

PENDINE COMMUNITY COUNCIL MINUTES OF (VIRTUAL) MEETING

16TH JUNE 2021

Present: Councillor J. Lipman (Chair);

Councillors: P. Bowring, E. Mills, S. Mills, J. Owen and P. T. Owen and D. Thomas.

Clerk (Temporary): Councillor J. Owen

Responsible Financial Officer (Temporary): Councillor S. Mills

Virtual Meeting: 7:00pm – 21:21pm

1. APOLOGIES

There were no apologies for absence

2. DECLARATIONS OF INTEREST

Councillors J. Owen and P.T. Owen declared an interest in Item 11 a) as they are owners of the car garage where the Council's beach vehicle is stored.

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 12TH May 2021

It was raised that 'Minute 6. Correspondence received' in its entirety was not a true reflection of the discussion and therefore was not recorded accurately. It was proposed that Minute 6 be amended to read:-

"The Council having received a formal letter of complaint on 6th May 2021 from a resident of Llanmiloe voicing his concerns and those of some of the community of Llanmiloe regarding this Council's decision on the 2-hour free car parking concession being limited to Pendine residents only. The letter had been forwarded to all Councillors on 7th May 2021.

Councillors having considered the content of the letter believed that there was little to add to the verbal response that was given to the resident of Llanmiloe who had attended the meeting on 21st April 2021 and the letter in response to Llanddowror and Llanmiloe Community Council which provided a comprehensive explanation as to how and why the decision was made, which is now available on their website.

The Council agreed that the matter had already been discussed at length and was therefore not going to alter its decision, in support of the many residents who had already registered and were taking advantage of the concession."

Those Councillors present at the meeting on 12th May 2021;

UNANIMOUSLY RESOLVED that the minutes of the Council meeting be accepted and signed as an accurate record of the meeting subject to the abovementioned amendment.

5. REPORT OF THE COUNTY COUNCILLOR – J TREMLETT

In response to the Council's concerns in relation to the ponds that run between the footpath and the MoD fencing on route from Llanmiloe to Pendine, County Councillor J. Tremlett provided an update to the Council. She reported that on the 2nd June 2021, Carmarthenshire County Council had undertaken a risk assessment on the two ponds in question.

In response to a query, it was reported that the depth of ponds was recorded as being 57cm and 55cm respectively, at the time of the assessment. Councillor Tremlett reported that the recorded outcome of the risk assessment included placement of hazard warning signs which would be placed in a clear and prominent location by the 2 ponds – target date 30th June 2021. In addition, to deter entry into the pond area, planting of a natural barrier to surround the ponds would be in place before 1st April 2022.

Council members were pleased with the identified outcomes, however it was asked if Councillor Tremlett could seek that Carmarthenshire County Council reduce the actual depth of the ponds by adding gravel. Councillor Tremlett agreed to ask the question and report back.

6. COUNCIL FINANCES

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

May 2021 Income:

Source	Description	Amount (£)
Parking	PCC Car park and beach parking	1,757.80
Beach Access	2 x clubs - Key and Annual fee	250.00
Bank	Interest	0.44
Total Income		2008.24

The Account Balances as at 31st May 2021 were provided as follows:-

Current Account	£13,842.59
Reserve Account (1)	£6,511.76
Reserve Account (2)	£43,286.20
TOTAL	£63,640.55

The following expenditure for payment reported for approval:

Payee	Reason	Amount (£)
Microsoft O365 Subscription	May - £11.28 June - £10.80	22.08
Clerk - AM	Office Costs	20.00
Tony Simmons	Parking Machine Parts - repair	412.65
One Voice Wales	Conference [Clerk (AM) attended]	54.00
Clerk Salary - AM	Salary - June	820.34
Motorhome	Final payment (less retention)	45,000.00
Zurich Municipal	Insurance (1 year)	1,479.40
City Loo hire	8 x toilets for the Hot Rod event	456.00
1 and 1 Internet		12.00
TOTAL		48,228.84

It was UNANIMOUSLY RESOLVED that:

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

6.2 the expenditure for payment as listed above be approved.

7. TO REVIEW AND ENDORSE THE DRAFT JOB DESCRIPTION/SPECIFICATION AND CONTRACT OF EMPLOYMENT FOR THE ROLE OF BEACH AND COMMUNITY WARDEN.

The Council considered the draft job description, personal specification and contract of employment for the role of Beach and Community Warden.

The Job description included the management of the beach, parking and to be given the power to be a 'Professional Witness' for the Council in relation to dog management, supporting Carmarthenshire County Council in their enforcement role by reporting incidents together with evidence collected by means of a bodycam.

Pendine Community Council would like to thank the enforcement officers of Carmarthenshire County Council for the regular attendance and their advice in relation to the development of this job description. In addition, training would be provided to the successful candidate on the use of a bodycam in order to be an effective a professional witness.

Having accepted the content of the job description of the role, Council Members discussed the salary and hours of the role considering the income and associated risks to the Council.

The Council was satisfied to offer a 12-month fixed term contract in order to enable the Council to review the position and its financial impact on the Council.

A discussion took place in relation to the best way to manage the hours of the Warden. The general consensus was that the role would be best suited to annualised hours which would provide a guaranteed monthly salary at a rate of £10per hour for 18.75 hours per week. The annualise hours would be managed by an increase in the summer and less in the winter to the tune of 975hrs per annum.

A concern was raised that annualised hours could be a risk that the Council that the Warden could leave mid-way through the contracted term and that it would be unfair for an individual to work hours that they were not being paid eg summer.

Upon consideration of the concern and following further discussion it was proposed that the post be £10 per hour @ 975 hours per annum - £19,500 pro rata [£9,750 per year salary]. This was seconded.

At this point Councillor Bowring exercised his right to record his vote as against. Therefore, following a majority vote;

It was RESOLVED that the Job Description/Person Specification and Contract of Employment be approved and to commence the recruitment process as soon as possible.

8. PLANNING MATTERS

As a statutory consultee, Pendine Community Council was informed of the consultation period for planning application PL/01915 [Hazeldene]. Councillors were afforded the opportunity to consider the application upon receipt by e-mail.

In consideration of the proposed development Council members expressed that they were generally in support of new residential properties being developed in the village of Pendine. However, after looking at the location, design and style of the proposed development, Council Members requested that the temporary Clerk send an e-mail to the planning department to lodge an objection for the following reasons:-

- Strong concerns in relation to the additional pressure that the development would have on an already fragile and problematic waste drainage system. The Council and members of the public regularly report to Welsh Water about the raw sewage emanating up through the drains during and following a heavy downpour. This is already a significant issue a short distance from the development.
- The style and character of the development is not in keeping with this small coastal village.
- The number of floors and the height of the building is overbearing for its location and the design is an eyesore.
- The large size and design of the development in its current form is inappropriate/unsuitable being located next to a listed Chapel.
- Concerns about the number of parking spaces provided for the number of beds within the development. Parking in Pendine is already a major issue and there are local concerns that the lack of allocated parking spaces within the development would contribute to the problem within the village.

UNANIMOUSLY RESOLVED to instruct the temporary Clerk to forward a response on behalf of Pendine Community Council objecting to Planning Application PL/01915 with the reasons as stated above.

9. COMMUNITY MATTERS

a) Hot Rod weekend event 10th & 11th July 2021

In light of the Welsh Government regulations being relaxed to allow events to take place as of 7th June 2021 together with the advice received from the Local Authority's Event and Safety Advisory Group meeting the Hot Rod event will be able to proceed as planned (subject to any changes in the Welsh Government regulations).

Council Members discussed the management of the weekend and what measures it would need to put in place to ensure a safe and enjoyable weekend. The Council had received the Hot Rod's Event Management Plan and was in regular contact with the organiser. Pendine Community Council have arranged the following:-

- 4 paid staff and a minimum of 3 volunteers on both days to ensure that the flow to the beach parking is maintained and that the approach to the beach is kept clear for emergency service access.
- Whilst the top car park will be closed for public parking. Beach parking will be available for the general public at normal rate of £5 per day.
- 8 hired portaloos would be in place in the Pendine Community Council's carpark.

The Council agreed to seek for volunteers to help with the operations of the weekend via social media.

b) Additional Grass Maintenance

Carmarthenshire County Council have a programme to cut the grass on the verge between the path and the MoD fencing on the A4066, Llanmiloe to Pendine every month between May and October. To supplement the programme and to keep the gateway to Pendine looking aesthetically pleasing during the peak grass growing months, it was proposed and seconded to ask the Council's grass maintenance contractor to undertake the additional cuts during the months of July and August two weeks after the County Councils cut. It was reported that the cost of the 2 additional cuts would be £400.

UNANIMOUSLY RESOLVED to instruct the grass maintenance contractor to carry out to cuts during July and August to supplement Carmarthenshire County Councils grass maintenance programme.

c) Unsolicited Parking – Marsh Road / A4066

The recent nice weather had seen an unprecedented number of visitors to Pendine over the last few weeks. Council members reported that due to limited amount of parking available in the village, this has caused the public to park along the side of the road from Llanmiloe to Pendine. However, it was acknowledged whilst beach parking may relieve some of the pressures of parking outside of Pendine it was unlikely to resolve the matter. It was raised that Beach Parking, with the exception of bank holidays beach parking would not normally be made available outside of the peak summer season.

It was reported that as there were no double/single lines on the A4066 preventing the public from parking on the side of the road, it was proposed that the temporary Clerk make enquiries through Councillor Tremlett regarding the position on enforcement on this stretch of road as it stands.

Concern was raised in relation to the impact of the public parking at the side of the road opposite entrances leading to Woodend, Dukes Meadow and Parkdean reception. In these circumstances the Police should be informed as parking in these areas would be a safety matter and an obstruction.

After a discussion, Councillors agreed that preventing illegal parking on a public highway was not within the scope or jurisdiction of this Council.

10. PENDINE DEVELOPMENTS

a) Attractor project

An update of the Project Group Steering Group was provided. Carmarthenshire County Council had received 9 expressions of interest in managing the new hotel 'The Caban'. The next phase of the tender was being executed.

b) Motorhome Project

It was reported that the construction works to the Motorhome site was nearing completion. The contractor was currently waiting for the connection of water and electric.

It was reported that whilst the tarmac had been completed the standard of work in some areas were questionable and would need addressing.

11. BEACH MATTERS

a) Beach Vehicle

[Note: Having earlier declared an expression of interest in this item, Councillor J. Owen did not partake in the discussion whilst Councillor P. Owen took part in the discussion to provide an update]

An update was provided on the ongoing situation with the beach vehicle in that it required a Council decision on how it wished to proceed.

Having the issues explained, the following options were put to the Council:-

Option 1) – Purchase a new torque converter £350 with no guarantee that this would resolve the matter and more cost may be necessary.

Option 2) - Scrap and purchase another vehicle

It was raised that whilst no option is a good option, concern was expressed that option 2 had not been forecasted within the Council's budget and would significantly impact the finances.

Following discussion, it was agreed to seek further advice.

Dog Management

Through Carmarthenshire County Council's Tourism Hotspot initiative, it was reported that, that a number of signs had been ordered to encourage responsible dog owners and to advise the public of the no dog zone between the slipways.

12. REPORTS ON GROUPS AND MEETINGS

a) Website Working Group

It was UNANIMOUSLY RESOLVED to resume the working group in September.

b) Dog Management Working Group

It was UNANIMOUSLY RESOLVED that this Group be formally closed.

13. AGREE TO ARRANGE AN EXTRA-ORDINARY MEETING ON 28TH JUNE 2021

The temporary Clerk sought agreement to arrange an extra-ordinary meeting in order for the Council to consider the Statement of Accounts for 2019-2020 and 2021-2022 respectively.

UNANIMOUSLY RESOLVED to hold an extra ordinary meeting on 28th June 2021.

14. ANY OTHER BUSINESS

The Temporary Clerk reminded Councillors since the resignation of the Clerk, the Council currently did not have a Clerk/RFO and that Councillors J. Owen and S. Mills were undertaking the roles voluntarily with no remuneration.

It was reported that One Voice Wales provide a consultancy service at a cost of £399 to provide advice on the salary grading and the hours of the Clerk/RFO as appropriate for this council.

It was UNANIMOUSLY RESOLVED to commission One Voice Wales' consultant service to advise the Council on the Clerk/RFO salary grading and hours as appropriate to Pendine Community Council.

There being no further business the meeting concluded at 9:21pm.