

THE HAVENS COMMUNITY COUNCIL
CYNGOR CYMUNED THE HAVENS

FULL COUNCIL MEETING

6th SEPTEMBER 2022 – BROAD HAVEN VILLAGE HALL – 7.30pm

MINUTES

Present:

Cllr. C. Stephens (Chair)
Cllr. C. Alexander
Cllr. S. Bell

Cllr. M. Burch
Cllr. H. Jones

In Attendance:

Gareth Havard (Clerk), County Cllr. P. Morgan and six members of the public with interests in Item 3 - Planning Consultation.

1. To accept apologies for absence:

Apologies were noted for Cllr.G Bevan, Cllr.V Grey, Cllr.L Kother, Cllr. N Price, Cllr.S Reynolds & Byron Grey (Youth Rep)

The Chair informed Members of the recent resignation of Cllr Nick Price for personal reasons. The resignation will take immediate effect and creates a casual vacancy. The Chair expressed thanks to Cllr Price for his valued support to the community during his tenure.

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

The Clerk disclosed an interest in Item 10 – Approval of Employment Contract.

3. To consider Planning Consultation:

NP/22/0443/FUL – Hesperides, Broad Haven SA62 3JP. Members had no objections and it was **resolved** to support this application.

NP/22/0424/FUL – Ringstone, Broad Haven SA62 3JP. The Chair invited interested members of the public in attendance to express their views on this application. It was noted that correspondence received from residents in objection to this application had been circulated to all Members for their consideration in advance of this meeting. The applicants addressed questions from Members on a range of topics including the visual and environmental impact of the proposals. Following careful consideration, it was **resolved** by a majority of Members present to support the application.

NP/22/0423/FUL – Hiraeth, Garage Plot, Wesley Road, Little Haven SA62 3UJ. The applicants addressed questions from Members. No objections were noted and it was **resolved** to support this application.

NP/22/0308/FUL – Haven Fort Hotel, Settlands Hill, Little Haven SA62 3LA. In the absence of clear information to the contrary, Members assumed that this application seeks retrospective permission to retain the single storey barn in its present location. Consequently, it was **resolved** not to support the application as the structure is visually obtrusive and constructed of materials not in keeping with the adjacent property.

4. To approve and sign minutes of the previous meeting of the Council:

Having been circulated in advance of the meeting, minutes of the Extra General Council meeting held on 28th July 2022 were received and adopted as a correct record.

5. Matters Arising from previous Minutes:

Festive Lighting 2022 – Further to the resolution in principle to proceed with festive lighting made at the previous meeting, Members considered a range of options from three accredited suppliers.

It was noted that these options related to Broad Haven only due to street column infrastructure limitations at Little Haven. Consequently, as a temporary measure, it was **resolved** that the existing string lights held in storage be used between the cast columns at Little Haven pending the potential upgrading of the column infrastructure for future festive seasons. County Cllr Morgan and Cllr. Jones agreed to follow this up in Little Haven.

Members also carefully considered the community perception of investing in festive lighting during a time of rising energy costs and cost of living increases. It was concluded, on balance, that the benefit of a contribution to community wellbeing during the festive season justified the financial commitment.

To mitigate the financial impact, it was **resolved** to pursue lamp post sponsorship and allocate funds from the car park honesty box.

It was **resolved** to accept the quotation from LITE Ltd for a three-year rental agreement to supply (i) festive light features during December, plus (ii) permanent street column helix lights for seasonal effect. The annual cost for this option is £4,891.

Members conveyed thanks to Cllr Sally Bell for her time in gathering festive lighting quotations etc.

Predict & Protect – the Clerk advised Members that cover is required from 12th Sept to 30th Sept. Cllr Bell supplied contact details to the Clerk of a local resident who may be able to support.

Remote Meeting Infrastructure – the Clerk advised Members that the costs of purchasing a suitable portable web camera and omni-directional microphone to satisfy this legal requirement would be circa £250. However, a good internet connection is required which is currently unavailable at this Council's regular meeting venues. It was **resolved** that alternative meeting venues with internet access are explored.

6. Finance Matters:

(i) It was **resolved** that payments be authorised to settle invoices listed as follows:

£1,025.00	Cleddau Press Ltd – Community Diary (July, Aug & Sept 2022)
£ 824.38	Clerk Salary (July & Aug 2022)
£ 103.00	HMRC PAYE Liability – July 2022
£ 103.00	HMRC PAYE Liability – Aug 2022

It was also noted that Car Park Honesty Box receipts for the July/August period amounted to £1,933

(ii) The Clerk reported that the 2021/22 Internal Audit had been successfully completed by Mr Richard Edwards (ACMA). An Internal Audit Confirmation statement had been completed and signed on 31st August 2022 and there were no arising matters of concern to be brought to Members attention. The Report would be circulated to Members for information.

(iii) Following satisfactory completion of the Internal Audit, the Clerk presented the 2021/22 Annual Return and Governance Statement to the meeting for approval. It was acknowledged that Assertion 1 of the Governance Statement could not be agreed due to the late completion of the Annual Return and accounting statements. Members **resolved** to agree to the remaining seven assertions. It was noted that the Annual Return had been certified by the RFO and it was **resolved** that the Chair sign the Approval statement as required.

The Clerk confirmed that he could now submit the Annual Return and relevant supporting documentation to Audit Wales for external audit. A covering letter to explain the negative response to Assertion 1 of the Governance Statement would also be required.

(iv) Further to changes agreed to the Bank Mandate at the previous meeting, it was **resolved** that the Clerk submit the application to Barclays Bank Plc for a Havens Community Council Debit Card. It was acknowledged that this Council's Standing Orders would require amendment to regulate the use of this debit card once activated.

7. Overgrown Footpath to North of Croft Rd:

In her absence, Cllr Reynolds had submitted a report and photographs of the condition of footpaths to the north of Croft Road, Broad Haven which had become overgrown. This was considered a matter for PCC and County Cllr Morgan would follow up with PCC Officers.

8. Atlantic Drive Street Signage:

In his absence, Cllr Bevan had submitted a report regarding missing street signage for Atlantic Drive, Broad Haven. This was considered a matter for PCC and County Cllr Morgan would follow up with PCC Officers.

9. Correspondence:

It was noted that a significant amount of correspondence is received by email. Rather than circulate all to Members, it was resolved that, going forward, the Clerk be given discretion to triage correspondence and only circulate items of local and regulatory interest. The following items were specifically drawn to Members attention:

- One Voice Wales – Section 6 Biodiversity Duty. It was **resolved** to defer to a future meeting to understand full implications for Havens CC.
- Ocean Bar & Café – concerns regarding traffic speeds along Enfield Road. **Noted.**
- Vicky Pearson – suggestions to set up “Pay & Display” at Trafalgar Car Park. The Clerk was apprised of previous consideration by HCC and asked to respond accordingly.

10. Clerk Employment Contract:

Having been circulated in advance of the meeting, it was **resolved** to approve (unamended) the Clerk Temporary Employment Contract as prepared by the Chair & Vice-Chair based upon a One Voice Wales model template.

11. Any Other Business (for Information):

S.106 Funding – Cllr M. Burch reminded Members of the Sandbanks agreement which provided for funds to be allocated to HCC to reimburse play park repair costs. The Clerk was asked to contact Sinead Henahan of PCC to follow up.

7 Holbrook Close, Broad Haven – Residents are concerned regarding possible breaches of planning consent at this property which now appears to advertise three separate holiday lets. County Cllr Morgan advised that the PCNPA Enforcement officers are already investigating.

Walton Hill Street Light – Cllr Stephens reported that this streetlight remains out of service following an agricultural vehicle collision earlier in the year. The Clerk was asked to write to PCC Highways to follow up.

The meeting closed at 9.01pm