



# Solva Community Council Cyngor Cymuned Solfach

Minutes of the meeting held on Tuesday 7<sup>th</sup> January 2025 at 6p.m.  
in  
Solva Community Clubhouse.

Attended by:

Community Councillor's Alyssia Fiander-Houlden (Chair), Gareth Chapman (Vice Chair), Richard Davies, Rob Richards and Joe Griffin

County Councillor Mark Carter

Clerk & RFO: Bruce Payne

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1. **Welcome and Introduction.** The Chair welcomed:
    - a. Members of the community.
      - i. Sandra Young.
  2. **Moment of Silence.** None.
  3. **Apologies.** Community Councillor's Josh Phillips, Colin Reynolds.
  4. **Declarations of interest - Personal or Prejudicial.** None.
  5. **Agree the Minutes of the meetings held on:**
    - a. 7<sup>th</sup> January 2025<sup>1</sup>. All actions were reviewed.
  6. **Public representations on items of business to be discussed.**
    - a. **AFC: Clubhouse Support and level of Financial Contributions.**  
Sandra asked for clarity on how much the AFC contributes to the costs of maintaining and operating the Clubhouse. SCC members agreed the following:

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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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- i. Review the agreement or arrangement with the AFC regarding shared costs for cleaning, electricity, water, Wi-Fi, general maintenance, and repairs. **Action SCC Clubhouse sub-committee<sup>2</sup>**
  - ii. Schedule a meeting with AFC representatives to discuss this matter openly, ensuring all parties agree on responsibilities. **Action** lfor ***Post Meeting Note: Meeting set for Tuesday 14<sup>th</sup> January at 5pm in the Clubhouse.***
- b. **Clubroom Heating System.** Sandra highlighted that the current heating system was inadequate and prone to electrical issues. To address this SCC agreed to:
- i. Organise a site inspection to assess the limitations of the current heating system and electrical setup. **Action SCC Clubhouse sub-committee**
  - ii. Engage a professional electrician to determine whether the electrical capacity of the fuse board can be upgraded to handle additional load. **Action SCC Clubhouse sub-committee**
  - iii. Investigate cost-effective heating alternatives, such as energy-efficient heaters, central heating options, or insulation improvements, to ensure the Clubroom is comfortable for users. **Action SCC Clubhouse sub-committee**

## Items of Business.

7. **Hen Galan Event.** Alyssia confirmed that all arrangements were in place for the event on 13<sup>th</sup> January 2025 in the Clubhouse.
8. **Newsletter.** Gareth confirmed that the sub-committee<sup>3</sup> would meet on Friday 24<sup>th</sup> January at 10:30am in the Clubhouse to review:
  - a. 25/26 advertising prices, policy and uptake.
  - b. Sponsorship opportunities.
  - c. Newsletter layout.
  - d. Solva & St Davids distribution.
  - e. No of printed copies.

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<sup>2</sup> lfor, Colin, Josh

<sup>3</sup> Newsletter sub-Committee: Gareth, Richie, Editor, Clerk, St Davids City Council representatives



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9. **SCC Warm Welcome Programme.** February’s programme would be published in the Newsletter. SCC members agreed to convene a meeting on Thursday 6<sup>th</sup> January at 2pm in the Memorial Hall to agree what activities could be arranged to support February and March events. Coffee Morning, Luncheon Club and Solva Care representatives to be invited. **Action Clerk**

a. **Warm Welcome “Chegin” Event.** Members agreed that a Cawl and Welsh Cake competition would be held on Sunday 2<sup>nd</sup> March 2025 from 10am to 4pm in the Memorial Hall. £2 to enter. All proceeds to go to the Solva Cwtch Shed.

- i. **Trophies.** 2 trophies to be priced. **Action Alyssia.**
- ii. **Event Poster.** **Action Richie.**

10. **Welsh Language, Wesh Heritage, and its traditions.**

a. **Welsh Language Project.** The target date to complete remained Easter 2025. Members agreed the following topics would be progressed at pace:

Srl	Topic	Welsh version	English version	Lead
1	Solva Geology	Complete	Complete	Colin
2	Limekilns			Ifor
3	Smalls Lighthouse			Richie
4	Solva Harbour Society			Rob
5	War Memorial			Colin
6	Memorial Hall			Joe
7	Solva History			Alyssia
8	Solva Gudel’s			Gareth
9	Pilgrims Way			Joe
10	Community Events			Alyssia

b. **Topics.** Drafts in English for each topic were to be saved on the g-drive for review prior to Welsh translation. **Action Leads**

c. **G-Drive.** Folders to be set-up. **Action Alyssia**

d. **Target Date.** Members agreed all English drafts should be complete by the SCC February meeting. **Action Leads**



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## 11. Clubhouse (Standing Agenda Item).

- a. **Howdens.** Richie updated members. The application for a new kitchen was progressing. A scaled drawing of the kitchen was now required to support the application. **Action I for**

The following items would be reviewed at the meeting as per agenda item 6a.

- a. **Fire Risk Assessment Works.**
- b. **Electrical Works.**
- c. **PAT Testing.**
- d. **Maintenance and Fire Safety Logs.**

## 12. Solva Wellbeing Survey 2025. SCC members agreed:

- a. Draft Plan required prior to any consultation.
- b. Draft questions required prior to consultation.
- c. Consultation, before the end of February, with:
  - i. Solva Care.
  - ii. Peninsula Surgery.
  - iii. Together for Change.

## 13. Deep Space Advanced Radar Capability (DARC)

- a. **Questions, Concerns and Project Detail Requiring Clarification.** Questions etc. were placed on the g-drive in early November for comment by Gareth. These would now be sent to DARC requesting clarification. **Action Clerk**

## 14. Planning Applications Received. SCC had no planning concerns with:

**Application No:** NP/24/0675/LBA

**Proposal:** Infilling of existing door openings, 1no. at ground floor and 1no. at first floor, between properties known as the Corn Mill and the Old Mill.



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**Location:** The Corn Mill, Solva, SA62 6XD

## Reports & Discussion

### 15. Clerk & RFO Report.

a. **SCC Bank Balance at end of December.** The balance on 31<sup>st</sup> December 2024 was £38,162.12. Income & Expenditure (actual) for December was presented and reviewed.

<b>RISTRICTED FUNDS</b>	
IRP Determination 44 Payments to Members	£70.00
Community Elections contested / non-contested	£2,000.00
Intergenerational Park Project	£501.31
SCC Reserve	£6,249.60
Solva Fireworks Display	£4,363.35
Parc Y Capel	£5,663.76
Defibrillator spares (pads etc.)	£845.37
Welsh Language Fund	£86.82
Community Warm Spaces	£3,000.00
Total	£22,780.21
Free cash	£15,381.91
<b>TOTAL</b>	<b>£38,162.12</b>

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

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

16. **Pembrokeshire Peninsular Working Group (PPWG)** Standing Agenda Item. Gareth updated members. The meeting on 17<sup>th</sup> December discussed arrangements for setting up the following sub-groups:

a. Clinical and Care Services.

b. Wellbeing and Third Sector. (Note: PAVS were nominated to lead the sub-group.)



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- c. Engagement and Communication. (Note: It was recommended that all appropriate City, Town, and Community Councils were represented.)

### 17. County Councillor.

- a. **Solva CLT.** Given the lack of progress from PCC and ateb, SCC members agreed to invite the PCC Leader, the PCC Cabinet member for Housing and ateb representatives to the SCC February meeting (**Action Clerk**) to discuss:

- i. The reasons behind the absence of progress in securing planning permission.
- ii. The current status of the £3 million budget allocated to the project, which now appears insufficient given the rising costs of construction.
- iii. A clear timeline and actionable steps for when the construction of these affordable homes will begin.

- b. **New Solva Sign.** The current Solva sign and 40mph speed limit sign had been run over and destroyed. Both needed to be replaced. PCC Highways would be tasked. **Action Mark** who would request the new sign included "Welcome to Solva, Please Drive with Care" (as previously promised by the PCC Cabinet Member for Residents' Services).

- c. **Bus Shelter** (Parc y Capel). The shelter was a casualty of Storm Darragh and needed repair/replacement. PCC Highways to be informed. **Action Mark**

### 18. AOB

- a. **Solva Spring Fayre Motion.** Proposed by Alyssia, seconded by Richie that SCC organise a Spring Fayre in Parc y Capel on Sunday 13<sup>th</sup> April 2025. All members present agreed the motion.

- i. **Communications.** Event details, stallholder invites and activities to be published. **Action Alyssia**
- ii. **Posters.** **Action Richie**



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- b. **Wildwater Sauna.** Ifor highlighted the benefits to the community and to local businesses. Members agreed to investigate the opportunity of siting a future Wildwater Sauna on private land. **Action Ifor**
  
- c. **Pembrokeshire Area Committee -13.1.25.** Gareth agreed to represent SCC at the meeting on the 13<sup>th</sup>. **Action Gareth**
  
- d. **Visit Solva.com.** Richie proposed SCC purchase the domain name to benefit all Solva businesses. Cost to be established and a motion proposed at the Feb SCC meeting. **Action Richie**
  
- e. **Safe off road Bike Trail from Solva to St Davids.** Richie spoke about the “Need” for a safe off road trail. Members agreed to organise a meeting with a St Davids City Council to scope the proposal once the following action had been completed.
  - i. **Private Land Owners.** Off road route to be established, prior to any meeting, and private land owners consulted. **Action Richie**

### 19. **Date of next meeting.**

**Tuesday 4<sup>th</sup> February 2025** starting at 5:30pm in the Clubhouse.

Compiled by:  
Bruce Payne (Clerk) 13<sup>th</sup> January 2025

Signed by: (Chair)

Community Councillor Alyssia Fiander-Houlden