



# Solva Community Council Cyngor Cymuned Solfach

Minutes of the meeting held on Wednesday 1<sup>st</sup> September 2021 at 6p.m. in Solva Community Clubhouse (attendance via Zoom was available).

Attended by:

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

County Councillor Mark Carter

Clerk & RFO: Bruce Payne

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1. **Welcome and Introduction.** The Chair welcomed Mollie Roach (Solva Care) and Sandra Young (resident) to the meeting
    - a. This was a multi-location meeting for community council members, members of the public and press is in accordance with Section 47 of the Local Government and Elections (Wales) Act 2021.
  2. **Apologies.** Community Councillor John Price.
  3. **Declarations of interest - Personal or Prejudicial.** None.
  4. **Agree the Minutes of the meeting held on 7<sup>th</sup> July 2021.** Agreed and signed.
    - a. All actions were reviewed.
      - i. **Item12c - OVW SCC Representatives.** It was agreed Ifor would continue to represent SCC supported by a second community councillor on a rotation basis (in alphabetical order).

Pembrokeshire Area Committee Meeting Dates: (no dates currently available from OVW).

SCC members rotation:

- Vicky Barker
- Jo Gibbins
- Joe Griffin
- Josh Phillips
- John Price
- Colin Reynolds



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b. **Agree Minutes of the Extraordinary Meeting (EOM)** held on Tuesday 20th July 2021. Agreed and signed.

c. **Publication of Minutes**<sup>1</sup>. The electronic publication of documents extends to include making available key information as soon as reasonably practicable, and within seven working days of the community council meeting taking place and must include: the names of members who attended; apologies for absence; declarations of interest; any decisions taken and the outcome of any votes. This would not apply to any decisions taken in private, or where disclosure of the information would be contrary to any enactment.

**Action Clerk**

## 5. Reports.

a. **Chair.**

i. **Meet with PCC Senior Traffic & Road Safety Engineer.** The meeting was in Solva on 5<sup>th</sup> August 2021. Josh, Ifor, Bruce and Mark attended. The following areas of concern were visited and discussed:

- Lower Solva road bridge – priority
- Approach to bridge (down the hill) - speed and warning signage
- Prendergast junction by Cambrian Inn – illegal parking
- PCNPA car park – lack of control during busy periods
- Anchor Down – illegal parking
- War Memorial Hill – pedestrian safety
- Whitchurch Road – speed concerns and improved signage
- Solva School – speed survey
- Bay View Stores - parking
- **Upper Solva Vehicle Activated Speed sign** – SCC members had raised concern with speeding vehicles driving into Solva from the St Davids direction. The 30mph speed limit and the current (and faulty) vehicle activated speed sign were being ignored. Children and residents were now at serious risk. Police would to be invited to attend and the installation of a new fit for purpose Vehicle Activated Speed sign would be requested. PCC to be informed. **Action Bruce**

The PCC Senior Traffic & Road Safety Engineer would respond with options. Response to be hastened. **Action Mark**

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<sup>1</sup> Summary of key provisions of the Local Government and Elections (Wales) Act 2021 for the Community and Town Council Sector.



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ii. **Reducing speed limit to 20mph on restricted roads.** Welsh Government consultation had commenced.

iii. **Community Event 25th September 2021.** A pre-meet to finalise event details was on Thursday 23<sup>rd</sup> September at 5p.m. in lower Solva picnic area (wet weather – Harbour Inn). **Action all**

a.) PCNPA had agreed to suspend pay & display on the 25<sup>th</sup> allowing SCC to collect voluntary donations from motorists which would go towards new play equipment for the play parks. Donations would be collected by:

- 9a.m. to 11a.m. - Colin
- 11.am. to 1p.m. – Ifor
- 1p.m. to 3p.m. – Joe
- 3p.m. to 5p.m. – **TBC** (volunteer required) **Action all**
- 5p.m. to 7p.m. – **TBC** (volunteer required) **Action all**

iv. **Twinning with Solva in Alassio, Italy.** Initial discussions took place via Zoom on 25<sup>th</sup> August. PCC Democratic Services team had confirmed by email<sup>2</sup> they did not need to be involved with any twinning proposal. Further discussions were planned with the Mayor in September, date tbc. **Action Bruce**

v. **The Queen's Platinum Jubilee Beacons 2<sup>nd</sup> June 2022.** Members agreed Solva would support the event and register as per page 10 of the Jubilee guide. **Action Bruce**

a.) **Sub-Committee.** Committee membership would be agreed at the October meeting. Subsequent progress to be reported monthly. **Action Josh**

vi. **OVW Innovative Practice Conference Wednesday 22<sup>nd</sup> September.** Ifor agreed to attend and represent SCC. **Action Ifor**

b. **Solva Care.** Mollie reported that Solva Care activities were again active following a break in August. Other local communities were now running similar schemes to Solva Care. One recent enquiry came from Canada where a

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<sup>2</sup> PCC email dated 25 August 2021



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remote community wanted to learn about the Solva model and how it could help them – more discussions were planned.

c. **PCC Active Travel Consultation Phase 2.** PCC were producing draft route plans, showing existing and potential future routes for walking, and cycling for everyday journeys. SCC wished to ensure routes were useable by those who used a wheelchair or walking aid. PCC were to be invited to include the Solva Path Project which connected upper and lower parts of the village using a safe route avoiding the main road. SCC were seeking close collaboration with PCC and PCNPA to achieve a path that can be used by everyone, irrespective of age or disability. SCC would view the proposed PCC travel map, comment via the online portal

<https://pembrokeshirephase2.commonplace.is/> and write to both Authorities requesting to meet. Deadline 5<sup>th</sup> November 2021. **Action Ifor**

d. **EcoDewi – SCC Representative.** Vicky volunteered and would report developments to SCC.

e. **Solva CLT.** Ifor reported the AGM was on 13<sup>th</sup> September and invited members to attend.

f. **Memorial Benches.** Colin reported that discussions continued with the National Trust and Mr Fransham about a memorial bench on the Gribin path.

g. **Clubhouse.** CCTV had been installed to help reduce ASB. SCC was required to register with the CIO and pay an annual data protection fee of £40. Relevant policies would be drafted. **Action Bruce**

6 **Approve Clubhouse Licences (CIO & AFC).** Draft licences had been circulated for comment. Members present approved the documents which would now be presented to the CIO and AFC for signature. **Action Bruce**

7 **Newsletter Advertisement Charges.** Members agreed to cancel all charges for 20/21. In addition, no charges would be made for the period April to July 2021. **Action Bruce**

8 **Solva Firework Display 2021.** Members agreed to defer any decision for a 2021 display until 15<sup>th</sup> September. The following information would help inform that decision **Action Mark:**

- COVID-19 risk assessment



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- Welsh Government guidelines
- Local Authority guidelines (PCC, PCNPA, Mid & West Wales Fire and Rescue Service)
- Other local displays
- Availability of fireworks
- Cost of fireworks
- Risk to SCC and Solva

a. **15<sup>th</sup> September Decision Meeting.** The meeting would take place at 6p.m. in the Clubhouse. **Action All**

## 9 **Planning.**

a. Applications received and reviewed:

i. **Application No:** NP/21/0518/FUL

**Proposal:** Loft conversion to provide living accommodation at first floor level with new dormer. Section of roof to West raised to match existing central roof section.

**Location:** 7, Anchor Down, Solva, Haverfordwest, Pembrokeshire, SA62 6TQ

ii. **Application No:** NP/21/0454/DOC

**Proposal:** Discharge of condition No. 15 of NP/10/374 - Traffic Management Plan

**Location:** Harbour High, St Brides View, Solva, Haverfordwest, Pembrokeshire, SA62 6TB

iii. **Application No:** NP/21/0521/FUL

**Proposal:** Replacement dormer (material amendment of previously consented application NP/17/0053/FUL)

**Location:** River Cottage, New Street, Solva, Haverfordwest, Pembrokeshire, SA62 6UX

iv. **Planning Application Ref:** 21/0181/PA

**Main Location:** Caervega Farm, SOLVA, Haverfordwest, Pembrokeshire, SA62 6XN

**Full Description:** 3 Dormer windows to front elevation. First floor rear extension

b. Decisions: None.



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## 10 Clerk & RFO Report.

a. **SCC Bank Balance at end of June.** The balance on 31 August 2021 was £20,763.45. Income & Expenditure (actual) for August was presented and reviewed.

<b>RING FENCED FUNDS</b>	March
IRP Determination 44 Payments to Members	£1,200.00
Play Park (match funding)	£810.42
SCC Reserve	£2,727.64
Solva Fireworks Display	£1,945.98
Community Elections	£4,000.00
SCC Green Fund	£300.00
Total	£10,984.04
"Free cash"	£9,779.41

**TOTAL    £20,763.45**

b. The Clerk & RFO would attend a seminar on Thursday 9<sup>th</sup> September. Agenda included:

- i. Welsh Government consultation on qualifications for Clerks & RFO's.
- ii. General Power of Competence.
- iii. Other duties introduced by the 2021 Act such as training plans and writing annual reports.

c. **SCC Annual Return.** The accounting statements and Annual Governance Statement were approved by members. The Annual Return for the year ended 31<sup>st</sup> March 2021 was signed by the Chair.

d. **Delayed Approval Audit Notice.** In accordance with the Accounts and Audit (Wales) Regulations 2014 SCC would publish a notice saying that due to the COVID-19 outbreak, Solva Community Council has not met to approve the accounts by the required date of 30<sup>th</sup> June 2021.

e. **IRP for Wales Annual Return 2020/21.** The statement of payments made to members of SCC for the FY 2020/21 had been submitted to the



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Independent Review Panel in accordance with Section 151 of the Local Government Measure 2011.

f. **Budget Review 21/22.** Expenditure was reviewed against the agreed budget.

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

11 **Report from County Councillor.** Mark spoke about District Enforcement, PCC Planning Meetings and other committee meetings which would continue to use video conferencing as the preferred choice.

12 **AOB.** None.

13 **Date of next meeting.**

- a. Solva Fireworks – 15<sup>th</sup> September 2021
- b. SCC – 6<sup>th</sup> October 2021

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Compiled by:

Bruce Payne (Clerk) 7<sup>th</sup> September 2021

Signed by: Josh Phillips (Chair)