



# Solva Community Council Cyngor Cymuned Solfach

## Annual Report 2023 – 2024



### **Vision Statement**

Bydd Cyngor Cymuned Solfach yn mynd i'r afael â her frys newid hinsawdd ac yn gweithio gyda chreadigrwydd ac egni er budd y bobl sy'n byw ac yn gweithio yn Solfach, Tregroes a Felin Ganol.

Solva Community Council will actively address the urgent challenge of climate change and work with creativity and drive for the benefit of the people that live and work in Solva, Whitchurch and Middle Mill.

3<sup>rd</sup> September 2024



# Solva Community Council Cyngor Cymuned Solfach

## Annual Report 2023 – 2024

### Contents

1. Foreword from the Chair.....	3
2. Introduction.....	5
3. How Solva Community Council is organised. ....	6
4. Code of Conduct.....	7
5. SCC Sub-Committees.....	7
6. Financial information.....	7
a. Annual Return.....	7
7. Relationship with Pembrokeshire County Council (PCC).....	7
8. Training Plan.....	8
9. Activities.....	8
a. Key Objectives.....	8
b. Progress against objectives.....	9
10. Assets and services.....	11
11. Managed Services.....	12
a. Grounds Maintenance (GM).....	12
b. Newsletter.....	12
c. Internal Auditor.....	12
d. External Auditor.....	12
e. Payroll.....	12
12. Asset transfers in progress or completed.....	12
a. Coast Allotment Project.....	12
13. Activities to be undertaken with planned community engagement.....	13
14. Achievements.....	14
15. 2024 /25 Priorities.....	15
a. Planned activities with budget requirements where known.....	15
16. Well-being of Future Generations (Wales) Act 2015.....	17



# Solva Community Council Cyngor Cymuned Solfach

## Annual Report 2023 – 2024

### 1. Foreword from the Chair

2023/2024 has been an exciting year to sit as part of Solva Community Council, with many projects happening to enhance our community and environment. Cllr Richard Davies led many projects as chair and we extend our thanks to him for such an excellent job leading Solva Community Council. We unfortunately had some councillors step down this year, but are looking forward to working with the newly appointed councillors. I am excited to step into the role of chair for the forthcoming year; being relatively new to the village it is a privilege to be able to live and raise a family in such a beautiful area with such a vibrant community. My aims for this forthcoming year are to ensure we protect and enhance our environment, as well as making it accessible to all, and enhance our communication with everyone in our community to ensure timely and relevant updates are received by all.

This past year, we have seen many events and enhancements started within the community. There have been spring and winter fairs that have raised fantastic amounts for charities, the annual late night shopping with Solva Businesses was another incredible success; featuring a new grotto created by very talented younger members of our community. Solva Community Council also held the annual firework display, with expertise from Cllr Mark Carter, and we held Pembrokeshire's first low noise firework display before the main event, allowing the event to become accessible for all. Defibrillator and first aid training has also ensured that our community have the knowledge to assist others in need as well, with over 30 children in the community attending a first aid event this year, and 20 adults over the last year. We also have installed a new defibrillator at Bay View Stores and are looking at more for Middle Mill and Whitchurch.

Accessible for all has been, and will be, a key theme for Solva Community Council. We strive for accessible and affordable homes, with the Community Land Trust battling away to ensure people have the chance to settle in this area, accessible healthcare, and to protect our environment. This year saw the threat of our Solva surgery closing, and thanks to the work of many members of the community and community council, Save Solva Surgery Working Group was created. This has now progressed into another stage with the health board, with the creation of Pembrokeshire Peninsula Working Group. Updates from any meetings will now be published in the Solva St Davids Newsletter. We have also created a basketball court and an accessible toilet and changing area for the community clubhouse, as well as a multigenerational path which links Upper and Lower Solva without the need to walk on the main road and a smooth surface to the path for easier access.

We are working on communication going forwards, and are excited to welcome aboard a new editor of the Newsletter, and St David's City Council as part of our



# **Solva Community Council Cyngor Cymuned Solfach**

## **Annual Report 2023 – 2024**

newsletter. We are also using our social media more, growing from a following on Facebook of 800 a year ago, to over 1700 now! We are fortunate in our community to have many fantastic charities and companies that work with us to enhance the community of Solva. From working with Solva Care to assist with social care and social events, to working with Cllr Mark Carter and Cllr Bethan Price to save St Davids Waste and Recycling Centre, working with Eco Dewi to commit to being a plastic free community and to hold Dŵr Cymru Welsh Water to account for sewage spillage and storm overflow issues.

I look forward to the projects and activities we have planned for this upcoming year and hope that we can strive for the best outcomes for our vibrant community.

Alyssia Fiander-Houlden



# Solva Community Council Cyngor Cymuned Solfach

## Annual Report 2023 – 2024

### 2. Introduction

- a. The SCC annual report reflects on the past year's activity and looks ahead to our plans for the coming year.
- b. It will, in addition, be part of a range of ways in which SCC engages with the community, including through its website, consultations, social media, and the village newsletter.
- c. We trust the information provided, in this our third report, strengthens our accountability, increases transparency of the work and projects we undertake, and is a proactive means of sharing information about our priorities, activities, and achievements.
- d. **Youth Engagement.** SCC will undertake innovative ways to engage and inspire our young people. Recognising that young people shape our future, it is imperative for SCC to actively involve them in vital service areas that impact their lives. Moreover, the young individuals engaged by SCC today might emerge as tomorrow's local councillors (see Objective 9).



# Solva Community Council Cyngor Cymuned Solfach

## Annual Report 2023 – 2024

### 3. How Solva Community Council is organised.

a. SCC has 6 elected members and 2 Co-Opted members who meet each month except for August. Contact details are:



Alyssia Fiander  
(Chair)  
07714 258597



Gareth Chapman  
(Vice Chair)  
07900 411952



Colin Reynolds  
07967 43181



Richard Davies  
07539 299407



Rob Richards  
07496 059763



Josh Phillips  
07984 899362



Joe Griffin  
01437 720909



Ifor Thomas  
01437 729574





# Solva Community Council Cyngor Cymuned Solfach

## Annual Report 2023 – 2024

### 4. Code of Conduct

- a. The Code of Conduct for local authorities in Wales requires each member to maintain a Personal Register of Interest. These are available on the SCC web site: <https://solva.gov.wales/solva-community-council/>
- b. Each member has signed a Declaration of Acceptance of Office in which they undertake to respect the Code of Conduct.

### 5. SCC Sub-Committees

- a. SCC operates the following sub-committees:
  - i. **Planning.** Members: Community Councillor's Ifor Thomas, Rob Richards, Richard Davies, and Colin Reynolds.
  - ii. **Play Parks.** Members: Community Councillor's Alyssia Fiander-Houlden, Ifor Thomas, and Joe Griffin.
  - iii. **Fireworks Display.** Members: All Community Councillors & County Councillor.

### 6. Financial information

- a. **Annual Return.** The SCC Annual Return for the year ended 31<sup>st</sup> March 2024, the accounting statements and annual governance statement were presented and approved by Solva Community Council, certified by the RFO, and signed by the chair on 4<sup>th</sup> June 2024. The Annual Return and all supporting documents were submitted to Audit Wales on 12<sup>th</sup> June 2024.

### 7. Relationship with Pembrokeshire County Council (PCC)

- a. There are no formal charters or protocols to help SCC work with PCC. However, the elected County Councillor for Solva attends every SCC meeting and takes a proactive approach to PCC related matters.



# Solva Community Council Cyngor Cymuned Solfach

## Annual Report 2023 – 2024

### 8. Training Plan

a. The Local Government and Elections (Wales) Act 2021 requires SCC to make and publish a plan about the training provision for its members and staff. The SCC Training Plan is available on the SCC website. Hard copies are available from the Clerk.

### 9. Activities.

a. **Key Objectives.** SCC has 9 key objectives. These commitments provide SCC with strategic direction and framework.

**Objective 1:** To conduct all Community Council business in an open and transparent manner ensuring it contributes to the Well-being of Future Generations (Wales) Act 2015 (see section 16).

**Objective 2:** To urgently implement the adopted Climate Emergency Policy.

**Objective 3:** To actively support healthy living through the delivery of a safe village environment that includes an improved range of recreational and play facilities.

**Objective 4:** Work towards the protection and development of local green areas, to improve biodiversity and space for nature within our community.

**Objective 5:** To actively support and promote the Welsh Language, Welsh Heritage, and its traditions.

**Objective 6:** To achieve the General Power of Competence and meet all statutory responsibilities set out in The Local Government and Elections (Wales) Act 2021.

**Objective 7:** To accomplish more homes with greater housing choice that will foster better living and employment opportunities.

**Objective 8:** To implement a bi-annual Solva Ward Wellbeing Survey in 2025.

**Objective 9:** To undertake innovative ways to engage and inspire our young people.





# Solva Community Council Cyngor Cymuned Solfach

## Annual Report 2023 – 2024

### b. Progress against objectives.

Activity is on track	Activity is at risk if issues are not addressed	Activity is at risk. Immediate action required	
Objective	Activities	Timeline	Lead
1. To conduct all Community Council business in an open and transparent manner ensuring it contributes to the Well-being of Future Generations (Wales) Act 2015	a. Timely posting of agendas, minutes, and notifications online and in Newsletter.		CC Alyssia Fiander
	b. Personal Registers of Interest.		All
	c. Code of Conduct.		All
	d. Retention of 8 community councillors <sup>1</sup> .		CC Alyssia Fiander
	e. Community engagement (via Newsletter, social media & F-2-F).		CC Alyssia Fiander
2. To urgently implement the adopted Carbon Neutrality Action Plan.	a. Implementation of SCC Carbon Neutrality Action Plan adopted in November 2021.		CC Gareth Chapman
	b. Solar panels at Memorial Hall.		CC Joe Griffin
	c. Recycling of household waste such as mobile phones, computers, packaging and green waste.		CC Ifor Thomas
	d. Keep Solva litter and plastic free.		CC Joe Griffin
3. To actively support healthy living through the delivery of a safe Solva Ward that will include an improved range of recreational and play facilities in Solva	a. Develop collaborations and partnerships to meet local needs and priorities.		CC Alyssia Fiander
	b. Publicise & communicate		CC Alyssia Fiander
	c. Preservation of Solva Surgery.		CC Gareth Chapman
	d. Defibrillators in Whitchurch and Middle Mill.		CC Alyssia Fiander
	e. Maintain current play and skate parks.		CC Alyssia Fiander
	f. Maintain Parc y Capel		CC Richie Davies

<sup>1</sup> PCC review to reduce to 6



# Solva Community Council Cyngor Cymuned Solfach

## Annual Report 2023 – 2024

	g. Continued retention of lower Solva public toilets.		CC Alyssia Fiander
	h. New play and skate park for upper Solva.		CC Alyssia Fiander
	i. Reduce and control dog fouling in public places		CC Joe Griffin
4. Work towards the protection and development of local green areas to improve biodiversity and space for nature within our community.	a. Continue to work with Eco Dewi about Parc y Capel and other areas in Solva.		CC Gareth Chapman
	a. Section 6 of the Environment (Wales) Act 2016 requires all community councils to prepare and publish a plan every three years setting out what they propose to do to maintain and enhance biodiversity and promote resilience.		CC Gareth Chapman
	c. Play Parks.		CC Alyssia Fiander
	d. Coast Allotment Project.		CC Rich Davies
5. To actively support and promote the Welsh Language, Welsh Heritage, and its traditions.	a. Welsh Language Strategy 2023 to 2028.		CC Colin Reynolds
	c. Welsh Language Panels for Play Parks (with QR code).		CC Colin Reynolds
	d. Welsh Language Panels for Parc y Capel (with QR code).		CC Colin Reynolds
	e. Newsletter		CC Colin Reynolds
6. To achieve the General Power of Competence.	a. Implement the relevant provisions from: The Local Government and Elections (Wales) Act 2021: Statutory Guidance for Community and Town Councils <sup>2</sup> .		CC Alyssia Fiander
	b. Meet the Eligibility Conditions (1.8) of Act <sup>3</sup>		CC Alyssia Fiander

<sup>2</sup> See Part 2, Chapter 2, section 36. Part 3, Chapter 4 section 48 (3). Part 4, section 67 (7)

<sup>3</sup> <https://www.gov.wales/sites/default/files/publications/2022-08/statutory-guidance-for-community-and-town-councils.pdf>



# Solva Community Council Cyngor Cymuned Solfach

## Annual Report 2023 – 2024

7. To accomplish more homes with greater housing choice that will foster better living and employment opportunities.	a. The Solva CLT will deliver a range of homes to suit the different needs of local people.		CC Ifor Thomas
8. To implement a bi-annual Solva Ward Wellbeing Survey in 2025 <sup>4</sup> .	a. Liaise with Solva Care, Tfc and other third sector organisations. b. Prepare draft survey by February 2025. c. Agree process for survey analysis. d. What the results will inform.		CC Alyssia Fiander
9. To undertake innovative ways to engage and inspire our young people.	a. Draft plan of action.		CC Rob Richards

### 10. Assets and services.

- a. SCC has the following fixed assets:
  - i. Lower play park.
  - ii. Upper play and skate park.
  - iii. Solva Community Clubhouse & AFC, car park and sports pitch.
  - iv. Parc y Capel.
  - v. Lower Solva picnic area (on licence from PCNPA).

<sup>4</sup> As agreed - see March 2024 SCC minutes – item 10



# Solva Community Council Cyngor Cymuned Solfach

## Annual Report 2023 – 2024

### 11. Managed Services.

- a. **Grounds Maintenance (GM).** SCC has a GM contract for the following community areas in Solva and Whitchurch.
  - i. Parc Y Capel.
  - ii. Whitchurch church old cemetery.
  - iii. Lower play park.
  - iv. Upper play park.
  - v. Lower Solva Picnic area.
  - vi. Bus shelters (cleaning).
- b. **Newsletter.** SCC has a contract with a freelance editor to produce the Solva & St Davids Newsletter.
- c. **Internal Auditor.** LM Griffiths & Co Chartered Certified Accountants are appointed to deliver annual internal auditor services.
- d. **External Auditor.** Audit Wales are the external auditor for SCC.
- e. **Payroll.** LM Griffiths & Co Chartered Certified Accountants are appointed by to deliver payroll services.

### 12. Asset transfers in progress or completed.

- a. **Coast Allotment Project.** SCC continues to work with PCC to achieve a Community Asset Transfer (CAT) which will better enable community ownership and management over a sustained period of time. The Allotment Project is in Bro Dawel and the site is less than half an acre.



# Solva Community Council Cyngor Cymuned Solfach

## Annual Report 2023 – 2024

### 13. Activities to be undertaken with planned community engagement.

- a. To support the key objectives SCC will conduct separate consultations as needed. For each consultation SCC will:
  - i. Communicate clear and unambiguous objectives.
  - ii. Implement effective publicity to ensure all residents and groups have the information needed to enable participation.
  - iii. Publicise the outcomes of the community consultations.



# Solva Community Council Cyngor Cymuned Solfach

## Annual Report 2023 – 2024

### 14. Achievements.

- a. Gamlin play park new equipment.
- b. Solva & St Davids Newsletter (improved layout, content, distribution and easy access to digital versions.)
- c. Defibrillator at Bay View Stores.
- d. Free First Aid, Defibrillator & CPR courses.
- e. SCC Welsh Language Strategy.
- f. Solva Firework Display which included a separate and first low noise display.
- g. A new disabled toilet in Solva Community Clubhouse and AFC.
- h. New Disabled access to the Clubhouse.
- i. New Basketball playing area (adjacent to the skate park)
- j. Senior Citizens Christmas Lunch.
- k. Solva Christmas and summer fetes.
- l. Save Solva Surgery Working Group.
- m. Maintaining Solva's green spaces.
- n. Helping to keep Solva litter free.
- o. Working with Eco Dewi to help Solva become plastic free.
- p. Working with Eco Dewi to establish bee friendly planting in Parc y Capel and other areas.
- q. Working with our County Councillor to save the St Davids Waste and Recycling Centre.
- r. Working with our County Councillor to save the public toilets in Lower Solva.





# Solva Community Council Cyngor Cymuned Solfach

## Annual Report 2023 – 2024

### 15. 2024 /25 Priorities

#### a. Planned activities with budget requirements where known.

Srl	Activity/Project	Lead	Cost	Funded By	Funding Secured	Key Objective supported
1	Youth Engagement	Chair	£200	SCC	Yes	9
2	Engagement to ensure Solva Surgery continues. PPSG & PPWG	CC Gareth Chapman	Nil	N/A	N/A	3
3	Implementation of SCC Welsh Language Strategy	CC Colin Reynolds	TBC	SCC & Grant	No	5
4	Make Solva a plastic free community	CC Gareth Chapman	Nil	N/A	N/A	2
5	Hold Welsh Water to account	Chair	Nil	N/A	N/A	3
6	Lighting in lower Solva car park	CC Richie Davies	U/K	PCNPA	N/A	3
7	Engagement with St Davids and Llanrhian councils to discuss areas of mutual interest.	Chair	Nil	N/A	N/A	1
8	Ensure the Regional Transport Plan includes Solva. <a href="http://www.cjcsouthwest.wales/ymgynghoriad">http://www.cjcsouthwest.wales/ymgynghoriad</a>	Chair	Nil	N/A	N/A	1
9	Solva & St Davids Newsletter enhancements (Including all colour)	CC Gareth Chapman	£485 <sup>5</sup>	SCC & St Davids	No	1,5,9
10	Continue to work with our County Councillor to save the St Davids Waste and Recycling Centre.	Chair	Nil	N/A	N/A	2
11	Upper Play and Skate Park Project – ITT required	Chair	TBC	TBC	No	3
12	Achieve General Power of Competence <sup>6</sup>	Chair	£750	SCC	Yes	6
13	Conclude CAT for Coast Allotment Project.	CC Richie Davies	Nil	N/A	N/A	3
14	Senior Citizens Christmas Lunch 2024	CC Joe Griffin	£800	SCC	Yes	3

<sup>5</sup> Cost is for A5 only.

<sup>6</sup> Requirement to achieve General Power of Competence for SCC. CiLCA qualification for Clerk (Certificate in Local Council Administration.)



# Solva Community Council Cyngor Cymuned Solfach

## Annual Report 2023 – 2024

15	Parc y Capel repairs	CC Richie Davies	TBC	SCC, grant	No	3
16	Parc y Capel project to install new electric points (Memorial Hall option) <sup>7</sup>	CC Richie Davies	TBC	SCC, grant	No	3
17	Firework Display 2024	CC Mark Carter	£3,500	SCC	Yes	1
18	Purchase of defibrillators for Whitchurch and Middle Mill	CC Rob Richards	£2,418 <sup>8</sup>	Grant	No	3
19	Honoring the Fallen <sup>9</sup> . War memorial, Memorial Hall and His Majesty King Charles III	CC Colin Reynolds	TBC	Grant	No	1
20	Welcome to Solva (Road signage x 2)	CC Rob Richards	TBC	PCC	N/A	3

<sup>7</sup> Cost of authorised contractor for underground solution, armoured cabling, secure 3 pin boxes, and Electrician.

<sup>8</sup> Calon Hearts – 2 x Cabinets and 2 x Defibs plus 2 free training sessions for defib use and CPR.

<sup>9</sup> Names were currently displayed in the Memorial Hall. All names (including those from 14 (EW) Signal Regiment) should also be displayed at the War Memorial on a sperate piece of Welsh slate. The Sovereign is Head of the Armed Forces, the reigning monarch holds the title of Commander-in-Chief. Members of the Army, Royal Air Force, and Royal Marines are required to take an **oath of allegiance** to the monarchy upon enlistment. The Oath came into force in 1868 with the Promissory Oaths Act: "I, [Insert full name], do swear that I will be faithful and bear true allegiance to His Majesty King Charles, his heirs and successors, according to law. [So help me God.](#)"<sup>1</sup>.








# Solva Community Council Cyngor Cymuned Solfach

## Annual Report 2023 – 2024

### 16. Well-being of Future Generations (Wales) Act 2015

a. In preparing the annual report SCC has considered how the work undertaken in the past year, and planned for the following year, reflects the five ways of working, as set out in the Well-being of Future Generations (Wales) Act 2015.



		<b>SCC Contribution (Objectives)</b>
 Long-term The importance of balancing short-term needs with the needs to safeguard the ability to also meet long-term needs		3, 6, 7, 9
 Integration Considering how the public body's well-being objectives may impact upon each of the well-being goals, on their objectives, or on the objectives of other public bodies		1
 Involvement The importance of involving people with an interest in achieving the well-being goals, and ensuring that those people reflect the diversity of the area which the body serves		1, 9
 Collaboration Acting in collaboration with any other person (or different parts of the body itself) that could help the body to meet its well-being objectives		1,9
 Prevention How acting to prevent problems occurring or getting worse may help public bodies meet their objectives		2, 4, 7, 9



# Solva Community Council Cyngor Cymuned Solfach

## Annual Report 2023 – 2024

b. **Pembrokeshire Public Services Board.** The Community Council is also required to ensure that it contributes to the objectives of the Local Well-Being Plan as produced by the Pembrokeshire Public Services Board. The Public Service Board (PSB) published its first annual report in May 2018. The PSB identified two broad Well-being Objectives to act as a framework. SCC contributions to these Well-being Objectives are:

PSB Priorities	PSB Well-Being Objectives	SCC Contribution (Objectives)
<b>Who We Are</b> 	We want to help our people, communities, and organisations so that we can support ourselves and each other	1, 3, 5, 6, 7,9
<b>Where We Live</b> 	We want to protect and enhance our natural assets whilst optimising economic prospects, accessibility and health for all	2, 3, 4,

c. **Pembrokeshire County Council (PCC).** Solva Community Council has ensured the 9 objectives set out in section 9 of this report contribute to the PCC corporate goals which are structured around their 5 Well-being objectives:

PCC Well-being Objectives	SCC Contribution (Objectives)
Raising overall standards of achievement	1, 3, 6
Healthy Communities: Communities supported by affordable and appropriate housing; improving social care.	7
Increase the economy's productivity and address regeneration issues	3, 8, 9
Safeguarding our environment	2, 4
Self-sustained and vibrant communities	3, 5,8



# **Solva Community Council Cyngor Cymuned Solfach**

## **Annual Report 2023 – 2024**

**The Well-being of Future Generations Act gives us the ambition, permission, and legal obligation to improve our social, cultural, environmental, and economic well-being.**