



Solva Community Council Cyngor Cymuned Solfach

Minutes of the meeting held on Wednesday 1st June 2022 at 6p.m.
in
Solva Community Clubhouse.

Attended by:

Community Councillor's Richy Davies (vice chair), Colin Reynolds, Joe Griffin,
Bethany Hutson, Sam Ellison, Rob Richards

County Councillor Mark Carter

Clerk & RFO: Bruce Payne

Newsletter Editor: Rachel Kelway-Lewis

Website Administrator: Liam McKenna

1. **Welcome and Introduction.** The Vice Chair welcomed the following members of the community:

- | | | | |
|----|------------------|----|-----------------------|
| a. | Carol Ann Jones. | d. | Stacey Murray. |
| b. | Fran Barker. | e. | Sue Chichlowska. |
| c. | Sandra Young. | f. | Iain Robertson-Steel. |

g. **Play Parks Donation.** Stacey presented SCC with a donation of £700.00. The money was raised at an event in the Memorial Hall organised by Stacey and would help towards the purchase of a new item of play equipment.

2. **Apologies.** Community Councillor Ifor Thomas.

3. **Declarations of Acceptance of Office.** Community Councillor Sam Ellison signed his declaration. All other members signed on 24th May 2022.

4. **Declarations of interest - Personal or Prejudicial.** None.

5. **Agree the Minutes of the meetings held on:** (all actions were reviewed.)

- a. SCC Annual meeting on 11th May 2022. Agreed and signed. (Action at item 5k Coastal Allotment Project. County Councillor Mark Carter to provide CAT update at the July SCC meeting.)



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- b. SCC EOM on 16th May 200. Agreed and signed.
- c. SCC EOM on 23rd May 2022. Agreed and signed.
- d. **Publication of Minutes**¹. 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**

6. Reports.

- a. **Chair.**
 - i. **Casual Vacancy.** The notice of Casual Vacancy had been posted in Welsh and English on SCC noticeboards at the Bay View Stores, Solva Memorial Hall, and Solva Community Clubhouse. Notices had also been posted on the SCC website and delivered to every house in Solva ward with June's Newsletter.
 - ii. **Village Forum 8th June.** Community Councillor Richy Davies informed members the forum was not, on this occasion, a community council led event.
 - iii. **Memorial Hall Insurance.** SCC had agreed to approach Zurich for a quote to include the Hall on the SCC policy. Hall rebuild costs were awaited. **Action Clerk**
 - iv. **One Voice Wales.** <http://www.onevoicewales.org.uk/OVWeb/Default.aspx> SCC were members of OVW who offered a variety of services and training courses for Town and Community Councils. SCC members were invited to select courses to attend which would help meet the statutory duty² to make and publish a training plan. **Action all**

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

² The Local Government and Elections (Wales) Act 2021



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- v. **PCC Landscape Architect Services.** PCC had written to all Town and Community Councils offering landscape architect services at a cost of £35 per hour. SCC would consider future work which may be required in Parc Y Capel.
 - vi. **Eco Dewi.** Community Councillor Bethany Hutson volunteered to be the SCC representative and would contact the organisation (Jeremy) with her details. **Action Bethany**
 - vii. **CE PCC.** To follow-up on CE interest with Solva, the CLT and second homes, SCC would invite Will Bramble to their September meeting. **Action Clerk**
- b. **Communications.**
- i. **Newsletter.** Rachel spoke about the monthly publication which informs residents (and visitors) about village events and upcoming activities. The proposal to print the Newsletter in colour was not taken forward as the cost was financially prohibitive.
 - ii. **Website.** Liam informed members the website had been updated to show details of all current members including their Registers of Interest. All minutes had been published, all COVID information removed, and the website was statutory compliant. Members requested data to show the number of times the SCC website was visited. **Action Liam**
 - iii. **Facebook.** Liam was responsible for publishing all relevant SCC information. Members were requested to pass approved postings direct to Liam. **Action All**
- c. **County Councillor.** All county councillors had received their induction post the recent local elections. 9 members had been appointed to the PCC Cabinet, 2 of whom were new. Mark had been allocated to the Planning and Licencing committee and appointed Chair of the Services Overview and Scrutiny committee (their first meeting was on 21st June). Mark would also serve on the Council Tax Working Group and the Housing De-cooling working group.



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d. Clerk & RFO Report.

i. **SCC Bank Balance at end of May.** The balance on 31st May 2022 was £29,543.67. Income & Expenditure (actual) for March was presented and reviewed.

RING FENCED FUNDS	
IRP Determination 44 Payments to Members	£1,200.00
Play Park (match funding)	£2,099.81
Skate Park	£45.00
SCC Reserve	£3637.63
Solva Fireworks Display	£1,945.98
Community Elections	£5,000.00
SCC Green Fund	£366.00
Parc Y Capel	£7,169.21
Legal Fes (Deed of Gift)	£150.00
Ukraine Donations	£700.00
Total	£22,313.63
Free cash	£7,230.04

TOTAL £29,543.67

ii. **Motion for Ukraine Donations.** Proposed by Community Councillor Colin Reynolds, seconded by Community Councillor Richard Davies that a sum of £700.00 was donated to the British Red Cross to support humanitarian aid for Ukraine. **Action Clerk**

Post Meeting Note: Payment to British Red Cross made on 6th June 2022 – see PV 024.

iii. **SCC Annual Return Year Ended 31 March 2022.** The Annual Return accounting statements and Annual Governance Statement were presented and approved by Solva Community Council, certified by the RFO, and signed by the vice chair. The Annual Return and all supporting documents would be submitted to Audit Wales. **Action Clerk**

Post Meeting Note: Submitted to Audit Wales (by email) on Monday 6th June 2022.



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iv. **Solva Edge Festival 2015** – Mr Iain Robertson Steel raised the question of £3,200 given to the Edge Festive as seed funding in 2015 from SCC. £1,600 had been refunded but the balance was outstanding. Ian asked if the amount could be recorded on the SCC accounts.

a.) **SCC Response.** From september 2016 to January 2019 SCC received £7,826.00 from the Edge grant scheme. These were restricted grants to specifically support Solva Youth Services, the Solva firework display, Solva play parks and the purchase of Solva AFC land.

Post Minute Note: The Clerk & RFO spoke to the Auditor on 8th June 2022 to clarify the position regarding the sum. The approved 2015/16 SCC accounts had recorded the £3,200 as a general donation and had been fully accounted for. Therefore, no further accounting action was required.

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

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

7. **SCC Sub-Committees.** The following members were appointed to sub-committees.

a. **Planning.** Community Councillors Ifor Thomas, Rob Richards, Richy Davies, Colin Reynolds.

b. **Play and Skate Parks.** Community Councillors Ifor Thomas, Joe Griffin, Bethany Hutson, Sam Ellison.

c. **Fireworks Display.** County Councillor Mark Carter and all SCC Community Councillors.

8. **Welcome to Solva Project – Motion.** Proposed by Community Councillor Rob Richards, seconded by Community Councillor Colin Reynolds that Solva signage at both ends of the village was replaced with new signage welcoming road users to Solva. All members present agreed the motion.



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a. PCC Highway Authority provides basic bilingual placename signs (i.e., just the name of the settlement). If the Community Council wanted more elaborate signage PCC would arrange for a design to be carried out by their Traffic team and have the signs manufactured and installed by their Sign Unit. However, all costs would need to be borne by SCC. PCC can contribute towards part of the cost of this work if the existing signs are faded and merit replacement.

An initial meeting would be arranged with the PCC Senior Traffic & Road Safety Engineer (Clare Williams) to scope the project and costing etc. **Action Clerk**

9. **Planning.**

a. Applications received and reviewed:

i. Application No: NP/22/0227/FUL

Proposal: New window opening on rear elevation

Location: Mount Pleasant, 25, High St, Solva

Response Date: 3rd May 2022

ii. Application No: NP/22/0025/FUL

Proposal: 1 x new window opening & 1 x new patio door opening & 2 x velux windows

Location: Ty Twt, Solva

Response Date: 4th May 2022

iii. Application No: NP/22/0239/FUL

Proposal: Installation of 10mm UK larch cladding on 25mm insulation boards to front & back walls of ground floor bedroom

Location: The Old Telephone Exchange, Y Gribyn, Solva

Response Date: 11th May 2022

iv. Application No: NP/22/0281/OUT

Proposal: Proposed new dwelling on the site - to include 2 no parking spaces two storey dwelling with roof lights to third storey accommodation with solar roof panels.

Location: 11, Prendergast, Solva

Response Date: 15th July 2022

v. Application No: NP/22/0290/FUL

Proposal: Plant trees & shrubs as an extension to garden

Location: The Old Barn, Penrhiw, Solva



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Response Date: 17th June 2022

b. Decisions: (Appeal)

i. Land at: 24, High Street, Solva

Proposed Development: Erection of decking in rear garden
(retrospective)

Application Reference: NP/21/0815/FUL

The appeal follows the refusal of planning permission by this Authority
(PCNPA).

10. **AOB.**

a. **Mr Iain Robertson Steel.** Iain would attend the July meeting to raise the following:

i. That SCC carry out due diligence on all outstanding matters and generate an integrated business plan for the next five years, focussing on essentials.

b. **Speeding.** Community Councillor Joe Griffin raised concerns with vehicles who were ignoring the 30mph speed limit in Solva. Speeding in the village was a problem and a constant complaint from residents. Possible solutions were:

i. **Speed calming** i.e., Speed humps” and “road width restrictions (chicanes).

ii. **Speed Indication Devices** (or SIDs) – the SID in upper Solva was out of action and the cost to replace was circa £3000. SIDs were needed at both ends of the village – SCC would need to meet all costs.

iii. **Speed watch Groups.** This would consist of a group of people standing by the roadside with a speed gun to record the speed of passing traffic. When they "catch" a vehicle it is reported to the Police who send the vehicle owner a warning letter.



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- iv. **Way Forward.** The speeding issue would again be raised with the PCC Senior Traffic & Road Safety Engineer (including the Police re deployment of speed camera vehicles) A site meeting would be requested at the earliest opportunity with PCC. **Action Clerk**
- v. **Note:** In May 2019, First Minister Mark Drakeford announced that it was Welsh Government policy to set a national default **20mph limit** for residential areas. Since that time work has been underway to prepare for that change. The timetable proposed was to pass the statutory instrument in October 2021 and to effect the change in **law in April 2023**.
- c. **Christmas Lights Lower Solva.** Community Councillor Bethany Hutson suggested a small committee was formed to ensure the High Street in lower Solva displayed festive lights and other decorations. Target date would be 1st December and would align with any Christmas market organised by local businesses. A plan with costings for Christmas lights, tree and decorations would be prepared. **Action Bethany**
- d. **The Big Walk for Prostrate Cymru.** Community Councillor Rob Richards spoke about the walk by members of Pembrokeshire Friends of Prostrate Cymru on 3rd July 2022. The walk would start at Solva, and Rob requested permission for the walkers to use the temporary overflow car park opposite the Bay View Stores. Members supported the request. The grass would need to be cut before the 3rd July and signage put in place. **Action Rob and Mark**
- e. **Solva Regatta.** Mr Iain Robertson Steel spoke about the Regatta which was established in 1888. No regattas had been held over the pandemic and none would be held in 2022 due to a lack of committee members. Iain requested if SCC could encourage the young people of Solva to get involved with its annual organisation. A communications campaign was suggested on social media and in the Newsletter. **Action Rachel (in consultation with Iain)**



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Date of next meeting.

- a. Wednesday 6th July 2022 at 6p.m. in the Clubhouse
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Compiled by:

Bruce Payne (Clerk) 9th June 2022

Signed by: (Vice Chair) Community Councillor Richard Davies