

# DRAFT

## **Solva Community Council Cyngor Cymuned Solfach**

Minutes of the meeting held on 4<sup>th</sup> October 2017 at  
8:30 p.m. in the Memorial Hall

Attended by:

Community Councillors John Price, Joe Griffin, Vicky Barker, Joanne Gibbins, Ifor Thomas (vice-chair), Wendy Wright, Colin Reynolds

Clerk: Bruce Payne

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1. **Welcome and Introduction.** The compressed SCC meeting followed the Code of Conduct Training with Claire Jones, the PCC Monitoring Officer. The session commenced at 6:30p.m. with other councils attending from Brawdy, Llanrhian, Nolton & Roch Mathry and Merlins Bridge. Time restrictions prevented any discussion re Peninsula matters.

Community Councillor Ifor Thomas welcomed Niki Mundy to the meeting (see agenda item 6a.)

2. **Apologies.** Community Councillor Josh Phillips (Chair), County Councillor Mark Carter.

3. **Declarations of interest.** None

### **Matters Arising**

4. **Agree the Minutes of the meeting held on 13<sup>th</sup> September 2017.**  
Agreed and signed.

a. All actions were reviewed.

5. **St Davids CLT.** Community Councillor Ifor Thomas reported the St Davids Peninsula Community Land Trust recently held its AGM when additional Directors and Local Council Representatives were elected onto the Board. The first meeting of the new Board discussed the ongoing funding of the CLT. It costs about £1000 per year to run and maintain the CLT, covering items such as postage, printing, website maintenance national CLT membership etc. The CLT had no funds to support such running costs. It was suggested the CLT approach the City Council and the Community Councils in The Peninsula to seek their support. It was hoped the City council could offer £500 and each of the Community Councils £125.

**Proposed** by Community Councillor Vicky Barker, seconded by Community Councillor John Price that SCC supports the CLT and grant

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£125 (annually), commencing in the FY 2018/19. All members supported the proposal.

SCC was unable to grant the sum this FY due to other financial commitments, but will budget accordingly for the next and future years.

### 6. Local Community Requests/Issues/Complaints

- a. **Skate Park Accident.** Solva Community Council took an action to mitigate the risk of another accident as described by Niki Munday whose son Dylan sustained a serious cut to his leg (requiring stitches) caused by protruding wire on the earth gabions surrounding the skate park.
- b. The SCC action was to:
  - Carry out immediate repairs to reduce the risk (Friday 6th October)
  - Carry out a risk assessment (Friday 6th October)
  - Obtain quotes to remove part or all of the earth gabion and wire (asap)

#### Post Meeting Update:

- c. Immediate repairs were carried out but the scale of offending wire was high.
- d. The risk assessment concluded the likelihood of a similar incident reoccurring, causing harm to adults, children or animals, was high. Immediate action was required.
- e. **Recommendations:**
  - i. Remove all wire from the earth gabion surrounding the skate park.
  - ii. Re-profile and reduce height of the earth bank.
  - iii. If and only if required, remove the earth bank completely (to be replaced by appropriate fencing, cost not included in quotes below).
  - iv. Smooth/mould area where bank has been removed.
- f. **Quotes:**
  - i. Neil Jones Agricultural Contractor: £1500
  - ii. Mount Farm, Rob and Peter Richards: £1000 (Rob and Peter would reduce the price pending amount/level of work)

g. **Time:** Work to commence Thursday 12th October.

h. **Funding:** SCC to initially fund but contributions would be invited from:

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- i. AFC (Medi George)
- ii. Solva Playing Field Committee (Matthew Raggett)
- iii. Additional fund raising as required (SCC)

i. **Decision:** SCC met on Tuesday 10<sup>th</sup> October. Attending were Community Councillors Josh Phillips (Chair), John Price, Joe Griffin, Vicky Barker, Joanne Gibbins, Wendy Wright. Members reviewed all information.

**Proposed** by Community Councillor Joe Griffin, seconded by Community Councillor Joanne Gibbins that SCC proceeds with the Mount Farm quote to implement recommendations.

## 7. Reports from Sub-Committees.

a. **Planning** (Josh, Ifor, Vicky). The following planning applications were reviewed by the SCC Planning Committee. No planning concerns were raised to the Authority:

- i. PCC/17/0619/PA Mount Farm, Solva - Proposed agricultural building.

### PCNPA Planning Decisions:

- i. NP/17/0379/FUL Brynteg, 3, St Brides View, Solva, "Porch to front elevation" **Approved**
- ii. NP/17/0446/TCA Llys Meinor, 5, St Brides View, Solva, "1 x Ash tree to be cut back" **Approved**

## b. Solva Christmas Lights and Fair Committee.

**Post Meeting Update:** The following members and non-members held the inaugural meeting on Tuesday 10<sup>th</sup> October 2017 at 6p.m. in the Memorial Hall: Attending - Community Councillors Josh Phillips (Chair), Joanne Gibbins, Joe Griffin, Vicky Barker, Wendy Wright, John Price and non-member Bella Prickett (Solva Business Group Chair).

- i. It was agreed that festive events would be held in both lower and upper Solva.

### Lower Solva (Car Park)

- i. Date. Wednesday 6<sup>th</sup> December commencing at 6p.m.
- ii. Christmas tree to be purchased by Solva Business Group and position at the entrance of the car park. **Action Bella**
- iii. Christmas lights for the tree would be purchased and position by SCC. **Action Josh and Joanne**
- iv. Electricity for the tree lights. Connection to be arranged by SCC. **Action Bruce**

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- v. Ten stalls would be invited with each being requested to contribute a percentage of their takings. Action Bella and Josh
- vi. Event profits would be consolidated and accounted for by SCC and used to benefit local projects such as the refurbishment of the Play and Skate Parks.
- vii. The following festive activities were suggested and the associated work by committee members to ensure they were available at, and prior to the event:
- Santa trail – Action Josh
  - Best Festive Window – Action Wendy
  - Prize Draw to win Christmas Hamper<sup>1</sup> – Action Wendy & Joanne
- viii. Festive Entertainment. Members agreed to enquire about:
- Milford Town Band – Action Josh
  - St Davids City Jazz Band – Action Josh
  - Others as appropriate – Action Joe
- ix. Carol Singing and Sing Along. Availability of School children to be confirmed. Action Joanne
- x. Santa and Sledge. Action Joe
- xi. Food Concession Stands. Mulled Wine and other appropriate stands would be available. Action Joe and John
- xii. Best Dressed Business Owner. Competition – Action Bella
- xiii. **Communications.** Social Media, Newsletter<sup>2</sup>, Posters, local press articles and notices would be organised – Action Josh, Wendy.
- xiv. License. PCNPA – Action Bruce

### Upper Solva (Memorial Hall & Parc y Capel)

- i. **Date.** TBC pending coordination of dates etc. with:
- School Christmas Fair – Action Joanne
  - School carol singing in Parc y Capel – Action Vicky
  - Parc y Capel agreement – Action Vicky
  - Other school festive activities – Action Joanne
  - Christmas activities in Hall – Action Joe

(Date to be agreed by 23<sup>rd</sup> Oct. All action owners were asked to liaise with all involved – Committee, Hall, School, Parc y Capel and other activities in the village).

- ii. Book Hall once date is agree – Action Bruce

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<sup>1</sup> Linked to card system; cards stamped by local businesses – cards to be available to all in community (Target Date 27<sup>th</sup> Nov) – full cards entered into prize draw.

<sup>2</sup> Notices etc. for November Newsletter to be prepared asap (before 21<sup>st</sup> October) – Action Wendy

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- iii. Price of Entry. Children free. Adults £1 each
  - iv. Fairground games in Hall:
    - Stick the fiver – Action Ifor
    - Other games to be organised – Action Wendy
  - v. Santa's Grotto. Members agreed the upstairs room in the Hall would be suitably decorated – Action Joe, Joanne and Vicky
  - vi. Santa – Action Joe
  - vii. Santa's gifts would be purchased and wrapped – Action Joanne
  - viii. Members agree a £2 cost to see Santa (with free gift).
  - ix. Mulled wine and mince pies to be available – Action Joanne and Vicky
  - x. Sausages in rolls sold at £1 each – Action Bruce
  - xi. Carol singing in Parc y Capel – Action Vicky
  - xii. Event profits would be consolidated and accounted for by SCC. Distribution to be agreed. Action Josh
  - xiii. Communications. Social Media, Newsletter<sup>3</sup>, Posters, local press articles and notices would be organised – Action Josh, Wendy.
  - xiv. **Date of Next Meeting:** Monday 23<sup>rd</sup> October at 6p.m. (Hall or Harbour?)
8. **Clerk & RFO Report.**
- a. **SCC Bank Balance at end of September.** The balance at 30<sup>th</sup> September 2017 was £10,508.38. Income & Expenditure (actual) for September was presented and agreed by Councillors.
  - b. **Budget Review 2017/18.** Expenditure was reviewed against the agreed budget.
  - c. **Correspondence.** All correspondence had been distributed to members by email and where appropriate had been circulated in the SCC Box.
9. **Date of next meeting**
- a. SCC - Tuesday 7<sup>th</sup> November 2017 at 7p.m.
  - b. Solva Christmas Lights and Fair Committee - Monday 23<sup>rd</sup> October 2017 at 6p.m.

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Compiled by:

Bruce Payne (Clerk) 12<sup>th</sup> October 2017

Signed by: Josh Phillips (Chair)

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<sup>3</sup> Notices etc. for November Newsletter to be prepared asap (before 21<sup>st</sup> October) – Action Wendy