

THE HAVENS COMMUNITY COUNCIL
CYNGOR CYMUNED THE HAVENS

FULL COUNCIL MEETING

4th APRIL 2023 – BOWEN MEMORIAL HALL, LITTLE HAVEN – 7pm

MINUTES

Present:

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

In Attendance:

Gareth Havard (Clerk), County Cllr. P. Morgan,
Rev D. Meanwell, Mr J. Garner and Ms A. Gibby (left 7.30pm)
Mr T. Alexander (left 8.05pm)

1. To accept apologies for absence:

B. Grey (Youth Rep)

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

None disclosed.

3. To receive presentation regarding Haroldston Woods

Rev Meanwell (supported by comments from Mr Garner and Ms Gibby) informed Members of his detailed research regarding the private sale of Haroldston Woods. A number of relevant organisations had been consulted with a view to considering the feasibility of setting up a Community Land Trust to acquire the Woods to preserve them for community access/use. The active support of The Havens Community Council was requested. Following discussion during which Cllr Jones expressed an interest in the views of Broad Haven Holiday Park (which adjoins sections of the Woods) Members **resolved** to support the organisation of a public meeting to gauge the opinion of the community before progressing more formally. It was also **resolved** that the Chair & Clerk seek a meeting with Mr Mock of Broad Haven Holiday Park to understand his views on this matter as a precursor to a public meeting.

4. To consider Planning Consultation:

- (i) PCNPA NP/23/0107/FUL Swan Inn, Little Haven. SA62 3UL. No local objections were noted, and it was **resolved** to support this application.
- (ii) PCNPA NP/23/0135/FUL 21 Timber Hill Chalet Park, Haroldston. SA62 3LZ. No objections were noted, and it was **resolved** to support this application.
- (iii) PCNPA NP/23/0139/FUL 29 Timber Hill Chalet Park, Haroldston. SA62 3LZ. No objections were noted, and it was **resolved** to support this application.
- (iv) PCNPA NP/23/0138/FUL 41 Timber Hill Chalet Park, Haroldston. SA62 3LZ. No objections were noted, and it was **resolved** to support this application.
- (v) PCNPA NP/23/0140/FUL 6 Timber Hill Chalet Park, Haroldston. SA62 3LZ. No objections were noted, and it was **resolved** to support this application.
- (vi) PCNPA NP/23/0142/FUL 11 Timber Hill Chalet Park, Haroldston. SA62 3LZ. No objections were noted, and it was **resolved** to support this application.
- (vii) PCNPA NP/23/0145/FUL 43 Timber Hill Chalet Park, Haroldston. SA62 3LZ. No objections were noted, and it was **resolved** to support this application.

5. **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 March 2023 were received and adopted as a correct record.

6. **Matters Arising from previous Minutes:**

(i) *Independent Remuneration Panel Wales (IRPW) 2023 Report* – having been circulated in advance of the meeting, Members noted and accepted the mandatory determinations of the IRPW Report regarding (a) *Extra costs of working from home* (b) *Consumables Costs* and (c) *Reimbursement of costs of care*. It was **resolved** that the mandated payments for extra costs (£156 p.a) and consumables (£52 p.a) would be processed by the Clerk in early May 2023 unless Members declined the payments in writing beforehand. Members also considered the discretionary determinations of the IPRW Report which were:

Senior Role Allowance, Chair & Vice Chair Allowance, Attendance Allowance, Financial Loss and Travel/Subsistence Allowance.

Cllr Alexander proposed that HCC adopts the discretionary powers determined in the IRPW Report subject to relevant payments being made on application by Members on a case-by-case basis. Cllr Kother seconded this proposal, and it was **resolved** accordingly.

(ii) *Havens Community (Jubilee) Grant Group* – Members noted that following receipt of the Jubilee Lottery Grant in 2022, a balance of £5,122 remains available to complete the project. Following receipt of tenders, the preferred option costs are £5,824 resulting in a modest shortfall of £702. Members acknowledged that a Jubilee budget of £3,000 was originally set for 2022 which was superseded by the successful Lottery Grant application. Consequently it was **resolved** that the shortfall be funded.

7. **Finance Matters:**

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

£300.00	Cleddau Press Ltd – Community Diary (April 2023)
£13.86	Seaview Mini Market – Coffee Morning Supplies
£7.44	Cllr Stephens – Coffee Morning Supplies
£2,347.25	LITE Ltd – 40% deposit Year 2 Broad Haven Festive Lights
£200.00	Audit Wales – fee for external audit of 2021/22 Annual Return
£12.00	Fasthosts Ltd – April 2023 Webmail Account Fee
£6.52	Fasthosts Ltd – 50GB extra mailbox storage capacity
£422.60	Clerk Salary - March 2023
£105.80	HMRC PAYE Liability – March 2023
£40.00	Broad Haven Village Hall – Hire fees
£84.00	Down to Earth Landscaping – install/remove Xmas Tree Broad Haven
£240.00	Talbenny Groundworks – Flailing brambles etc at Peasey Park

In approving the Clerks salary and associated PAYE payments, Members were reminded of the support of Mr Nick Price who processes the Clerk's salary each month free of charge. Mr Price has offered to continue this support for the 2023/24 tax year which was gratefully accepted by the Council. The Clerk was requested to write to Mr Price accordingly.

8. Broadway to Broad Haven Footpath:

The Chair invited Mr Tom Alexander (TA) to address councillors. TA highlighted how busy the traffic situation is through Broadway which is impacted by a 40mph speed limit, 3 local camp sites and an unsafe bus stop. TA also advised Members that residents had set up Broadway Action Group (BAG) with three short term objectives: (i) reduce traffic speeds through Broadway (ii) improve the bus stop infrastructure, and (iii) construct a pavement in Broadway. A fourth, longer term objective, is to link Broadway and Broad Haven with a safe walking route/pathway.

On behalf of BAG, Mr Alexander asked for the support and advocacy of HCC – this was **unanimously agreed**.

In the meantime, the Clerk was asked to write to Darren Thomas at PCC Highways to formally request traffic speed monitoring and/or the attendance of a GoSafe speed camera. County Cllr Morgan was also asked to liaise with PCC to arrange the relocation of the Broadway sign to a safer position.

9. Business Plan Progress:

The following progress is noted:

2022/23 Projects	Value	Progress	Target Date
Book Shelter	£500	Discussion regarding type of shelter. Options include flatpack shed from Wilko, a bespoke handmade shelter or a reused telephone box which the Clerk & Chair would raise in conversation with Mr Mock.	July 2023
Coffee Mornings	£500	First event held on Sat, March 11 th and well attended. Next event scheduled 20 th May. To be hosted in Broad Haven again as Hall in Little Haven booked.	April 2023
Flower Planters	£1,250	Planters identified. Topsoil and bedding plants needed, and work is underway. HCC also agreed to a request to reimburse the Allotment Group for maintenance of planters on B4341 approaches to Broad Haven arising from the reported disbandment of The Havens Carnival Committee.	May 2023

2023/24 Projects	Value	Progress	Target Date
Little Haven Interactive Boards	£1,000	Graphic designer (Tim Harvatt) is liaising with National Trust. A draft design of the Board is available which the Clerk will circulate.	Dec 2023
Community Lunches & Transport	£3,440	Starter event planned for 26 th April 2023 at Broad Haven Youth Hostel. Buffet menu agreed at £10.95 per head. Notice placed in Havens Diary. The Clerk to collate reservations.	April 2023
King Charles Coronation	£765	Agreed for Cllr Bevan to purchase 5 x trees. Commemorative pin badge gift agreed for children. Cllr Alexander to provide online link for Clerk to order quantity of 160. Balance of budget to be used for 5 x tree plaques.	May 2023
Little Haven Festive Lights	£2,000	Defer motif selection until Spring 2023. Clerk to arrange electrical assessment of column infrastructure in meantime.	Dec 2023
Litter Picking Initiatives	£1,000	HCC "Litter Pick Day" to be agreed. Police will participate. Cllr Bevan to follow up and agree a date at the May meeting.	April 2023
Broad Haven School to URDD	£1,000	School approached but will not be participating this year. Item closed.	July 2023

10. Actions arising from Local Government Legislation:

(i) *Village Halls WiFi* – the Clerk reported that installation is still awaited. A suitable location for the 4G router at Broad Haven Village Hall has now been agreed. The Clerk was requested to expedite with Total Tech Ltd.

(ii) *Environment Act (2016) Section 6 Duty* – the Clerk reported that he had met with Andy Drumm and a draft Report is being prepared by Mr Drumm with a view to this being presented to HCC at the May 2023 meeting.

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.

(a) A request from Chris Taylor (PCNPA Ranger) to present a draft local nature plan to Council was agreed in principle. A date/time is to be agreed.

(b) It was **resolved** that consultation feedback would not be provided on items contained in the April 2023 schedule

Members were reminded to contact the Clerk should they require further information/detail of specific items of correspondence included in the April 2023 schedule.

12. Any Other Business (for Information):

Traffic Speed, Enfield Road, Broad Haven – the Clerk had again received resident feedback regarding excessive traffic speeds along Enfield Road. Item to be included on the agenda for the May meeting.

Locum Clerk – the Clerk received permission to arrange locum clerk cover for the June 2023 meeting to facilitate annual leave.

Boules Pit – it was acknowledged that the delays from PCC regarding the lease associated with the community asset transfer of land on which the proposed boules pit would be situated is causing increasing local frustration. This item would be included on the agenda for the May 2023 meeting.

Grassholm Place, Broadway – residents have raised concerns regarding a lack of disabled parking bays at Grassholm Place. County Cllr Morgan agreed to investigate and report back.

Atlantic Drive Parking – this matter would be deferred for discussion at the May 2023 meeting.

Road Markings Swanswell Close/Sandyke Rd – resident feedback raises concern regarding parked cars at the junction of Swanswell Close and Sandyke Road. Members noted that this is a parking enforcement matter.

The meeting closed at 8.55pm

Appendix 1
The Havens Community Council
Correspondence Register **April 2023 Meeting**

Date Received	Category	Sender	Topic	Summary of Content
09/03/2023	Consultation	Welsh Government	Bird Keepers	Consultation on new UK wide regi
20/03/2023	Consultation	Welsh Water	Community Engagement	Your Water Your Say engagement
10/03/2023	Consultation	Welsh Government	Planning Policy - Biodiversity	Consultation on planning policy ch
10/03/2023	Consultation	Welsh Government	Taxi & Private Hire	Consultation on Taxi & Private Hir
03/03/2023	Decision	David Meanwell	Haroldston Woods	Information regarding private sale
25/03/2023	Decision	PCNPA	Local Places for Nature	Update and request to present na
15/03/2023	Information	Audit Wales	Address Change	Notice of address change for Audi
08/03/2023	Information	Hywel Dda UHB	Community Engagement	Public Events regarding location o
08/03/2023	Information	Pembrokeshire CC	Community Engagement	Public Events regarding location o
29/03/2023	Information	Pembrokeshire CC	Community Spaces Fund	PAVS Funding opportunity to supp
14/03/2023	Information	Pembrokeshire CC	Council Scrutiny	Press release regarding participati
01/03/2023	Information	Pembrokeshire CC	Crime Commissioner Here For You	Schedule of Public "Here For You"
24/03/2023	Information	PC Neil Lees	Crime Commissioner Here For You	Schedule of Public "Here For You"
28/03/2023	Information	Pembrokeshire CC	Crime Prevention	Publication of Crime Prevention b
07/03/2023	Information	Fasthosts	Email Hosting	Notice of price increase with effec
08/03/2023	Information	One Voice Wales	Energy Champion	Information regarding Energy Cha
14/03/2023	Information	LITE Ltd	Festive Lights	Order confirmation for Year 2 of 3
22/03/2023	Information	Play Wales	IPA Bursary	International Play Conference Bur
06/03/2023	Information	One Voice Wales	National Lottery Strategy	Newsletter regarding National Lot
15/03/2023	Information	Play Wales	Newsletter	March 2023 e-bulletin
29/03/2023	Information	Thanks for 20	Newsletter	March/April 2023 Twenty Plenty r
14/03/2023	Information	One Voice Wales	Open Spaces & Paths	Guidance on protection of opens s
17/03/2023	Information	Pembrokeshire CC	Planning Portal	Update to planning application we
14/03/2023	Information	Pembrokeshire CC	Play Area Inspections	Confirmation of cancellation of Pl
07/03/2023	Information	One Voice Wales	Recruitment	Vacancy - Clerk to Jeffreyston CC
09/03/2023	Information	Welsh Government	Recruitment	Vacancies - Statistical Officers
10/03/2023	Information	Welsh Government	Recruitment	Vacancies - Public appointments
10/03/2023	Information	Welsh Government	Recruitment	Vacancy - Senior Manager Childca
15/03/2023	Information	Welsh Government	Recruitment	Vacancies - Childcare & Playgroup
15/03/2023	Information	Welsh Government	Recruitment	Vacancies - Private Office Admin S

24/03/2023	Information	Welsh Government	Recruitment	Vacancy - Disabled People's Emplo
08/03/2023	Information	Pembrokeshire CC	Resourceful Communities	Workshop events for Resourceful
20/03/2023	Information	Carmarthenshire CC	River Nutrients	River Stakeholder Event
15/03/2023	Information	One Voice Wales	Roy Castle Lung Cancer Charity	Awareness article regarding Lung
07/03/2023	Information	Sinead Henehan PCC	S.106 Funding Sandbanks	Clarification of S.106 funding allo
15/03/2023	Information	One Voice Wales	Tools for Self Reliance	Charity Article to raise awareness
07/03/2023	Information	One Voice Wales	Training Event	Value of Planning to Welsh Comm
20/03/2023	Information	One Voice Wales	Training Event	Schedule of OVW Training Events
01/03/2023	Information	Pembrokeshire CC	UK Shared Prosperity Fund	Application Pack
09/03/2023	Information	Pembrokeshire CC	UK Shared Prosperity Fund	Application Pack - extended deadl
23/03/2023	Information	Pembrokeshire CC	UK Shared Prosperity Fund	FAQs
15/03/2023	Information	Pembrokeshire CC	Victim Support	Introduction of new Engagement
13/03/2023	Information	Pembrokeshire CC	Working Better Together	Seminar / Workshop Invitation at