



Solva Community Council Cyngor Cymuned Solfach

Minutes of the meeting held on Wednesday 4th November 2020 at
6 p.m. via Video Conferencing (Zoom)

Attended by:

Community Councillor's Josh Phillips (Chair), Ifor Thomas, Vicky Barker,
Wendy Wright, John Price, Colin Reynolds,, Jo Gibbins and Joe Griffin.

County Councillor Mark Carter

Clerk & RFO: Bruce Payne

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1. **Welcome and Introduction.** The Chair welcomed Sandra Young to the meeting.
 - a. **The Public Bodies (Admission to Meetings) Act 1960 and the Local Government Act 1972.** The Chair IAW the Act's confirmed that members of the local community had been invited to join the meeting via social media.
 2. **Apologies.** Peter Wilde (Newsletter Editor). Mollie Roach (Solva Care Chair).
 3. **Declarations of interest - Personal or Prejudicial.** None

Matters Arising

4. **Agree the Minutes of the meeting held on 7th October 2020.** Agreed and signed.
 - a. All actions were reviewed. Additional comments:
 - i. **Advent Calendars.** Colin raised the idea of distributing advent calendars to families with children. Local funding with possible support from local supermarkets would be explored. The idea was supported by members and a plan would be presented at December's meeting. **Action Colin**
Information would be posted on social media. **Action Josh**
 - ii. **Item 12a Old Tennis Courts.** The owner had been approached and would respond to the Clerk in due course.



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5. Chair Report.

a. **Remembrance Sunday.** Arrangements were reviewed and agreed.

b. **Lower Solva Picnic Area.** The space adjacent to the picnic area had been cleared and had received many positive comments from local people. The extra space would allow more picnic benches and benefit local businesses, the community and visitors. The Chair thanked Mark for his hard work and PCNPA for allowing the expansion and their support to position additional benches within current COVID-19 guidance. The opportunity to site memorial picnic benches on the area would be discussed with PCNPA. **Action Mark**

i. **Interpretation Boards.** Members supported the idea of interpretation boards on the picnic area. Boards could provide information on the Welsh language, local historic sites and wildlife. The proposal would be presented to PCNPA. **Action Mark**

c. **SNAKE update.** The group continued to meet every Monday in partnership with Solva Care. SNAKE members had agreed to submit a Community Matters' festive fund application to Western Power Distribution to help cover the cost of planned 3 Christmas community events/activities. **Action Bruce**

6. Solva Care Report. NTR

7. **Senior Citizens Christmas Lunch 2020.** Members agreed to take advice from PCC as to the running of the lunch to be held the first Saturday in December. The lunch would be split into a number of sittings with the maximum number of people attending each sitting capped at 15, in addition to these 15 diners there would 5 people working as servers inclusive of 2 people plating up in the kitchen. In total there would be a maximum number of 20 people. All the tables would be capped at the maximum of 4 people and would be adequately spaced to allow for social distancing. The service would last for 2 hours and then cleared and sanitised before the next sitting with an hours window in between to allow for thorough cleaning. **Action Josh and Mark to coordinate with PCC**

Post Meeting Note (PCC guidance): **Action Josh to discuss way forward with Solva Care**



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The relevant section from the regulations applicable from Monday read as follows;

(5) Examples of purposes for which it may be reasonably necessary for a person to participate in a gathering include:

participating in or facilitating an indoor organised activity at which:

- (i) no more than 15 people are in attendance, not including persons under the age of 11 or persons working, or providing voluntary services, at the event, and
- (ii) no alcohol is consumed;

In terms of answering the question therefore, the 15 people can exclude those providing the service i.e. you can have 15 guests and 5 doing service (note the no alcohol)

For your assistance I have also copied Jeff Beynon in to the response here as he manages the Public Protection teams covering this area of work and I would suggest that Joshua contacts Jeff well in advance of holding any event to talk through the arrangements in some more detail to ensure that all aspects of infection prevention and control are being appropriately managed (it probably won't be Jeff himself but he will direct you to the relevant officer covering this area) as it is in everyone's interests that everything is as safe as it can be.

Finally I think that determining whether to go ahead with the Christmas lunch probably also needs to be considered in the light of the prevailing incidence of the disease closer to the time, not just whether or not there may be any legislation that prohibits it. Any gathering of senior citizens poses an enhanced risk, especially given the higher vulnerability of this age group, and as you are probably aware visits to care homes currently are still not being permitted other than in extreme situations (such as end of life visits etc.). There is clearly strong merit in supporting the wellbeing of the elderly, many of whom as stated may be suffering from an elevated level of loneliness and isolation but I think this needs to be balanced against the risk posed to those concerned. This is a very difficult question to answer but I am grateful for you raising it now as it is undoubtedly something that is going to be raised more generally in coming weeks. I will seek the considered views of colleagues including from social care, Public Health Wales and the Director of Public



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Health to try and provide a steer for those who may be organising such events and what concerns organisers might wish to consider.

8. **Gamlin Play Park.** The proposal presented at October's meeting to replace one play item was agreed by members. A grant application to the PCC Enhancing Pembrokeshire scheme had been invited following a successful EOI. The application would request £10,910.56. SCC to provide Match funding of £2,727.64. Total cost of project £13,638.20 (plus VAT – to be reclaimed by SCC). **Action Bruce**

9. **Solva Community Clubhouse.** The Clubhouse had been invited to make an application to the PCC Enhancing Pembrokeshire scheme following a successful EOI. **Action Bruce**
The committee would meet on Tuesday 10th November to scope and agree improvements, arrange for architects drawings and contractor quotes.

10. **Solva CLT.** Ifor reported that positive progress continued with all stakeholders and approval of the WG grant was awaited.

a. **Agreement to Surrender.** The document had been received from PCC and arrangements were in place for signatures from 2 elected members of SCC and 2 AFC members. At this stage only signatures on the Agreement to Surrender were required. The Deed of Surrender would be dealt with at a later point. **Action Bruce**

11. **Solva Path Project.**

a. **Old Tennis Courts.** The owner had been approached and would respond to the Clerk in due course **Action Bruce**

b. **Post Meeting Note:** Plans to meet with PCNPA and PCC officers were underway to progress this innovative and intergenerational path project. **Action Bruce and Ifor**

12. **Local Community Requests/Issues/Concerns.**

a. **Loss of Wild Flowers - Report.** Vicky reported that work to conclude the PCC report continued with Sandra. **Action Vicky & Sandra**

b. **Lower Solva Car Park.** Discussions with PCNPA to find an alternative P&D payment system continued. **Action Mark**



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c. **Solva Traffic.** In preparation for the 2021 summer season, an on-site meeting in Solva with PCC officers and SCC to address parking and traffic issues, including the entrance to the car park and traffic congestion on the hill would be arranged. **Action Mark**

e. **Solva Harbour & Solva Sewage Treatment Works.** PCC had asked Keep Wales Tidy who administer the awards (Designated Swimming Area for Solva Harbour) to clarify the position. PCC thought it would also require some input from NRW but they would wait and see what KWT came back with. PCC have a Beach Liaison Group coming up in November and this topic would be discussed. PCC will let SCC know what they come back with. (PCC¹ email dated 15th October 2020). **Action Bruce to request update**

13. **Communications.** NTR

14. **Planning.**

a. The following application was received and reviewed.

Planning Reference: NP/20/0498/FUL

Proposal: Proposed domestic garage attached to dwelling

Location: The Fort, Solva, SA62 6TG

b. Decisions:

Planning Reference: PCC/ 20/0465/PA

Proposal: Proposed replacement shed to be used as an office and erection of second shed as workshop/tool storage

Location: Paran Chapel, LLANDELOY, Haverfordwest, Pembrokeshire, SA62 6LP

Decision: Conditionally approved on 30th Oct 20

Action: Mark – PCC/ 20/0465/PA was not within the Solva Ward. PCC to advise.

15. **Clerk & RFO Report.**

a. **Precept 20221/22.** The draft Precept would be presented for approval at the SCC December meeting.

¹ Contact Nathan Miles



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b. **SCC WAL187 Annual Return & Audit Report.** The Auditor General for Wales issued Solva Community Council an unqualified audit report on 29th October 2020 for the 2019/20 SCC financial accounts and annual return.

i. The Auditor General identified one matter they wished to draw to the Council's attention which did not affect their audit opinion but should be addressed by SCC.

- The date of approval of the Accounting Statement and Annual Governance Statement was entered incorrectly on the Annual Return. The Council has confirmed this should read 17th June 2020. In future the Council should ensure the Annual Return is completed correctly prior to submission to External Auditors.

c. **SCC Bank Balance at end of October 2020.** The balance at 31st October was £44,957.65. Income & Expenditure (actual) for October had been presented to the Chair and Vice Chair as per the COVID-19 Emergency Scheme of Delegation.

- October Income: £692.30
- October Expenditure: £2,931.38

| RING FENCED FUNDS | October |
|---|------------------|
| IRP Determination 44 Payments to Members | £1,200.00 |
| Play Park | £6,955.19 |
| SCC Reserve | £1,169.98 |
| Solva Fireworks Display | £1,945.98 |
| AFC Freehold purchase | £20,704.00 |
| AFC (Match Funding) | £5,176.00 |
| AFC legal fees | £1,000.00 |
| Solva Clubhouse | £432.04 |
| Community Elections | £3,000.00 |
| "Free cash" | £3,374.64 |



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TOTAL **£44,957.65**

d. **Budget Review 20/21.** Expenditure was reviewed against the agreed budget.

e. **Correspondence.** All correspondence had been circulated to members via email.

16. **Report from County Councillor.** Mark spoke on WG “Firebreak” grants and the PCC application process. He also updated members on PCC’s budget requirements for 2021/22, potential council tax increases, the surcharge on second homes and the cost of COVID-19 to the council. Mark concluded updating members on the final 2 candidates for the post of Interim Chief Executive who were Richard Brown, Head of Public Protection and Jonathan Haswell Director for Social Services.

17. **Report from Community Councillors.**

a. **Memorial Picnic Benches.** Colin requested details of a local supplier who could provide memorial picnic benches. The recommendation was: Cilrhedyn Woodland Centre. Cilrhedyn is a sawmill and workshop located at the head of the Gwaun Valley in the Pembrokeshire Coast National Park. The centre is managed by the Pembrokeshire Coast National Park Authority and produces a host of sustainable products created from local timber.

b. **Woodland Trust Tree Pack.** Vicky reported the trees (420) had arrived and would send an email to all volunteers with plans for the planting. The risk assessment was complete and included COVID-19 mitigation and those who were vulnerable. SCC public liability insurance was to be verified. **Action Bruce**

18. **AOB.**

19. **Date of next meeting.**

a. Wednesday 2nd December 2020 at 6 p.m. via video conferencing (Zoom)



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Compiled by:

Bruce Payne (Clerk) 12th November 2020

Signed by: Josh Phillips (Chair)