



Solva Community Council Cyngor Cymuned Solfach

Minutes of the meeting held on Tuesday 6th February 2024 at 6p.m.
in
Solva Community Clubhouse.

Attended by:

Community Councillor's Richie Davies (Chair), Alyssia Fiander-Houlden, Bethany Ellison (née Hutson), Ifor Thomas, Colin Reynolds, Joe Griffin.

County Councillor Mark Carter

Clerk & RFO: Bruce Payne

-
1. **Welcome and Introduction.** The Chair welcomed:
 - a. Newsletter Editor.
 - b. Câr-Y-Môr representatives.
 2. **Moment of Silence.** Flags were at half-mast as 1 beloved member of the community had been lost.
 3. **Apologies.** Community Councillor Rob Richards.
 4. **Declarations of interest - Personal or Prejudicial.**
 - a. Community Councillor Richard Davies declared a personal interest with items 9 and 14.
 5. **Agree the Minutes of the meetings held on 9th January 2024¹.** All actions were reviewed.
 6. **Public representations on items of business to be discussed.** None.

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

Items of Business.

7. **Newsletter.** Angharad spoke about her plans for the Newsletter which were supported by all members present. **Editor Actions:**

- Send two new designs to the SCC and St Davids City Council in March
- New design for April Edition
- Review submission dates for April
- Move to Solva Gmail account
- Create Mail Chimp for digital subscriptions. - Fee dependant
- Organise volunteers - What's app group for Solva & St Davids. - Liaise with Councils
- Add Cornel Cymraeg - Liaise with the school
- Review Advertisements and issue invoices as required

a. SCC agreed the following:

- i. **Newsletter Distribution List.** Before the end of February, update the distribution list to ensure all areas of Solva, Whitchurch and Middlemill were covered and had a volunteer who would deliver the Newsletter to homes. The list was to include, volunteer names, addresses, telephone numbers, email addresses and the streets etc they deliver to. **Action Richie and Ifor**
- ii. **Google Drive.** The updated distribution list would be created and stored on Google Drive. Access for all SCC members, the Clerk and the Editor would be setup before the end of February. **Action Alyssia**
- iii. **Bundle Delivery.** Newsletter bundles would be delivered to the Bay View Stores **2 days** before the end of each month. **Action Editor**
- iv. **Newsletter Copies Required.** Once the new Distribution List was complete, the number of printed newsletters required (A4 & A5) would be reviewed; Cleddau Press and the Editor to be informed. **Action Richie and Ifor**

8. **Câr-Y-Môr Presentation.** (Slides attached to these minutes.) Câr-Y-Môr representatives delivered an informative talk about their community owned business. More information was available at the following link: [About Us — Câr-y-Môr \(carymor.wales\)](http://About Us — Câr-y-Môr (carymor.wales))



Solva Community Council Cyngor Cymuned Solfach

9. **Coastal Allotment Project – Community Asset Transfer (CAT).** PCC Cabinet approved the CAT on 6th November 2023. PCC extract from Cabinet Notice of Meeting and Agenda, page 51, item 3. *Subject to irregularities with site being remedied. Heads of Terms will be issued now the irregularities are remedied and planning granted.*

a. **No Progress.** SCC members were disappointed with PCC's sluggish pace to complete the approved CAT. County Councillor Mark Carter had contacted PCC Officers to raise concern given the Cabinet had approved the CAT over 3 months ago.

b. **Heads of Terms.** PCC issued the Terms for comment on 6th February 2024. SCC members reviewed these at their meeting with the following comments which would be sent to PCC. **Action Clerk:**

- i. Members agreed any CAT should only include the land on which the Allotments was on – this followed a PCC offer to include a strip of land adjacent to the allotments.
- ii. SCC members also requested clarification about the CAT asking if PCC would transfer the management and ownership of the land asset to SCC as opposed to offering a long lease.
- iii. SCC members' view was that a CAT of management and ownership would ensure the land was retained by the community and transformed for public benefit. SCC were concerned that a lease would not achieve this.
- iv. With regards to the Terms, SCC requested clarification on:
 - **Rent** - how much would any peppercorn rent be?
 - **Repairs** - Clarification on the current boundary features and confirmation PCC will hand them over in an acceptable condition. Confirmation that all gates are also in a good state of repair.
 - **Alterations** - Clarification on the type of alterations that would require approval.
 - **Subletting** - SCC would charge the Allotment Project an annual fee to help cover the cost of PL insurance and other overheads. Confirm this will not breach PCC Terms.
 - **Legal Fees.** SCC members were concerned about the possibility of legal fees. PCC needed to clarify.



Solva Community Council Cyngor Cymuned Solfach

10. **Bi-annual Solva Ward Wellbeing Survey.** Members agreed the inaugural survey would be in 2025. Members were invited to contribute to draft survey questions. These would be available via Google Drive. **Action Alyssia & all members**
11. **SCC Support to Solva Care.** Discussions with Solva Care were planned to agree what events would be put in place and when. **Action Alyssia and Bethany**
12. **Defibrillator Bay View Stores.** Members agree that as funding was in place the purchase of a defibrillator and case should proceed. **Action Clerk**
 - a. **BHF-funded defibrillator.** Applications closed on 28th February 2024 for a limited number of defibrillators. Members agreed to submit an application and if successful the defib would be positioned in lower Solva close to the bridge, a busy area for visitors during the summer season. **Action Clerk**
<https://www.bhf.org.uk/how-you-can-help/how-to-save-a-life/defibrillators/apply-for-a-free-defibrillator-for-your-community>
13. **Designation of Solva Bathing Waters Solva.** Members agreed that due to H&S concerns raised by NRW and PCC regarding the waters being within a working harbour, approval would not be given. See also:
<https://www.gov.wales/designation-and-de-designation-bathing-waters-guidance-html>
14. **Parc y Capel.** The Chair presented a number of photos to illustrate the poor state of fences, gates and access to the area. Members agreed that quotes should be invited for all repairs. A statement of works would be prepared. **Action Richie**
15. **Welsh Language, Welsh Heritage, and its traditions.**
 - a. **Dog Fouling.** Members agreed the free bilingual signage available at the following link would be used on the Airfield and in other Solva areas.
<https://brandbaq.keepwalestidy.cymru/>
 - i. Printing options to be confirmed. **Action Clerk**
 - ii. Mounting to be confirmed. **Action Ifor**
 - iii. Water proofing to be confirmed. **Richie**



Solva Community Council Cyngor Cymuned Solfach

- b. **Play Parks & Parc y Capel.** Signage to promote and inform the Welsh language to be agree. (Single words and short phrases) **Action Colin, Alyssia and Richie**

16. **Planning.** Applications received.

- a. **Application No:** NP/23/0600/ADV

Proposal: Installation of interpretation panel with landscape/habitat plan/works

Location: St Davids Airfield, Ffos y Mynach, St Davids, Pembrokeshire, SA62 6UE

Comments by 31st Jan 24

- b. **Application No:** NP/24/0043/FUL

Proposal: Raised pitch roof & porch extension and new conservation rooflight

Location: 24, Pen Yr Aber, Solva, SA62 6UR

Comments by 16th Feb 24

Applications Determined:

- c. **Application No:** 21/1066/PA

Proposal: Conversion of a barn into a holiday let

Site Address: Rookwood, LLANDELOY, Haverfordwest, Pembrokeshire, SA62 6LP

Decision: Conditionally Approved

Date Decided: 11-Jan-2024

Reports & Discussion

16. **Clerk & RFO Report.**

- a. **SCC Bank Balance at end of January.** The balance on 31st January 202 was £33,811.15. Income & Expenditure (actual) for January was presented and reviewed.



Solva Community Council Cyngor Cymuned Solfach

RISTRICATED FUNDS	
IRP Determination 44 Payments to Members	£208.00
Community Elections contested / non-contested	£1,000.00
Gamlin Play Park	£1000.00
Skate Park	£85.00
SCC Reserve	£3,942.49
Solva Fireworks Display	£3,165.82
Parc Y Capel	£6,637.50
Clubhouse disabled toilet project (with baby changing facility)	£2,266.00
Upper Solva Youth Project	£3,031.02
Solva Community Events (Fayres etc)	£0
Defibrillator (Bay View Stores)	£858.16
Defibrillator spare (pads etc)	100
Senior Citizens Christmas Lunch	£0.00
Total	£22,293.99
Free cash	£11,517.16

TOTAL £33,811.16

b. IRP Determination 44 Payments to Members. Sam Ellison stepped down as a community councillor in October 23. Sam had confirmed he wished his IRP payment of £121.31 to be donated to the Upper Play Park Project.

Action Clerk

c. Budget Review. Expenditure was reviewed against the agreed budget.

d. Correspondence. All correspondence had been circulated to members via email.

17. Save Solva Surgery Working Group (SSSWG). Gareth updated members. The Peninsula Working Group (PWG) now had a structure and was attended by Sue Denman, Iain Robertson-Steel, Richie Davis and Gareth Chapman. Much work remained to agree with the Health Board how the PWG would operate. The main objective of the SSSWG was to protect Solva Surgery and ensure its continuance.



Solva Community Council Cyngor Cymuned Solfach

18. **Solva Twinning Motion.** Proposed by Joe, seconded by Gareth that Solva now pursued a twinning agreement with Acquappesa, Cosenza, Reggio Calabria, Italy. All members present agreed the motion. **Action Richie and Alyssia**
19. **SCC Google Drive.** All members present agreed the benefits Google Drive would bring to SCC. Access and Gmail accounts for SCC members would be setup. **Action Alyssia**
20. **The structure of the school year.** [The structure of the school year | GOV.WALES](#)
The Welsh Government consultation period ended on 12th February 2024. See link for details.
21. **County Councillor.** Mark presented and discussed with members the various options to address the PCC 2024/25 budget pressures. See link for details.
<https://budgetoptions.pembrokeshire.gov.uk/>
23. **AOB.**
- a. **Lower Solva Car Park Lighting.** Following a recent incident, members agreed SCC would write to PCNPA requesting the installation of lights. **Action Clerk**
 - b. **Solva, St Davids and Llanrhian Councils.** It was agree SCC would write to St Davids and Llanrhian councils to arrange a meeting to discuss areas of mutual interest. **Action Clerk**
24. **Date of next meeting.** Tuesday 6th February 2024 at 6p.m. in the Clubhouse.

Compiled by:

Bruce Payne (Clerk) 14th February 2024

Signed by: (Chair)

Community Councillor Richie Davies