



**Pendine Community Council Meeting**  
**Wednesday 30th April 2025 7.00 pm**  
**Llanmiloe Resource Centre**

<b>1</b>	<p><b>Welcome, Apologies and Introductions :</b></p> <p>Present: Andrew Shaw (Chair); Steve Rundle (Cllr); Hayley Thomas (Cllr); Emily Bevan-Jones (Clerk) and Jane Tremlett.</p> <p>Apologies: None.</p> <p>No members of the public present.</p>	
<b>2</b>	<p><b>Declarations of Personal Interest:</b></p> <p>None Declared.</p>	<b>All</b>
<b>3</b>	<p><b>To sign as correct minutes of previous meeting:</b></p> <p>The minutes from the previous meeting, held on 26th February 2025, were reviewed by the council. After careful consideration, they were signed and approved as a true and accurate record of proceedings.</p>	<b>All</b>
<b>4</b>	<p><b>Council Finance:</b></p> <p>Due to the previous meeting being inquorate, the Clerk presented the financial summary at this meeting. All payments were approved and signed by the Chair, with the exception of the streetlight charges from Carmarthenshire County Council. The Council agreed to investigate these charges further due to several streetlights being out of service on multiple occasions over the winter period.</p> <p>The Clerk presented the Quarterly Budget Summary for March, which showed significant variances between projected and actual income and expenditure. While expenditure was generally lower in several areas, especially operational costs, core expenses such as salaries and VAT repayments remained consistent. However, income was notably below expectations, particularly from parking, motorhome park use, and event-related income, resulting in an overall shortfall. Despite this, careful financial management has helped to keep expenditure controlled. The Council acknowledged that future consideration must be given to either increasing income streams or adjusting budgets in line with actual revenues.</p> <p>March bank reconciliations were signed by the Chair.</p> <p>The April financial statement was then reviewed. All payments were approved and signed by the Chair.</p> <p>The Clerk presented the Year-End Budget Summary for 2024–2025 (up to 31 March 2025), highlighting that total expenditure was under budget by £11,603.97, largely due to savings on motorhome park operations (notably electricity, staffing, and business rates) and</p>	<b>Clerk</b>

	<p>reduced beach expenditure. However, the Council faced a significant income shortfall of over £21,000, with motorhome park income bringing in only £22,097.55 of the projected £36,704.25, and beach income falling short by over £13,000, particularly in filming/events and keyholder revenue. Though there were some unexpected positive contributions from VAT repayments, interest, and miscellaneous income, these did not offset the overall deficit.</p> <p>Following feedback from the latest audit, it has become apparent that the Council does not have the statutory power to directly operate the motorhome park. Alternative governance options, including leasing or transferring it into a trust, are being actively explored. It is important to note that the current administration, Chair Andrew Shaw, Cllr Steve Rundle, Cllr Hayley Thomas, and Clerk Emily Bevan-Jones, were not made aware of this issue by the previous administration. The 2025–26 budget will now be adjusted to reflect this, with a more realistic income forecast for the motorhome park (i.e., Lease or formation of a Trust).</p> <p>The April bank reconciliations were signed by the Chair and confirmed as an accurate representation.</p> <p>The Clerk presented feedback from Audit Wales on the past five years of accounts, which returned with a qualified status. The Clerk proposed creating an Audit Action Plan to address the findings.</p> <p>A quote was received to increase the fidelity guarantee cover from £50,000 to £100,000, in line with audit guidance which recommends coverage equal to the year-end bank balance plus one precept instalment. This adjustment was agreed and resolved by the Council, with the additional premium cost to be reflected in the insurance policy.</p> <p>The Chair signed the internal audit engagement confirming Bevan and Buckland as the internal auditor for the 2024/25 accounts. The Clerk advised that audit preparations are nearly complete and the documents are expected to be handed over during the week commencing 5th May 2025.</p>	
5	<p><b>Planning Matters:</b></p> <p>None to declare.</p> <p>However, Parkdean has informed the Council of an upcoming licence application for the new Thunderbird Chicken outlet. This application is expected to mirror the terms of the existing licence held for the wider holiday park premises.</p> <p>The Council noted no objections to the application at this stage. The Clerk advised Parkdean that, once the application goes live, the Council has a duty to notify local residents, but on the basis that the new application reflects the existing licence terms, no concerns were</p>	All

	raised.	
<b>6</b>	<p><b>Motorhome Park – Next Steps:</b></p> <p>As summarised in Section 4 of the agenda, the Council does not currently have the General Power of Competence (GPOC) to continue directly operating the motorhome park. The Council has carefully considered alternative governance options, including leasing the site or transferring it into a trust.</p> <p>Cllr Hayley Thomas provided a summary of the leasing option and recommended that the Council obtain specialist legal advice before proceeding. The Council discussed and debated both options, with the Clerk providing information regarding leasing based on the income from year 1. It was agreed that expert legal guidance is necessary.</p> <p>It was resolved to request a list of specialist solicitors from One Voice Wales (OVW) and to arrange an appointment. Additional information will be brought forward to the next meeting, at which time the Council will decide which avenue to pursue.</p> <p>If leasing is the chosen option, the long-term plan will be for the Council to work towards obtaining GPOC, which would allow for greater flexibility and control in future operations.</p> <p>To achieve GPOC, the following conditions must be met:</p> <ul style="list-style-type: none"> <li>• The Clerk must hold a recognised qualification (such as CiLCA),</li> <li>• The Council must have received two unqualified audits, and</li> <li>• At least two-thirds of councillors must be elected, not co-opted.</li> </ul> <p>This strategic aim will be factored into future planning should leasing proceed.</p>	<b>All</b>
<b>7</b>	<p><b>Carpark Maintenance:</b></p> <p>The new parking meter has been installed, and all tariffs are now up to date. The removal of the old machine will be scheduled during the off-season (winter months) to minimise disruption to car park operations.</p> <p>A pothole, previously identified as a safety hazard, requires repair. The Council will obtain three quotes and make a decision in line with Standing Orders.</p> <p>A local business owner approached the Council about installing signage on the new fence. The Council discussed the cost and feasibility, agreeing to permit this at an annual charge of £250. The Council will specify the sign dimensions.</p> <p>The main car park sign requires updating. The Council will reach out to local businesses to explore sponsorship opportunities, offering placement on the new sign. Public announcements will be made once the Council is ready to proceed.</p>	<b>All</b>

	The Council also agreed to investigate the cost of replacing the “Pay Here” triangle sign and will report back once pricing is available.	
<b>8</b>	<p><b>Vacant Councillors:</b></p> <p>The Council has advertised for additional councillors and will aim to co-opt suitable individuals in the meantime. The Clerk was requested to advertise in a more relaxed, less formal tone to encourage wider interest.</p> <p>Cllr Steve Rundle (SR) will approach individuals directly to gauge interest in joining the Council.</p> <p>Clerk Emily Bevan-Jones (EBJ) will include a relaxed notice in the next community newsletter, and also post on the Council’s Facebook page and website.</p>	<b>All</b>
<b>9</b>	<p><b>Warden:</b></p> <p>The Clerk requested Council input regarding the basis on which to issue staff contracts for the upcoming season. It was agreed that contracts will be issued on a zero-hours basis for both seasonal wardens and SR, with roles running until the end of September. SR will remain on the payroll until the season concludes or the council decides otherwise.</p> <p>The Council discussed the potential purchase of a body-worn CCTV camera for staff. This follows concerns over increasing antisocial behaviour at Morfa Bychan, which may pose a potential risk to staff safety during patrols. The Council agreed to obtain pricing for a suitable device.</p> <p>A new sign design for dog walkers will be created to clearly define restricted areas between May and September, with one fixed sign to be placed at the large slipway and 2 x smaller movable signs to fit in existing bases.</p> <p>Finally, it was noted that the small slipway boards need to be removed, and this will be actioned within the next few days.</p>	<b>All</b>
<b>10</b>	<p><b>Operational Commitments Ahead of Upcoming Season:</b></p> <p>It was resolved to order colour-coded beach parking tickets, with two distinct sets to allow for rotation and prevent reuse, particularly during events.</p> <p>Tickets will be priced at £5.00 full day and £3.00 half day, and this was fully agreed by the Council.</p> <p>The Clerk will remind seasonal wardens of the dog restrictions in place between May and</p>	<b>All</b>

	<p>September and will also post a reminder on social media for public awareness.</p> <p>The Council discussed the charges for the donkey service during the season. It was requested that the Clerk provide feedback to Mike's Donkeys, suggesting they make a donation to the Community Council at the end of the season and attend events free of charge.</p> <p>There has been a significant amount of positive feedback regarding the donkeys, and it is felt that their presence is enhancing the village and making the beach more appealing for both residents and visitors.</p>	
<b>11</b>	<p><b>Approval of Filming and Events Pricing Matrix:</b></p> <p>The Council approved the new pricing matrix for filming and events. It was agreed that the matrix should not be published on the website or made publicly available. Instead, paper copies will be provided to each councillor.</p> <p>This approach allows the Council to have greater flexibility and a better ability to negotiate pricing without publicly disclosing the costs.</p>	<b>All</b>
<b>12</b>	<p><b>Recognition and Thanks:</b></p> <p>The Chair expressed thanks to Jane Tremlett for attending the meeting, Jamie Rugg for the use of the LCA Hall, Steve Rundle for his work on the new parking meter, and Darren and Andrew for their efforts in installing the meter. Special thanks were also given to Owen Bowen for the maintenance of the fencing at the entrance to the Attractor Project.</p>	<b>Chair</b>
<b>13</b>	<p><b>Any Other Business:</b></p> <p><b>RNLI :</b></p> <p>The Clerk confirmed that Parkdean will be supporting Pendine Community Council (PCC) with the RNLI provision again this year. The RNLI has requested a pre-season meeting, and the Clerk will invite the Council once the date is confirmed.</p> <p><b>Carnival:</b></p> <p>In order to move forward with the Carnival planning, the Council aims to hold a meeting next week to gauge support. There are concerns about the lack of interest in assisting, as the Council is a small team and cannot manage the event on its own.</p> <p>Historically, the Council did not plan the carnivals; instead, there was a separate committee responsible, with the Council offering support where possible. In an effort to bring back the good old days and reunite the community, the Council hopes to revive this event.</p> <p>The meeting will be held at the Caban at 7pm on Wednesday to determine the level of</p>	<p><b>Clerk</b></p> <p><b>All</b></p>

	<p>support and decide whether the event can proceed.</p> <p><b>VE Day:</b></p> <p>The Councillor offered to provide use of their Gazebo to Llanmiloe school for use at their VE commemorative event on Saturday 3<sup>rd</sup> of May.</p> <p>Meeting closed at 21.10</p> <p>To find the financial statements for this meeting, please visit <a href="https://www.pendinesands.org/pendine-community-council/financial-information/">https://www.pendinesands.org/pendine-community-council/financial-information/</a> and click the dropdown menu for "Financial Statements". Alternatively, you can request the documents directly from the Clerk at <a href="mailto:clerk@pendinecommunitycouncil.co.uk">clerk@pendinecommunitycouncil.co.uk</a>.</p>	<b>All</b>
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