



# Solva Community Council Cyngor Cymuned Solfach

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

Attended by:

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

County Councillor Mark Carter

Clerk & RFO: Bruce Payne

- 
1. **Welcome and Introduction.** The Chair welcomed Members, and:
    - a. 14 residents, 2 of whom attended via Zoom – Item 8
    - b. Peter Keeling (Brawdy) – Item 8
  2. **Moment of Silence.** Yes.
  3. **Apologies.** Community Councillor Rob Richards.
  4. **Declarations of interest - Personal or Prejudicial.**
    - a. Community Councillor Richie Davies item 13 Personal interest.
  5. **Agree the Minutes of the meetings held on:**
    - a. 2<sup>nd</sup> April 2025<sup>1</sup>. All actions were reviewed.
  6. **Public representations on items of business to be discussed.**

## Items of Business.

---

<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.



## Solva Community Council Cyngor Cymuned Solfach

7. **SCC response: Statutory Pre-Application Consultation, Newgale Coastal Adaptation Project: Phase 1 Proposals.** SCC did not support the proposal and responded to the Newgale Coastal Adaptation Project Team at Atkins Réalis on 28<sup>th</sup> April 2025.

8. **The Newgale Beach Access and Shingle Bank Realignment Scheme (NBASBR).** Peter Keeling presented an alternative approach to the costly PCC Newgale Coastal Adaptation Project. Peter proposed a section of the shingle bank at Newgale be realigned 10-12 metres to the seaward leaving an over wash barrier between it and the A487 to capture any pebbles and sea water. Cost of Peter's proposal was estimated to be £500k. PCC project construction cost estimated at £40m to £60m.

a. **Petition.** SCC agreed to set up a petition asking people if they supported the PCC proposal. **Action RD**

b. **Brawdy.** SCC requested the information presented by Peter was made available on the STUN (Stand up for Newgale) website, FB and other social media sites. **Action Peter**

c. **PCC.** Urgent correspondence with Pembrokeshire County Council was necessary to ensure that Peter's alternative proposal received due consideration. **Action Brawdy / Peter**

9. **Wales & VE Day 80 – 8<sup>th</sup> May 2025.** All arrangements were reviewed and agreed. JG would lead activities.

10. **SCC AGM 14<sup>th</sup> May 2025.**

a. **Chair Nomination.** Proposed by AH seconded by RD the GC was chair for 2025 – 2026. All members agreed the motion that would be ratified at the AGM.

b. **Vice Chair Nomination.** Proposed by IT seconded by JG that JP was vice chair for 2025 – 2026. All members agreed the motion that would be ratified at the AGM.

c. **SCC Vision Statement.** Members agreed the following Vision Statement would be presented at the AGM. The aim was to demonstrate consultation with the community in order to show SCC had developed a vision and purpose for Council plans, budget and activities. **Action AH / GC**



# Solva Community Council Cyngor Cymuned Solfach

- i. SCC 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.

## 11. Community Car Park.

- a. **Motion.** Proposed by GC seconded by AH that the broken fence adjacent to the main road was replaced at a cost not to exceed £582. All members present agreed the Motion. **Action Clerk**
- b. **Grass Cutting.** With AFC agreement, grass cutting of the Community Car Park would be done by SCC using the AFC ride on mower. **Action GC, JP**

## 12. Lower Solva Christmas Lights. Quotes awaited. **Action RD**

## 13. Coast Allotment Project.

- a. **Risk Assessment.** To meet Zurich PL requirements SCC needed to conduct a risk assessment of coast allotment communal areas. **Action CR**
- b. **Community Asset Transfer.** A Community Asset Transfer (CAT) happens when a Public Sector Body (such as PCC) transfers the management and/or ownership of a property asset to a community council i.e. Solva. The current Lease does not meet this requirement as it states PCC remains as Landlord and SCC is the Tenant. The view of SCC is that SCC should be the Landlord, and the Tenant named as the individual responsible for the Allotments. **Action Chair/Clerk/RD**

## 14. Welsh Language QR Code Project. Final arrangements to be put in place. **Action CR, RD**

15. **Clubhouse Tariff Review.** Members agreed that, where possible, prices would align with those of the Memorial Hall. The review would be carried out by working group. Members were IT, JG, CR, JP, Clerk. Possible dates were Wednesday 28<sup>th</sup> May or Tuesday 3<sup>rd</sup> June at 6pm in the Clubhouse. **Action Clerk**

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

- a. **Application No:** NP/25/0161/FUL



# Solva Community Council Cyngor Cymuned Solfach

**Proposal:** Removal of external windows & doors & replace with oak finish uPVC

**Location:** Cysgod Y Coed, Glanhavan, Solva SA62 6TA

Application details can be viewed at the following link: - [NP/25/0161/FUL](#)

## Reports & Discussion

### 17. Clerk & RFO Report.

a. **SCC Bank Balance at end of April.** The balance on 30<sup>th</sup> April 2025 was £35,185.87. Income & Expenditure (actual) for April was presented and reviewed.

<b>RISTRICATED FUNDS</b>	
IRP Determination 44 Payments to Members	£1,664.00
Community Elections contested / non-contested	£3,000.00
Intergenerational Park Project	£501.31
SCC Reserve	£8,320.09
Solva Fireworks Display	£4,363.35
Parc Y Capel	£2,072.72
Community Fayres / Events	£508.00
Defibrillator spares (pads etc.)	£845.37
Welsh Language Fund	£86.82
Senior Citizens Christmas Lunch	£700.00
Community Warm Spaces	£3,425.00
Total	£25,486.66
Free cash	£9,699.21

**TOTAL      £35,185.87**

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

c. **Clerk Hours.** Members agreed the Clerk's hours per month were 65. Of these, 5 were for Clubhouse finance and administration duties. The Clubhouse reimburses SCC for the Clerk's time.



## Solva Community Council Cyngor Cymuned Solfach

- d. **Correspondence.** All correspondence had been circulated to members via email.
18. **PPSG & PPWG.** Things had moved very slowly with these two groups and community representatives think that there is disconnect between the strategic group (PPSG) and the operational one (PPWG). There is certainly a case for merging the two and it may happen for some meetings.
19. **County Councillor.**
- a. **Builders & Village Parking.** Concerns were raised at the SCC meeting about areas of village parking occupied by builders Tree and Sons who were working in Chapel Lane. Tree and Sons had positioned welfare cabins, vehicles, material storage and skips in village parking areas. Residents had concerns that they are being denied access to precious parking. Mark would contact PCC Street Care to raise the issue.
- b. **Village Signage.** Mark would chase new signage with PCC.
- c. **AGM Report.** Marks report was attached to these Minutes.
20. **AOB.**
- a. **Solva Care.** Members were made aware that the recent Lottery application was not successful. SCC members agreed to invite Trustees to the June meeting to discuss support going forward. **Action Clerk**
- b. **Junior Football Kit.** AH proposed SCC sponsor Junior kit in 2025. Cost to be established. **Action Josh**
- c. **Harvest Festival Day 2025.** AH proposed SCC hold and event to celebrate Harvest Festival on 6<sup>th</sup> October 2025. Plan to be prepared. **Action AH**
- d. **National Trust Grass Cutting.** CR informed members that grass around some of the NT benches in Solva needed to be cut, especially the bench on the corner in Penyraber. NT Ranger to be informed. **Action Clerk**
- e. **Dog Fouling.** JG reported the problem was no better. Irresponsible owners continued to allow their dogs to foul public areas and leave it. Further communications were needed in the Newsletter, on social media and on Village noticeboards. **Action JG**



## Solva Community Council Cyngor Cymuned Solfach

f. **Lower Solva Event 5<sup>th</sup> July 2025.** Members of Solva Community Council raised several health and safety concerns that required immediate attention from the event organiser. The Council made it clear that, should satisfactory solutions not be provided, the event would be subject to cancellation.” SCC member/s to speak to event organiser. **Action GC**

21. **Date of next meeting.**

a. Wednesday 4<sup>th</sup> June 2025 at 6pm in the Clubhouse.

Compiled by:  
Bruce Payne (Clerk) 21<sup>st</sup> May 2025

Signed by: (Chair)

Community Councillor Alyssia Fiander-Houlden