



Solva Community Council Cyngor Cymuned Solfach

Minutes of the meeting held on Wednesday 8th October 2025 at 6p.m.

in
Solva Community Clubhouse.

Attended by:

Community Councillor's (Chair) Gareth Chapman, Colin Reynolds, Ifor Thomas,
Joe Griffin, Richard Davies, Josh Phillips, Alyssia Fiander-Houlden

County Councillor Mark Carter

Clerk & RFO: Bruce Payne

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1. **Welcome and Introduction.** The Chair welcomed Members, and:
 - a. 9 members of the local community.
 2. **Moment of Silence.** Yes.
 3. **Apologies.** Community Councillor Rob Richards.
 4. **Declarations of interest - Personal or Prejudicial.** Community Councillor Josh Phillips declared a personal interest with agenda item 8 (Christmas Lunch).
 5. **Public representations on items of business to be discussed.** Public Toilets in lower Solva.
 6. **Agree the Minutes of the meetings held on:**
 - a. 10th September 2025¹. All actions were reviewed.

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. **Lower Solva Public Toilets.** MC provided an update on the current position of PCC. It was noted that no formal correspondence or information had previously been received by SCC from PCC on this matter.

MC acknowledged that URGENT clarification was required from PCC concerning the expiry date of the Pembrokeshire Coast National Park Authority (PCNPA) funding, and the options available to ensure the continued operation of the facility.

Members of the local community present expressed strong concerns regarding the potential closure of the toilets. Questions were raised as to why PCNPA could not utilise revenue generated from parking charges at the Lower Solva car park to contribute towards, or cover in full, the annual running costs of the toilets.

GC stated that SCC was fully aware of the challenges associated with the matter and SCC would continue to press PCC for clarity. This clarification was required by SCC to support the setting of the 2026/2027 precept. It was further noted that once the position of PCC had been confirmed in writing, a separate meeting with the community members would be arranged prior to the precept being set in early January 2026.

8. **Senior Citizens Christmas Lunch Saturday 6th December 2025.** The lunch would be prepared at Brawdy and delivered to the Memorial Hall. All arrangements were reviewed and agreed.

9. **Solva Firework Display 2025.** All arrangements were reviewed and agreed. There would be a final co-ordination and safety meeting on Thursday 30th October at 6pm in the Clubhouse. **Action MC, Clerk and all SCC members.**

10. **Clubhouse Heating & Hot Water Project.**

a. **EP Full Application for £15k or less.** (Submission Deadline 31st October 2025). The full application was required before the Deadline. **Action Clerk**

i. The following was required by Wednesday 15th October;

- Works Specification (see 'b' below). **Action IT, GC**

ii. The following was required by Monday 27th October;



Solva Community Council Cyngor Cymuned Solfach

- 3 quotes to establish cost. **Action IT, GC**

b. **Community Facilities Programme EOI Application for under £25k.**

(Submission Deadline, Open.) A small project team had been set up. Members were GC, IT, JP and the Clerk who agreed an Air Source Heating System could be fitted. This also required external wallboard insulation and rendering. Section 1, page 4 of the EOI sets out project detail and informs the Works Specification.

11. **Urdd Eisteddfodau - Motion.** A letter from Urdd Gobaith Cymru had been circulated to all SCC members. Proposed by CR, seconded by RD that SCC contribute £150 to support with the costs of the Urdd's Eisteddfodau. All members present agreed the Motion. **Action Clerk**

12. **PPSG, PPWR & New Reference Group.**

- a. PSG will now meet monthly from September up until January.
- b. PPWG has been stood down.
- c. New Reference Group². Motion to approve 2 SCC representatives for group.
 - i. Proposed by JP, seconded by IT that GC represented SCC on the Group. All members present agreed the motion.
 - ii. No second SCC member was available. The Local Government (Wales) Measure 2011 did not allow SCC to co-opt a person³
 - iii. The Group would prepare a presentation on a Social Model for Health and present it to the Hywel Dda UHB in March 2026.

13. **Planning Applications Received.** SCC had received the following application. There were no planning concerns.

a. **Planning Consultation:** NP/25/0535/TCA

Proposed Works: 1-2 m crown reduction, including 2 m crown lift, removal of dead branches and removal of thin crossing branches.

Location: 3, Garth Cottage, High Street, Solva

² 3 councillors from St Davids, 1 community councillor from Llanrhian, and 2 councillors from Solva.

³ [Local Government \(Wales\) Measure 2011](#)



Solva Community Council Cyngor Cymuned Solfach

The land to which the notification relates is located within the SCC boundary and a copy of the application is available to view on the PCNPA website at the following link: [NP/25/0535/TCA](https://www.pcnpa.gov.uk/land/25/0535/TCA)

Reports & Discussions

14. Clerk & RFO Report.

- a. **SCC Bank Balance at end of September.** The balance on 30th September 2025 was £21,841.17. Income & Expenditure (actual) for September was presented and reviewed.

RISTRICTED FUNDS	
IRP Determination 44 Payments to Members	£1,664.00
Community Elections contested / non-contested	£3,000.00
SCC Reserve	£7,503.23
Solva Fireworks Display	£204.01
Parc Y Capel	£1,683.45
Defibrillator spares (pads etc.)	£1,711.03
Welsh Language Fund	£16.82
Senior Citizens Christmas Lunch	£700.00
Total	20,215.07
Free cash	£10,516.58
TOTAL	£30,731.65

- b. **September I&E.** Reviewed and approved by members.
- c. **Budget Review.** Expenditure was reviewed against the agreed budget.
- d. **Draft annual remuneration report 2026 – 2027.** The Democracy and Boundary Commission Cymru was now responsible for the Report. The draft report on pages 9 & 10 sets out mandatory payments to members of community and town councils.
- i. **New Mandatory Payment.** For 2026 – 27 a new mandatory payment of £500 must be made to 1 member in a senior role. This cost will be met by the precept.



Solva Community Council Cyngor Cymuned Solfach

Note: The Independent Remuneration Panel for Wales is no longer in place.

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

15. **Welsh Language Report.**

a. **QR Code Project.** CR informed members the project was progressing. Permission to display the QR codes to be gained. Solva Geology and Solva Harbour English versions were complete and both had been translated into Welsh. The following topics were to be completed in both languages:

- i. Solva Harbour. English version complete.
- ii. Solva History.
- iii. Smalls Lighthouse.
- iv. War Memorial and Hall.

b. **Hen Galan event 13th January 2026.** AFH informed members the event was booked and would be held in the Memorial Hall. More details to follow.

16. **Parc y Capel Project.** GC informed members that the last items to be fitted were the all-weather 3 pin electric boxes. The contractor had been tasked and the installation would, it was hoped, be complete in time to display Christmas lights in Parc y Capel. **Action GC**

17. **Age Friendly Communities.** GC updated members on the meeting held on 24th September 2026. The Commissioner would visit St Davids on 4th November where the 3 wards would showcase their work. St Davids City Hall had been booked for afternoon tea and Solva would invite members of their Luncheon Club to attend. Transport tbc. Posters and event information to be prepared for the Newsletter and noticeboards. It was also suggested to hold a bake-off between the 3 Wards. **Some Action GC**

18. **SCC Biodiversity Plan.**

a. **Community Orchard Kit.** RD had applied for the kit. If successful, the trees would be planted, maintained and monitored in the upper play park. There was no space in the community allotments.



Solva Community Council Cyngor Cymuned Solfach

- b. **Online Biodiversity Workshops.** See dates at the following link:
[The Section 6 Duty - One Voice Wales](#) (SCC Group TBC).
In addition, also look at [Section-6-Summary-April-2025_compressed.pdf](#) which sets out what SCC will need to report on.

19. **Henry Tufnell MP.** Members agreed to invite Henry to a future SCC meeting where discussions and support could be requested for the recent announcement from the UK Government about Pride in Place funding going to every local authority in Wales. Members agreed this may be a key funding opportunity for the upper play park and skate park. **Action Josh**
[£214m new funding for Welsh communities to improve neighbourhoods and restore pride - GOV.UK](#)

20. **County Councillor.** Mark's report as published in November's Newsletter.

21. **AOB.**

a. **Remembrance Sunday 9th November 2025.** Notice to be published in November's Newsletter. **Action GC**

b. **Solva Traffic Issues.** SCC had written a letter to 6 addresses on 2nd September 2025. Only GoSafe had responded. There had been no response from the 5 PCC addresses. The SCC letter would be re-issued. **Action Clerk**

c. **Bro Dawel Turning Circle.** Members were aware that some residents were parking their vehicles temporarily on the turning circle. Members agreed to monitor the situation. **Action JG**

d. **Upper Play Park Gate Springs.** **Action GC**

e. **Dog Fouling.** Joe reported the problem sadly persists. Action must be taken against irresponsible dog owners. Police and PCC to be notified. **Action**

22. **Date of next meeting.**

a. If the Fireworks Display goes ahead on Saturday 1st November, then the SCC meeting will be on Wednesday 5th November.

b. If the Display is on the 5th then the SCC meeting will be on Wednesday 12th November 2025 at 6pm in the Clubhouse.



Solva Community Council Cyngor Cymuned Solfach

Compiled by:
Bruce Payne (Clerk) 11th October 2025

Signed by: (Chair)
Community Councillor Gareth Chapman