



Solva Community Council Cyngor Cymuned Solfach

Minutes of the meeting held on Wednesday 3rd October 2018 at
6:30 p.m. in the Memorial Hall

Attended by:
Community Councillors, Ifor Thomas (Chair), Vicky Barker, Joanne
Gibbins, Wendy Wright, Colin Reynolds

Clerk & RFO: Bruce Payne

1. **Welcome and Introduction.** The chair welcomed Brenda Lloyd (Solva Heritage Society), and Mr Jeremy Barton who was attending to speak on a planning proposal for Ty Mawr, lower Solva (see item 8h).
2. **Apologies.** Community Councillor's Josh Phillips, Joe Griffin, John Price and County Councillor Mark Carter.
3. **Declarations of interest.** Community Councillor Colin Reynolds declared a personal interest with the proposed development at Ty Mawr (presented by Jeremy Barton). Details were entered on the declaration form and this would be published on the SCC website in accordance with section 55 of the Local Government (Democracy) (Wales) Act 2013.

Matters Arising

4. **Agree the Minutes of the meeting held on 5th & 12th September 2018.** Agreed and signed.
 - a. All actions were reviewed.
5. **Communications.**
 - a. Newsletter. NTR
 - b. Solva News website. NTR
 - c. SCC website. NTR
 - d. SCC Facebook Page. NTR
6. **Whitchurch Churchyard – SCC Responsibilities.** A copy of the order between the Welsh Church Commissioners and the Parish Council of Whitchurch (Solva) dated 12th December 1927 had been received by the



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Clerk. A meeting with Jane Pascoe would be arranged to discuss maintenance requirements in 2019/20 for the burial ground adjoining the church of St Davids as described in SD476 (The Order). **Action Clerk**

7. Local Community Requests/Issues/Complaints.

a. **Speed bumps Whitchurch Road.** Local residents had raised their concern about tractors with trailers and delivery/parcel vans speeding along the Whitchurch road past Maes y Forewn, Bryn Seion toward the junction by the chapel. Residents had requested speed bumps to be installed. The matter had been referred to the PCC Traffic Management team who were best placed to investigate. They would respond to County Councillor Mark Carter any recommendations.

b. **Noticeboard Lower Solva Car Park.** The noticeboard was in disrepair and needed to be replaced. Members agreed that a quote should be obtained from a local tradesman for a new noticeboard.
Action Clerk.

8. Reports from Sub-Committees.

a. **Skate & Play Parks.** Members agreed that additional item or items should be installed in the upper play park for younger children. Cost not to exceed £4k. Members were invited to present their ideas at the November meeting. **Action – All Community Councillors**

b. **First World War Commemorative Plans 2018.** Sub-committee responsible: Community Councillors Jo Gibbins, Wendy Wright and Joe Griffin; and Brenda Lloyd (Solva Heritage Society).

i. **Vote of Thanks.** SCC congratulates everyone involved in the WW1 Commemorative event on Sunday 30th September 2018 at 6p.m in Parc y Capel to mark the Battle of the Somme; also recognises the contribution by Rebecca Wright and Mark Carter; and takes great pleasure in extending a vote of thanks to all for acting as ambassadors to the community.

c. **Community Action Plan.** The Chair invited all members to acquaint themselves with the plan available on the SCC website on the News page. Progress to achieve Action Plan Proposals would be reviewed at the November meeting.
Action – All Community Councillors.



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- d. **AFC Refurbishment & Regeneration Project.**
 - i. **Phase 1.** The Enhancing Pembrokeshire grant application was complete. **Action Josh and Ifor to review**
 - ii. **Phase 2.** Funding NTR
- e. **Solva Path Project.** Ownership of the land marked on the attached map was to be confirmed.
- f. **Traffic Working Committee.** A meeting would be convened to establish:
 - i. Solva bridge priority sign.
 - ii. War Memorial traffic lights 2019 peak season.
 - iii. Speed bumps Whitchurch Road (see item 7a)
 - iv. Un-adopted roads**Action John, Colin, Joe & Wendy**
- g. **Firework Display.** Plans were progressing. BBC-2 series A Wild Year had confirmed they would film at the display. Bucketeers would be Community Councillors and volunteers
- h. **Planning**
 - i. **Ty Mawr Proposal.** Mr Jeremy Barton spoke to members on a proposal to convert an outbuilding at Ty Mawr, lower Solva. The ground floor would potentially provide commercial space and the first floor residential. Positive points presented were:
 - Removes an unattractive storage building and significantly improves the built landscape / approach to the village within a designated conservation area.
 - Adds a large / attractive commercial unit that could become a gallery / shop / pottery / office / other use, adding to the existing attractions of Solva.
 - Provides the opportunity for new employment in the village depending on use.
 - Adds to housing stock by bringing back in to use an additional dwelling for the village / Pembrokeshire.
 - Economically positive for the local economy / tradesmen during construction.

PCC Highways had been consulted and had raised no major concerns.



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NRW had no objection to the development; however, in their statutory responsibilities they had to highlight the risk of flooding to PCNP.

Mr Jeremy Barton would provide to SCC with the NRW letter dated 20th September confirming “no objection” to the proposed development and the Flood Consequence Assessment Report.

Community Councillors noted the design had evolved in consultation with the National Park Buildings Conservation Officer and acknowledged flood mitigation proposals as presented by Mr Barton. Based on the facts given, members provisionally agreed to support the proposal.

Action: Clerk to draft a letter of support.

- ii. **Applications received:** Nil
- iii. **Decisions:** Nil
 - a) PCC/18/0451/PA Rockwood, LLANDELOY, Haverfordwest - Conversion and change of use of buildings to create two holiday units. **Conditionally Approved**
 - b) NP/16/0611/FUL Dolphin Court, St Brides View, Solva, “Renovation, extension & roof remodelling to existing detached block of four. **Granted**
 - c) NP/18/0414/FUL Ty Capel, Whitchurch Road, Solva, "Replacement of existing asbestos garage with metal sheet garage". **Granted**

9. Clerk & RFO Report.

- a. **Auditor General for Wales Audit Certificate and report (for year ended 31 March 2018).** The Notice of Conclusion of Audit was duly display (copy attached to these Minutes). The Auditor General for Wales issued SCC a qualified audit report raising 3 points:
 - i. Notice of Appointment was posted for 19 days – SCC should have allowed 20 days.
 - ii. The internal auditor commented that SCC has ‘no petty cash’ – the correct response should have been N/A.
 - iii. The Auditor General noted the low level of SCC reserves.



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- b. **SCC Bank Balance at end of August.** The balance at 30th September 2018 was £17,312.50. Income & Expenditure (actual) for September was presented and agreed by Councillors.
 - c. **Budget Review 2018/19.** Expenditure was reviewed against the agreed budget.
 - d. **Correspondence.** All correspondence had been distributed to members by email.
10. **Report from County Councillor.** Mark had distributed a written report to all community councillors prior to the meeting.
11. **Report from Community Councillors.**
- a. **Chair.**
 - i. **Charter between PCC and Town & Community Councils.** PCC had asked SCC if they would support the question of the Charter being taken forward by PCC. Members agreed to support.
Action – Clerk to notify Dan Shaw PCC
 - ii. **School Crossing Patrol Service.** The PCC road Safety Officer would respond re viability of a service in Solva.
Action - County Councillor Mark Carter to press for update.
 - iii. **Questions for Pembrokeshire Toilet Facility Users.** Members were invited to respond to the PCC consultation on-line.
Action – All community Councillors.
 - iv. **IPR for Wales Recommendations for 2019/20.** The draft Report contains some significant changes in respect of community & town councils. Note: SCC is in Group B.
 - a) **IPR Annual Report 2019.** The Chair invited members to read Payments to Members of Community and Town Councils, page 40 to 48 of the report. **Action – All Community Councillors.**
 - b) **Decisions.** The following determinations that required a decision would be debated and decided at the November meeting.

SCC Decisions Required



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c) **Determination 37** All community and town councils must make available a payment to each of their members of £150 per year as a contribution to costs and expenses. No decision required – Mandatory.

a) **Determination 39** Community and town councils in Groups B or C can make an annual payment of £500 each to up to 5 members in recognition of specific responsibilities. This is in addition to the £150 payment for costs and expenses. **Action Decision required**

b) **Determination 40** Reimbursement of travel costs and subsistence costs. **Action Decision required**

c) **Determination 41** If a community or town council resolves that a particular duty requires an overnight stay, it can authorise reimbursement of subsistence expenses to its members at the maximum rates set out on the basis of receipted claims. **Action Decision required**

d) **Determination 42** Community and town councils can pay financial loss compensation to each of their members, where such loss has actually occurred, for attending approved duties. **Action Decision required**

e) **Determination 43** All community and town councils must provide for the reimbursement of necessary costs for the care of dependent children and adults (provided by informal or formal carers) and for personal assistance needs up to a maximum of £403 per month. Reimbursement must be for the additional costs incurred by members in order for them to carry out their approved duties. Reimbursement shall only be made on production of receipts from the carer. **Action Decision required**

f) **Determination 44** Community and town councils can provide a Civic Head payment to the mayor/chair of the council up to a maximum of £1,500. This is in addition to the £150 payment for costs and expenses and the £500 senior salary if these are claimed. **Action Decision required**

g) **Determination 45** Community and town councils can provide a Deputy Civic Head payment to the deputy mayor/deputy chair of the council up to a maximum of £500. This is in addition to the £150 payment for costs and expenses and the £500 senior salary if these are claimed. **Action Decision required**

12. Public Open Forum.



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13. **AOB.** None.
 14. **Date of next meeting.**
 - a. Wednesday 7th November 2018
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Compiled by:

Bruce Payne (Clerk) 12th October 2018

Signed by: Ifor Thomas (Chair)