply and install replacement cargo net at BH Play Park
£165.00	PRAg Ltd – Nordman Fir 15ft Christmas Tree
£249.00	Currys Group Ltd – ASUS Vivobook 15.6” Laptop for Havens Diary team
£92.38	Currys Group Ltd – JABRA 510 Bluetooth Speakerphone
£88.50	Homebase – Christmas Tree String Lights (Outdoor use)
£422.80	Clerk Salary (Nov 2022)
£105.60	HMRC PAYE Liability – Nov 2022
£700.00	Pembrokeshire CC – Cleaning & Renovation to BH War Memorial
£2,879.88	Pembrokeshire CC – Recharge of May 2022 Local Election costs
£750.00	B Jones Electrical – Remedial compliance work to BH Columns for Festive Lights
£160.00	Atlantic Electrical Services – Install weatherproof cabinet for BH Xmas Tree Lights

(ii) 2023/24 Budget & Precept

Having been circulated in advance of the meeting, a detailed budget discussion document was considered by Members.

It was noted that there were a number of items/projects originally provided for in the 2022/23 Budget that had not been delivered as yet. Following review, it was **resolved** to proceed with (a) Annual grants to Village Halls, and (b) Donations to local Churches.

Cllr Kother also agreed to further explore a book swap shelter and report back to the January 2023 meeting.

A range of new projects for consideration in the 2023/24 budget were also discussed. It was **resolved** to shortlist those most likely to be deliverable in the forthcoming year. Items shortlisted were:

Interactive Information Boards – The Point, LH	Community Lunches (to include transport)
Commemoration of King Charles Coronation	Festive Lighting – Little Haven
2023 URDD in Llandoverly (support BH School)	Litter Picking Initiatives

Members were also apprised of a letter from Pembrokeshire CC (PCC) advising of the scrutiny of the public convenience budget which **could** result in the closure of the public toilets at Broad Haven (north side) and Little Haven. PCC currently provide these conveniences at an annual cost of £16,599. However, HCC may be forced to consider funding this provision to avoid closure. Clearly, should this occur, it would result in a significant increase to the local precept payable by the Havens community. It was **resolved** to defer further consideration until the January 2023 meeting when more information should be available from PCC.

10. Actions arising from Local Government & Elections (Wales) Act 2021:

(i) *Training Policy & Plan* – having been circulated in advance of the meeting, the Clerk presented a draft document to Members for approval. It was **resolved** to adopt the Policy & Plan. It was noted that training provision would be included in the 2023/24 budget and that the legislation places an onus on councillors to personally identify and attend training courses and review this Plan on an annual basis.

(ii) *Village Halls WiFi* – the Clerk reported that, following research, it was unclear whether HCC was eligible for Welsh Government grant support. Consequently, it was **resolved** that it would be more expedient to fund installation at both Broad Haven Village Hall and Bowen Memorial Hall, Little Haven at the Dyfed Telecom quoted cost of £399 per building. The Clerk was requested to formally follow up this proposal with the respective Village Hall management committees.

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

11. 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.

Resolved:

- (i) Items requiring a decision are dealt with elsewhere on this Agenda, and
- (ii) Consultation feedback would not be provided on items contained in the December 2022 schedule

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

12. Any Other Business (for Information):

January 2023 Meeting – due to the New Year holiday period, it was agreed to defer the January 2023 meeting from Tuesday, January 3rd to Monday, January 9th. The meeting would commence at 7.30pm.

The meeting closed at 9.10pm

Appendix 1
The Havens Community Council
Correspondence Register December 2022 Meeting

Date Received	Category	Sender	Topic	Summary of Content
18/11/2022	Consultation	West Wales Care	Care & Repair	Invite to consult on older people and ind
10/11/2022	Consultation	Play Wales	Playful Childhoods	Invite to participate in online survey rega
10/11/2022	Consultation	Preseli Cares	Preseli Cares Changemaker	Invitation to participate in survey & beco initiative
11/11/2022	Consultation	Welsh Government	Second Homes Council Tax	Consultation on draft regulations to exte
17/11/2022	Consultation	One Voice Wales	Second Homes Council Tax	Consultation on draft regulations to exte
25/11/2022	Consultation	Pembrokeshire CC	Wellbeing Plan	Launch of consultation on PSB Draft Well
24/11/2022	Consultation	One Voice Wales	Welsh Language	Call for evidence on future of Welsh spea
25/12/2022	Decision	Jen Sterling	Funding Request	Application for award of funds to Little H
15/11/2022	Decision	Friends of BH School	Honesty Box Distribution	Application for award of funds from Hone
24/11/2022	Decision	BH PlayGroup	Honesty Box Distribution	Unspecified request for funds
24/11/2022	Decision	Patrick Hellings	Honesty Box Distribution	Application for award of funds from Hone
14/11/2022	Information	Welsh Government	2021-22 Financial Accounts	Confirmation of delays to audit completio
22/11/2022	Information	Paul Davies (Cohesion)	3rd Sector Health & Wellbeing	3rd Sector Health & Wellbeing Newslette
24/11/2022	Information	CC Peter Morgan	7 Holbrook Close	Copy of email requesting referral of 7 Hol
14/11/2022	Information	One Voice Wales	Bullying & Harrassment	Publication of updated guidelines regardi
04/11/2022	Information	WCFD	Community Food Distribution	WCFD Newsletter in support of food hub
21/11/2022	Information	Volunteering Matters	Community Volunteers	Request to promote/participate in comm
27/10/2022	Information	One Voice Wales	Decarbonisation	Link to WLGA Decarbonisation Mastercla
01/11/2022	Information	One Voice Wales	Defibrillators	Information on free pad replacement and
25/12/2022	Information	One Voice Wales	Energy Priority Service	Information regarding priority energy reg
15/11/2022	Information	One Voice Wales	Finance & Governance	Update to OVW Finance & Governance m
31/10/2022	Information	Welsh Government	Fuel Support Scheme	Information & Toolkit regarding Welsh G
14/11/2022	Information	Welsh Government	Fuel Support Scheme	Links to digital handbooks regarding fue
07/11/2022	Information	One Voice Wales	Innovative Practice	Notice of online 2022 Innovative Practice
16/11/2022	Information	One Voice Wales	Keep Wales Tidy	Limited availability of starter packages fo
11/11/2022	Information	One Voice Wales	Keep Warm, Keep Well	Launch of Keep Warm, Keep Well in Pem
11/11/2022	Information	Wales CHC	Living with COVID	Publication of Wales CHC Report "Is NHS
08/11/2022	Information	Welsh Government	Local Government Workshop	Notice of Local Govt Workshop events wi
22/11/2022	Information	Paul Davies (Cohesion)	Milford Ukrainian Hub	Notice of fortnightly Ukrainian Social Gat

03/11/2022	Information	One Voice Wales	NALC Clerk Salary	Notice of NALC national agreement for in 2022
29/11/2022	Information	One Voice Wales	Nature Hub	Online nature hub event
01/11/2022	Information	Pembrokeshire CC	New Clerk Update	Notice of new Clerk for Clunderwen CC
16/11/2022	Information	Play Wales	Newsletter	November 2022 e-Bulletin
21/11/2022	Information	One Voice Wales	Outdoor Connections	Information on funding to support outdoor
27/11/2022	Information	Hywel Dda CHC	Paediatric Services	Press Release / Briefing on future paediatric
24/11/2022	Information	Welsh Government	Pension Credit Uptake	Online summit to encourage uptake of pe
10/11/2022	Information	Preseli Cares	Preseli Cares	Invitation to workshop event
01/11/2022	Information	One Voice Wales	Recruitment	Vacancy for Chief Regional Officer to Wel
11/11/2022	Information	Jeffreyston CC	Recruitment	Vacancy for Clerk at Jeffreyston CC
22/11/2022	Information	Paul Davies (Cohesion)	Recruitment	Vacancy for Mid & SW Wales Training & E
24/11/2022	Information	One Voice Wales	Recruitment	Vacancies Care Inspectorate Wales Suppo
28/11/2022	Information	One Voice Wales	Recruitment	Vacancy for Deputy Director Tackling Pov
22/11/2022	Information	Paul Davies (Cohesion)	Regional Carers	Launch of regional carers website
11/11/2022	Information	One Voice Wales	Resilient Spaces for Nature	Resource pack to support Community Co
22/11/2022	Information	Pembrokeshire CC	Resourceful Communities	Invite to event at Haverhub on Thurs, Dec
14/11/2022	Information	Andrew Gardner	Ringstone Planning	Letter of update regarding the family's in
16/11/2022	Information	Welsh Government	S.137 Expenditure Limit	Notice of 2023-24 S.137 Limit at £9.93 pe
27/10/2022	Information	One Voice Wales	Together For Change	Notice of autumn events for community
01/11/2022	Information	One Voice Wales	Training	Schedule of training events - Nov & Dec 2
18/11/2022	Information	Planning Aid Wales	Training	Planning training opportunities
31/10/2022	Information	One Voice Wales	War Memorials	Notice of War Memorial Trust workshop
25/10/2022	Information	Pembrokeshire CC	Warm Spaces	Information regarding PAVs grant funding
29/11/2022	Information	Pembrokeshire CC	Working Better Together	Online seminar invitation