



Solva Community Council Cyngor Cymuned Solfach

Minutes of the meeting held on Tuesday 4th July 2023 at 6p.m.
in
Solva Community Clubhouse.

Attended by:

Community Councillor's Richy Davies (chair), Alyssia Fiander-Houlden (vice-chair),
Rob Richards, Joe Griffin, Ifor Thomas

County Councillor Mark Carter (via Zoom)

Clerk & RFO: Bruce Payne

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1. **Welcome and Introduction.** The Chair welcomed everyone to the meeting, including:
 - a. Megan Pratt (North West Ranger PCNPA).
 - b. PCSO Alex Mason.
 2. **Moment of Silence.**
 3. **Apologies.** Community Councillor's Sam Ellison, Colin Reynolds, Bethany Hutson.
 4. **Declarations of interest - Personal or Prejudicial.** Community Councillor Richy Davies declare a personal interest with agenda item 10g (Lloyds Bank).
 5. **North West Ranger update.** Megan introduced herself and gave members an overview of her new role. Alyssia and Richy extended an invitation to Megan and PCNPA to attend the Summer Fayre on 12th & 13th August.
 - a. **Ash Dieback.** Members raised concern that a number of ash trees in Solva had this serious disease. SCC requested help from PCNPA to manage those trees affected by ash dieback. Locations were to be identified and passed to Megan. **Action Clerk (with assistance from Bethany)**. Information to help identify locations to be published in the Newsletter. **Action Clerk (and Editor)**.
 6. **Police update.** Alex explained the key concepts underpinning his rural work on the St Davids peninsula. SCC members raised the local issue of drug misuse and harmful substances in particular the illegal supply of controlled drugs. More police visibility in Solva was requested by members who extended an invitation to Alex to



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visit the upcoming Summer Fayre on 12th & 13th August. SCC invited police input to the monthly Solva and St Davids Newsletter. **Action Clerk**

7. **Agree the Minutes of the meetings held on:**

- a. 2nd May 2023. Agreed and signed. All actions were reviewed.
- b. 6th June 2023 (AGM). Agreed and signed. All actions were reviewed.
- c. Publication of Minutes¹.

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

9. **Items of Business.**

- a. **Motion - SCC Model Standing Orders 2023 (Wales).** Proposed by Community Councillor Ifor Thomas, seconded by Community Councillor Joe Griffin that the Standing Orders, as circulated, were adopted by SCC. All members present agreed the motion.
- b. **Motion - Public Toilets Lower Solva.** Proposed by Community Councillor Alyssia Fiander-Houlden, seconded by Community Councillor Rob Richards that SCC submit a Community Asset Transfer CAT) application before the PCC deadline of 5th November 2023². All members present agreed the motion. **Action Clerk.**
 - i. **Business Plan.** SCC to prepare a fully costed business plan to support the CAT. Target date for first draft 5th September 2023. **Action Richy.**
 - ii. **24/25 SCC Precept.** Any increase to be assessed, referenced in the Business Plan and the community consulted. **Action SCC**

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

² PCC letter dated 14th March 2023 from Katie Daly (Strategic Business Manager) refers.



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- iii. **Funding.** If the CAT was approved by PCC, SCC would apply for a grant from the Enhancing Pembrokeshire scheme to support 80% of the costed Business Plan. The remaining 20% to be raised by SCC. **Action SCC.**
- c. **Defibrillator Motion – Bay View Stores.** Proposed by Community Councillor Joe Griffin, seconded by Community Councillor Ifor Thomas that SCC raise funds for the purchase of a defibrillator and case at the Bay View Stores. All members present agreed the motion. Cost to be established with Calon Hearts based in Cardiff. **Action Clerk.**
- d. **Ukraine Motion.** Proposed by Community Councillor Joe Griffin, seconded by Community Councillor Rob Richards that SCC organise an event to raise funds to support the British Red Cross Ukraine Crisis Appeal. All members present agreed the motion. **Action Joe.**
- e. **Dog Waste Bin.** Proposed by Community Councillor Joe Griffin, seconded by Community Councillor Alyssia Fiander-Houlden that SCC contribute 50% towards the cost of a Dog Waste Bin (in green) to replace the broken one at the end of the Clubhouse football pitch. Total cost (excluding VAT) £115.68. A resident would donate the other 50%. All members present agreed the motion. **Action Clerk** [Fido 25™ Litre Dog Waste Bin \(Red/Deep Green\) with Express Delivery - Glasdon UK](#)
- f. **Newsletter Advertising Motion.** Proposed by Community Councillor Rob Richards, seconded by Community Councillor Joe Griffin that SCC raised the cost to advertise in the Newsletter to:
- Single front page colour advert 4 x 4.5 cm £180
 - Back page colour advert 4 x 4.5 cm £150
 - Inner page B&W advert 4 x 4.5 cm £100
- All members present agreed the motion. **Action Clerk & Editor.**
- i. **Newsletter MOU.** St Davids City Council had requested a formalised partnership with SCC for the Solva and St Davids Newsletter. SCC would draft a Memorandum of Understanding. **Action Clerk**
- g. **Lloyds Bank closure St Davids.** The Lloyds Banking Group had confirmed that the St David's branch would close in November. Members agreed bank closures was a major concern for Solva and St Davids especially for older residents and for local businesses, and of course the inconvenience to so many potential customers who represent a huge increase in "footfall" during



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the holiday season when so many visitors come to the peninsula. Stephen Crabb MP and Paul Davies MS had written to the Lloyds Banking Group and their response had been circulated to SCC members. The campaign for the branch to remain open would continue.

h. **Lower Solva - obstruction of pedestrian pavement.** Alyssia spoke about the obstructions requesting action to address the problem. County Councillor Mark Carter confirmed the problem had been acknowledged by PCC's Senior Traffic & Road Safety Engineer who would task PCC Street Care to review the display of 'A' boards on pavements. The question of frontage/pavement ownership had been noted.

i. **Planning. Applications received:**

i. **Application No:** NP/23/0255/FUL

Proposal: Single storey extension to rear elevation, and extend garage to link to house

Location: 14, Glanhafan, Solva, SA62 6TA

ii. **Application No:** PCC 23/0146/PA

Proposal: Erection of machinery store

Site Address: Caerforiog Farm, Solva SA62 6XR

iii. **Application No:** NP/23/0276/FUL

Proposal: Proposed Extensions and Internal Alterations

Location: Bridge View, Middle Mill, Solva, SA62 6XD

iv. **Application No:** NP/23/0277/FUL

Proposal: Construction of replacement sun room for now demolished conservatory

Location: 1 Fort Cottages, Solva, SA62 6TG

10. Reports.

a. **Clerk & RFO Report.**

i. **SCC Bank Balance at end of June.** The balance on 30th June 2023 was £29,645.29. Income & Expenditure (actual) for June was presented and reviewed.



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RISTRICATED FUNDS	
IRP Determination 44 Payments to Members	£1,664.00
Community Elections contested / non-contested	£1,000.00
Gamlin Play Park (match funding)	£5,332.00
Skate Park	£85.00
SCC Reserve	£5,071.31
Solva Fireworks Display	£3,083.91
Parc Y Capel	£6,699.25
Clubhouse disabled toilet project (with baby changing facility)	£1,150.00
Upper Solva Youth Project	£2,731.00
Solva Community Events (Fayres etc)	£298.56
Total	£27,115.03
Free cash	£2,530.26

TOTAL £29,645.29

- i. **Budget Review.** Expenditure was reviewed against the agreed budget.
 - ii. **Correspondence.** All correspondence had been circulated to members via email.
- b. **Play and Skate Parks.** PCC had informed SCC about a number of issues in the upper play and skate parks. Community Councillor Sam Ellison had diligently repaired the items requiring attention. PCC was notified on 4th July 23.
 - c. **Summer Fayre.** Richie updated everyone on progress to deliver the Summer Fayre on 12th & 13th August. A final coordination meeting with SCC members would be held on Tuesday 8th August 2023 at 6p.m.in the Clubhouse.
 - d. **Solva Community Caretaker.** The draft job description had been circulated to members. Comments were invited via email and these would be incorporated for the September meeting. **Action ALL**
 - e. **Clubhouse.** Ifor reported progress to install the new disabled toilet.



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- f. **County Councillor.** Mark updated members on his 21st June meeting in Solva with PCC's Senior Traffic & Road Safety Engineer. Items discussed were, new Welcome to Solva signage, lower Solva traffic, the hill going out of Solva towards Haverfordwest, double lines before the the top of the hill and reduced speed limits coming down. The issue as reported in item 9h.
- g. **Solva Firework Display 2023.** Mark gave an overview of the 2023 display recommending the preferred date was Friday 3rd November. The 2023 display would benefit from a concessionary stall selling reasonably priced burgers, hot dogs and drinks. Details of Black Cat low noise fireworks for a small display prior to the main event was expected soon. The problem of cars parking on the high street in lower Solva also had to be addressed.
10. **AOB.**
- a. **Community Car Park.** Members agreed the grass required cutting again. A resident who had a tractor and "topper" would be asked to help. SCC to pay for the service. **Action Richie**
- i. **Signage.** Members agreed signage for the community car park was required in the lower Solva car park. **Action Ifor**
- b. **First Aid Courses for young people.** Alyssia updated members on the planned courses which would run over the summer holidays. SCC would sponsor the courses.
11. **Date of next meeting.**
- a. **Summer Fayre Coordination Meeting.** Tuesday 8th August 2023 at 6p.m. in the Clubhouse.
- b. **SCC meeting.** Tuesday 5th September 2023 at 6p.m. in the Clubhouse

Compiled by:

Bruce Payne (Clerk) 12th July 2023

Signed by: (Chair) Community Councillor Richie Davies