



THESE MINUTES ARE DRAFT, SUBJECT TO BE RATIFIED AT THE NEXT ANNUAL GENERAL MEETING 2025.

**Annual General Meeting
Pendine Community Council Meeting
Wednesday 22nd May 2024
The Coffee Shop**

1	<p>Welcome, Apologies and Introductions:</p> <p>Present: Andrew Shaw (Chair); Sara Bruce-Goodwin; Steve Rundle; Hayley Thomas; Emily Bevan-Jones (Clerk).</p> <p>Apologies: None</p> <p>18 members of the public present</p>	
2	<p>ANPR Barrier update:</p> <p>The Council agreed to reorder the agenda items to provide attendees with an update on the ANPR barriers before conducting business related to the Annual General Meeting.</p> <p>The Council provided an update on the status of the ANPR barriers. Attendees were informed that Pendine Community Council's (PCC) Chair and Vice Chair, accompanied by their litigation lawyer, met with representatives from Carmarthenshire County Council (CCC) at County Hall on 10th May 2024. Present on behalf of CCC were Ian Jones (Head of Leisure), Steve Murphey (Head of Legal), and additional CCC representatives. The discussion focused on the right of way to the beach and the slipway.</p> <p>CCC explained the rationale for considering ANPR, emphasising the need for enforcement to secure their budgeted income. Although CCC disagreed that the operation of the barriers would cause substantial and unlawful interference with PCC's operations, as previously asserted by PCC's litigation lawyer, they agreed not to operate the barriers for a period of 12 months. During this period, CCC will explore alternative methods of enforcing their car park. CCC committed to keeping PCC informed of any new developments or proposals before progressing with potential plans.</p> <p>Likely proposals include implementing barriers at the access point to the car park (rather than at the main road into the car park where the ANPR barriers are currently situated). These barriers would be linked to payment machines and supplemented by additional enforcement checks, which, in principle, would not interfere with PCC's operations. PCC acknowledged the need for CCC to maximise car park income following significant investments in the Museum and Caban.</p>	



THESE MINUTES ARE DRAFT, SUBJECT TO BE RATIFIED AT THE NEXT ANNUAL GENERAL MEETING 2025.

	<p>SGB addressed the meeting, stating that the litigation lawyer was clear that making the ANPR operational would cause substantial and unlawful interference. Both parties expressed a desire to avoid court proceedings. It remains the legal position of PCC that operating the ANPR barriers at any point would cause substantial interference. CCC agreed to review the success of the new solutions after 12 months. Both Councils acknowledged the need for collaboration to ensure the growth and prosperity of the Pendine community.</p> <p>PCC has instructed their lawyer to send a final letter to CCC, outlining the understanding from the meeting and requesting confirmation in writing. PCC will only disengage their legal representation once this confirmation has been received. Once confirmation is received from CCC, PCC will then approach them to discuss the decommissioning or removal of the barrier arms to prevent confusion for those intending to use the car park or PCC's beach parking/car park.</p> <p>Additionally, CCC raised with PCC representatives that staff at the Caban had received backlash from residents regarding the distribution of Q&A correspondence. PCC wanted to remind residents that the staff are only acting on instructions and recognise the staff's commendable conduct. PCC asks that residents refrain from taking out their frustrations on the staff.</p> <p>Agenda item concluded at 19:00. The AGM meeting commenced thereafter. Residents chose to depart the meeting at this point.</p>	
<p>3</p>	<p>Apologies for absence:</p> <p>None.</p>	
<p>4</p>	<p>Declarations of personal interest:</p> <p>None.</p>	
<p>5</p>	<p>Annual Report:</p> <p>It was unanimously agreed by the Council that the draft Annual Report for 2023/2024 be approved and published. The approved agenda will be made available to the public.</p>	<p>ALL</p>
<p>6</p>	<p>Election and installation of Chair 2024/2025:</p> <p>It was unanimously agreed that Andrew Shaw would be elected as Chair for the 2024/2025 term. Andrew Shaw made his statutory declaration at the meeting, and a</p>	<p>All</p>



THESE MINUTES ARE DRAFT, SUBJECT TO BE RATIFIED AT THE NEXT ANNUAL GENERAL MEETING 2025.

	signed copy of the declaration was provided to the clerk for the Council's records.	
7	<p>Election and installation of Vice Chair 2024/2025:</p> <p>It was unanimously agreed that Sara Bruce-Goodwin would be elected as Vice Chair for the 2024/2025 term. Sara Bruce-Goodwin made her statutory declaration at the meeting, and a signed copy of the declaration was provided to the clerk for the Council's records.</p>	All
8	<p>To sign as correct the minutes of Council meeting held on 17th April 2024 and the previous AGM minutes 16th June 2021:</p> <p>It was unanimously agreed that the minutes of the meeting held on April 17th, 2024, were a true representation of the discussions and decisions made during that meeting.</p> <p>It was unanimously agreed that the minutes of the AGM meeting held on June 16th, 2021, were a true representation of the discussions and decisions made at that meeting.</p> <p>After reviewing the minutes, the council expressed the desire to review the Welsh language policy and further investigate the benefits of becoming a member of the SLCC, as stipulated in the minutes.</p>	MM
9	<p>Review of Committees:</p> <p>Finance Committee Continuation and Terms of Reference Review</p> <p>The Council agreed for continuation of the Finance Committee. The Council feels the terms of reference, which provide responsibilities and guidance to the committee, are sufficient and will need to be reviewed on an annual basis to ensure the document is kept up to date. The terms of reference were unanimously approved by the Council. SBG will continue to chair the committee, and the Clerk was instructed to invite interest for more members to join the committee.</p>	Clerk



THESE MINUTES ARE DRAFT, SUBJECT TO BE RATIFIED AT THE NEXT ANNUAL GENERAL MEETING 2025.

	<p>Proposal for Tourism Committee</p> <p>There were additional suggestions to set up a Tourism Committee, where local businesses would be invited to become members with the aim of improving visitor numbers to the community, thereby increasing success among the businesses. This committee will focus heavily on exploring avenues to increase opportunities for all stakeholders.</p> <p>It was unanimously resolved not to establish any further committees other than those suggested.</p>	<p>All</p>
<p>10</p>	<p>Review and readoption of existing policies and other governing documents of the Council:</p> <p>The Council unanimously approved the following policies for a further year:</p> <ul style="list-style-type: none"> • Standing Orders • Financial Regulations • Code of Conduct • Co-option Policy • Complaints Procedure <p>The Asset Register was approved pending an investigation into the evidence and explanation for the removal of "Gordy Woods - land asset" from the register. The ownership of this land will need to be investigated via the Land Registry for clarity. Furthermore, historic minutes will need to be reviewed to understand why the Council initially added this land to the asset register.</p> <p>Additionally, the Council agreed that the old "beach vehicle" should be removed from the register. Evidence must be provided to confirm that the vehicle was sold and that the Council received funds from the sale.</p> <p>The Council wish to investigate adoption of a Welsh Language Policy and additionally review and document their Publication Scheme by September 2024 at the latest.</p>	<p>ALL</p> <p>All</p>



THESE MINUTES ARE DRAFT, SUBJECT TO BE RATIFIED AT THE NEXT ANNUAL GENERAL MEETING 2025.

11	<p>Representatives on external bodies:</p> <p>Councillor representation on external bodies are as follows:</p> <p>Morfa Bychan Stakeholders Meetings- Current representative to attend Chair and Clerk and to report back to the Community Council on a quarterly basis or when necessary following Stakeholder meetings.</p> <p>Carmarthenshire County Council- Current representatives to attend are Chair and Vice Chair and are required to report back to the Community Council on a quarterly basis or when necessary following meetings.</p> <p>.</p>	All
12	<p>Confirmation of arrangements for insurance cover in respect of all insurable risk:</p> <p>The Council reviewed its current insurance cover arrangements and were satisfied that the cover was sufficient to cover all insurable risk.</p> <p>It was unanimously resolved that the Council continue with the current arrangements, and levels of cover within the policy schedule.</p>	Chair
13	<p>Review of councillor/staff subscriptions to other bodies:</p> <p>the Council reviewed its current subscription to the professional body One Voice Wales and unanimously agreed to continue their subscription due to the organization's valuable provision of information and services.</p> <p>Additionally, the Council expressed an interest in investigating membership with the Society of Local Council Clerks (SLCC). It was unanimously resolved that the Council would investigate the costs and benefits of membership to the SLCC. This potential membership aims to provide additional support, training, guidance, and services to the Council. Furthermore, it would offer the Clerk opportunities for professional</p>	



THESE MINUTES ARE DRAFT, SUBJECT TO BE RATIFIED AT THE NEXT ANNUAL GENERAL MEETING 2025.

	development, enabling them to better serve both the Council and the community.	
14	Date, time and location of meetings for 2024/2025: It was unanimously agreed amongst the council that meetings to conduct official Council business would be held on the third Tuesday of the month, at 7pm in The Coffee Shop.	
15	The Annual General Meeting concluded at 21:00. Due to time constraints, all remaining agenda items related to the Council's Ordinary Meeting were postponed to a later date.	