



# Solva Community Council Cyngor Cymuned Solfach

Minutes of the meeting held on Tuesday 7<sup>th</sup> May 2024 at 6p.m.  
in  
Solva Community Clubhouse.

Attended by:

Community Councillor's Richie Davies (Chair), Alyssia Fiander-Houlden, Joe Griffin,  
Ifor Thomas and Gareth Chapman,

County Councillor Mark Carter

Clerk & RFO: Bruce Payne

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1. **Welcome and Introduction.** The Chair welcomed all members:
  2. **Moment of Silence.** None.
  3. **Apologies.** Community Councillors Rob Richards, Colin Reynolds.
  4. **Declarations of interest - Personal or Prejudicial.**
    - a. Community Councillor Richard Davies declared a personal interest with item 11.
  5. **Agree the Minutes of the meetings held on 2<sup>nd</sup> April 2024<sup>1</sup>.** All actions were reviewed.
    - a. **Item 11 (April Minutes)** Google Drive. Alyssia reminded members to create a Gmail account and forward her the details. **Action All**
  6. **Public representations on items of business to be discussed.** None

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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. 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.



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## Items of Business.

7. **SCC Casual Vacancy.** The PCC Electoral Office had notified the Clerk that the vacancy could now be filled by co-option. A co-option notice would be published in the June Newsletter and on social media. Closing date Tuesday 25th June 2024.

**Action Clerk**

8. **SCC AGM.** Members agreed the agenda for the AGM on Wednesday 15<sup>th</sup> May at 6p.m. in the Memorial Hall. Light refreshments to be provided. **Action Richie**

9. **Newsletter.**

a. **Editors Vacancy.** Members agreed the vacancy would remain open until the position was filled.

i. **Editor Job Description.** Members agreed the Job Description would be reviewed and incorporate a re-evaluation of the current pay rate and number of hours. Draft to be circulated to members. **Action Clerk**

b. **June Edition.** The current Editor had agreed to produce the June edition.

c. **July Edition.** SCC would produce the July edition if the Editor vacancy remained open. An editorial item would be included on the SCC agenda for 4<sup>th</sup> June 2024. **Action Clerk**

d. **Parish online Map Data sets** [Parish Online - Map Data \(parish-online.co.uk\)](http://parish-online.co.uk)  
SCC were evaluating the option to purchase the Map Data to support the distribution of the newsletter in Solva, Whitchurch and Middlemill. **Action Gareth**

e. **Business advertising to support affordability.** Members agreed to approach Solva businesses. **Action All**

10. **Future Newsletter Enhancements<sup>2</sup>.**

a. **All colour Newsletter.** Members supported the change. Printing quotes to be invited. **Action Gareth**

b. **Community Engagement page.** Members supported the change for July's edition. **Action SCC Editorial group**

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<sup>2</sup> Proposed at Newsletter meeting with St Davids City Council on 12<sup>th</sup> April 2024.



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11. **PCC proposed CAT Lease of Allotments at Bro Dawel to Solva Community Council.** Members reviewed the draft lease. The following questions were subsequently raised for the PCC Legal department to clarify before SCC could agree to the lease: **Action Clerk**

a. The CAT indicates the Landlord (PCC) remains in control of the allotments. SCC as Tenant seems to be irrelevant in the proposed CAT lease.

b. Erection of Structures. The Landlord retains control! Except for any garden sheds which are subject to a standard specification – what is the specification? Can polytunnels be erected? Both parties must agree! Is this between the Landlord and the Allotments or the Tenant and the Allotments?

c. Insurance. SCC has its own insurance. Is there a requirement for clause 4.10 to be included in the SCC policy. If so, SCC will require a quote from its insurers to assess affordability. Alternatively, can this be a requirement of any licence taken on by the Allotments?

d. Maintenance. Can this be a requirement of any licence taken on by the Allotments?

e. Fences and Gates. Can this be a requirement of any licence taken on by the Allotments?

f. Boundaries. Can this be a requirement of any licence taken on by the Allotments?

g. Maintenance of Grass, Trees Shrubs and Hedgerows. Can this be a requirement of any licence taken on by the Allotments?

12. **SCC Mandate to PCNPA.** Members agreed the following Mandate for the Temporary Suspension of Parking Charges (Lower Car Park): **Action Clerk**

*The following democratically accountable mandate from Solva Community Council (SCC) supports the temporary suspension of parking charges at the Authority's car park in lower Solva on **Friday 23rd August 2024**. This will allow the collection of voluntary donations to help the AFC with the cost of equipment and Sport Hall hire fees. The beneficiary of this community event will be our Solva AFC Junior and Mini teams.*

13. **Senior Citizens Christmas Lunch 2024.** Members agreed to review the organisation of the 2024 Christmas Lunch at their July meeting.



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## 14. Skate Park.

- a. **Repairs.** Members agreed SCC would meet with a contractor on Friday 10<sup>th</sup> May to assess and invite a quote for repairs. **Action Joe and Alyssia**
  - i. **Last PCC Inspection.** Ifor requested the date of the last Inspection Report. The clerk confirmed the Gamlin was inspected on 9<sup>th</sup> March 2023. The report was attached to these minutes. The Upper Play Park and Skate Park was also inspected on 9<sup>th</sup> March 2023. The report was attached to these minutes.
- b. **New Skate Park.** SCC agreed at their December 2022 meeting that a new skate park should be established. Members now agreed to the setup of a subcommittee to organise a community engagement event and move the project forward. **Action Alyssia**

15. **Welsh Water.** Welsh Water would be invited to comment on the 111 hours of Storm overflow into Solva Harbour which started on 8<sup>th</sup> April 2024. **Action Clerk**

16. **Community Car Park.** Gareth informed members that the first Stripe payment had been made. Signage was prominent in lower and upper Solva. Grass cutting and fence repair were being addressed.

17. **Welsh Language, Welsh Heritage, and its traditions.** Airfield signage (in Welsh and English) to inform dog owners had proved expensive. Before any SCC decision to purchase the National Trust and National Park would be invited to address dog the prevalent problem of dog fouling on the airfield at Whitchurch. **Action Clerk**

18. **Planning Applications.** None.

## Reports & Discussion

19. **D-Day 80 Solva Event – 6th June 2024.** Event details would be published in the June Newsletter. **Action Clerk**

## 20. Parc y Capel.

- a. **Fete Report.** Vicky reported on the success of the Fete. A full report would be published in June's Newsletter and on FB. Solva Care and Parc y



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Capel would benefit from the £1,455.50 raised at the fete on Monday 6th May 2024.

b. **Quotes for fence, gates, and ground repairs.** Invitations issued. No responses to date.

c. **New Power Points.** National Grid had responded with a quote of £2,000 for one 240v power point. Members agreed SCC would approach the Community Grant Programme run by the National Grid Group. **Action Clerk**

<https://www.nationalgrid.com/responsibility/community/community-grant-programme>

## 21. **Eco Dewi. Plastic Free Communities: Motion;**

Proposed by Gareth, seconded by Ifor that SCC would try and free Solva from single use plastic, by adopting Surfers Against Sewage's Plastic Free Communities guidelines, with a view to becoming accredited under the scheme. All members present agreed the motion.

SCC would in due course be making an official declaration to the Community regarding it's aims for the village. As part of that SCC would invite volunteers to help steer the project alongside the Community Council. **Action Gareth**

## 22. **Clubhouse.**

a. **Disabled Toilet.** Complete.

b. **Basketball Project.** Complete.

c. **Clubhouse Cleaner.** The vacancy would remain open until the position was filled.

23. **Defibrillator Bay View Stores.** Contractors to fit and provide electricity had been tasked. Progress to be reported at June's SCC meeting. **Action Ifor**

## 24. **Clerk & RFO Report.**

a. **SCC Bank Balance at end of April** The balance on 30<sup>th</sup> April was £32,305.09. Income & Expenditure (actual) for April was presented and reviewed.



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<b>RISTRICATED FUNDS</b>	
IRP Determination 44 Payments to Members	£1,664.00
Community Elections contested / non-contested	£2,000.00
Play Parks	£121.31
Skate Park	£85.00
SCC Reserve	£2,303.82
Solva Fireworks Display	£3,761.74
Parc Y Capel	£6,637.50
Clubhouse disabled toilet project (with baby changing facility)	£2,266.00
Upper Solva Youth Project	£1,620.00
Defibrillator spare (pads etc)	£100.00
Welsh Language Fund	£200.00
Total	£18,493.37
Free cash	£13,811.72

**TOTAL     £32,305.09**

b. **Audit Notice.** Audit Wales, on 18<sup>th</sup> March, had issued SCC with an Audit Notice for a statutory external audit. SCC must also complete their annual return in full as soon as possible and ensure that their internal auditor has completed their work before the annual return is approved. The SCC RFO must then certify the annual return by 30 June and SCC must approve the annual return also by 30 June.

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

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

25. **Save Solva Surgery Working Group (SSSWG).** Ifor and Gareth informed members of the intension to disband the SSSWG allowing improved focus on the PPSG. Once SSSWG members had been informed a motion to disband would be proposed at the SCC June meeting. **Action Ifor**

26. **Focus group for youth representatives of community and town councils.** WG had created a Democratic Health Task and Finish Group who were inviting



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community and town council to a focus group on 16th May from 2pm to 3:15pm. SCC would be represented by either Colin or Gareth. **Action Colin/Gareth**

27. **County Councillor.** May in County Hall marks the start of the new municipal year and the AGM was recently held. Cllr David Simpson stood down as Leader after 7 years and for the first time since PCC was created in 1995 there was not only an elected contest but also a lady candidate with Cllr Dianne Clements and Cllr Jon Harvey standing. Cllr Harvey won 30 votes to 27 with 2 abstentions. This should now lead to a fresh approach and a revised Cabinet lineup. Planning, Licensing, Democratic Services and Disciplinary committees all had new Chairs and Vice Chairs. The new Chairman Cllr Steve Alderman was installed with Cllr Maureen Bowen as Vice Chair I remain on Planning, Licensing and Services Committee. Also recently, we held an extraordinary meeting of Services to call in and discuss the new transport interchange i.e. the multi-storey. This is a project that started at £18m and increased to £25m. This matter was called in to examine how with value engineering applied to the project the cost dropped by £11m and what the end result would be. In the end the Councillors voted to uphold the Cabinet decision.

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### 28. **AOB.**

a. **The Church of St Aidan, Solva.** Alyssia informed members the sign which faced the main road at St Aidens Church was in a bit of a sorry state and needed to be repaired. The Church would be approached. **Action Clerk**

**Post meeting note:** The clerk had spoken to the church who confirmed that a new sign had been ordered at a cost of approximately £1,200. Any donation from SCC would be welcomed. A motion would be proposed at the SCC June meeting. **Action Clerk**

b. **The Church of St Davids, Whitchurch.** Joe informed members the path in the old cemetery needed repair. Quotes to be invited. **Action Joe to meet contractor on 10<sup>th</sup> May for quote.**

c. **Picnic Area Art Event.** Joe informed members of a proposed Art event to be organised by Raul Speek on the foreshore picnic area. Dates 14, 15 & 16 June.

SCC members acknowledged that such an event could support people's health and wellbeing and that visual arts can improve mental health.

**SCC members supported the event.**



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- d. **Ice Cream Van.** Richie suggested the sale of ice cream on the picnic area could help raise funds for local projects and support tourism. PCNPA to be approached re terms of current licence. **Action Clerk**

Compiled by:

Bruce Payne (Clerk) 14<sup>th</sup> May 2024

Signed by: (Chair)

Community Councillor Richie Davies