



# Solva Community Council Cyngor Cymuned Solfach

Minutes of the meeting held on Wednesday 10<sup>th</sup> July 2019 at  
6:30 p.m. in the Memorial Hall

Attended by:

Community Councillors Josh Phillips (Chair), Ifor Thomas, Vicky Barker,  
Joanne Gibbins, John Price, Joe Griffin, Colin Reynolds, Wendy Wright.

County Councillor: Mark Carter

Newsletter Editor: Peter Wilde

Clerk & RFO: Bruce Payne

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1. **Welcome and Introduction.** The Chair welcomed:
    - a. PCSO Naomi Hicks (agenda item 5);
    - b. David Astins (PCC Community Champion) (agenda item 6), and;
    - c. Mollie Roach (Solva Care) (agenda item 15).
  2. **Apologies.** Community Councillor John Price.
  3. **Declarations of interest - Personal or Prejudicial.**
    - a. Community Councillor Joe Griffin declared a personal interest with agenda item 19c Trecadwgan Farm.

## Matters Arising

4. **Agree the Minutes of the meeting held on 5<sup>th</sup> June 2019.** Agreed and signed.
  - a. All actions were reviewed.
5. **Crime update.** Naomi discussed with members the current low crime trend on the peninsula.
  - a. **Caring for someone with dementia – The Herbert Protocol.** Naomi also commended the Herbert Protocol to members. This was a national scheme which encourages carers, family members or friends to compile useful information which could be used in the event of a vulnerable person going missing. Using the Herbert Protocol form, you



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can record all vital details, such as medication required, mobile numbers and places regularly visited, or previously located if they have gone missing before. In the event of your family member or friend going missing, the form can be easily sent or handed to the police, along with a recent photograph – saving valuable time when you first contact us.

<https://www.dyfed-powys.police.uk/en/advice-support/caring-for-someone-with-dementia-the-herbert-protocol/>

6. **PCC Community Delivery Project.** David spoke about PCC's objective for the project which aims to achieve a saving of £400k over 2 years. This would be achieved if communities such as Solva took responsibility for the delivery of various non-statutory services which otherwise might be at risk of being withdrawn by PCC. PCC are requesting SCC deliver the following services from 1<sup>st</sup> April 2020:

a. **Lower Solva Toilets.** Annual cost to maintain was circa **£7,500**. SCC members highlighted that public toilets were especially important for older people, disabled people, families (especially those with babies and very young children), tourists and visitors. Members agreed that public toilets were important, for a variety of reasons. Without them, local authorities and residents would need to clean up every morning! Street fouling would be appalling and could ruin the lives of residents affected by it. Older people, for example, do not readily leave their homes without the reassurance that they will have access to public toilets, which can lead to ill-health, with consequent burdens on the NHS. **SCC would find the cost challenge impossible to meet and call upon PCC or PCNPA to continue this vital public service.**

**Action:** County Councillor Mark Carter and David Astins to present SCC case for the retention and provision of public toilets in Solva by PCC or PCNPA.

b. **Playpark Insurance.** PCC propose to provide Public Liability Insurance at an annual cost to SCC of **£1200** for the Gamlin and upper play/skate parks. Cost would include mandatory inspections. If agreed, PCC would establish a Service Level Agreement with SCC.

c. **Grounds Maintenance.** Annual cost to SCC circa **£850**. If agreed, PCC would establish a Service Level Agreement with SCC to cut the following areas 12 times per year (**areas to be confirmed by David please**):



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- i. Middle Mill green.
- ii. A487 & bank of large pull-in (old toilets area).
- iii. Glanhafan.
- iv. War Memorial area.
- v. Upper Solva Play Area.

d. **Key Dates.** SLA's need to be agreed before the 2020/21 SCC precept budget is set in December 2019. Proposed key dates to achieve agreement for the delivery on any non-statutory services with PCC are:

- i. **30<sup>th</sup> September 2019** – Delivery of non-statutory services agreed between SCC and PCC.
- ii. **18<sup>th</sup> October 2019** – Cost of non-statutory services agreed between SCC and PCC.
- iii. November – Draft SLA prepared by PCC and reviewed by SCC.
- iv. **4<sup>th</sup> December 2019** – SLA's signed by SCC.

**Action:** Chair and SCC members agree what services SCC can deliver (SCC meeting on 4<sup>th</sup> September 2019).

**Action:** Bruce/Dave - Follow-up meeting to be set between SCC and PCC to achieve 30<sup>th</sup> September key date.

7. **Motion to deploy Enforcement Officers in Solva.** Deferred until September.

8. **Case for 20mph limit in Solva.** Based on information provided by PCC, SCC Members unanimously supported an advisory speed limit of 20mph. (The seed limit roundel is with a black border & max speed plate (bilingual) on a yellow backing – these village signs would need to be designed in accordance with Traffic Signs Regulations and be constructed by an accredited sign manufacturer. PCC had offered their assistance).

**Action:** County Councillor Mark Carter – Establish approval process with PCC and once sanctioned, confirm cost to SCC and installation time.

a. **Rumble strips.** Members also agreed that installation of rumble strips in keys areas would help address the problem especially on Panteg Road where complaints had been received following a cat that was hit and killed by a vehicle. Rumble strips could also be considered as you approach the junction close to Bryn Seion on the Whitchurch



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Road - previous complaints had also been received about speeding vehicles on this part of the road.

**Action: County Council Mark Carter** – Confirm feasibility with PCC.

9. **Welsh Water Sewage Service.** All work in Bro Dawel was now complete.

10. **Solva Community Land Trust.** Ifor informed members of the key meeting on Thursday 18<sup>th</sup> July at 4:30 p.m. in the Memorial Hall (with Jo Rees-Wigmore Pembrokeshire Community Land Trust Officer and representatives from Wessex). Members were invited to attend together with other local residents. The aim was to recruit people with a broad range of skills to serve on the CLT committee. It was noted the CLT would be outside of SCC governance, but once established be the first of its kind in Wales.

11. **Climate Change Emergency.** Members agreed to draft a plan for taking action on Climate Change in Solva.

**Action** - Members to submit ideas to Bruce on areas SCC could influence.

**Action** – Bruce to prepare draft plan.

a. **St Davids Alternative Energy Group.** Members agreed to invite a representative for the group to speak at the SCC September meeting.

**Action Vicky**

12. **Solva Logo Competition.** Deferred until September.

13. **Solva Community Tourism Initiative.**

a. **Great Taste Awards<sup>1</sup>.** NTR

b. **Solva Tourism App.** Progressing

c. **Solva Tourism Association<sup>2</sup>.** NTR

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<sup>1</sup> Great Taste, organised by the Guild of Fine Food, is the acknowledged benchmark for fine food and drink. It has been described as the 'Oscars' of the food world and the 'epicurean equivalent of the Booker prize'. <https://gff.co.uk/join-the-guild/>

<sup>2</sup> **Subcommittee:** Community Councillor's Josh Phillips, Vick Barker, Wendy Wright and Joe Griffin.



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- d. **Solva Logo.** See item 12
- e. **Solva Life Magazine.** Josh informed members a draft had been prepared and circulated for comment. Profits from magazine sales would support SCC community activities.
- f. **Community Wi-Fi.** The proposal to install Wi-Fi in the Memorial Hall would support the initiative. Peter reported that discussions with providers were underway for service provision.

### 14. **Communications.**

- a. **Newsletter.** Peter presented the July edition and invited comments from members. Members voiced their support.
  - i. **What's on in Solva.** Peter also presented the draft "What's on in Solva this Month". 1000 copies would be printed and be available from a distribution box in lower Solva car park. Members agreed the proposal and to trial for the month of August.
- b. Solva News website. NTR
- c. SCC website. NTR
- d. SCC Facebook Page. NTR

15. **Solva Care.** Mollie informed members that Julie Morgan AM Deputy Minister for Health and Social Services would visit Solva Care over the Summer. Solva Care had also recruited a new Activities Assistant post which would help the charity extend their work. Mollie was also working with the local Surgery to distribute a letter about Solva Care to patients and carers on the Solva Surgery Register. On 9<sup>th</sup> July, Mollie had attended the PLANED AGM where delegates got to hear from a range of speakers: The Police and Crime Commissioner for Dyfed Powys, the Prince's Trust Wales Director, Philip Jones and the PLANED CEO, Iwan Thomas – It was an excellent event.

### 16. **Local Community Requests/Issues/Complaints.**

- a. **Rubbish on the road between Bryn Sion and Whitchurch.** Wendy reported that members of the local community were clearing



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rubbish from the road probably deposited there by irresponsible motorists. Education for the offenders was important and the use of Enforcement Officers discussed.

b. **AFC Clubhouse.** SCC had received complaints about the very poor standard of cleanliness in the clubhouse. Members agreed this was unacceptable and would convene a Management and Services meeting on **Tuesday 10<sup>th</sup> September at 6p.m.** in the AFC.

The meeting would address:

- i. Immediate areas of concern.
- ii. Formation of AFC committee (with SCC chair).
- iii. Constitution.
- iv. Hire fees.
- v. Appointment of cleaner/caretaker.

**Action: Bruce** – distribute calling notice and agenda.

### 17. Reports from Sub-Committees.

#### a. **Whitchurch Churchyard.**

The church Warden (Brenda) had received a request from Mr. Brian George of Johnston to erect a commemorative plaque on the wall/concrete gatepost; or a seat/bench dedicated to his grandparents, Samuel James George and his wife, Emma (nee Lucas) in the old Churchyard. Burial Records had confirmed they were buried in the old churchyard but no grave can be identified. This may be as a result of no gravestone erected or it had fallen on its face or broken and been removed.

**SCC Members agreed** that a commemorative plaque could be mounted on the wall (position to be confirmed by Brenda) – cost to be borne by Mr. George. **Action** Brenda/Joe

- i. **Fallen headstones.** The cost of moving fallen headstones to the edge of the old cemetery was to be established (family permission to be sought and contributions considered). **Action Joe**

b. **Play & Skate Parks.** The subcommittee met on 8<sup>th</sup> July 2019 to assess and select the following preferred bidders who had been informed of the SCC decision:



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- i. **Gamlin Play Park.** Redlynch Leisure Installations Ltd (Lappset).
  - ii. **Upper Play Park.** Sunshine Playgrounds (Kompan).
  - iii. **Next Phase.** Both companies acknowledged the SCC project funding position and would prepare their designs and detailed costs to support SCC funding applications in September. Follow-on F2F review meetings would be arranged. **Action Bruce**
- c. **AFC Refurbishment & Regeneration Project.** Ifor invited members to comment and all agreed that funding applications to support the approved design should be perused as a matter of urgency. The Community Facilities Programme, another Welsh Government capital grant scheme that can be used to improve community facilities would be approached. **Action Bruce/Ifor** (Enquiry sent to the Community Facilities Programme on 16<sup>th</sup> July)
- d. **Solva Path Project.** A meeting with the PCNPA Rights of Way Officer remained outstanding.
- e. **Traffic Working Committee.** NTR
- f. **Firework Display.** Vicky had organised a bottle stall at the Edge Festival on the Saturday afternoon opening at 3p.m. Businesses in Solva and St Davids had been invited to donate items. Donations from local residents would also be most welcome. Proceeds would support the annual firework display in November.
- g. **Planning.**
- i. **Applications received & Reviewed:**
    - a) **Planning Reference:** NP/19/0296/FUL  
**Proposal:** Demolition and rebuilding of part of existing dwelling to allow for provision of retaining wall. Dwelling to be rebuilt and extended to be of similar design to that previously approved under NP/17/0657/FUL  
**Location:** 3 Fort Cottages, Fort Road, Solva, Haverfordwest, Pembrokeshire, SA62 6TG
    - b) **Planning Reference:** NP/19/0349/FUL  
**Proposal:** Alterations to dwelling to raise part of roof and install Velux roof lights to provide first floor accommodation. Remove existing single storey flat roof extension from side elevation



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**Location:** 3 Maes Y Forwen, Solva, Haverfordwest, SA62 6TR

c) **Planning Reference:** NP/19/0350/RES

**Proposal:** Reserved matters application for revised proposals to that originally consented at outline stage

**Location:** Plot D, Whitchurch, Solva, Haverfordwest, Pembrokeshire, SA62 6UB

ii. **Decisions:** Nil

## 18. Clerk & RFO Report.

a. **SCC Bank Balance at end of June 2019.** The balance at 30<sup>th</sup> June 2019 was £21,028.37. Income & Expenditure (actual) for June was presented and agreed by Councillors.

b. **Budget Review 2019/20.** Expenditure was reviewed against the agreed budget.

c. **Audits & Annual Return for Year Ended 31<sup>st</sup> March 2019.** The Annual Return accounting statements and Annual Governance statement was approved at an extraordinary meeting on Monday 17<sup>th</sup> June 2019. The Annual Return and all supporting documents were dispatched to Grant Thornton UK LLP on 20<sup>th</sup> June 2019.

d. **Correspondence.** All correspondence had been distributed to members by email.

## 19. Report from County Councillor. Mark updated members on:

- a. PCC Standards Committee.
- b. Black bags and pet waist.
- c. Trecadwgan.
- d. Newgale & disabled access.

## 20. Report from Community Councillors.

a. **Chair.**

i. **Additional Community Governor / Cymunedol Ychwanegol Lywodraethwr - Ysgol Gymunedol Croesgoch.** SCC declined PCC's invitation to provide a nominee.





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ii. **Developing Trauma Services in Hywel Dda University Health Board, and, A Healthier Mid and West Wales – Our future generations living well.** NHS had circulated information leaflets (via the Clerk) and these were available to members.

iii. **Developing Trauma Services.** NHS had circulated information leaflets (via the Clerk) and these were available to members.

21. **Public Open Forum.** NTR

22. **AOB.**

### **Post Meeting Note:**

a. **Trecadwgan.** The Community Group signed an agreement with PCC on 12<sup>th</sup> July 2019 which set out the future as follows:

- i. As a result of the signed agreement the Farm has been taken off auction but is still up for sale and open to offers.
- ii. A funding plan by the community group has to be in place in 6 weeks time.
- iii. The negotiating period is 4 months with a possible 2 month extension.
- iv. All partners can terminate the agreement at any time.
- v. The £50K deposit was no longer relevant.
- vi. The community group was looking at renting some land around the Farm in addition to buying the Farm buildings and the acreage that comes with it.

23. **Date of next meeting.**

a. Wednesday 4<sup>th</sup> September 2019

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# **Solva Community Council Cyngor Cymuned Solfach**

Compiled by:

Bruce Payne (Clerk) 16<sup>th</sup> July 2019

Signed by: Josh Phillips (Chair)