



Solva Community Council Cyngor Cymuned Solfach

Minutes of the meeting held on Tuesday 3rd October 2023 at 6p.m.
in
Solva Community Clubhouse.

Attended by:

Alyssia Fiander-Houlden (vice-chair), Joe Griffin, Ifor Thomas, Sam Ellison, Colin Reynolds, Bethany Hutson, Rob Richards.

Delayed: Community Councillor's Richy Davies (chair),

County Councillor Mark Carter

Clerk & RFO: Bruce Payne

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1. **Welcome and Introduction.** The Vice-Chair welcomed everyone to the meeting.
 2. **Moment of Silence.**
 3. **Apologies.** The Chair was delayed and would attend as soon as was possible.
 4. **Declarations of interest - Personal or Prejudicial.** None.
 5. **Agree the Minutes of the meetings held on 5th September 2023¹.** All actions were reviewed with the following comments:
 - a. **SCC Thank you Event.** Item 7b(i): Ideas to be presented at November's meeting. **Action Alyssia**
 - b. **Gamlin Play Park.** Item 7e(i):
 - i. The broken motorbike would be retired and the spring assembly dug out and made safe. **Action Rob**

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.



Solva Community Council Cyngor Cymuned Solfach

- ii. Broken toddler swings x 2 to be replaced. Cost to be established with Redlynch. Edge funding request to be submitted. **Action Alyssia**
 - b. **Clubhouse.** Item 7f: The table tennis table and pool table would be advertised on eBay. **Action lfor re photos** for Sam
 - c. **Solva Christmas Fayre.** Item 10d: Members agreed the date should be aligned with the Solva Shopping Evening on Thursday 7th December. Christmas Fayre plans to be presented at November's SCC meeting. **Actions: Clerk to request alignment. Richie to draft and present Fayre plans**
6. **Public representations on items of business to be discussed.** None.

Items of Business.

7. **Newsletter Motion** – Proposed by AF-H, seconded by CR that the Newsletter Editor contract was terminated with immediate effect. All members present agreed the motion. **Action Clerk**
8. **SCC Casual Vacancy.** PCC Electoral Services had issued the Notice of Casual Vacancy. SCC posted the Notice on 21st September 2023 on social media, the SCC website and on Village noticeboards. Electoral Services would inform SCC of the next stage shortly after 10th October.
9. **Public Toilets Lower Solva.** PCC informed SCC on 22nd September that PCNPA had agreed to fund the facility in Solva for 2 years. This was agreed at their board meeting on 20th September. Therefore PCC will not be closing the toilets or pursuing SCC for funding.
10. **Solva Fireworks Display 2023.** Mark reviewed all details with members who agreed the following actions:
- a. **Bucketteers.** Members agreed a minimum of 15 bucket collectors were required. Volunteers would be requested and a list compiled by 20th October. **Action Mark**
 - b. **Food Venders.** A variety of venders were booked. One vendor required power. Permission to use the power socket at the rear of the toilets would be requested from SHS. **Action Clerk**



Solva Community Council Cyngor Cymuned Solfach

- c. **Authorities to be Notified.**
 - i. **Police.** Action Mark
 - ii. **Fire.** Action Mark
- d. **Licence.** PCNPA to issue licence. Action Clerk
- e. **St John.** First aid cover to be requested from St John. Action Clerk
- f. **Risk Assessment.** To be updated. Action Mark
- g. **Sound System.** Booked with Pembrokeshire Sound.

Note: Community Councillor Richard Davies arrived and assumed the position of Chair. Community Councillor Alyssia Fiander-Houlden departed the meeting.

11. Planning.

- a. **Application No:** NP/23/0242/DOC. Address: Land adjacent to St Brides View, Solva Proposal: Discharge of condition No's 3, 4, 8, 11, 19, & 22 of NP/21/0298/FUL - Schedule of Finishes, Landscaping Plan, Highway Works, Traffic Management Plan, Ecological Enhancements & Proposed Levels.

Note: SCC are not a statutory consultee for DOC applications.

- i. Residents had written to SCC and the county councillor with serious concerns regarding the discharge of conditions 8 & 11. SCC had requested an update from the PCNPA Planning Officer.
- ii. SCC members agreed that a "Letter of Concern" was drafted raising the negative affect conditions 8 and 11 would have on residents if discharged by the County Highways Authority. SCC are of the opinion this would adversely affect highway safety for pedestrians (young and old) and those living in St Brides View, Glanhafen and Fort Road. Action Clerk



Solva Community Council Cyngor Cymuned Solfach

Reports & Discussion

12. Clerk & RFO Report.

i. **SCC Bank Balance at end of September.** The balance on 30th September 2023 was £31,419.49. Income & Expenditure (actual) for September was presented and reviewed.

RISTRICTED FUNDS	
IRP Determination 44 Payments to Members	£1,664.00
Community Elections contested / non-contested	£1,000.00
Play Parks	£300.00
Skate Park	£85.00
SCC Reserve	£4,653.66
Solva Fireworks Display	£350.00
Parc Y Capel	£6,637.50
Clubhouse disabled toilet project (with baby changing facility)	£1,450.00
Upper Solva Youth Project	£3,531.00
Solva Community Events (Fayres etc)	£57.29
Defibrillator (Bay View Stores)	£300.00
Total	£20,028.45
Free cash	£11,391.04

TOTAL £31,419.49

ii. **Completion of SCC 22/23 audit by Audit Wales.** The SCC audit was successful with no adverse comments from Audit Wales. SCC would:

- Prepare the Notice of Conclusion of Audit and Right to Inspect the Annual Return
- Put the completed notice in a conspicuous place for at least 14 days along with the certified Annual Return
- Publish the notice and the annual return on the SCC website



Solva Community Council Cyngor Cymuned Solfach

- a) **Vote of Thanks.** Proposed by CR, seconded by RD that the Clerk and RFO was given a Vote of Thanks for his audit diligence. All members present agreed the motion.
- iii. **Budget Review.** Expenditure was reviewed against the agreed budget.
- iv. **Correspondence.** All correspondence had been circulated to members via email.
13. **County Councillor.** Mark updated members on:
- PCC Services & Overview Committee chaired by Mark.
 - Reintroduction of PCC enforcement services.
 - 2nd homes premium.
14. **AOB.**
- Skate Park.** Bethany had agreed to take responsibility for the organising, planning and controlling of the Skate Park Project to ensure it would meet the desired outcomes and benefits of the community.
 - Solva Sewage Works.** Rob raised concern with the Sewage Works at St Elvis. Members agreed to invite Natural Resources Wales / Welsh Water to a future SCC meeting to discuss the operational performance of the Works. **Action Clerk**
 - Middle Mill Tree.** Joe had received a complaint about a dying tree close to the Middle Mill Chapel. The position of the tree was to be confirmed. **Action Rob.**
 - Remembrance Sunday.** Remembrance Sunday 2023 was on 12th November. The community would be invited to a service at the war Memorial to commemorate those who were killed in the First and Second World Wars and later conflicts. Details to be published in the November Newsletter. **Action Clerk**
15. **Date of next meeting.** Wednesday 8th November 2023 at 6p.m. in the Clubhouse.



Solva Community Council Cyngor Cymuned Solfach

Compiled by:

Bruce Payne (Clerk) 9th September 2023

Signed by: (Chair)

Community Councillor Richie Davies

Community Councillor Alyssia Fiander-Houlden