

National Park Authority

18 June 2025

Present (Remotely)

Dr M Havard (Chair)

Councillor S Alderman, Councillor M Bowen, Councillor D Clements, Councillor T Evans, Councillor C George, Councillor SL Hancock MBE, Mrs S Hoss, Councillor M James, Mr GA Jones, Dr R Plummer, Councillor B Price, Councillor S Skyrme-Blackhall, Councillor V Thomas and Councillor C Williams BEM.

Also in attendance:

Lynwen Davies (Simultaneous Interpreter), Emma Gladstone (Strategic Policy Manager), Georgia Jones (Democratic Services Officer), Tegryn Jones (Chief Executive), Mike Kent (Monitoring Officer), Gayle Lister (Principal Planning Officer – Strategic Policy) and Caroline Llewellyn (Democratic Services Manager).

[Online Meeting, 10.35am – 12.23pm]

1. Apologies

An apology for absence was received from Councillor A Tinley.

2. Disclosures of Interest

Councillor B Price declared an interest in report 22/25, the Authority's response to the Welsh Government Consultation on Changes to Permitted Development Rights.

3. Minutes

The minutes of the meeting held on the 07 May 2025 were presented for confirmation and authentication.

In response to a Member's query, the Chief Executive provided an updated timeline in relation to the recruitment of two Welsh Government appointed Members who were expected to be appointed by the end of August.

On the proposal of Councillor C George, seconded by Councillor M James, it was **resolved** that the minutes of the meeting held on the 07 May 2025 be confirmed and authenticated.

4. Action Log and Matters Arising

In relation to action 1069, to finalise the 3 Members to be elected to the Ffermio Bro Panel, the Chief Executive confirmed that the 3 Members selected were Councillor D Clements, Councillor C George and Dr M Havard.



In relation to action 1071, to withdraw the Authority's objection to Llyr Floating Offshore Project and amend to a position of concern with conditions, a Member highlighted the importance of the Authority monitoring the application as it progressed. This was noted by the relevant Officer who agreed to circulate any updates to Members should any arise.

Noted.

5. Chair's Announcements

Councillor D Clements reported that she had attended the following events/meetings in the past month:

- The Society of National Park Staff's conference where representatives from all UK National Parks came together to share best practice and knowledge.
- A meeting with the Pembrokeshire Landscape Gallery Working Group to discuss Oriel y Parc and its future.
- A meeting with Dr M Havard and the Independent Standards Committee Appointments Panel to host interviews for an Independent Member of the Standards Committee.

The Chair added that she had attended the Eisteddfod Proclamation Ceremony in Narberth which was a great success.

Noted.

6. Reports of meetings of various Authority Committees

The following reports of several of the Authority's Committee meetings were presented to Members for consideration:

- i) Development Management Committees held on 09/04/2025 and 12/05/2025
- ii) People Services Committee held on 19/03/2025
- iii) Volunteer Forum held on 24/03/2025

It was **resolved** that the minutes of the above-mentioned Committees be received.

[Councillor M Bowen joined the meeting during consideration of the following item.]

7. Welsh Government (WG) Consultation on Changes to Permitted (PD) Rights

The Chair welcomed the Strategic Policy Manager who presented a report that outlined the Authority's proposed response to a WG



consultation on changes to PD rights in relation to Air Source Heat Pumps, Off-street Parking EV Chargers, Temporary Camp Sites, Reverse Vending Machines, Development by Statutory Undertakers (electricity), Affordable Housing and Meanwhile Uses; and change to the definition of major development. It was reported that the consultation would run until 1st July 2025 and Members views on the consultation were sought.

The Officer explained that delegation was sought to liaise with other Designated Landscapes with a view to also potentially submit a joint Landscapes Wales response on behalf of all National Parks and National Landscapes in Wales subject to the support from the other Designated Landscapes. The report outlined background information and highlighted the Authority's main concerns and issues considered not to have been adequately addressed by the proposal. In addition, it was reported that in relation to Affordable Housing and the use of exception sites, Officers wished to include a reference to the potential impact on archaeology, subject to Members agreement.

Members discussed the proposed changes to PD rights and agreed that they were inappropriate in National Landscapes. It was requested that the final copy of the Authority's response to the consultation be circulated to Members, and this was noted by the Officer.

On the proposal of Dr R Plummer, seconded by Councillor D Clements, it was **resolved** that:

- a) the attached response to the consultation be approved with delegation for further minor amendments subject to consultation with other Designated Landscapes.
- b) the potential impact on archaeology be referenced under Affordable Housing and the use of exception sites.

8. Standards Committee Annual Report

The Monitoring Officer presented the Annual Standards Committee report for 2024/2025. The report outlined that it was a statutory duty to prepare an annual report to the Authority on how the Standards Committee's functions had been discharged and provided an overview of conduct matters. The report detailed the Committee's Terms of Reference and covered topics such as training, complaints, trends, local resolution protocol, dispensations, policies, the annual report to the Ombudsman and relevant consultations.

Members noted the report.

Noted.



9. Procedure for Dealing with Allegations Against Members

The Monitoring Officer presented a report that outlined a proposed procedure for the conduct of an inquiry by the Standards Committee of the Authority. The Officer explained that should the Standards Committee be required to conduct an inquiry into a Members conduct, it was important for the appropriate procedure to be approved by the Authority before the need arose.

On the proposal of Dr R Plummer, seconded by Councillor D Clements, it was **resolved** that the proposed procedure be approved for the conduct of an inquiry by the Standards Committee of the Authority.

[The meeting adjourned from 11:30am – 11:40am]

10. Welsh Language Standards Annual Report

The Democratic Services Manager presented the Welsh Language Standards Annual Report for Members' endorsement prior to submission to the Welsh Language Commissioner. The Officer explained that the Authority was required to produce an Annual Report by the 30th of June every year in line with Standards 158, 164 and 170 of the Compliance Notice. The report summarised the work of the Authority in complying with the Welsh Language Standards during the previous year, featuring details in respect of each of the groups of standards in addition to highlighting matters arising during the reporting period, and setting out some actions to be undertaking during the coming year.

The Officer highlighted that some Members were yet to complete a survey indicating their Welsh language skills and this was noted by Members to action.

On the proposal of Dr R Plummer, seconded by Councillor D Clements, it was **resolved** that the Welsh Language Standards Annual Report be endorsed as the Authority's submission to the Welsh Language Commissioner.

11. People Services Committee

The Democratic Services Manager presented a report that proposed to merge the People Services Committee with the Audit and Corporate Services Review Committee. The Officer explained that in recent years, the People Services Committee had made few decisions, with reports consisting mainly of updates on the work of the team and this was not considered to be a good use of either Members' or Officers' time.

The report provided further details of the proposed merger of Committees and provided revised terms of reference for the Audit and Corporate Services Review Committee.



Members acknowledged that the Pembrokeshire Coast National Park Authority had more Committees than the other two Welsh National Parks and that there could be a more efficient way of the Authority operating. A discussion ensued regarding the impact the merge would have on the workload of the Audit and Corporate Services Review Committee and the Chief Executive confirmed that Officers would aim to manage the Audit agenda by submitting more focused agenda items.

On the proposal of Councillor D Clements, seconded by Dr R Plummer, it was **resolved** that the People Services Committee be merged with the Audit and Corporate Services Review Committee.

12. Corporate Events

The Democratic Services Manager presented a report that sought Members authorisation for the level of representation at the Wales Planning Conference and Welsh Members Seminar. The report provided further details on both events and highlighted that attendance at external events was an important part of Members' duties.

Members discussed the Planning Conference, and it was established that there were two free places available at this event for Members. It was agreed that it would be appropriate for both the Chair and Deputy Chair of the Development Management Committee to attend, and this was noted by the Officer.

With regards to the Welsh Members Seminar, it was reported that all Members were permitted to attend this event, and further details would be circulated once available.

On the proposal of Councillor S Hancock MBE, seconded by Dr R Plummer, it was **resolved** that the level of representation at the Wales Planning Conference and Welsh Members Seminar be authorised.

13. Exclusion of the public

It was noted that in discussing the following report, information might be shared which was commercially sensitive, and it was therefore requested that the public be excluded from the meeting.

On the proposal of Dr M Havard, seconded by Councillor D Clements, it was **resolved** that the public be excluded from the meeting as exempt information, as defined in Paragraph 14 of part 4 of Schedule 12A to the Local Government Act 1972 would be disclosed.

14. Risk Register

The Chief Executive presented a report that outlined changes to the Authority's Risk Management process following extensive work by



Officers to develop the approach and a recent audit of Risk Maturity that indicated the need for additional work. The report outlined changes to the Authority's Risk Management Strategy and Guidance, Risk Register, Risk Appetite Statement and Triggers for Review and Action.

Members discussed the proposed changes and although a comment was made that additional information could be helpful in some areas, all agreed that the Authority's new approach was an appropriate one.

On the proposal of Dr R Plummer, seconded by Councillor D Clements, it was **resolved** that the following Risk Management documents be approved:

- Risk Management Strategy and Guidance
- Revised version of the Risk Register
- Risk Appetite Statement
- Triggers for Review and Action

The Minutes of this meeting were confirmed at the meeting of the National Park Authority held on 30 July 2025 without amendment.
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