



Solva Community Council Cyngor Cymuned Solfach

Minutes of the meeting held on Wednesday 4th September 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

County Councillor: Mark Carter

Newsletter Editor: Peter Wilde

Clerk & RFO: Bruce Payne

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1. **Welcome and Introduction.** The Chair welcomed:
 - a. Sue Denman and Gareth Chapman (Trecadwgan Community Farm Project – Item 4).
 - b. Geraint Michael (Peninsula Local Energy Action Group) – Item 5
 - c. Anna and Robin Tyler (Glanhafan residents) – Item 6.
 - d. Carol Ann Jones and Fran Barker (Solva Care) – Item 7.
 2. **Apologies.** Community Councillor Wendy Wright, Maria Jones
 3. **Declarations of interest - Personal or Prejudicial.**
 - a. Community Councillor Joe Griffin declared a personal interest with agenda item 4 Trecadwgan Farm.

Matters Arising

4. **Agree the Minutes of the meeting held on 10th July 2019.** Agreed and signed.
 - a. All actions were reviewed.
5. **Trecadwgan Community Farm Project.** Sue and Gareth delivered a 20 minute presentation that was informative, helpful and engaging. The Q&A session which followed resulted in positive interaction with members who reinforced their support for the project.



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6. **Peninsula Local Energy Action Group.** Geraint spoke to members about the Local Energy Action Force (LEAF) which aims to enable local people to look beyond their communities for solutions, support, and partnerships to meet the challenge of climate breakdown. The vision was to create abundant, cheap, sustainable energy for communities and eradicate fuel poverty and reduce greenhouse gas emissions. SCC members welcomed the initiative and the opportunities presented to support the developing Solva Climate Change Emergency Plan.

7. **Glanhafan Motion for new Waiting Restrictions.**

a. Ann and Robin spoke against the motion saying that any reduction of parking in Glanhafen would adversely affect a variety of people. This included Carers for the several elderly and vulnerable people who live on Glanhafen and St. Bride's View where parking can be difficult. The numerous users of the Memorial Hall, many of whom are quite elderly, would find it difficult to walk further, also use Glanhafen for parking. The car park opposite the Hall is generally full so Glanhafen forms one of the main parking areas for the Hall. The area also provides parking for the residents of the houses on Glanhafen that have no parking and, similarly, for those properties on the first part of St Brides View where there is insufficient parking for them. The fact that residents need to park there means that there is already limited parking for visitors to the Hall. The Hall is a very well used venue with numerous activities occurring at regular times, as well as one off events. Regular activities include those aimed specifically at older people – Wednesday Luncheon Club and Solva Care Friday Club – as well as those attended by a wider age range such as the Thursday Coffee Morning, Gentle Fitness on Tuesdays and Tai Chi on Mondays which include over eighties – and older! WI also has monthly meetings there. Solva Care volunteers provide transport for some of these people and they may also need to park while they accompany their charges. It seems that the loss of several parking places in an area where parking is a real issue could possibly lead to more problems.

b. **Motion.** That SCC support new traffic restrictions for double yellow lines on the road in Glanhafen, as set out by PCC in August 2019. The motion was resolved unanimously: For the motion 0. Against the motion 7.

c. PCC Head of Infrastructure (Darren Thomas) was to be notified.
Action Mark Carter

8. **Solva Care.** Carol Ann reported to members and spoke about:



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- a. Continued meetings with the LHB and PAVs with regard to support and funding for other communities seeking to start their own versions of Solva Care.
 - b. Discussions with the local surgery re Solva Care
 - c. Solva Care would host a seminar in the Memorial Hall on 24th October which would showcase the Solva Care Direct Payment Project Report. Attendees would include WG officers and Julie Morgan AM Deputy Minister for Health and Social Services.
 - d. Solva Care had secured funding for a part time Community Action Researcher. Recruitment for the post was expected to commence in October.
 - e. Solva Care wishes to thank everyone for their continued support, especially for the financial donations from local community groups and individuals.
9. **PCC Community Delivery Project.** Members agreed that SCC should make urgent representations to PCC if key dates set out below were to be achieved for the transfer of agreed non-statutory services to SCC): **Action – Clerk**
- 30th September 2019 – Delivery of non-statutory services agreed between SCC and PCC.
 - 18th October 2019 – Cost of non-statutory services agreed between SCC and PCC.
 - November – Draft SLA prepared by PCC and reviewed by SCC.
 - 4th December 2019 – SLA's signed by SCC.
- a. **Lower Solva Toilets.** Despite PCC's plans to cease non-statutory services, SCC dearly wants PCC to continue to provide the public toilets service in Solva for the benefit of their residents, tourists and local businesses. SCC members wanted to know what progress had been made. **Action County Councillor Mark Carter**
10. **Motion to deploy Enforcement Officers in Solva.** Deferred until October.
11. **Solva Community Land Trust.** Minutes of the meeting held on 21st August are attached for reference.
12. **SCC Climate Change Emergency Plan.** A special meeting would be convened on Wednesday 25th September 2019 at 6:30p.m in the Harbour Inn.
13. **Solva Tourism Initiative.** Logo and Boards..... And Solva Life mags



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a. **Solva Logo.** The Clerk had approached the designer involved with the PCC River Walk project to request a quote for the creation of a Solva Logo (one large and one small). The large logo would be displayed on 4 Interpretations Boards and the smaller used by the new Solva Tourist Association on their web site, tourist app, FB and on literature/leaflets. Logo design would include the word Solva in both English and Welsh, and incorporate elements of our harbour and maritime heritage, the War Memorial, Limekilns and wildlife.

Action Clerk re Edge grant application.

b. **Interpretations Boards.** Boards would display Welsh phrases to help promote the use of the Welsh Language in an attractive and exciting way. 4 boards would be sited at key tourist points in Solva. Production costs of the Interpretation Boards to be confirmed but initial estimates are in the region of £2,000.00 - £1000.00 requested from the Edge and £1000.00 raised from the sale of Solva Life magazines.

Action Clerk re Edge grant application.

14. **Memorial Hall.**

a. **Community Wi-Fi.** Peter reported that plans to install Wi-Fi in the Memorial Hall were progressing. Aim was to have everything up and running before the end of 2019.

b. **Energy Performance Certificate.** Peter informed members the hall was classed as a commercial building and the cost to achieve EPC would be £735 based on a recent quote. Cost if therefore unaffordable by the hall.

c. **Urgent Repairs.** Peter highlighted the “Green Room” was in need of urgent repairs following substantial water damage and requested early payment of the second SCC maintenance grant of £333.00. Members agreed the request. **Action Bruce**

15. **Communications.**

a. **Newsletter.** Peter presented the September edition and invited comments from members. Members voiced their support.

i. **What's on in Solva.** This was a success and would be repeated for the 2020 summer season with an enhance map.

b. **Solva News website.** Members agree it was financially prudent to transfer Solva News to the SCC website. The Solva News annual web



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subscription expires in January 2020. Therefore the Solva News website will therefore cease as of 31st December 2019. SCC will make all necessary arrangements to combine the two sites in collaboration with Peter and Webzer. Action Maria.

- c. SCC website. NTR
- d. SCC Facebook Page. NTR

16. Local Community Requests/Issues/Complaints.

- a. **Quay Road.** SBOA had reported the “passing place” sign had been knocked from its post during PCC hedge trimming work. **Action - County Councillor Mark Carter to investigate**

17. Reports from Sub-Committees.

- a. **Whitchurch Churchyard.** Community Councillor Joe Griffin informed members the grass was neat and tidy. Heritage discussion for the site continued and solutions to address the following work was ongoing :

- i. **Cleaning of Graves/Headstones.** Volunteers would be invited to help clean 4 grave/headstones in urgent need of attention; this included the the tomb of Henry Whiteside (died 1826), designer of the Smalls lighthouse – there were other notable headstones and table tombs in the churchyard that also required maintenance. **Action Joe**

- ii. **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.** Information to support funding applications would be complete by mid-September. The next Play Park Project meeting would convene before the October SCC meeting.

Note: Welsh Government Community Facilities Programme - Town and Community Councils are not eligible to apply for funding from this programme. They can, however, be a partner in a community group/Social Enterprise.



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- c. **AFC Refurbishment & Regeneration Project.** Note in paragraph 17b applies. The Community Facilities Programme will be a key scheme to approach re funding for the project. If the Freehold purchase is successful SCC also become the legal owners of the Clubhouse building. It was acknowledged by members that SCC must agree the future AFC business model and the option of establishing a Social Enterprise would be taken forward. PAVS¹ would be invited to facilitate a workshop to help identify the most appropriate model. **Action Clerk**
- i. **AFC Freehold Purchase.** Josh, Ifor and Bruce would meet with Eaton-Evans & Morris (SCC solicitors for the purchase) on 9th September to review the PCC Agreement for the sale.
 - ii. **Management & Services Meeting.** SCC and AFC members would meet on 10th September to address recent concerns (as set out in SCC July Minutes item 16b).
- d. **Solva Path Project.** NTR
- e. **Traffic Working Committee.** The committee would report at October's meeting on:
- i. Solva bridge priority sign.
 - ii. Solva Rumble strips and 20mph advisory speed limit
- Action: John, Joe and Colin**
- f. **Firework Display.** Vicky reported the bottle stall at the Edge Festival had raised £229.70. The Firework Committee would meet on 11th September to review plans for the display on Friday 1st November with a fallback date of Saturday 2nd November. Timings and information about the display would be in the October and November Newsletter.
Action Vicky
- g. **Planning.**
- i. **Applications received & Reviewed:**
 - a) **Planning Reference:** NP/19/0446/FUL
Proposal: Replacement/reinstatement of chimneys. Construction of small dormer to rear wing
Location: Whitchurch Vicarage, Solva, Haverfordwest, Pembrokeshire, SA62 6UD

¹ PAVS can support voluntary and community groups, charities and social enterprises with a range of services including: [Information](#), guidance and tailored support designed to help with every stage of an organisation's development from setting up an organisation, guidance on the range of legal formats available and policy support.



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- b) **Planning Reference:** NP/19/0447/LBA
Proposal: Replacement of Chimneys, Roof and Wall finishes Externally. Minor internal alterations
Location: Whitchurch Vicarage, Solva, Haverfordwest, Pembrokeshire, SA62 6UD
- c) **Planning Reference:** NP/19/0450/FUL
Proposal: Alterations and extension to stable building to create self-catering holiday apartment. Renovation of dairy building Renovation of walled garden and construction of a new greenhouse
Location: Whitchurch Vicarage, Solva, Haverfordwest, Pembrokeshire, SA62 6UD
- d) **Planning Reference:** NP/19/0451/LBA
Proposal: Alterations and extension to stable building to create self catering holiday apartment. Renovation of dairy building renovation of walled garden and construction of a new greenhouse
Location: Whitchurch Vicarage, Solva, Haverfordwest, Pembrokeshire, SA62 6UD
- e) **Planning Reference:** NP/19/0458/FUL
Proposal: New dormer to north-west roof slope
Location: 12, Ynysdawl, Solva, Haverfordwest, Pembrokeshire, SA62 6UF
- f) **Planning Reference:** NP/19/0464/FUL
Proposal: Rear dining room, side garage & front porch extensions
Location: Gwar Y Coed, Solva, Haverfordwest, Pembrokeshire, SA62 6TR
- ii. **Decisions:** Nil
- a) **Planning Reference:** NP/18/0766/FUL
Proposal: Extension & conversion of existing outbuilding to create a live/work unit to include a ground floor Gallery/workshop (B1 use) with a first floor extension to create subsidiary residential accommodation in association with the B1 use
Progress: Determined - **GRANTED**
Location: Outbuilding Opposite Ty Mawr, Solva, Pembrokeshire, SA62 6XA
- b) **Planning Reference:** NP/19/0277/CLE
Proposal: Use of land as residential curtilage associated with Gwar y Coed, Solva.
Progress: Determined - **APPROVED**
Location: Gwar-y-coed Farmhouse, Solva, Haverfordwest, SA62 6TR
- c) **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
Progress: Determined - **GRANTED**
Location: 3 Maes Y Forwen, Solva, Haverfordwest, SA62 6TR



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18. **Clerk & RFO Report.**
- a. **SCC Bank Balance at end of August 2019.** The balance at 31st August 2019 was £28,084.75. Income & Expenditure (actual) for August was presented and agreed by Councillors.
 - b. **Budget Review 2019/20.** Expenditure was reviewed against the agreed budget.
 - c. **New Solva Community Council Model Financial Regulations 2019 for Wales.** These were presented to members and unanimously approved.
 - d. **SCC – Auditor General for Wales’ Audit Certificate and report (for the year ended 31 March 2019).** The Unqualified audit report and Notice of Conclusion was presented to Members.
 - e. **Correspondence.** All correspondence had been distributed to members by email.
19. **Report form County Councillor.** Mark updated members on:
- a. Committees attended.
 - b. Recycling update.
 - c. Upper Solva new housing development.
20. **Report from Community Councillors.**
- a. **Chair.** NTR
21. **Public Open Forum.** NTR
22. **AOB.** Nil
23. **Date of next meeting.**
- a. Wednesday 2nd October 2019

Compiled by:

Bruce Payne (Clerk) 20th September 2019

Signed by: Josh Phillips (Chair)