

PENDINE COMMUNITY COUNCIL

MINUTES OF MEETING

17th May 2023

Present: A Shaw (Chair)

Councillors: H Thomas, S Bruce-Goodwin, S Rundle.

Clerk: A Moody

Meeting held at the Outdoor Education Centre: 7pm – 9pm

1. Apologies
I Comey, C Davies, A Holland (Beach Warden)
2. Declarations of personal interest
None
3. To sign as correct the minutes of the Council meeting held on 19th April 2023
Minutes signed as correct.

Action Log from minutes:

CCC lighting bill still not clear, Alison asked to make second query on bill.

Fire extinguishers for MHP, Steve informed the meeting that fire extinguishers are £520 plus the cost of boxes.

Licence for MHP, Hayley is progressing the licence, a risk assessment needs to be done. If PCC cannot complete the risk assessment it would be £270 to get a report written professionally.

Volunteers for MHP, Steve is not taking volunteers for the MHP until the work is completed.

Quotes for work on MHP, Andrew discussed the work needed to MHP:

Ductwork is already in for the barriers

Keycode needs to be fitted

Barriers to be fitted

Fences to be built

Concrete hard standing to be laid in bin store

Concrete apron to be fitted around grey water

Concrete laid for fire cabinets to sit on

Full signage needs to be designed and installed

The signage will need to include:

Branded logo

Terms and conditions

Emergency contact number

Does the signage need to mention National Lottery funding?

Once the work is completed and all the money is spent on the MHP then the account can be closed.

Pitch Up has been looked at for booking for the MHP, they take 15% commission, and everything can be arranged through them.

The question was asked – does Pitch Up allocate pitch numbers when completing a booking.

PCC will need to get price for numbering the pitches.

Insurance for the MHP, the main council policy is with Zurich, MHP could be added to the main policy, or held separately.

NFU Mutual are the insurance provider for the beach warden truck, they could provide insurance for the MHP.

Beach Parking Review, Beach Warden unable to attend tonight. Alison laid out beach parking opening through Whitsun week and weekends in June and the beginning of July.

Beach parking will be open throughout the six weeks of the summer holidays but has not been scheduled yet.

New signs for beach, new signs have been agreed for the beach parking and the beach warden's vehicle. Designs are being sent away tomorrow (18th May)

Andrew Scott donation, Andrew will pick this up at the next meeting.

Chequered bunting for the hot rod weekend, this has been arranged by Hayley

4. Council Finances

Clerk presented the financial report to the council.

Council had questions about the financial report.

The report showed revenue from the parking machine for £1500 for the month, council wanted to know if this was beach parking and parking machine combined, it was not, clerk records parking machine revenue and beach parking revenue separately. The £1500 was solely for the parking machine.

Council wanted to know where the beach parking money was in this month's financial report.

Clerk explained that the beach warden will wait until a decent amount of money has built up and then take it to the post office to pay it in.

Council asked how the money was paid into the bank.

Clerk explained that once the beach warden takes the money to the post office the clerk goes over with the bank card and pays it all in.

Council asked how beach parking is recorded.

Clerk explained that there are print outs from the parking machine showing how much is taken and any other money is from beach parking.

Council want the beach warden to keep records of number of cars parked on beach for every day beach parking is open and amount of money collected each day. Beach warden to hand all money to the clerk to be checked and banked.

Due to the weather forecast for the upcoming weekend the council want the beach open for parking. As the beach warden is away the councillors will open the beach themselves.

Council have asked clerk to obtain for the beach warden; tickets, keys to the truck, keys for the parking machine, and sum up machine and container key.

Council wants to know how much money beach warden is holding from beach parking? Is the beach warden completing time sheets? What holidays is the beach warden taking? Council wants to see a copy of the beach wardens job description.

Does there need to be collectors to assist with beach parking over the summer.

There is a zoom call with Jon Flynn of JCP next Friday to discuss future moves with the Dingle.

Clerk has the invoice from the RNLI for this year, council has instructed clerk not to pay until after the June meeting.

PCC storage container to be sold on marketplace.

Staff from the Parry Thomas Centre have been parking in the top carpark and not paying, staff must park in the CCC carpark.

5. Budget Review & Forecast of legal costs and covenant
Council wants a forecast of all the upcoming legal fees and the cost of the covenant.
Clerk to email Georgina Walters of JCP to discuss progress with the purchase of slipway and top carpark.
6. Councillor Vacancy
New councillor vacancy to be posted on PCC website and Facebook.
7. Update on Hot Rods ahead of the event on the 17th & 18th June
Catch Cymru to be charged £500 for a two day pitch for the Hot Rod weekend.
Council to approach Parkdean over using their carpark over the Hot Rods weekend. Possibly have stalls and a bouncy castle. Event to be publicised on Facebook.
There will be a briefing the Tuesday before the Hot Rods.
Autograss has lent cars for display during the Hot Rods weekend.
8. Update on MOD Sale of Slipway and Top Carpark as it nears completion
CCC have accepted PCC offer of 10% of beach revenue for access across CCC land to the top carpark and slipway following a letter to CCC from MP Simon Hart.
There are some details to agree.
CCC wants fee free access to the beach for events. PCC previously offered free educational events which CCC refused.
Ian Jones from CCC has questioned PCC charges for beach events, a breakdown of beach event charges for 2023 has been sent to Ian.
CCC have commented that PCC are not sharing the risk with CCC, PCC did not believe it had ever been their responsibility to share risk with CCC.
Clerk to confirm sale is progressing with Georgina Walters of JCP.
The money for the purchase is now with Lewis and Lewis.
Councillors keen to complete the purchase ASAP
9. Update of Completion of Motorhome Park and opening date
This was covered in the Action List
10. Beach Management Plan for May 2023
Beach Parking is now open every week, weather and tides permitting.
11. Enhancement Plans of Pendine
Clerk has provided all councillors with the information on the enhancement grant. Council to look more closely at this after the summer season.

12. Planning Matters

None

13. Recognition and Thanks

Thank you to Jenny from Morfa Bay for opening up the hall for the Coronation picnic following the inclement weather.

14. Any Other Business

Play Park

Shane Swale was asked to raise the play park to the council, it has been suggested that there is not much there for the children.

Councillors will assess the play park and consider.

Bus Stop

Malcolm raised an issue with the buses, they do not stop on Pendine Hill. Would it be possible to get the buses to stop on the hill.

The buses are run by Taf, ask Jane Tremlett to raise.

Bunting

Nicola reported that there has been one 25m length of bunting produced with 3 more to follow.

Where would PCC like the bunting to go?

They can be used for bank holidays and the Hot Rods.

If Malcolm can produce a receipt for the plaque PCC will reimburse him for the money spent.

Nicola will write an article for the newsletter about the Coronation picnic.

ACTION LOG

Beach Warden Job Description	Sara
Financial Forms for parking	Sara
Call John Jones	Sara
Having a look at the Play Park	All
Ask Jane Tramlett about buses	Clerk
CCC lighting bill second query	Clerk
Risk Assessment for MHP	All councillors
Works for MHP	Andrew/Steve
Signage for MHP	Hayley/All
Pitch Up	Hayley/All
Beach Warden Issues	Clerk
Forecast of all upcoming Legal Costs	Clerk
Purchase of Slipway	Clerk
New Councillor Vacancy	All
Parkdean Carpark for Hot Rods	Hayley