



Solva Community Council Cyngor Cymuned Solfach

Minutes of the meeting held on Tuesday 2nd July 2024 at 6p.m.
in
Solva Community Clubhouse.

Attended by:

Community Councillor's Alyssia Fiander-Houlden (Chair),
Gareth Chapman (vice chair) Ifor Thomas, Richard Davies, Colin Reynolds,
Rob Richards and Joe Griffin

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.** None.
 4. **Declarations of interest - Personal or Prejudicial.** Richard Davis declared a personal interest with item 16.
 5. **Agree the Minutes of the meetings held on 4th June 2024¹.** All actions were reviewed.
 6. **Public representations on items of business to be discussed.** None

Items of Business.

7. **Motion to elect SCC Vice Chair.** Proposed by Joe, seconded by Ifor that Gareth was elected as vice chair of SCC. All members present agreed the motion.
 - a. Gareth duly signed the Declaration of Acceptance of Office as Vice Chair of 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.



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8. **SCC Casual Vacancy by Co-Option Interview Panel.** The Clerk wrote to OVW on 26th June seeking advice on the inclusion of independent members from other community councils. OVW responded on 1st July saying that the decision to select a co-opted member was the responsibility of existing SCC councillors. In order to demonstrate transparency in democracy the process must be held in public at a SCC meeting. A 'private vote' was not recommended as it goes against all notions of transparency in democracy. **Action All members**

Independent members would be stood down on Wednesday 3rd July. **Action Clerk**
Post Meeting Note: *Action complete.*

a. **Co-Option Interviews.** The provisional date for interviews was Tuesday 9th July at 6pm in Solva Community Clubhouse. Both candidates would be contacted on Wednesday 3rd July to confirm availability. **Action Clerk**
Post Meeting Note: *Both candidates confirmed by phone on 3rd July.*

b. **Co-option Calling Notice.** The SCC Calling Notice and agenda would be circulated to all members on Wednesday 3rd July. **Action Clerk**
Post Meeting Note: *Action complete.*

c. **Candidate Notification.** The following candidates would receive a copy of the co-option agenda (setting out all timings etc.) on Thursday 4th July.
Action Clerk

- Mr Iain Robertson-Steel
- Mr Josh Phillips

Post Meeting Note: *Action complete.*

d. **Publication of SCC Co-Option Agenda.** The agenda would be published on the SCC website by close of play Thursday 4th July. **Action Clerk**
Post Meeting Note: *Action complete.*

e. **Notice of SCC Co-Option Meeting.** The Notice would be published on the SCC website by close of play Thursday 4th July. **Action Clerk**
Post Meeting Note: *Action complete.*

9. **Newsletter Editor.** Interviews for a new Newsletter Editor were held prior to this meeting. The successful candidate was Mic Rushen.



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10. Play and Skate Parks.

- a. **Skate Park Project.** Plans were progressing. SCC hoped that public consultation sessions could be held before the end of the year. One would be for the young people of Solva and a second would be open to all.
- b. **Annual Inspection Reports.** The Chair had found some irregularities with the report which the author was going to correct before reissuing it to PCC and SCC. Progress was to be hastened. **Action Chair**
- c. **Gamlin Work Party.** Members agreed this would help reduce the over growing undergrowth (blackthorn, brambles etc) which posed a risk to users. Work would commence on Wednesday 3rd July by SCC volunteers. **Action Ifor**
 - i. The area over the fence at the Gamlin, running alongside the river needed to be cut – it was overgrown and again posed a risk to users. This was not the responsibility of SCC. Owners could be NRW, PCC, NT or some other Authority. Investigations to commence. **Action Mark, Clerk**

11. Project to Grow the Welsh Language in Solva (Standing agenda item).

Colin informed members about the cost implications and limitations of Interpretation Boards as well as their short life. The most cost effective solution was small weatherproof boards showing the SCC logo and a QR code (tamper proof). Members agreed the options were endless and QR codes could provide easy access to Welsh language information. If adopted, SCC could even initiate a QR trail for all ages. **Motion:** Proposed by Rob, seconded by Gareth that SCC pursue the QR code option. Costs etc. to be established. All members present agreed the motion. **Action Colin**

12. Parc y Capel Project.

- a. **Quotes for repair of fence and gates.** Invitations to Tender had been issued to contractors. None had yet responded. **Action Richie and Clerk**
- b. **Provision of Electricity.** Given the cost of standing charges set by Energy Suppliers the overall cost was prohibitive. Richie suggested taking power directly from the Memorial Hall could be a lot cheaper. Members agreed and a preliminary study would establish feasibility or a problem. **Action Clerk**



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- i. **Underground option.** PCC to be asked about cost of a trench across Glanhafan (from the back gate of the Hall to the Parc y Capel fence). **Action Mark**
13. **Solva Community Clubhouse & AFC.**
 - a. **Accident Book.** In place on the wall in the kitchen.
 - b. **Electrical Safety Inspection.** **Action Clerk**
 - c. **Fire Extinguishers.** To be inspected and serviced iaw regulations. **Action completed** by Pembrokeshire Fire & Safety Ltd on 28th June 24.
 - d. **First Aid Box.** Serviceable but needs to be replace in December 24. **Action Clerk**
 - e. **Play Group Support.** Members agreed SCC would continue to provide support after Solva Care. **Action Clerk**
 - f. **Solva Care Storage Shed.** Additional storage space could be made if current items were weeded. **Action Ifor**
 - g. **Foyer.** Painting would smarten the foyer for those using the Clubhouse. **Action Ifor** (noticeboard to be disposed of).
14. **Community Fund.** Members agreed SCC would establish a Community Fund to help support new or existing not-for-profit groups in Solva. Terms of Reference to be drafted. **Action Clerk**
15. **Planning Applications Received.**
 - a. **Application No:** NP/23/0545/FUL (**SCC comments before 2nd July**)
Proposal: Hybrid planning application for affordable housing exceptions development, flexible open space and associated works. Full planning permission is sought for a first phase of development comprising social-rented dwellings, flexible open space, landscaping, highways and drainage infrastructure, and other associated works. Outline planning permission is sought for a second phase of residential development (all matters reserved for future consideration).



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Location: Land Adjacent to Bro Dawel, Solva SA62 6XW
Application Type: Full

i. **SCC Concerns.** Ifor supported the application. All other members raised concerns with the general appearance and poor design. SCC would comment as a statutory consultee. **Action Clerk**

Post Meeting Note. On 3rd July 24, SCC placed the following comment on the PCNPA Planning Portal: Solva Community Council (SCC) supports the concept of affordable housing presented in this application. However, the council is concerned that the proposed housing units appear to be of a generic and standard type, with little or no effort made to create something distinctive and fitting for the character of Solva. SCC urges the applicant to ensure that these new homes are well-designed and integrate seamlessly with the local aesthetic. As it stands, this hastily prepared proposal should not proceed. There is no excuse for shoddy design, and SCC feels it is their responsibility to raise a serious concern with the planning application on that basis.

ii. **CLT Public meeting.** SCC requested the CLT convene a Public Meeting at the earliest opportunity to update residents. **Action Ifor**

b. **Application No:** NP/24/0329/FUL (**SCC comments before 8th July**)

Proposal: Proposed demolition of rear wing, proposed extensions to the rear and replacement extension on the south east, new front porch, internal alterations

Location: Upper House, Solva, SA62 XG

Application Type: Full

SCC. No planning concerns.

16. **Proposed CAT Lease of Allotments at Bro Dawel to SCC.** Confusion remains:

- In the terms of the Lease, PCC remains as Landlord, and;
- The Tennant is SCC. The original Tennant in the Heads of Terms was Solva Coast Allotment Project
- Can the Lease be given to the Solva Coast Allotment Project as Tennant and not SCC?
- Does clause 4.7 (Erection of Structures) include Polly Tunnels?
- PCC as Landlord remains in overall control. Why?

Post Meeting Note: These points were email to PCC Legal on 4th July 24 requesting answers to help move the CAT and Lease to an agreed position.



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Reports & Discussion

17. **Solva Defibrillators.** Ifor and the Clerk met on 21st June with the Ladies who check all the public defibrillators in Solva every week. It was confirmed all defibrillators were registered on the “Circuit”. Each cabinet now has instruction on who to contact if the defib was used. It was also agreed that SCC would hold all funds for the replacement of defib batteries and pads. Solva WI would transfer funds once endorsed at their next meeting.

a. **Defib Training.** Two training sessions would be programmed for August in Solva. Date/s awaited from the Calon Hearts trainer. **Action Clerk**

b. **First Aid Training for Children.** To be programmed for August. **Action Alyssia**

18. Clerk & RFO Report.

a. **SCC Bank Balance at end of June.** The balance on 30th June 2024 was £25,991.54. Income & Expenditure (actual) for June was presented and reviewed.

RISTRICATED FUNDS	
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	£3,903.82
Solva Fireworks Display	£3,761.74
Parc Y Capel	£6,613.76
Fetes	£1,346.76
Defibrillator spare (pads etc)	£100.00
Welsh Language Fund	£200.00
Total	£19,796.39
Free cash	£6,195.15

TOTAL £25,991.54

b. **Budget Review.** Expenditure was reviewed against the agreed



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budget.

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

d. **Motion.** Proposed by Alyssia, seconded by Joe that SCC donated £1,000 to Solva Care from the proceeds of the spring Fete, with the remaining £346.76 transferred to Parc y Capel. All members present agreed the motion.

Action Clerk

19. **Pembrokeshire Peninsula Stakeholder Group (PPSG).** SCC agreed they would write to the Hywel Dda Health Board about the SSSWG. Other questions had been raised by community councils on the Peninsula. Draft letter to be prepared and distributed by SCC. **Action Gareth and SCC Clerk**

a. **Pembrokeshire Peninsula Working group (PPWG).** Gareth Chapman and Sue Denman would represent SCC on Lisa Davies' PPWG. SCC agreed to send a second letter to the PPWG about the administrative delay regarding the dissolution of the SSSWG. **Action Gareth and SCC Clerk**

20. **Plastic Free Communities.** Gareth confirmed the project was moving forward and both SCC and Eco Dewi would provide more details in due course.

21. **County Councillor.** Mark spoke about the recent public meeting in Solva about the Deep Space Advanced Radar Capability (DARC) programme proposed for Brawdy, which was the preferred site announced by the MoD in December 2023. Brawdy was also home to 14 Signal Regiment who were due to depart in 2028. The proposed DARC project will provide jobs and bolster the local economy and underlines once again the vital role that Wales continues to play in the UK's defence. The DARC Planning Application was awaited along with any Environmental Impact Assessment. Both would be scrutinized by the Planning Authority, PCC and local community councils (Brawdy and Solva).

22. **New 'Welcome to Solva' Signage.** The PCC Cabinet Member for Residents' Services had previously indicated to SCC that new signage could be provided. Nothing had yet materialised and the matter would be pursued. **Action Mark**

23. **Solva Fireworks Display 2024.** The item would be a standing one for September and October. Members agreed Friday 1st November would be the preferred date for the display. Safety procedures were to be reviewed, arrangements for affordable concession stands were to be put in place before the October meeting



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along with a list of Bucket Collectors (to include community volunteers). St John Ambulance and Pembrokeshire Sound to be booked by the October meeting. Joe to provide his commentary skills on the night. Fireworks order to be placed with Black Cat before October (to include low noise fireworks). Posters to be prepared. **Action Mark, Alyssia, Richie and Clerk**

24. **Memorial Bench Policy.** **Action Clerk**

25. **AOB.**

26. **Raft Race 2024.** Members agreed that SCC did not have the skill set to organise and run a Raft Race. Hopefully someone or another local group would step up to the challenge in 2025. SBOA to be informed. **Action Clerk**

27. **Parish online Map Data sets** [Parish Online - Map Data \(parish-online.co.uk\)](http://parish-online.co.uk)
Gareth had signed up for a 30 day free trial and had established the benefit of purchasing the map data package to address Newsletter distribution in Solva. Cost to be determined. **Action Gareth**

28. **British Olympic Squad.** Micky Beckett from Solva had been selected for the British Olympic squad. Colin informed members he was looking into a banner which could be displayed in Solva.

29. **D-DAY 80 Buffet.** The cost of the buffet had been donated by Richie and his wife who had provided a wonderful spread of food on the day. Members warmly thanked both for their time, generosity and outstanding support to a community we all serve.

30. **Date of next meeting.**

- a. Tuesday 9th July 2024 (SCC Co-Option Meeting).
- b. Tuesday 3rd September 2024.
- c. No SCC meeting in August.

Compiled by:

Bruce Payne (Clerk) 4th July 2024



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Signed by: (Chair)

Community Councillor Alyssia Fiander-Houlden