

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

(Clerk/RFO Helen Godfrey, Rock House, 26, Marine Road, Broad Haven, SA62 3JS)

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

**THE MINUTES OF THE MEETING HELD ONLINE
4 May 2021, AT 7.00 PM**

PRESENT

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

APOLOGIES

Cllr. Joan Phillips.

ADOPT MINUTES FROM PREVIOUS MEETING

The minutes were verbally confirmed and adopted as a true record of the meeting held on the 6 April 2021.

Proposed: Cllr. Spence

Seconded: Cllr. Reynolds

DECLARATIONS OF INTEREST

Cllr. Spence - Planning Application, Bower Farm.

MATTERS ARISING FROM LAST MEETING

Atlantic Drive Footpaths

No progression. Cllr. Morgan noted that it may be another couple of months before all PCC Officers are fully back in work.

Boules Pit

An application has been submitted on behalf of the Havens Community Council for an Enhancing Pembrokeshire Grant. Cllr. Kother shared a screen shot of the proposed draft design which had been posted on the Next-Door App.

Lease - Slash Ponds & Land of Trafalgar Terrace

A copy of the lease has now been received and requires signing off by the Chair and Clerk. Cllr. Faulkner requested that copies of the old lease were resent out. A short discussion was held regarding the addition of 'Area 2' to the lease (presently used by the Water Board). Cllr. Stephens noted that a full explanation of the legalities needed to be fully understood and requested that the Clerk contact the solicitors to request attendance at the next meeting to aid understanding.

Contract for Festive Lights

No progression. The Clerk will chase once more and contact PCC to request access to tender documents they may have used to assist in the tendering process.

Tree/ Woodland Planting

No response from PCC. Clerk to remove from future matters arising.

Speed Restrictions – Walton Road

No response from PCC. Cllr Stephens requested that Cllr. Morgan chases up. Cllr. Morgan noted that a PCC Officer had attended the site today to carry out an assessment of the road as it has also been reported to be in a poor condition.

Support the Boardwalk Maintenance Allowance

An email response was received from STB and forwarded to all Councillors. Following a short discussion, it was agreed to allocate a smaller sum of money out of the maintenance allowance (£200.00) and top up as required. Any outstanding balance will be held in the Funds for Purpose bank account.

Gate Entrance – Settlands Hill

Awaiting feedback from Planning Enforcement Team.

Trafalgar Car Park – Walling

Contact has been made with chosen contractor and awaiting a date for the work to commence.

Little Haven – Information Board, Notice Board and Planters

Initial contact made with Little Haven Amenities, further feedback to be sought.

Role of the Clerk

Information has been received from the Society of Local Council Clerks. Additional information and support is available to members and the Clerk received consent to subscribe to the membership.

Coffee Caravan

Additional information was sought by the Clerk prior to informing local businesses, however no response has been received. Cllr. Ford offered to follow up with the owner to enable information to be passed to local businesses and a date to be arranged.

Broken Steps – Broad Haven Beach

Cllr. Morgan provided an update; A PCC Officer has attended site; photographs have been taken and the repair has been added to the works agenda to be completed.

Parking – Peasey Park

The Clerk has been in contact with ATEB (Housing Association) and the contractor regarding the HERAS fencing, rubble, and car parking. The car parking area is not being laid with tarmac and therefore should not affect the drainage and water run-off; no planning permission is required as the base has not changed. The Management Committee of Watwick House have been updated. An additional concern has been raised regarding some broken temporary paving, the Clerk will follow up and respond accordingly.

Social Media Sub Committee

The Clerk has put together a 'Terms of Reference' regarding the Social Media Sub Committee, this has been sent to all who expressed an interest. An initial meeting is to be arranged.

AGENDA ITEMS**Playpark Assessment and Maintenance Plan**

The Clerk has been requested to seek quotes for the higher risk repairs as outlined in the Play Park Annual Inspection. It was agreed that monies allocated within the 106 Agreement fund should be accessed.

Complaints Public Toilets – PCC & Disability Access

Cllr. Morgan received a response following concerns received about members of the public urinating in public places: It was noted that the Marine Car Park toilets close at 9pm each day. A later closing time than other facilities in the County in recognition that Broad Haven often receives visitors later in the evening. In addition, an extra clean is carried out per day during the busier periods to ensure the facility is always usable.

Under the Public Order Act, 1986, section 5, urinating in public is a criminal offence. This specific issue is not unique to Broad Haven and PCC are currently working in partnership with other agencies to try and establish a plan for dealing with such issues over the coming months.

Additionally, a concern was received by the Clerk from a visitor to The Havens regarding accessibility to the public toilets for disabled users, information was fed back to the enquirer regarding RADAR keys and how to access them, these will override the pay facility in the public toilets when required.

Insurance Renewal

HCC Insurance Policy is due for renewal at a premium of £431.35 including VAT. (An increase of £6.30). Cllr. Faulkner requested a copy of the existing policy and renewal was agreed.

Replacement Windows - Football club

The football club are looking to replace some damaged windows on the club house with a patio door. No financial support is required as they will self-fund. Cllr. Morgan advised that planning permission may be required, Cllr. Ford will feed back to the Chairman.

Horse Chestnut Trees

George Bevan has grown some horse chestnut trees from seed and offered to give them to the community. A short discussion took place regarding suitable locations for planting the trees to include the area where trees were damaged last year and near the proposed site of the Boules Pit. The Clerk has been requested to accept the offer and feedback accordingly.

Business Signage Blocking Line of Sight for Traffic

Concern has been withdrawn and resolved.

Advertising Banner

A request has been received from the Broad Haven Play Group to place an advertising banner on the railings at the playpark. A concern was raised regarding maintenance of the signage and following a discussion it was agreed to trial the signage over the summer period with a proviso that it is maintained by the Play Group. Feedback would also be requested to ascertain whether any additional business had been generated.

General Refuse

Cllr. Stephens noted that both holiday makers and locals were disposing of refuse in the public bins. Cllr. Morgan stated that there are currently over 20 bins located in Broad Haven and these are emptied 3 times per day. PCC are currently working on a behaviour change campaign in conjunction with Keep Wales Tidy to address littering issues. It was requested that awareness is

raised through the Community Diary and Social Media and highlighting the current fines that can be imposed.

Memorial Bench – Little Haven

A request has been received by the Clerk from a member of the public regarding replacing an existing bench at the point in Little Haven with one with a memorial plaque. This was agreed and the Clerk will follow up with National Parks for costings and recommended styles and respond accordingly.

Drone Usage

A concern has been received regarding the use of a drone over houses in Broad Haven. Further details would need to be gathered to ascertain whether any regulations or by laws are being breached. Information to be added to the Community Diary and Social Media as a reminder to respect the privacy of others.

Young People Enterprise Project

Support has been sought for a project whereby a beach deck-chair rental business is set up, managed, and operated by local young people. Although run by young people the project will be overseen by PCC Youth Service staff. The Community Council supported this project and requested further information is shared once received by the Clerk.

Cllr. Spence left the meeting prior to the planning applications being discussed.

Planning Applications

NP/21/0215/FUL	Address: Bower Farm, Broad Haven, Haverfordwest, Pembrokeshire, SA62 3TY Proposal: Proposed conversion and extension of the existing barn into a three-bedroom dwelling. Removal of the existing residential static caravan. Relocation of existing hay barn and replacement with a stable.	Supported
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Finance: (Outgoings)

Clerks Salary- March 2021	£524.56
Fasthost Emails – April 2021	£12.00
Cleddau Press – April 2021	£180.00
Training – Role of the Chair	£15.00
One Voice Wales; Annual Subscription	£254.00
Bevan Grass	£130.00
St Ishmaels – Pine Tree	£120.00

Playdale - Final Balance Payment Little Hamlet	£8,646.20
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Finance: (Income)

Honesty Box	£336.95
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END OF MEETING

There being no further business to discuss the meeting closed at 20.26.

THESE MINUTES ARE SUBJECT TO CONFIRMATION AT THE MEETING TO BE HELD ON TUESDAY 1 JUNE 2021 IN BROAD HAVEN VILLAGE HALL.