

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

(Clerk/RFO Christine Lewis, The Farmhouse, Broadway, Broad Haven, SA62 3HX)  
Tel/Fax 01437 781418 / 07970093217 Email/eboast [Christine@havenscommunities.org.uk](mailto:Christine@havenscommunities.org.uk)  
<http://www.pembstcc.co.uk/the-havens-community-council>

## **THE MINUTES OF THE MEETING HELD AT BROAD HAVEN VILLAGE HALL, 4 SEPTEMBER, AT 7 PM**

### **PRESENT**

Cllrs Charlotte Alexander, Mark Burch(Chair), David Faulkner, Matthew Ford, Joan Phillips, Susan Reynolds, Connie Stephens, Peter Morgan (County Councillor), Christine Lewis (Clerk/RFO).

### **MEMBERS OF THE PUBLIC**

Paul Morris

### **APOLOGIES**

Cllrs Will Griffiths, Carys Spence, Ian Whitby (Vice Chair)

### **ADOPT MINUTES FROM PREVIOUS MEETING**

The minutes were signed by Cllr Mark Burch (Chair), as a true record of the meeting held on the 3 July 2018.

### **DECLARATION OF INTEREST**

Cllrs Charlotte Alexander, David Faulkner, Susan Reynolds, Connie Stephens

### **MATTERS ARISING**

#### **Enhancing Pembrokeshire Grant / STB Submission**

The Clerk advised that she had discussions with STB regarding the VAT element of their Enhancing Pembrokeshire Grant application. The Council discussed the options available and it was agreed to advise STB they could adopt either of the following procedures.

Submit their grant application in the name of The Havens Community Council Bid which would then require the Clerk to administer the orders, invoices and payments and claim back the VAT or they could add the VAT element to their application as per the PCC instructions. The Clerk pointed out that should they choose the latter they could use the Council's STB maintenance budget allowance to cover the 20% of the VAT they would be responsible for. Cllr Mark Burch (Chair), said he would discuss this with STB as soon as possible in order that they could make a decision and meet the next submission deadline.

Paul Morris (local elector) queried the procedures being used for tendering by the Council and the Clerk advised that the procedure was for three or more contractors to be asked to tender. A tender document providing the specification, timescales, terms and conditions is issued to interested contractors along with the tendering rules and submission date. The tenders were then opened at the next full Council Meeting.

.....  
Cllr Mark Burch [Chair]

Should the Clerk get less than three contractors responding to invitations to tender she can select appropriate contractors to invite to tender.

### **Feedback on Community Council Proposal**

The Clerk advised she had obtained positive feedback from the school parents, the playgroup, church members and village hall users. She also organised an Information Evening in Broad Haven Village Hall which, whilst only attracting a small number of electors, she also received a number of phone calls and emails from those unable to attend. There was some very positive feedback plus suggestions regarding the management of the car park.

The Clerk also advised that shortly before the evening's meeting she had received a telephone call from PCNPA advising that they had further researched the history of the site and as the council had 'maintained the site for a number of years for the purposes of any function exercised by them' they were happy for the Community Council to be subject to allowances enjoyed by a local authority. Therefore, they are happy for us to carry out the work under permitted development and are satisfied that historically bitmac or tarmac is deemed a suitable surface treatment.

They did stress, however, that the prohibition of installation gates or barriers thus maintaining visibility onto the highway, noted in the original planning application, must still be adhered to. They also stated that it would be desirable that regard is given to the effect the increased surface water runoff may have on adjoining SSSI biodiversity/habitats.

The Clerk advised she has been in touch with a couple of local environmental organisations regarding looking after surrounding habitats and she will also discuss layout etc with PCC Highways Department.

Paul Morris was able to supply the Council with some additional details regarding the original planning application.

### **Bus Shelter for Rosehill Bus Collection Point**

A second hand bus shelter has been purchased for the bus collection point at Rosehill. Tier Cross Community Council have kindly offered to pay 50% of the purchase price and PCC have kindly offered to install the shelter. The Clerk will pass the good news to the parents.

### **Peasey Park Lease**

Cllr Mark Burch (Chair) and the Clerk attended a meeting with the Council's solicitor in order to review the amended lease from PCC. However, there was some confusion by the solicitor as to which was the amended lease. However, when it was finally decided which was latest copy we found that it had not been amended as requested by Cllr Burch at the last meeting.

It was again stressed that we could not agree to a break clause that enables PCC to take back the land at three months notice. The solicitor was again asked to go back to the Local Authority ask them to remove this.

.....  
Cllr Mark Burch [Chair]

## **Football Club Meeting Feedback**

Cllr David Faulkner called a meeting on the 13 August with the Clerk and Paul Johnston, the football club secretary.

Cllr Faulkner confirmed that they have a committee of which he has agreed to be Chair, with Paul Johnson as secretary and Nick Price as Treasurer. He also confirmed that they have accounts for the past 12 months.

The Clerk recorded the details of their maintenance programme for the field and the Council was asked to include the cutting of the surrounding areas on their yearly grass cutting tender. A request was made to cut back the blackthorn hedgerow edging the field as this has grown and spread enormously over the years making it very difficult to retrieve balls. The Clerk will request permission from PCC or PCNPA whichever is applicable.

Paul Johnson pointed out that due to the amount of rain last year and the poor drainage on the field they were unable to play their home matches for half the season last year leaving them to organise games one after another when it dried up. The Clerk was asked to contact Emyr Williams, PCC Engineer for some advice on this problem.

## **Footpaths**

The Clerk confirmed that there was no budget available for the footpath at present but she would investigate grant funding routes that may be available.

## **AGENDA ITEMS**

### **Walton Road Drainage**

Paul Morris advised the Council that the developers were carrying out a feasibility test at Walton Road to see if it was feasible to take the drainage down the back of the site as opposed to down the road as planned. He advised that a number of residents, including himself were not happy with the proposal and would, therefore, not give his permission for it to go past his property.

Cllr Connie Stephens advised the Council that Mike O'Neil had contacted her as he was concerned a tenant in Driftwood Close was in negotiation with the developers to allow the drain to run through their garden as they did not have sufficient width in the road for the planned route.

Cllr Stephens advised the meeting she had contacted PCNPA regarding the issue and they advised they had not been contacted by the developers regarding any changes to the drainage. The Council confirmed that should they receive a planning consultation to amend the drainage they would discuss the matter further with the residents before responding.

### **PCNPA Seminar 11 September 2018**

.....  
Cllr Mark Burch [Chair]

The Clerk advised she would be unable to attend the above Seminar and asked if any Councillors were available could they attend and feed back to the Committee at our next meeting.

### **Village Hall Correspondence**

A letter was received from the Village Hall Committee expressing their concern regarding the reduction in maintenance allowance for this financial year. They advised that it had taken a long time to build up a healthy bank balance and the allowance, which helps towards the Caretaker's salary, had been reduced without prior warning.

The Clerk confirmed she had responded to the letter explaining that the Hall's forward balance was actually higher than the Council's balance and amounted to 50% of the Community Council's precept allowance. She also advised that should the Hall's financial position change in the future the Hall Committee could apply to have the new allowance reviewed.

Cllr Mark Burch (Chair) proposed that in view of the above the Council should be invoiced for use of the Hall and Cllr Matthew Ford seconded. The Clerk confirmed she would ask the Treasurer to invoice for all the dates booked for 2018/19.

### **Housing Consultation 10 October 2018**

The Clerk asked the Chair to remind Councillors that should they wish to participate in the Housing Consultation they should do so before the 10 October 2018.

### **Blockett Lane Bench and Tree query**

The Clerk advised that a resident had asked if they could pay half towards removing the tree in front of the Blockett Lane Bench. It was agreed that as the tree was on PCC land the Council could not give permission for it to be removed but were happy to arrange for it to be pruned.

### **Cenotaph Bench Repairs/Maintenance**

The Clerk advised that the bench was the property of the British Legion and she has, therefore, reported the issue to them.

### **Councillors' Allowances Submission**

The Clerk confirmed the IRP Councillors' Allowance Submission was due September and she has submitted a nil return.

### **Budget Review**

A budget reconciliation was circulated to Councillors showing the expenditure and income for the year to date.

.....  
Cllr Mark Burch [Chair]

## Youth Representative

Councillors requested that an advertisement should be put in the Diary, Website and Facebook page inviting applications for two Youth Representatives to sit on the Council as they felt it was important for the young people in the area to have a voice on the Committee.

## Planning Applications

There were no planning applications for consultation this month.

## Finance Expenditure

	AUG	SEPT
Clerk's salary £430.43 plus expenses	517.82	492.24
Fasthosts Email Services	12.00	12.00
Cleddau Press September Issue	267.00	260.00
Bus Shelter for Rosehill Bus Collection Point	400.00	
Mobad Litter Signs for Slipway	117.88	
Bevan Glass and Grass	300.00	240.00
Grass Cutting, Haroldston, Talbenny and Walton West Church	540.00	540.00
HMRC( Apr- Jun)	317.40	
Broad Haven PlayGroup Donations to date		1793.96

## Finance Income

TT Honesty Box Donations to date	1793.96	
Second Precept Payment	9750.00	
Welsh Water Car Park Allowance	100.00	
Payments authorised by Cllr J Phillips and RFO C Lewis		

## END OF MEETING

There being no further business to discuss the meeting closed at 9 pm.

**THESE MINUTES ARE SUBJECT TO CONFIRMATION AT THE MEETING TO BE HELD ON 2 OCTOBER IN THE BOWEN MEMORIAL HALL.**

.....  
Cllr Mark Burch [Chair]