

THE HAVENS COMMUNITY COUNCIL
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FULL COUNCIL MEETING

**6th January 2026 – IN PERSON AT LITTLE HAVEN VILLAGE HALL, AND ONLINE VIA THE ZOOM
VIDEOCONFERENCING PLATFORM – 7pm**

MINUTES

Present:

Cllrs Howard Jones (Chairman), Andy Devonald, George Bevan, Charlie Alexander, Viv Grey, Liz Kother, Kevyn Sturman, Liz Forster.

Also in Attendance:

Peter Horton (Clerk); County Cllr. N. Neumann

1) **Comments of welcome by Chairman**

The Chairman welcomed all present to the meeting.

2) **Apologies received**

C'llrs Chris Oliver, Sally Bell

3) **Absences without apology**

None

4) **Opportunity for members of the public to make representations on tabled agenda items**

There were no members of the public present who wished to make representations.

5) **Declarations of known conflicts of interest**

None

6) **Approval of minutes of the December monthly meeting**

The minutes were approved as drafted (proposer C'llr George Bevan, seconder C'llr Liz Forster).

7) **Matters Arising from previous meetings, and not covered under tabled agenda items**

- Atlantic Drive update

No update available.

- Any update on new website provision

Website functioning generally well. Some members were experiencing problems with login to their new gov.uk email addresses. Clerk to liaise with individual Members / contact Hugo Fox support team as necessary.

- Update on situation with long-term parking in Slash Pond Car Park

Members noted that the van was still present. It was also noted that, while the identity of the vehicle owner was known to the community council, this could not be publicised due to data protection restrictions. The matter was in hand with P.C.C. to arrange removal of the vehicle in due course.

- Update on arrangements for new noticeboard

The new noticeboard had been received. The Broad Haven Village Hall Committee had requested a pause before putting it up, due to safety concerns over the proposed siting in the same location as the old noticeboard. C'llr Charlie Alexander undertook to follow this up with the Hall Committee to agree on a suitable location.

- Update on Community Award scheme

C'llr Howard Jones had circulated some documentation to Members in connection with this, following his conversations with St. David's City Council, which operated a similar scheme. He was of the view that the scheme was almost ready for launch. C'llr Nick Neumann asked about the likely selection process for recipients, and it was confirmed that this was likely to be by nomination from within the community.

8) Accounts

- Payments for approval

| | | |
|--|---|-----------------|
| Cleddau Press (INV-19955) | : | £ 225-00 |
| Total Tech (INV-16678) | : | £ 84-00 |
| Clerk (salary December 2025) | : | As per contract |
| HMRC (PAYE tax / N.I. contributions on clerk salary) | : | As per contract |
| Hugo Fox (direct debit website January) | : | £ 23-99 |
| Hugo Fox (direct debit emails January) | : | £ 29-99 |
| Broad Haven Hall (INV-1526) | : | £ 15-00 |
| Broad Haven Hall (INV-1535) | : | £ 20-00 |
| Clerk (expenses, October – December) | : | £ 120-06 |
| Information Commissioner Office (data registration) | : | £ 47-00 |
| P.C.C. (M1615943 for noticeboard) | : | £ 648-00 |
| P.P.S. Pembrokeshire (INV-083 playpark maintenance) | : | £ 390-99 |
| PRaG Ltd (INV-19327 for Christmas tree) | : | £ 185-00 |
| St. Bride's Inn (Community Lunch) | : | £ 300-00 |

The above payments were approved by Members (proposer C'llr George Bevan, seconder C'llr Charlie Alexander).

[NOTE – one additional payment of £500 to the Broad Haven Village Hall Committee for their Honesty Box grant application was separately approved in Correspondence item (05) below]

- Income received

| | | |
|--------------------|---|-----------|
| Honesty box income | : | £ - |
| Precept income | : | £ 9225-00 |

- Balances held in community council accounts on 31st December 2025

| | | |
|-----------------|---|-----------|
| Current account | : | £21384-15 |
| Deposit account | : | £25260-73 |

- Setting of budget and precept for 2026/27

Members agreed to set the precept for 2026/27 at £33210 (proposer C'llr Viv Grey, seconder C'llr Kevyn Sturman). In reaching this decision, it was noted that the precept had remained virtually unchanged between 2021 and 2025, and that an increase to meet inevitable rising costs was unavoidable.

Members approved the budget for 2026/27 (proposer C'llr Kevyn Sturman, seconder C'llr Liz Kother).

9) Planning

- Planning consultations for discussion :

NP/25/0641/CLE - Certificate of Lawfulness for use as a Caravan & Camping site with associated facilities; Location: Meadow Rue, Hasgurd Cross, Haverfordwest, Pembrokeshire, SA62 3UX.
Application Type: Certificate of Lawfulness Existing Use – noted.

10) Correspondence received

- 01) Raymond Brothers – Acknowledgement of holding message sent – noted.
- 02) Solicitor – Update on situation with Boules Pit land lease – dealt with in agenda item below.
- 03) P.C.C. – Notification of changes to some local bus services – noted.
- 04) P.C.C. – Notification of forthcoming temporary road closure on 16th January on Walton Hill – noted.
- 05) B.H. Village Hall Committee – Honesty Box grant application – [NOTE – C'llr Charlie Alexander declared a personal but non-prejudicial interest in this application, as an appointed councillor to the Broad Haven Village Hall Committee] – Members approved the application for a £500 grant (proposer C'llr Liz Forster, seconder C'llr Liz Kother).
- 06) Quotations for removal and replacement of Croft Road bus shelter – dealt with in agenda item below.

11) County Councillor report

C'llr Nick Neumann had received contact from local residents on a number of matters, including flooding issues following the recent heavy rainfall, potholes, lighting on Settlands, the wall alongside the footpath up to The Point, lighting in Little Haven Car Park, surface water problems on Walton Hill, flooding on Hilton Lane, rubbish collection problems over Christmas, rubbish on the slipway in Broad Haven, the P.C.C. budget-setting process.

Other issues that Members asked C'llr Neumann to look into included :

- C'llr Liz Forster raised concerns over the need for more warning signage on the Dale Road in advance of the junction with the Broad Haven turn, as highlighted by a recent accident at this location
- C'llr Liz Kother raised concerns about the number of non-functional street lights in and around Sandyke Road, despite this having been reported to P.C.C. on a number of occasions.

12) Discussion of progress towards completion of draft boules pit land lease

The Clerk informed Members that a final copy of the amended lease document was now awaited from the solicitor. When received, this should be ready for signature. Clerk to check with Sinead Heneghan in P.C.C. that the grant funds were still available prior to arranging signing of the final lease document.

13) Approval of 2025 Biodiversity Enhancement report for community council

Members had been circulated the final report. This was approved by Members (proposer C'llr Kevyn Sturman, seconder C'llr Viv Grey). Clerk to arrange to publicise on the website, and inform the Welsh Government accordingly.

14) Discussion of arrangements for new grass-cutting contract for 2026 season

[NOTE – C'llr George Bevan declared a personal and prejudicial interest in the discussion, as the current contractor, and left the room during discussion of the contract renewal]

Members resolved to issue a proposal to Pembrokeshire Lawns to extend the current contract by one year (proposer C'llr Andy Devonald, seconder C'llr Liz Kother). Clerk to contact George Bevan to put this to him, and matter to be placed on February agenda for further discussion / approval.

15) Discussion of possible acquisition of Slash Pond, including any necessary discussion of feedback from public survey carried out

The subject had been widely publicised in the community. 66 responses had been received to date. Members were concerned that the survey should continue to be advertised as widely as possible. Suggestions made included a possible community-wide survey inviting views on this as well as wider community issues, placing further printed copies in local business premises, placing copies at the boardwalk, etc. The Chairman commented that it would be good to get the responses received up to over 100 if at all possible.

It was left that C'llr Charlie Alexander would email the survey to various local groups for attention, copies of the survey would be left at The Ocean Bar, St. Bride's Inn, and The Galleon, and C'llr Nick Neumann undertook to distribute copies as possible during his work around the community. The idea of a separate community survey to canvas views on a wider range of issues was held for discussion at a future date.

16) Discussion of possible arrangements to acquire benches at Millmoor Way from P.C.C.

C'llrs Nick Neumann and George Bevan undertook to renovate the benches, which was thought to be a fairly straightforward task. Clerk to arrange to add the benches to the insurance schedule once the work was complete.

17) Discussion of Community Council Training Plan

The training plan was formally adopted (proposer C'llr Liz Forster, seconder C'llr George Bevan). Agenda item to be tabled for February to discuss of allocation of courses. In the meantime, those Members who had not yet done so were encouraged to email the Clerk with details of courses that would be of interest / use to them. It was confirmed that attendance on courses allocated by the council would be funded by H.C.C.

- 18) **Discussion of arrangements for possible replacement of Croft Road bus shelter**
Two quotations had been received to date. Members felt that a wider invitation to quote for the work should be advertised. To this end, Members agreed that the detailed specification should be advertised on the website for a two-week period. C'llrs Howard Jones and George Bevan to provide the written specification to the Clerk for placing on the website.
- 19) **Discussion of defibrillator provision and associated training arrangements**
C'llr Charlie Alexander to finalise the proposed location of the defibrillator with the Broad Haven Village Hall Committee, in conjunction with their discussions on siting of the new noticeboard. Subject to be placed on February agenda for further discussion / decisions.
- 20) **Clarification / review of arrangements for public representation in community council meetings**
A discussion was held on the importance of observing the legal requirements and provisions of the Standing Orders in relation to public participation in meetings. It was noted that an agenda item was tabled near the beginning of each regular meeting, offering members of the public the opportunity to make representations on tabled agenda items. This item did not, though, offer opportunity for members of the public to ask questions, enter into back-and-forth discussion with the community council, or raise matters not tabled for discussion. It was noted that members of the public could always contact the community council prior to meetings to raise any issues of concern, whereupon these could be included for discussion by the council. It was noted that observing these protocols was important to maintain the orderly conduct of meetings. It was suggested that reminding members of the public who might be present at meetings of these matters at the outset of all meetings might be helpful.
- 21) **Any other business (for information only)**
Broad Haven Front. C'llr George Bevan mentioned that he had removed the festive lighting signage, and cleared a blocked gully on the Front, to allow surface water to drain away.
Road signage. C'llr Andy Devonald mentioned that the Little Haven sign on Strawberry Hill was still missing.
Vice-chairman. Appointment of a vice-Chairman to be tabled for discussion in February.

The meeting closed at 9pm. Next scheduled meeting, Tuesday 3rd February 2026, Broad Haven Village Hall.