

# **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/ebost [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, 7 MARCH 2017, AT 7 PM**

### **PRESENT**

Cllrs Charlotte Alexander, Mark Burch, Nia Davies (Chair), David Faulkner, Matthew Ford, Peter Morgan (County Cllr), Joan Phillips, Susan Reynolds, Ian Whitby (Vice Chair), Katie Millar (Youth Representative), Christine Lewis (Clerk).

### **VISITORS**

Emyr Williams, Coastal and Rivers Engineer, Simone Eade, Flood Incident Management Senior Advisor, Natural Resources Wales.

### **APOLOGIES**

Cllr Lawrence Hughes

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

The minutes were signed by Cllr Nia Davies, (Chair), as a true record of the meeting held on the 7 February 2017.

### **DECLARATION OF INTEREST**

There were no declarations of interest declared.

### **MATTERS ARISING**

#### **Grass Cutting Tender**

There were four applications for the Grass Cutting Tender for 2017/2019 and these were opened and evaluated by the Council. Cllr Sue Reynolds proposed that the tender was allocated to Bevan Glass and Grass and this was seconded by Cllr Ian Whitby.

The Clerk was asked to advise Bevan Glass and Grass and write to the other applicants thanking them for their time.

#### **Honesty Box Contributions**

Applications for the proceeds of the Trafalgar Terrace Car Park Honesty Box were received from the Support the Boardwalk (STB) Group, The Playgroup and the Festive Lighting Group. It was decided that as STB and the Playgroup had benefitted from the funds last year it should go to the Festive Lighting Group this year.

The Clerk was asked to keep the STB and Playgroup Applications on file for next year.

.....  
Cllr Nia Davies [Chair]

## **Planning Aid Feedback**

Cllr Joan Phillips and Christine Lewis (Clerk) attended the Planning Aid Workshop held in Dale. The Clerk circulated a paper on what was discussed together with the timetable for the adoption of the revised Local Development Plan.

**May 2017** Issue of the Preferred Strategy for consultation with the relevant communities. This will contain key strategic policies and identify sites for development or protection that fit with the preferred strategy.

**April 2018** `Deposit Plan will be completed (final detailed draft plan).

**Dec 2018** Draft Plan will be submitted to Welsh Government.

**Spring 2019** LDP will be examined by Inspector.

**Jan 2020** Adoption of the Revised Local Development Plan.

## **Commonwealth Day Arrangements**

The Commonwealth Flag will be raised at the slip road Little Haven and at Broad Haven School on Monday, 13 March 2017 at 10 am and the Commonwealth Affirmation will be recited.

## **Battle's Over Plans**

Correspondence was received from the organisation committee for the World War Centenary Programme Board asking for the local co-ordinator and proposed plans in order that these could be built into their publication. The Clerk was asked to carry over the item until after the May elections.

## **Puffin Way Parking Restrictions**

The Clerk advised that she had been in contact with PCC Highways to ask when the yellow lines would be put in place for Puffin Way. PCC informed her that it was on their painting schedule and they hoped to be in a position to carry out the work in the not too distant future. Christine requested that it be done before the next holiday season begins.

## **Enfield Road / Settlands Hill Calming Ramp**

County Councillor Peter Morgan met with Steve Benger from PCC Highways to discuss the problems with traffic and it was agreed that he would put forward to PCC a recommendation for a raised bed before the slip road in order to elevate the speeding traffic.

Steve also said he would make the same recommendations for Walton Hill footpath but did point out that this had previously been refused in 2003.

.....  
Cllr Nia Davies [Chair]

## **AGENDA ITEMS**

### **Little Haven Flood Defence Gate/Simone Eade**

Emyr Williams and Simone Eade joined the meeting to discuss the closing and opening of the Flood Defence Gate in the time of storms/exceptional high tides.

It was proposed that Simone, Natural Resources should have the ability to contact three or four members of the local community in the event of extreme conditions that would require the gate to be closed. She did appreciate that the local community would have sufficient knowledge to identify when closure was required but wanted there to be communication between themselves and the community during these periods. Emyr advised that the people concerned would receive training for the closing and opening and have relevant insurance cover from PCC.

Cllr Matthew Ford and Katie Millar (Youth Rep) suggested a couple of names and will liaise with Simone to confirm these. Further discussion is also required as to whether the gate should be locked at open when not in use.

Cllr Susan Reynolds asked Emyr for some details of the gate and was told that it has not yet been designed or engineered. Susan expressed concerned over this and thought that surely the plans should have been discussed and agreed in view of the fact the project was about to commence. Emyr said that the company working on the gate were experts in their field and he did not consider it necessary to see or agree the plans.

### **Peasey Park Land for Sale Consultation**

The Clerk was advised by a local resident that the sale of the piece of land removed from the Peasey Park Lease by PCC was published in the local paper for consultation. The Clerk advised the resident that there was a clause in the lease for the Council to take back the piece of land and they did not, therefore, have any powers to object to the sale.

### **Allotment Open Day**

The Havens Community Allotment and Gardens are holding an Open Day on Sunday, 2 April 2017 at 2 am - 4 pm to showcase what they have achieved and find out more about their future plans.

### **Welsh Audit Office Meeting Feedback**

Christine Lewis (Clerk) advised that she had attended a Webinar (online meeting) held by the Welsh Audit Office regarding the 2015/2016 Council Audit. During this period Community Councils received over £43 million income and incurred over £40 million expenditure. A significant proportion of this is concentrated in the larger councils.

They expressed concern regarding the smaller councils as many failed to comply with their statutory responsibilities particularly in relation to adhering to the timetable set out. Another concern was budget setting where they stressed that where councils had assets they were responsible for they should have reserves in place to safe guard them.

.....  
Cllr Nia Davies [Chair]

They advised that Council reserves should be a minimum of 25% and when necessary a higher percentage set.

Christine was pleased to point out that these issues did not apply to The Havens. However, she did point out that the requirements for policies, procedures and various other documentation was the same for the small councils with one part time member of staff as that of the larger councils with one or more full time staff.

### **Election Briefing**

An Election Briefing was held in the PCC offices for all Clerks and nomination papers were issued for those existing Councillors wishing to stand for election in May. Christine asked for all papers to be returned to her by the 21 March in order that she can submit and have them checked off on the 22 March.

Hard copy notices are being sent for display in Village Notice Boards. The Council will be advertising in the local newspapers and on their website. Anyone wishing for information on elections can go to PCC website for details of nomination rules and timetables.

The deadline for all nominations is the 4 April 2017 after which time we shall know whether we are required to hold an election or not.

### **Planning Applications**

<b>NP/16/0685/FUL</b>	Siting of 46 Static Caravans in lieu of 60 touring caravan pitches and retention of 20 touring caravan pitches/glamping pitches Redlands Caravan Park	Support
<b>NP/17/0102/FUL</b>	Retention of 2 fire escape roof windows to north elevation and 2 roof windows to western elevation 3 Millmoor Cottages, Millmoor Way, SA62 3JH	Support
<b>NP/17/0112/FUL</b>	Proposed 2 storey side extension to north elevation, 2 Puffin Way, Broad Haven, SA62 3HP.	Support
<b>NP/17/0120/S73</b>	Vary condition 1 of NP/12/0423 to extend permission for a further 5 years	Support
<b>NP/17/0136/FUL</b>	Two storey ext to front elevation and window to side elevation. 38 Atlantic Drive, Broad Haven, SA62 3JB	Support

### **Finance Exp**

Broad Haven Village Hall Standing Order	250.00	SO
Little Haven Hall Standing Order	250.00	SO
Clerk's salary £303.15 plus expenses	342.04	
Holiday Pay	181.90	
Cleddau Press March Issue	235.00	
G D Harries TT Car Park	168.00	
PCC Peasey Park Lease	660.00	

.....  
Cllr Nia Davies [Chair]

NBB Picnic Tables for Play Park	1044.00	
Giles Howell Website Hosting	33.39	
One Voice Wales	111.00	
<b>Authorised by Cllr J Phillips and RFO C Lewis</b>	<b>3275.33</b>	<b>TOTAL</b>

#### **Finance Income**

Advertising to 7 March 2017	305.00	
-----------------------------	--------	--

#### **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 4 APRIL 2017 IN THE BOWEN MEMORIAL HALL.**

.....  
Cllr Nia Davies [Chair]