

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

FULL COUNCIL MEETING
16 NOVEMBER 2023 – BROAD HAVEN VILLAGE HALL – 7pm

MINUTES

Present: Councillors H. Jones (Chair), M Burch (Vice-Chair), C. Stephens, S. Bell, S. Reynolds, G. Bevan, A Devonald, C. Alexander, V. Grey and L. Kother.

In Attendance: G. Toft (Head of Housing and Public Protection) and J. Capitaio (Customer Liaison Officer) for PCC Housing Authority and J. Thomas (Clerk), and five Members of the Public.

1. To accept apologies for absence:

There were no apologies for absence received.

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

Item 6: Village Hall Wi-Fi

Councillors C Alexander, C Stephens and S Reynolds declared a personal interest by virtue of being a member of the Hall User Group.

3. To welcome representatives of PCC Housing Department to discuss Sandbanks Local Lettings Policy

The Chair welcomed Gaynor Toft and Jenny Capitaio, representatives of PCC Housing to the meeting to discuss the local lettings policy with those present. Ms Toft noted that the presentation given at the public meeting had been circulated in advance.

Members of the Community Council and Members of the public that were present then discussed the draft lettings policy with the key points highlighted as follows:

The Authority Policy was the same as Ateb and was a local connection in the first allocation.

Councillor Reynolds proposed that, the Community Council request that as the allocations policy was being reviewed, that local people be given a priority.

The Allocations Policy was being reviewed and the inclusion of local connection for the second let could be included for consideration.

Point 1

The residential requirement in the area was proposed to be increased to five years.

Point 2

The Ateb local lets policy states '*not living here currently but has lived five out of the last 10 years*' the Committee requested that this be increased to five out of the last 15 years.

Point 3

Up to five years.

Point 4

Was felt to be not relevant.

Point 5

The Committee requested that this was removed, similar to Atebs policy.

The Head of Housing and Public Protection advised that this would be a needs led allocation of properties, Priority Card, Gold and then Silver and that Bronze had been removed from the allocation. She advised that the updated draft policy would be circulated and requested that all comments were received by the end of the following week.

The Head of Housing and Public Protection, the Customer Liaison Officer and four Members of the Public that had been in attendance, left the meeting at this juncture.

4. To approve the Minutes from the previous Meetings

Proposed by Councillor Andrew Devonald; Seconded by Councillor George Bevan

AGREED

That the Minutes of the meetings held on 5 September 2023 and 3 October 2023 be approved as correct records.

5. To consider Planning Matters:

(i) *NP/23/0492/MOD Blockett Farm, Little Haven, Haverfordwest SA62 3UH.*

This was a modification to the original planning application. No objections were noted, and it was **resolved** to support this application.

(i) *NP/23/0529/FUL The Barn, South Hill, Talbenny, Haverfordwest SA62 3XA.*

This application had been rejected previously as it had been felt to be too suburban. Suggestions had been made at a pre-planning meeting and incorporated as the applicant had worked with PCNPA. No objections were noted, and it was **resolved** to support this application.

The Member of the public that had been in attendance, left the meeting at this juncture.

6. Agenda Items:

Festive Lighting throughout the Community

Councillor Sally Bell had been working hard on the many requests received and it was noted that the sponsorship boards were in the Charis garage and that they were usually put in place the first weekend of December. It was agreed that the sponsorship be kept at £50 and anyone could apply.

At the Christmas Lights switch on, it was agreed that they would ask for donations towards the cost of the lights.

Members discussed the three quotes that had been received and **resolved** to purchase the lights from LITE as they had a five year guarantee and used the same bulbs as the other lights.

Broad Haven Christmas Tree

The Tree had been ordered and Down to Earth were putting the tree in place.

Play Area Inspection Report

Members were advised that the report stated that the swings were not safe and Members **resolved** that Councillor George Bevan would remove the swings for safety. Cllrs Howard Jones and Mark Burch **resolved** to review the reports and to return with a proposal to the next meeting.

Youth Representative

Byron Grey had resigned as youth representative as he could no longer commit the time due to other pressures. It was noted that a lot of Community Councils do not have youth representatives but that they would advertise in the Community Diary.

De-Fib Awareness Training

It was noted that RNLI and Coastguard have De-Fib training and that the opportunity would be opened to all to undertake the training in February as it was BHF red month.

Business Plan Progress.

2023/24 Projects	Budget Value	Progress	Target Date
Flower Planters	£1,100	Cllr Bevan reported all planters had been completed.	May 2023
Book Shelter	£500	In progress. Cllrs Reynolds and Kother noted that the shelter was planned to be by the old phone box by the toilets. They were currently getting quotes as they were looking for the shelter to have a floor and a door with anyone able to access.	October 2023
Coffee Mornings	£500	Coffee Mornings were due to take place at the end of January.	May 2023
Little Haven Interactive Boards	£1,000	No update available.	Dec 2023
Community Lunches & Transport	£3,440	The next Lunch would take place on 29.11.23 which was fully booked at 50 for £10 for Cawl, scone etc. Members approved the cost.	Oct, 2023
Litter Picking Initiatives	£1,000	No update	April 2023

Village Hall Wi-Fi

Suggestions were invited for the rules and regulations on usage of the Hall Wi-Fi. Members **resolved** to pay for the Wi-Fi and for the Hall Managers to hold the responsibility. An agreement would be drawn up between the Halls and the Community Council to ensure that the service is continued.

Community Council Whatsapp Group

The Members discussed the Whatsapp group and agreed that it would be used for urgent messages only ie Events attendance, urgent Notices. Cllrs George Bevan and Liz Koher would set up the group and hold responsibility and Members agreed to trial the group.

Clerks Contract

The Contract had been circulated prior to the last meeting and was approved. **The Clerk presented the new pay award as agreed by NALC and advised that on commencement of the role of Clerk, the pay scale had been agreed as LC2 (18-23) however, the pay had been made at the 22/23 rate and not the 23/24 rate.[amended 5.12.23]**

AGREED

That the Clerk would receive the back pay as agreed by NALC together with the owed salary for the incorrect pay scale.

Annual Return

No update available.

Haroldston Woods

It was noted that the Community Council had paid for the Hall Hire on two occasions for the public meeting. The Group were requesting a further meeting to discuss the sustainability and biodiversity. Councillors noted that, there were a lot of members of the public at the meetings. The Group were meeting every other Monday at present. It was noted that the policy had been adopted with a lot of work being completed free of charge. A meeting would be held in the next financial year as there was no more allocation for hall hire.

7. Communications received:

OVW – Training dates

Broadway Community Group – Community Orchard

Broadway Letter – Speed restrictions

BHF Defib awareness training

Community Lunch

PCC Sandbanks Public Meeting

Little Haven Clock Unveiling Celebration

Infinity Play routine inspection

Haroldston Woods – interested parties

Media Request – Airbnb in Broad Haven

Annual Return Query

Temporary Road Closures – Strawberry Hill/St Brides Road

Temporary Road Closure – Wesley Road

Christmas Fayre – Sat 25 November 11am-3pm

OVW – National Pay Agreement 2023/24

Sandbanks Local Lettings Policy <https://www.choicehomespembrokeshire.org/new-customers/policy>

Broad Haven Christmas Tree

8. Communications Sent:

The Clerk noted that following publication of the agenda, the following correspondence had been sent:

A Grey	Remembrance Day thank you
Ft Lt Tamitha Richards	Remembrance Day thank you
Andy Drumm	Water Quality Notice thank you
Gareth Morgan	Water Quality Notice thank you
Ian Heys	Water Quality Notice thank you
Sue Mock	Water Quality Notice thank you
PCSO Adam Thomas	Community Support thank you
Chief Constable	PCSO Adam Thomas Community Support thank you

9. Date of Next Meeting

The next meeting was agreed as Tuesday 5 December 2023 at 7pm in Broad Haven Hall.

The Chair noted that the January 2024 meeting was due to be held on 2 January 2024 and suggested moving this to Thursday 4 January 2024. Councillors agreed to discuss this at the next meeting.

Finance Matters:

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

Fasthosts Inv 11794	£84.00
Cleddau Press Inv 017210	£290.00
Fasthosts Inv 11631	£84.00
Cleddau Press Inv 17252	£300.00
Fasthosts (Direct payment) inv 74219554	£6.52
Londis BH Account	£23.02
LITE Inv 471226	£3520.87
Bevan Lawn Care Inv 1340	£727.50
November Salary – Clerk	£458.12
November HMRC	£167.20
Locum Clerk	£90.11

Councillors agreed that the Honesty Box grant applications would be discussed at the January meeting. A new list of contacts for the Council would be drafted and placed outside the hall.

Councillors noted their thanks for the Fireworks display that had been well attended.

The meeting closed at 2051hrs.

Correspondence Register

Date Received	Category	Sender	Topic	Summary of Content	Response Deadline
08/09/2023	Consultation	Lite Ltd	Desing of Christmas Lights	Quote and design of Christmas lights	
01/06/2023	Consultation	One Voice Wales	EMRTS Review	Consultation on Emergency Medical Retrieval & Transfer Services	15/06/2023
24/05/2023	Consultation	One Voice Wales	Future Generations	Invite to complete survey on impact of Future Generations Act	03/07/2023
12/06/2023	Consultation	Pembs CC	Hywel Dda Childrens Services	Consultation invitation	24/08/2023
20/06/2023	Consultation	Welsh Government	Older People Commissioner	Consultation on extension of term of office for Commissioner	12/09/2023
20/06/2023	Consultation	Welsh Government	Procurement Bill	Consultation on Procurement Bill Secondary Legislation	28/07/2023
23/06/2023	Consultation	Pembs CC	Strategic Equality	Consultation on 2024-28 Strategic Equality Plan	30/07/2023
28/05/2023	Decision	Barry Bardsley	Broad Haven Play Area	Email to advise of intermittent jamming of Zip Wire	04/07/2023
08/09/2023	Information	A Gibby	Haroldston Woods	Potential Sources of funding	N/A
11/09/2023	Information	A Drumm	Haroldston Woods	Wording to advertise the public meeting on 28.9.23	N/A
11/09/2023	Information	R Fitter	Boundary Commission	Questionnaire for completion	30/9/23
11/09/2023	Information	One Voice Wales	Training courses	Training Courses available to Councillors	N/A
12/09/2023	Information	One Voice Wales	Ombudsman Public Consultation	Comments for the Equality Plan 2023-2023 consultation	02/10/2023
12/09/2023			Motions for One Voice Wales AGM 2023	Final list of motions selected for presentation/debate at AGM on 30.09.2023	N/A
12/09/2023		Play Wales	What Children say about play in Wales	Research report	N/A
13/09/2023		B Jones	Quote for light installation		Oct 23 meetin