



Solva Community Council Cyngor Cymuned Solfach

Minutes of the meeting held on Wednesday 2nd April 2025 at 6p.m.
in
Solva Community Clubhouse.

Attended by:

Community Councillor's Gareth Chapman (Chair),
Richard Davies, Joe Griffin, Josh Phillips, Colin Reynolds.

County Councillor Mark Carter (via Zoom for part of the meeting)

Clerk & RFO: Bruce Payne

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1. **Welcome and Introduction.** The Chair welcomed members and:
 - a. Liam McKenna (SCC Website Administrator) Item 8.
 2. **Moment of Silence.** Yes.
 3. **Apologies.** Community Councillor's, Alyssia Fiander-Houlden, Ifor Thomas, Rob Richards.
 4. **Declarations of interest - Personal or Prejudicial.**
 - a. Community Councillor Gareth Chapman item 15 Personal interest.
 - b. Community Councillor Richie Davies item 16 Personal interest.
 - c. Community Councillor Josh Phillips item 7 Personal interest.
 5. **Agree the Minutes of the meetings held on:**
 - a. 4th March 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.



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6. **Public representations on items of business to be discussed.** Mr Mark Carter (Business Owner) spoke against Item 23.

Items of Business.

7. **Deep Space Advanced Radar Capability (DARC).**

a. **SCC Statement.** We are aware that SCC members are increasingly being contacted regarding DARC. While we have begun formulating a collective response, it is important to note that Brawdy Community Council is the statutory consultative body for this matter.

At present, SCC is not in a position to support the proposal until we receive firm assurances that there will be no risks to public health and no ecological detriment.

As such, SCC will not be making any further comments ahead of the formal statutory public consultation period prior to the planning application.

8. **SCC Website.**

a. **Current Site.** Members reviewed the website at the meeting and agreed it needed to be refined. Page headings were to be decreased and content weeded. Members would consolidate comments and inform the Website Administrator. Statutory requirements would be maintained. **Action Richie and Josh**

b. **Blind Page.** The blind page would be set up by the web site Administrator to accommodate the Welsh Language Project. Work to establish QR codes could then move forward. **Action Richie**

c. **New Website.** Members agreed a new SCC website (using Wix) would be setup before the end of 2025. **Action Richie, Josh**

9. **Solva Spring Fayre Sunday 13th April 2025.** Members agreed:

a. **Risk Review.** The SCC Safeguarding Officer would carry out a Risk Review. **Action Colin**

b. **SCC Safeguarding Officer.** A high viz vest, suitably marked, would be purchased for the Safeguarding Officer to ensure visibility at the Fayre. **Action Clerk**



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c. **Stands.** Members reviewed arrangements for all activities including the Dog Show, Coconut stand, Darts stand, power for the Bouncy Castle and what refreshments would be available in the Memorial Hall.

10. Solva and St Davids Newsletter.

a. **New Printers.** Gareth informed members that the new printer (Instant Print) would be printing the May Newsletter in colour. The Newsletter Editor would be updated. Submission dates for articles could now move to the right.

Action Gareth

b. **May's Newsletter.** Members requested if this edition could conform to the previously agreed layout, including no ad's on the front page. Members requested the Coast Allotment Project had a full page spread as SCC was now the Tennant of the property as per the lease with PCC. **Action Gareth** (to discuss with Editor. **Action Richie** (Prepare full page spread and send to Editor).

c. **MOU with St Davids City Council.** Member's agreed the draft MOU and directed the Clerk to invite St Davids CC to sign. **Action Clerk**

d. **Questionnaire.** Members requested that a questionnaire was prepared for May's edition. A QR code would take readers to the questionnaire asking what's gone well with the Newsletter and what hasn't and what improvements they would like to see etc. **Action Richie and Josh** to prepare draft questions and set up QR Code. **Action Gareth** to discuss with Editor.

11. Parc y Capel.

a. **Legal Owners.** Eaton-Evans & Morris notified SCC on 25th March 2025 that registration of the property with HM Land Registry was complete and SCC were now the legal owners of Parc y Capel.

b. **Power Project.** Now the infrastructure was in place to take cable under Glanhafan works to install power points in Parc y Capel could commence with the nominated Electrician. Members also agreed that a meter would be installed in the Hall to enable readings to be taken to establish cost. **Action Gareth**

c. **Temporary Food Stall.** Richie proposed and members agreed that a temporary/occasional food stall could be invited to operate from Parc y Capel. Details, including cost benefits to Parc y Capel, would be presented at May's meeting. **Action Richie**



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12. **SCC AGM 14th May 2025.** Members agreed the agenda.
 - a. **Vice Chair 2025/26.** Nominations at the SCC May meeting. **Action all**
13. **Community Car Park.** Members agreed the car park would be operational before Easter. **Action Gareth**
 - a. **New Signage.** Previous signage had been removed by person/s unknown. New signage would be ordered. **Action Gareth**
 - b. **Parking Payment Arrangements.** Either via a QR code or by cash paid at the Bay View Stores. Arrangements to be confirmed. **Action Gareth**
 - c. **Immediate Grass Cutting.** To be arranged. **Action Clerk**
Post Meeting Note: Cutting arranged for the evening of Tuesday 8th April.
 - i. **Solva AFC.** Once the grass had been mowed, members agreed the AFC would be invited to cut the area on a regular basis from Easter until October. **Action Josh**
14. **St Justinian Slipway.** The slipway had been closed by the RNLI due to 'catastrophic' storm damage which occurred earlier this year. This will affect visitors who explore Ramsey using one of the six local companies which launch from St Justinians.
 - a. **Solva Harbour Society.** Following the decision to close the slipway, Solva Harbour Society held an extra Committee and have agreed that upgraded moorings will be laid and two tour boats will be operating from Solva in the very near future. 12 jobs have been secured and both firms, Aquaphobia and Falcon Boats will remain viable until such time as the problems at St Justinians are addressed.
The firms will contact SCC directly about parking fees at the community car park opposite the Bay View Stores.
 - b. **Map – Community Car Park.** Members agreed that a stylized map was displayed showing the route from the car park to the harbour. **Action Gareth**
15. **Solva Edge Festival 2025 Motion.** Proposed by Community Councilor Joe Griffin, seconded by Community Councilor Colin Reynolds that the Edge Festival were given permission to use Solva Community Clubhouse, the car park and sports



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pitch from Monday 21st July 2025 to EOP Monday 28th July 2025 at a cost of £500 (cost to include cleaning of main areas, toilets and showers over the festival period). All members present agreed the motion. **Action Clerk**

16. **Coast Allotment Project.**

- a. **CAT Lease.** SCC (the Tenant and PCC the Landlord) had signed the lease which had been returned to PCC.
- b. **Motion to approve erection of Polytunnel.** Proposed by Community Councillor Gareth Chapman, seconded by Community councillor Joe Griffin that permission was granted allowing the project to erect a **polytunnel**² 20ft x 10ft. All members present agreed the motion.

17. **SSE Increased Tariffs for Unmetered Electricity Supply.**

- a. **Lower Solva Christmas tree & Lights.** The increase made the SCC lights unaffordable. Over a 30 day period the cost would be £209.35 plus cost of electricity.
- b. **High Street Christmas Lights 2025.** Quotes to be invited for the display of Christmas lights along (and over) the high Street in lower Solva. **Action Richie**
- c. **Parc y Capel.** Members agreed that maximum use of the new power arrangements for Parc y Capel were taken for a display of Christmas lights. **Action Gareth**

18. **Middle Mill Picnic Area.**

- a. **Ownership: Post Meeting Note** The attached document indicates the land in question was Common Land registered under the land registration act 2002, under Title No CYM 443857. There are no known owners.

² **Polytunnel Rational.** The polytunnel will extend the growing season and allow the younger children who use the allotment to grow plants that are more productive in a temperate climate. It will also provide shelter for the outdoor plants in the winter and help propagate new ones for the next growing season.

The size was recommended to the project by the company who manufactures them stating this size was big enough to sustain the amount of micro plot holders on the site without being intrusive to the area. It's one of the best performing polytunnels for retention of heat without the harmful UV rays.



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- b. **Picnic Benches.** As the remaining benches are on common land, SCC have the power to protect such land set out in section 45 of the Commons Act 2006 and in section 38 of the 2006 Act. See Attached Legal Topic Note LTN 54.
- c. **OVW Legal Advice.** Based on the Legal Topic Note, SCC should seek legal advice about providing a fixed gabion picnic bench with seating. (Action Clerk pending SCC decision to proceed). Cost of gabion bench, plus concrete base, installation, to be established pending SCC decision to proceed. Action Josh
19. **Lower Solva Event 5th July 2025.** Members approved the circulated SCC letter requesting the event organiser to confirm PL insurance for the event.
Post Meeting Note: Letter emailed to event organiser on 7th April 2025.
20. **Consultation on the future of Transport In South West Wales.**
<http://www.cjcsouthwest.wales/2025consultation>
SCC would respond to the consultation. Action Gareth
21. **Welsh Language, Wesh Heritage, and its traditions.**
- a. **Project Name.** Members agreed the Welsh Language and QR code Project would be named the “Solva Heritage Trail”.
- b. **Blind Web Page.** As per item 8b.
- c. **Translation Costs.** Colin updated members, who agreed to the cost of translation presented.
22. **Clubhouse and AFC.**
- a. **Clubhouse AGM.** The AGM was on Wednesday 23rd April at 6pm in the Clubhouse. SCC members, AFC members, groups who hire the facility, and members of the local community to be invited. Action Clerk
- b. **New Heating System.** Members agreed that fixed wall electric heaters would provide best value for money. Quotes to be obtained, including installation. Action SCC
- c. **Fuse Box.** Any new heating system would require the fuse box to be upgraded. Quotes to be obtained. Action SCC



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c. **Grants.** Members agreed to research funding opportunities for the works.

i. **Possible Funding Opportunities:**

- [Energy Saving Grant | Sport Wales | Sport Wales](#)
- [Port of Milford Haven Community Fund](#)
- [South Hook LNG Community Fund](#)
- [Bluestone Foundation Community Fund](#)

d. **Energy Performance Certificate.** Members agreed to investigate an EPC. **Action Clerk**

e. **Noticeboard.** Members agreed that a new noticeboard was purchased for the foyer. **Action Clerk**

f. **Clubhouse Running Costs.** The Clerk presented an overview of Income and Expenditure. Hire Income for 2024/25 was £4,996.29. Running Costs were £5,035.48. This figure excluded the SCC cost of the Clerks work for 2024/25 which was £1,292.80. Members agreed the Clubhouse should pay this amount as soon as possible. **Action Clerk**

g. **Review of Hire Costs.** 2025/26 would see significant rises of utility bills, BT, and other items. Members agreed that the pricing structure for hire should be reviewed soon as possible. Prices should align with those of the Memorial Hall. **Action SCC**

23. **Statutory Pre-Application Consultation, Newgale Coastal Adaptation Project: Phase 1 Proposals.** The statutory Pre-application Consultation would formally commence on 14th April 2025 and run for a period of 28 days until 11th May 2025.

a. **SCC Response.** Members expressed strong concern, stating that this was a very poor and unwanted use of public funds. It was unanimously felt that the money would be far better invested in improving local Health Services, particularly Withybush Hospital, which is in urgent need of support and development. No one that SCC had consulted or spoken with expressed any support for the proposed scheme, which members described as ill-conceived and lacking in community backing. Members agreed that the SCC's formal response should focus on the benefits of redirecting these funds to frontline services that directly impact the health and wellbeing of local residents. Investment in healthcare infrastructure, staff, and facilities was seen as a far



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more meaningful and necessary priority for Pembrokeshire. Full response to be drafted. **Action Gareth**

24. **Planning Applications Received.** SCC had receive the following applications.

- a. **Application No:** NP/25/0138/FUL
Proposal: Installation of ground mounted air source heat pump to front elevation
Location: 29, Minymor, Main Street, Solva, SA62 6UT

- b. **Application No:** NP/23/0545/FUL - 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).

Location: Land adjacent to Bro Dawel, Solva, Pembrokeshire, SA62 6XW

Note: *The above application will be presented to the Development Control Committee at its meeting on 09-Apr-2025, which will start at 10.00 am. You are welcome to attend this meeting virtually and address the Committee on the application if you wish. The Agenda and papers for the meeting are published on the Committee Papers - Pembrokeshire Coast National Park of the Authority's website 10 days before the meeting.*

Reports & Discussion

25. **Clerk & RFO Report.**

- a. **SCC Bank Balance at end of March.** The balance on 31st March 2025 was £25,272.99. Income & Expenditure (actual) for March was presented and reviewed.

RISTRICTED FUNDS	
IRP Determination 44 Payments to Members	£70.00
Community Elections contested / non-contested	£2,000.00
Intergenerational Park Project	£501.31
SCC Reserve	£9,090.18



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Solva Fireworks Display	£4,363.35
Parc Y Capel	£2,070.00
Defibrillator spares (pads etc.)	£845.37
Welsh Language Fund	£86.82
Community Warm Spaces	£3,425.00
Total	£22,452.03
Free cash	£2,820.96
TOTAL	£25,272.99

- b. **Budget Review.** Expenditure was reviewed against the agreed budget.
- c. **Audit Notice** – SCC will have a FULL audit for 2024-25.
- d. **Correspondence.** All correspondence had been circulated to members via email.

26. **Corner Garden lower Solva.** Members congratulated the residents who look after and maintain the corner garden. The difference was tangible and appreciated by all. SCC would continue to meet the costs of new plants.

27. **Wales & VE Day 80 – 8th May 2025.** Joe updated members on the planned activities:

- a. **VE Flag.** The local community would be invited to gather in Parc y Capel at 10a.m. on Thursday 8th May 2025. A VE flag would be raised followed by a short talk on VE day. **Action Joe**
- b. **Refreshments and Snacks.** This would be followed by refreshments and snacks in the Memorial Hall (hosted by Coffee Morning). SCC to cover the cost.
- c. **Foreshore Beacon.** The beacon would be lit at 9:30p.m. followed by the National Anthem. **Action Joe and Mark**
- d. **Local Businesses.** All the local businesses in lower Solva to be encouraged to participate with VE flags and bunting. **Action SCC**
- e. **High Street, Bridge, Parc y Capel and Memorial Hall (inside and out).** To be decorated with VE bunting. **Action All SCC Members**



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- f. **Purchase of Bunting.** Action Gareth
 - g. **Purchase of Flags.** Action Clerk
 - h. **Communications.** The event would be advertised:
 - In May's Newsletter. Poster to be prepared. Action Richie
 - On Social Media. Action Alyssia (Poster)
 - Bay View Stores and on Village noticeboards (Posters) Action Joe
28. **AOB** None.
29. **Date of next meeting.**
- a. Wednesday 7th May 2025 at 6pm in the Clubhouse.
 - b. AGM Wednesday 14th May (venue TBC).

Compiled by:
Bruce Payne (Clerk) 8th April 2025

Signed by: (Chair)

Community Councillor Gareth Chapman