



# Solva Community Council Cyngor Cymuned Solfach

Minutes of the meeting held on Wednesday 8<sup>th</sup> February 2023 at 5:30p.m. in Solva Community Clubhouse.

Attended by:

Community Councillor's Ifor Thomas (Chair), Richy Davies (vice chair), Alyssia Fiander-Houlden, Joe Griffin, Sam Ellison, Bethany Hutson and Colin Reynolds

County Councillor Mark Carter

Clerk & RFO: Bruce Payne

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1. **Welcome and Introduction.** The Chair welcomed everyone to the meeting.
    - a. Members of the public. Mike Dejong
  2. **Moment of Silence.** None.
    - a. Half Mast Signage (in Welsh & English). Signage had arrived and would be positioned by flagpoles at the Clubhouse and Parc y Capel. **Action Ifor** (If you see this flag flying at half mast, it means we have lost a beloved member of our community.)
  3. **Apologies.** Community Councillor Rob Richards.
  4. **Declarations of interest - Personal or Prejudicial.**
    - a. Community Councillor Alyssia Fiander-Houlden declared a personal interest with agenda item 7k (i) NP/22/0618/FUL (Capel Bach).
  5. **Agree the Minutes of the meetings held on 18<sup>th</sup> January 2023.** Agreed and signed.
    - a. All actions were reviewed.
    - b. **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

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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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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. **Public representations on items of business to be discussed.** None.

7. **Items of Business.**

a. **Solva Biodiversity - Parc y Capel.** Following a meeting on Monday with EcoDewi, Bethany spoke about biodiversity ideas for Parc y Capel. Members agreed a plan should be drafted and presented at upcoming community events for comment. The plan should take account of annual activities and restrictive covenants set out in the Transfer Document TP1. A subcommittee would take ownership of the plan. **Action Bethany, Colin, Joe and Richie.**

**Note:** SCC has a statutory duty under Section 6 of the Environment Act (2016) to publish a report on what they have done to comply with the duty. **Action Clerk**

b. **Save Solva Surgery Working Group.**

i. ToR. SCC Members agreed the Group's Terms of Reference (attached). Membership was:

Sue Denman Chair  
Rich Davies Vice Chair  
Sue CC  
Mollie Roach  
Pearl Kaill  
Ian Kaill  
Peter Walker  
Iain Robertson-Steel  
Maggie McKenzie  
Luci Chapman  
Gareth Chapman  
Lena Dixon  
John Holland  
Sandra Young  
Ifor Thomas Secretary



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- ii. Synopsis. Ifor updated members on the work undertaken by the Group.
  
- c. **Sea-Changers Coastal Fountain Fund.** Members agreed a funding application should be prepared. **Action Clerk**  
[Sea-Changers Coastal Fountain Fund Open](#)
  
- d. **Solva Newsletter Editor.** Post Meeting Note: One application was received on Thursday 9<sup>th</sup> February. An interview had been arranged for Thursday 16<sup>th</sup> February.
  
- e. **New Lower Solva Noticeboard.** The old noticeboard destroyed during winter storms in 2022 needed to be replaced. Motion: Proposed by Joe Griffin, seconded by Bethany Hutson that a new external and lockable A0 Noticeboard was purchased at a cost of £89.95. All members present agreed. **Action Clerk**
  
- f. **Edge Festival 2023.** Motion: Proposed by Richard Davies, seconded by Bethany Hutson that SCC give permission for the Edge Festival to use Solva Community Clubhouse, its car park and sports pitch from Monday 24<sup>th</sup> July to Tuesday 1<sup>st</sup> August at a cost of £350.00. Energy costs for the period will be paid in addition at service provider rates. (Meter reading to be taken on start and end dates.) All members present agreed the motion. SCC to notify the Edge. **Action Clerk**
  
- g. **Clubhouse Disable Toilet Motion.** Proposed by Richie Davies, seconded by Bethany Hutson that a costed plan for a disabled toilet, with baby changing facilities, was drafted and presented to SCC for approval within the next 2 months. **Action Ifor**
  
- h. **Glanhafan Double Yellow Lines.** Residents had requested the double yellow lines, which had faded away, were repainted to improve pedestrian and road safety. Mark had spoken to the PCC Senior Traffic & Road Safety Engineer who would arrange for the lines to be recoated.
  
- i. **PCNPA Licence Agreement for Picnic Area 23/24.** Motion. Proposed by Joe Griffin, seconded by Colin Reynolds that SCC renew the licence agreement with PCNPA for 2023/24. All members present agreed the motion. **Action Clerk**



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i. **Lower Solva Car Park.** Members asked if National Trust membership continued to allow free parking if a valid membership card was displayed. **Action Clerk**

j. **Headland Sheep.** Concerns about sheep had been raised by a resident who had seen some of them caught in brambles. They were extremely distressed and their welfare was of concern. SCC information indicated the sheep were tack grazing and checked by those responsible. Sheep would be moved in the coming weeks.

k. **Planning. Applications received:**

i. **Application No:** NP/22/0618/FUL (Amended plans received)  
**Proposal:** The conversion of a chapel into 2 bed dwelling house with multi-level living space at first floor level and a mezzanine storage area  
**Location:** Capel Bach, Chapel Lane, Solva, SA62 6<sup>TH</sup>  
 (Previous SCC concerns submitted against NP/22/0619/LBA remained extant and apply equally to this application.)

8. **Reports.** Lead members reported on:

a. **Clerk & RFO Report.**

i. **SCC Bank Balance at end of January.** The balance on 31<sup>st</sup> January 2023 was £36,709.18. Income & Expenditure (actual) for January was presented and reviewed.

<b>RING FENCED FUNDS</b>	
IRP Determination 44 Payments to Members	£100.00
Play Park (match funding)	£5,332.00
Skate Park	£85.00
SCC Reserve	£1,707.38
Solva Fireworks Display	£3,083.91
Parc Y Capel	£6,885.18
Clubhouse Wheelchair ramp, safety rails & tarmac	£1,150.00
Upper Solva Youth Project	£3,531.00
Solva Christmas Fayre	£300.50



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Warm Welcome Community Spaces	£3,008.06
Total	£25,183.03
Free cash	£11,526.15

**TOTAL £36,709.18**

- i. **Budget Review.** Expenditure was reviewed against the agreed budget.
  - ii. **Correspondence.** All correspondence had been circulated to members via email.
- b. **Warm Rooms.** Weekly activities continued with the addition of Simply Church events in February and March.
  - c. **Skate Park.** Draft plans were developing. The Planning Authority would be invited to comment once details were agreed. **Action Ifor**
  - d. **Upper Solva Youth Project.** Location options were under consideration.
  - e. **Solva Coast Allotment Project** (Community Asset Transfer) On 30<sup>th</sup> January 2023 the PCC Chief Property Officer invited SCC to submit an EOI for CAT. **Action Richie and Clerk**
  - f. **Technical Advice Note** (TAN) 15: Development, flooding and coastal erosion - further amendments.
  - g. **Upcoming Fund Raising Events.** Easter Fayre date agreed – Sunday 2<sup>nd</sup> April 2023. Plans to be presented at SCC March meeting. **Action Richie**
  - h. **County Councillor.** The following items were reported on:
    - The Haverfordwest Public Transport Interchange project
    - PCC budget seminar
    - Fuel Assistance - Oil and Gas (Main points to be reported in next Newsletter. **Action Mark**)
10. **AOB.**
- a. **Pedestrian Safe Route Harbour to Hall.** Bethany raised a matter on road safety and wished it elevated. Members of the public continue to walk on the main road, some with prams, between lower and Upper Solva and vice



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versa. SCC members agreed that a traffic free walking route sign was urgently needed (in Welsh and English). Two signs would be required. **Welsh translation Action Ifor. Quote to produce Action Bruce.**

b. **Dog Fouling.** Joe reported the crime was again very prevalent in Solva. If action was to be taken against perpetrators, evidence was needed which would be passed to the appropriate Authority who would take action. The matter would be reported in the next Solva Newsletter and on Social Media. **Action Ifor and Joe (Newsletter and FB)**

c. **Conservation Areas & Public Footpaths.** Joe raised the matter of the Solva Conservation Area and footpaths. [Solva proposals.pdf](#) ([pembrokeshirecoast.wales](#)) Local concerns would be collated and reported to the Authority. **Action Joe**

d. **Litter Picking.** Colin reported that reception children from the local school had shown that many hands made light work of collecting litter in Solva. Their excellent work to help keep the community free of rubbish would be mentioned in the next Newsletter. **Action Colin**

e. **Lower Solva Play Park.** Once the outcome of the Enhancing Pembrokeshire application was known, local businesses could be approached to sponsor business signage for the play park.

## 12. **Date of next meeting.**

a. Tuesday 7<sup>th</sup> March 2023 at 6p.m. in the Clubhouse.

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Compiled by:

Bruce Payne (Clerk) 13<sup>th</sup> February 2023

Signed by: (Chair) Community Councillor Ifor Thomas