



Solva Community Council Cyngor Cymuned Solfach

Annual Report 2024 – 2025



Vision Statement

SCC is committed to fostering age-friendly communities for all age groups and will work with creativity, determination, and transparency to benefit everyone in Solva, Whitchurch, and Middle Mill.

10th September 2025



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1. Foreword from the Chair

This annual report is the fourth of its kind, and it's with great pride that I present an overview of Solva Community Council's activities for the past year. This report, along with our website, social media, and monthly newsletter, is part of our commitment to be transparent and provide accountable governance. We believe that sharing our priorities, activities, and achievements is a proactive way to engage with our community.

Looking back, we've had a year filled with notable highlights, kicked off with our first Hen Galan celebration and our own Cawl a Cegin cooking competition through to our successful Spring Fete as well as D-Day 80 and Remembrance Sunday events. We've also celebrated key community successes, such as the St Davids WRC being saved from closure. The Warm Spaces project, in partnership with the Memorial Hall and Clubhouse, provided vital support during the colder months. We have also supported other community initiatives lead by members of our community. These achievements are a testament to the dedication of our council members and the strong community spirit of Solva, Whitchurch, and Middle Mill.

As we look to the future, our six key objectives will guide our work, from fostering age-friendly communities to supporting the Welsh Language. A particular focus for the coming year will be youth engagement. We plan to develop innovative ways to involve our young people, recognizing that they are the future leaders of our community. We are also committed to working with our partners, like Pembrokeshire County Council, to resolve important issues such as the future of the Lower Solva toilets and the retention of our eight community councillors, whose number are under threat from the Welsh Government.

Thank you to everyone who has contributed to the success of our community this past year. Your support is invaluable. We are committed to fostering age-friendly communities for all and will continue to work with creativity, determination, and transparency to benefit everyone in our area.



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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 monthly Newsletter.
- c. We trust the information provided, in this our fourth 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 6).



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3. How Solva Community Council is organised.

a. SCC has 8 members who meet each month except for August. Contact details are:



Gareth Chapman
(Chair)
07900 411952



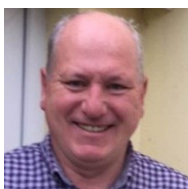
Josh Phillips
(Vice Chair)
07984 899362



Alyssia Fiander
07714 258597



Rob Richards
07496 059763



Colin Reynolds
07967 43181



Richard Davies
07539 299407



Joe Griffin
01437 720909



Ifor Thomas
01437 729574



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4. Financials

This section sets out the SCC budget, a summary of income and expenditure, and details of the precept for the year.

- a. SCC Budget 2024 - 2025: £44,229
- b. SCC Income 2024 – 2025: £62,487
- c. SCC Expenditure 2024 – 2025: £62,498
- d. SCC Precept 2024 – 2025: £36,500

SCC Audit Notice. Each year the annual accounts are audited by the Auditor General for Wales. Prior to this date, any interested person has the opportunity to inspect and make copies of the accounts and all books, deeds, contracts, bills, vouchers and receipts etc relating to them for 20 working days on reasonable notice to the Clerk.

5. Statutory Duties

Community councils in Wales are subject to a range of statutory duties to produce and publish specific documents and reports annually. These requirements are primarily governed by the Local Government and Elections (Wales) Act 2021, the Public Audit (Wales) Act 2004, and the Accounts and Audit (Wales) Regulations 2014.

The key statutory documents and reports that must be produced annually by Solva Community Council include:

- a. **Annual Return:** This is the primary financial document that all community councils must complete. It is prepared by the Solva Community Council Responsible Financial Officer (RFO) and approved by the council. The annual return includes accounting statements and the Annual Governance Statement.

- i. The SCC Annual Return for the year ended 31st March 2025, 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 4th June 2025. The Annual Return and all supporting documents were submitted to Audit Wales on 29th July 2025.



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- b. **Annual Governance Statement:** This is a part of the annual return where the council confirms it has adequate and effective arrangements in place for its internal control, risk management, and financial management. The council must review the effectiveness of these systems at least once a year.
- c. **Annual Report:** The Local Government and Elections (Wales) Act 2021 introduced a new duty for community councils to prepare and publish an annual report after the end of each financial year. This report provides an overview of the council's activities, projects, and how its budget has been spent.
- d. **Annual Accounts:** The council must make up its accounts to March 31st each year. These accounts are then certified by the RFO and approved by the council by June 30th.
- e. **Internal Audit Report:** The Accounts and Audit (Wales) Regulations 2014 require councils to have adequate and effective arrangements for an internal audit of their accounting records and control systems. The council must receive a report from the internal auditor.
- f. **Audited Accounts and Auditor's Report:** The accounts must be audited by Audit Wales. After the audit is complete, the council must publish the audited accounts and any report from the auditor. This must be done by September 30th.
- g. **Register of Members' Interests and Allowances:** SCC must maintain a register of members' interests, and also publish a statement of payments made to all elected members for allowances and expenses.
- i. Personal registers of interest and allowances are available on the SCC website
6. **Additional Reporting Requirements:**
- a. **Training Plan:** The Local Government and Elections (Wales) Act 2021 also requires SCC to make and publish a training plan for all members and staff to support capability within the sector.



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- b. **Biodiversity Reporting:** Under the Environment (Wales) Act 2016, public authorities, including community councils, must publish a report every three years on what they have done to comply with the duty to maintain and enhance biodiversity. The next report is due by the end of 2025.

6. SCC Sub-Committees

- a. SCC has the following sub-committees:
- i. Play Parks.
 - ii. Fireworks Display.
 - iii. Solva Community Clubhouse:
 - iv. Solva Memorial Hall (with power of self-governance)

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.

8. **Key Objectives.** SCC has 6 key objectives. These commitments provide SCC with strategic direction and framework.

Objective 1: To foster age-friendly communities for all age groups in Solva, Whitchurch, and Middle Mill, and across the wider Peninsula in partnership with St Davids City Council and Llanrhian Community Council.

Objective 2: 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.

Objective 3: Establish partnerships to deliver the Biodiversity Action Plan.

Objective 4: To actively support and promote the Welsh Language, Welsh Heritage, and its traditions.



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Objective 5: To achieve the General Power of Competence and meet all statutory responsibilities set out in The Local Government and Elections (Wales) Act 2021.

Objective 6: To undertake innovative ways to engage and inspire our young people.

9. Progress Against Objectives.

| Activity is on track | Activity may be at risk if activities and plans are not put in place | Activity is at risk. Immediate action required | |
|--|---|--|-------|
| Objective | Activities | Progress | Lead |
| 1. To foster age-friendly communities for all age groups in Solva, Whitchurch, and Middle Mill, and across the wider Peninsula in partnership with St Davids City Council and Llanrhian Community Council. | Fostering an age-friendly community that works for all age groups is a holistic effort that requires collaboration, strategic planning, and a focus on intergenerational interaction. | | Chair |
| | Create a framework / plan and establish a steering group | | Chair |
| | Engage with St Davids City Council, Llanrhian Community Council and others as required | | Chair |
| | Work with PCC (Age Friendly Communities Officer), and the Older People’s Commissioner for Wales to ensure that older people in Solva and the wider Peninsula can: <ul style="list-style-type: none"> • Access information, services and support they need. • Feel safe in their homes, communities and relationships. • Are treated fairly and their contribution is recognised and valued. • Make their voices heard and have choice and control over their lives. | | Chair |



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| | Improve facilities in the upper play and establish how the skate park can evolve into a community facility. | | AFH |
| 2. 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. | Timely posting of agendas, and minutes. | | Chair |
| | Good Community engagement via Newsletter, social media & public consultation meetings when required. | | Chair & Vice Chair |
| 3. Establish partnerships to deliver the Biodiversity Action Plan. | Engage Eco Dewi | | RD |
| | Engage the Community | | RD |
| | Engage OVW biodiversity@onevoicewales.wales | | RD |
| | Publish report by the end of 2025. (See 6b Biodiversity reporting.) | | RD / Clerk |
| 4. To actively support and promote the Welsh Language, Welsh Heritage, and its traditions. | a. Welsh Language Strategy 2023 to 2028. | | CR |
| 5. 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 ¹ . | | Chair |
| | b. Meet the Eligibility Conditions (1.8) of Act ² | | Chair |

¹ See Part 2, Chapter 2, section 36. Part 3, Chapter 4 section 48 (3). Part 4, section 67 (7)

² <https://www.gov.wales/sites/default/files/publications/2022-08/statutory-guidance-for-community-and-town-councils.pdf>



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| 6. To undertake innovative ways to engage and inspire our young people. | a. Draft plan of action. | | Chair, AFH, CR |
|---|--------------------------|--|----------------|

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).
 - vi. Coast Allotments.



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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. Lower Solva Picnic area.
 - v. 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.



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12. SCC Highlights 2024 - 2025.

- a. The Spring Fete on 6th May 2024 in Parc y Capel raised £1,455.50.
- b. D-Day 80 Solva event on 6th June 2024.
- c. Solva Fireworks Display on 1st November 2024
- d. Remembrance Sunday 10th November 2024.
- e. The Warm Spaces project ran from 12 November 2024 to 31 March 2025. The Memorial Hall and Clubhouse hosted events.
- f. St Davids WRC saved from closure on 2nd December 2024
- g. Solva shopping evening on 5th December 2024
- h. Senior Citizens Christmas lunch on 7th December 2024.
- i. Hen Galan event on 13th January 2025.



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13. A look to the Future

- a. To determine the future of the Lower Solva public toilets with Pembrokeshire County Council (PCC) and to regularly inform the community.
- b. Retention of 8 community councillors. Boundaries Commission Wales propose to reduce numbers to 6.
- c. Continue to press PCC to rethink plans for Newgale and the new road.
- d. Defibrillators for Whitchurch and Middlemill.
- e. Help Solva Care continue its services after 2025 and use Objective 1 to supplement any services that may be lost.
- f. To provide support from SCC Objective 1 to the Meddygfa Penrhyn surgery, which serves patients from Solva, St David's, and the surrounding communities.
- g. Use regular community reports to track progress on the 6 SCC objectives in section 8.



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14. Local Well-being Objectives

This section details how SCC activities will contribute to the following PCC well-being objectives set for 2025 to 2030:

Our Future - enabling the best start in life for our children and young people, equipping them with skills for the future. SCC Objectives 1, 6

Our Place - prosperous places, with clean, safe and sustainable environments, where people can live well and thrive. SCC Objectives 1,3, 6

Our Communities - caring for people, and enabling active, resourceful and connected communities. SCC Objectives 1, 6

Our Council - a financially sustainable, well-governed Council, with a workforce equipped to support the people we serve.