

PENDINE COMMUNITY COUNCIL MINUTES OF (VIRTUAL) MEETING

17TH FEBRUARY 2021

Present: Councillor J. Lipman (Chair);

Councillors: P. Bowring, E. Mills, S. Mills (Acting Responsible Financial Officer), J. Owen (Acting Clerk) and P. T. Owen.

Virtual Meeting: 7:00pm – 20:30pm

1. APOLOGIES

Apologies were received from Councillor D. Thomas and County Councillor J. Tremlett.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. CHAIRMAN'S INVITATION TO THE PUBLIC TO ADDRESS THE MEETING

Members of the public were present in the virtual meeting. No questions raised.

4. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE COUNCIL MEETING HELD ON 13TH JANUARY 2021

IT WAS UNANIMOUSLY RESOLVED that the minutes of the council meeting held on 13th January 2021 be accepted and signed as an accurate record of the meeting.

5. REPORT OF THE COUNTY COUNCILLOR – J TREMLETT

County Councillor J. Tremlett had tendered her apologies, therefore no report was presented.

6. COUNCIL FINANCES

The Council, supported by a slide presentation, considered a breakdown of income, account balance up to the 31st January 2021 and the expenditure for February for approval.

November Income:

Source	Description	Amount (£)
Parking – PCC	Pay and Display – PCC Carpark	488.40
Total Income		488.40

Motorhome Finances:

Description	Amount (£)
Income: National Lottery Grant – into reserve account	6,092.00

The Account Balance as at 31st January 2021 was provided as follows:-

Current Account	£18,569.43
Reserve Account (1)	£6,361.55
Reserve Account (2)	£6,650.12
TOTAL	£31,581.10

The following expenditure for payment reported for approval:

Payee	Reason	Amount (£)
Beach Warden	January Salary (inc Tax)	108.00
Acting Clerk	Office Costs	10.00
Microsoft O365	December	11.28
Subscription	January	10.08
Llanmiloe School	Donation (agreed 13 th January 2021)	500.00
1 and 1 Internet		12.00
TOTAL		652.96

It was UNANIMOUSLY RESOLVED that:

6.1 the Council Finances up to 31st January 2021 be noted.

6.2 the expenditure for payment as listed above be approved.

7. BUDGET PLANNING 2021/2022

Council member considered a spreadsheet which contained the projected finances for 2021/2022. In order for the Council to plan its budget for the upcoming year, the Acting Responsible Financial Officer reported that the costs shown included annual expenditure and costs based on historical financial data and therefore were subject to differ.

In order for the Council to execute a number of proposed projects throughout the year, including the installation of CCTV and improved dog management, the consensus was that due to the uncertain year ahead it would be prudent to monitor the planned budget on a regular basis. It was therefore proposed to monitor the budget plans on a monthly basis. This was seconded.

It was UNANIMOUSLY RESOLVED that the Budget Planning for 2021/2022 be noted and monitored at each meeting.

8. TO REVIEW AND ENDORSE THE DRAFT JOB DESCRIPTION AND CONTRACT OF EMPLOYMENT FOR THE ROLE OF CLERK / RESPONSIBLE FINANCIAL OFFICER TO PENDINE COMMUNITY COUNCIL

At informal meetings held on Monday 8th and Saturday 13th February the Council worked together to review the Job Description/Person Spec and the Contract of Employment.

Based on the discussions and outcomes of the informal meetings a draft Job Description/Person specification and Contract of Employment was drafted and shared to Councillors and included on the website. Based on the revised Job Description, the Council considered the salary and necessary hours required to undertake the role of Clerk.

It was proposed that the revised Job Description and the hours be set to 46hrs per month at £11:00 per hour be incorporated within the Contract of Employment. This was seconded.

It was UNANIMOUSLY RESOLVED that the revised Job Description, Hours, Salary as stated in the revised Contract of Employment for the Clerk to Pendine Community Council be endorsed.

9. PLANNING MATTERS

There were no planning matters for consideration.

10. COMMUNITY MATTERS

a) Request for financial support – Pendine Newsletter

Following the consideration of a request for financial support at the last Council meeting Prior to making a decision, Council Members requested more information [minute 9.c refers]. Councillor Elaine Mills reported following a recent conversation, the Secretary of the Pendine Newsletter had verbally requested to defer the request to a future meeting where they would be happy to attend a meeting and provide more information.

b) Children's Play area – Top of Pendine Hill

The Acting Clerk reported that the construction work to remove and replace the play area equipment would commence mid March 2021 for completion at the end of March.

11. PENDINE DEVELOPMENTS

a) Attractor project

The Chair provided a brief update in relation to the development. Council Members were informed that as a result of the storm damage to the roof of the development there would be a delay in completing the project. However, it was pleasing to note that the external work, including the road access to the beach was progressing well.

b) Motorhome Project

It was reported that the works to the Motorhome site was on stop due to the contractor awaiting services from the Water and Electricity companies. Unfortunately, this matter would impact on the completion date. Concerns were raised in relation to the impact any delay would have on the funding. Further enquiries would take place.

12. BEACH MATTERS

a) RNLI – Lifeguard arrangements for 2021

The Acting Clerk reported that correspondence had been received from the RNLI proposing the lifeguard arrangements for Pendine beach in the 2021 summer season.

Council Members considered the following proposed arrangements:-

2 x lifeguards to operate on Pendine Sands (within designated area) between 10th July 2021 and 5th September 2021.

Council were appreciative of the services RNLI were proposing and accepted that there would be a need to remain flexible as the capacity to deliver would be subject to variables outside of the control of the RNLI.

The correspondence stated that the arrangements would be subject to government guidance and any rules imposed upon the nation. However, during 2020 the RNLI had learnt a lot about how to safely provide a lifeguard service during a pandemic and provided reassurance that they would be prepared for the season ahead.

In addition, the Council noted that in line with the contract the Council's contribution for the 2021 service would continue to be £1 plus VAT if demanded, with a further donation towards the RNLI at the end of the summer.

It was therefore proposed and duly seconded to accept the staffing and season date arrangements.

UNANIMOUSLY RESOLVED to accept the above RNLI lifeguard arrangements on Pendine Beach during the summer of 2021.

13. REPORTS ON GROUPS AND MEETINGS

a) Website Working Group

Councillors had recently received statistics on the traffic to the Pendine Community Council website (www.pendinesands.org). Whilst it was pleasing to note that there was a viewer increase, it was acknowledged that the numbers improved after a facebook post signposting to the website. It was hoped that, as lockdown regulations relax more news articles would be created.

b) Dog Management Working Group

The Council considered a report which included the project background, scope and recommendations.

The project covered areas owned by Pendine Community Council, Carmarthenshire County Council and other public areas. It did not include areas owned by private individuals or businesses. The report primarily focused on the following Four key Deliverables: -

- Authorisation
- Inform
- Monitor
- Enforce

Following the consideration of the recommendations as stated within the report under each of the abovementioned areas, Council Members were in agreement that in order to improve the current issues in relation to dog management, it was important to carry out the recommendations.

In addition to the report, it was recognised that it would be difficult to manage irresponsible dog owners without the necessary enforcement power. Acknowledgement was given to the fact that the beach was covered with a Public Space Protection Order however, this was heavily reliant on the presence of Carmarthenshire County Council enforcement officers. It was proposed that the Council seek delegated enforcement powers from the County Council. This was seconded.

The Council agreed that delegated enforcement powers would only be utilised as a last resort.

UNANIMOUSLY RESOLVED

13b (i) The report by the Dog Management Working Group be received;

13b (ii) The recommendations stated within the report be actioned;

13b (iii) Pendine Community Council seek to receive delegated enforcement powers from the Carmarthenshire County Council for the management of dogs.

14. ANY OTHER BUSINESS

There was no other business.