



Solva Community Council Cyngor Cymuned Solfach

Minutes of the meeting held on Wednesday 10th September 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

County Councillor Mark Carter

Clerk & RFO: Bruce Payne

1. **Welcome and Introduction.** The Chair welcomed Members, and:
 - a. Police Officers x 2 from Haverfordwest. (Items 7 & 8).
 - b. 2 members of the local community.
2. **Moment of Silence.** Yes.
3. **Apologies.** Community Councillor's, Rob Richards, Alyssia Fiander-Houlden.
 - a. Community Councillor Joe Griffin gave his apologies and departed the meeting at 7pm due to other commitments.
4. **Declarations of interest - Personal or Prejudicial.** None.
5. **Public representations on items of business to be discussed.** Members of the local community were attending to express concern with speeding traffic, including tractors, on Llanungar Lane (from Whitchurch to Solva). Both requested action from the County Council and Community council to address the problem.
6. **Agree the Minutes of the meetings held on:**
 - a. 2nd July 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



Solva Community Council Cyngor Cymuned Solfach

Items of Business.

7. **Police: Speed management measures.** Both Officers spoke with clarity and knowledge on the problem of vehicles ignoring and exceeding the speed limits. GoSafe were responsible for the deployment of mobile cameras who were aware of many problems throughout Pembrokeshire. A constructive debate followed and concluded with a number of possible ways to address the problem in Solva, including:

a. **Community Speed Watch scheme.** The Police, who would provide training, recommended the setting up a Community Speed Watch scheme. A minimum of 9 local volunteers were required to make it viable and to monitor the speed of passing vehicles using a hand-held speed detection device. Volunteers would record the details of vehicles which were exceeding the speed limit by around 10%. These details would then be passed to the Police, who would issue a letter to the vehicle owner, advising them of the dangers of speeding, and reminding them of the law.

i. Information about establishing a Community Speed Watch scheme to be published in the Newsletter. **Action Chair**

b. **Advisory Speed Limits.** Request new PCC signage showing advisory speed limits in Whitchurch and on Llanungar Lane. **Action MC**

c. **SCC Letters.** Write to contractors, farmers and companies asking for their support to better control their vehicles using roads in Solva and the surrounding areas. **Action Chair**

d. **Local Support.** Use the Newsletter to remind everyone about the dangers of speeding. **Action Chair**

8. **Police: Local Anti-Social Behaviour.** Both Officers were aware of recent events at the Clubhouse. Police would endeavour to patrol the area more frequently. One of the community members present also raised concerns with the security of the Church of St David in Whitchurch. The church is on the old Pilgrim Way from Haverfordwest to St David's and has long been a resting place for travellers.

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

9. Clubhouse.

a. **Victim Impact Statement (VIS).** The Pembrokeshire Youth Justice Team had requested SCC considered writing a VIS following recent vandalism incidents. The VIS was submitted by the Clerk to the Youth Justice Team on 5th September 2025.

b. Vandalism Repairs.

i. **Broken Window.** The broken window had been replaced at a cost of £195.

ii. **1st New Table.** Members agreed to purchase a new table at a cost of £335.67. **Action Clerk**

iii. **2nd New Table.** Funds to purchase a 2nd table were not currently available. Members agreed that the Paul Sartori shop in Haverfordwest may have surplus PCC office furniture available. **Action Chair**

c. **CCTV.** All cameras were operational and one adjusted to monitor the AFC storage shed.

10. **Enhancing Pembrokeshire.** Members agree that an Expression of Interest (EOI) would be submitted by the 26th September deadline. **Action Clerk**

a. **Clubhouse Heating and AFC Showers Project.** Members agreed the EOI would set out the Heating and Shower Project. Type of heating & hot water system to be agreed: **(Action Chair, IT, JP)**

i. **Air-Source Heating & Hot Water System.**

ii. **LPG Heating & Hot Water System.**

iii. **Ground Source Heat Pump System.**

iv. **All Electric Heating & Hot Water System.**

v. **Solar Water Heating System.**



Solva Community Council Cyngor Cymuned Solfach

Note: Maximum EP grant is £15k. Overall cost could decide that a heating system is applied for initially, but capable of providing hot water to the showers at a later date.

b. **Other Funding & Support.** Opportunities from Welsh Government and Sport Wales to be established. **Action JP**

11. **Newsletter.**

a. **Survey Results.** The Chair had circulated the results to all SCC members, the Editor, and St Davids City Council. Overall results were positive and included:

- i. There was 100% awareness of the Newsletter.
- ii. Most people felt the Newsletter was useful, important and of a decent standard.
- iii. There was an overwhelming response saying that people acted on information in the Newsletter, in particular regarding 'what's on' and 'events'.
- iv. The vast majority preferred a delivered Newsletter.
- v. More requests for larger print.
- vi. More Solva and St Davids content.
- vii. Wider distribution to cafes etc.

b. **Advertising Income.** Income needed to be improved. Members recommended creating a new FB page for Newsletter ads. **Action Chair**

12. **Age Friendly Communities.** The meeting, convened by SCC, on 4th September went well and was attended by representatives from St Davids City Council and Llanrhian Community Council. The PCC officer for Age- Friendly Communities also attended. PCC were developing their own strategy and this would be launched in the near future.

a. **DONM.** Wednesday 24th September. Venue and time TBC. **Action Clerk**



Solva Community Council Cyngor Cymuned Solfach

- b. **Older People's Commissioner for Wales.** The Commissioner would visit Pembrokeshire over a one week period in November. It was agreed that the 3 wards would host events (a joint event was proposed on 4th November in St Davids City Hall) to allow the Commissioner to meet residents. Date/s to be agreed. **Action Chair**
13. **Motion to Approve SCC Annual Report.** Proposed by the Chair, seconded by IT that the Annual Report was approved as presented. All members present agreed the Motion.
- a. **Community Engagement.** The October Newsletter would inform residents that the SCC Annual Report 2024 - 2025 was formally approved by Community Councillors on 10 September 2025 and was available to view on the SCC website or by request from the Clerk. **Action Clerk**
14. **Motion to Approve SCC Biodiversity Action Plan.** Proposed by GC, seconded by RD that the Biodiversity Action Plan was approved as presented. All members present agreed the Motion. The Action Plan would be published on the SCC website. **Action Clerk**
- a. **Report.** Under section 6 of the Environment (Wales) Act 2016 SCC must, before the end of 2025, publish a report on what they have done to comply with the Section 6 duty. **Action RD, Clerk**
- b. **Community Orchard Kit.** SCC would apply for 15 indigenous fruit trees and other items. Areas where the fruit trees could be planted were the Community Allotments, or the upper play park. Applications [Community Orchard Application Form - Keep Wales Tidy](#) **Action RD**
Note: Closing Date 19th September 2025.
15. **Lower Play Park (Gamlin).** SCC had been award £7,700 by the All Wales Play Opportunities Grant Capital Funding for Play Spaces and Playgrounds 2025-2026. £9,200 was applied for in the application.
- a. **Motion.** Proposed by CR, seconded by RD that SCC fund the shortfall of £1,500. All members present agreed the Motion.
16. **Solva Fireworks Display 2025.** Members agreed the preferred date for the display was Saturday 1st November. Timings: Low noise display 6:15pm. Main display 7pm. Backup date was either the 4th or 5th of November.



Solva Community Council Cyngor Cymuned Solfach

a. **Motion.** Proposed by GC, seconded by CR that a fireworks order was placed at a cost of £3,254.64, and that a second order was placed for low noise fireworks at a cost not to exceed £905.00. **Action Clerk & MC**

b. **Members also agreed the following:**

- i. **PA System.** To be booked. **Action Clerk**
- ii. **St John Ambulance.** To be booked. **Action Clerk**
- iii. **PCNPA Licence.** To be applied for. **Action Clerk**
- iv. **Stickers (I've Donated).** To be purchased. **Action Chair**
- v. **Car Park Lighting.** To be hired. **Action Gareth**
- vi. **Posters.** **Action RD**
- vii. **Food Concession Stands.** **Action RD, GC, MC**

17. **Lower Solva Public Toilets.** PCNPA funding would expire in November 2025. SCC understands that PCC will then close them pending any agreement with SCC. If SCC decides to take them on through a Community Asset Transfer, community engagement will be a prerequisite to verify community support to keep the toilets open, and what the Precept increase would be to keep them running on an annual basis. SCC members agreed the following:

- a. **Community Engagement.** Inform the community about options in the October Newsletter. **Action Chair**
- b. **PCC.** Invite the Cabinet Member for Residents' Services and other key officers to the October meeting to discuss options to keep the toilets open. **Action Clerk**
- c. **Standing Agenda Item.** Members agreed that the public toilets in lower Solva would be a standing agenda item until a way forward was decided.

18. **Planning Applications Received.** SCC had received the following applications. There were no planning concerns

- a. **Application No:** NP/25/0362/FUL
Proposal: The Construction of a Single-Storey Outbuilding Within the Grounds



Solva Community Council Cyngor Cymuned Solfach

Location: 7, Dolphin's Leap, Ynys Dawel, Solva

Application details can be viewed on the PCNPA website at the following link: - [Citizen Portal Planning - application details](#)

b. **Application No:** NP/25/0416/FUL

Proposal: Replacement of roof in slate. Replacement of roof-lights to rear (south) with three dormers. Installation of five roof lanterns Rebuilding chimneys. Replacement of windows and doors.

Location: Royal George, 13, High Street, Solva

Application details can be viewed on the PCNPA website at the following link:- [Citizen Portal Planning](#)

c. **Application No:** NP/25/0435/FUL

Proposal: Proposed alterations, conversion of attic space with new openings and rooflights, new PV panels to front and rear & enlargement of previously approved balcony.

Location: 14, Taboga, Penyraber, Solva

Application details can be viewed on the PCNPA website at the following link:- [Citizen Portal Planning - application details](#)

d. **Planning Consultation Letter** - Ref: NP/25/0478/TCA

Proposed Works: Crown reduce back to previous cuts of a semi mature sycamore.

Location: 12, Glanhafan, Solva

A copy of the application is available to view on the PCNPA website at: Ref: [NP/25/0478/TCA](#)

e. **Planning Consultation Letter** - Ref: NP/25/0477/TCA

Proposed Works: Remove overhanging branches into garden and reduce the height by 4m

Location: 1 Seaward, St. Brides View, Solva

A copy of the application is available to view on the PCNPA website at:
Ref: [NP/25/0477/TCA](#)

Reports & Discussion

19. Clerk & RFO Report.

a. **SCC Bank Balance at end of August.** The balance on 31st August 2025 was £30,731.65. Income & Expenditure (actual) for August was presented and reviewed.



Solva Community Council Cyngor Cymuned Solfach

RISTRICATED FUNDS	
IRP Determination 44 Payments to Members	£1,664.00
Community Elections contested / non-contested	£3,000.00
Intergenerational Park Project	£501.31
SCC Reserve	£6,547.53
Solva Fireworks Display	£4,363.35
Parc Y Capel	£1,711.03
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. **August I&E.** Reviewed and approved by members.
 - i. **Playgroup & SCC Sponsorship.** Members acknowledged the community benefits of SCC sponsorship. The RFO recommended a Restricted Fund was established and local groups, including the Edge, invited to contribute. **Action Chair, JP**
 - c. **Budget Review.** Expenditure was reviewed against the agreed budget.
 - d. **Correspondence.** All correspondence had been circulated to members via email.
20. **County Councillor.** Mark's report as published in October's Newsletter.
 21. **AOB.** None
 22. **Date of next meeting.**
 - a. Wednesday 8th October 2025 at 6pm in the Clubhouse.

Compiled by:
Bruce Payne (Clerk) 16th September 2025



Solva Community Council Cyngor Cymuned Solfach

Signed by: (Chair)
Community Councillor Gareth Chapman