

NATIONAL PARK AUTHORITY

15 June 2016

Present: Councillor M James (Chair)

Councillor ML Evans, Mr D Ellis, Councillor P Harries, Councillor S Hudson, Mrs G Hayward, Councillor L Jenkins, Councillor R Kilmister, Councillor RM Lewis, Councillor PJ Morgan, Councillor R Owens, Mr AE Sangster, Mrs M Thomas, Councillor A Wilcox and Councillor M Williams.

Mrs E Williams and Ms K Maddock-Jones who were taking part in the Authority's Mentoring scheme were also present.

(NPA Offices, Llanion Park, Pembroke Dock: 10.30am – 11.40am)

1. Apologies

Apologies for absence were received from Mr A Archer, Ms C Gwyther and Councillor D Rees

2. Disclosures of Interest

A personal but not prejudicial disclosure of interest was received from Councillor Mrs L Jenkins regarding Article 4 Directions in Solva (*Minute 15 refers*) for which she remained in the meeting and took full part in the discussion.

A prejudicial disclosure of interest was received from Councillor RM Lewis regarding the Pembrokeshire Economic Development Strategy and Action Plan (*Minute 16 refers*) during which he withdrew from the meeting.

3. Minutes

The minutes of the meeting held on the 27 April 2016 were presented for confirmation and signature.

It was **RESOLVED** that the minutes of the meeting held on 27 April 2016 be confirmed and signed.

4. Matters arising from the minutes:

There were no matters arising.

5. Reports of meetings of various of the Authority's Committees

The following reports of meetings of a number of the Authority's Committees were presented to Members for consideration/information:

- (i) Development Management Committees held on 20 April and 9 May 2016
- (iii) Operational Review Committee held on 20 April 2016
- (iii) Audit and Corporate Services Review Committee held on 11 May 2016



6. Local Development Plan Review Report and Delivery Agreement

Members were reminded that at the March meeting of the Authority, both the Review Report and Delivery Agreement had been approved for consultation. This had now taken place, and appended to the report were the comments received on each document and the changes proposed to them. Details of the consultation were also set out in the report, together with the next steps. This information had also been shared with Members at a recent workshop.

The recommendations were set out in the report and the Head of Park Direction asked that an additional change be made to the Delivery Agreement such that the Authority would not produce CDs of the plan for distribution as the documentation would all be available on the Authority's website and this could be accessed from all Visitor/Information Centres.

One Member noted that August was not a good month in which to start the period for submission of Candidate Sites as Community Councils tended not to meet during that month and therefore they would effectively have only two months in which to engage with their communities and make their submissions. Officers replied that it was difficult to alter the timetable as it was already quite tight and it was likely to be the middle/end of August before the approved guidance was circulated in any case, however sites could be submitted before the consultation period began, based on the draft guidance; help could be provided to Community Councils if they wanted to do this.

Questions were also asked regarding specific sites and also the way forward for those villages where lack of capacity in the sewerage system meant that further development was not possible. In response to this latter point, officers advised that land in these settlements should be submitted as Candidate Sites as improvements to the Sewerage Treatments Works may be made later in the plan period. It was also agreed that the figures for Feidr Eglwys in Newport would be updated to avoid confusion.

It was **RESOLVED** that:

- a) the Officer Responses to the representations received on the Review Report and Delivery Agreement be approved.
- b) The Review Report and Delivery Agreement for the Pembrokeshire Coast National Park Replacement Local Development Plan be approved subject to the amendments shown in Appendix 2 and Appendix 5 to the report and those raised at the meeting.
- c) Authorisation be given to submit the Delivery Agreement for Welsh Government approval.



7. Sustainability Appraisal Scoping Report for the Replacement Pembrokeshire Coast National Park Local Development Plan

The Research and Sustainability Appraisal Officer reminded Members that at the previous meeting a draft of the Sustainability Appraisal Scoping Report had been approved for consultation. This consultation had now taken place and details of the comments received, actions proposed and the changes made as a result of the consultation responses were appended to the report. It was reported at the meeting that one late representation had been submitted however this had contained no detail and therefore could only be noted. No substantive changes had been made as a result of the consultation exercise.

Members were concerned at the change that had been made to Sustainability Objective 2 as they still felt this would sterilise large parts of Pembrokeshire where there were no bus services – a situation which was not going to improve. Officers advised that the reference to minimising travel by private car was necessary in order to comply with National Policy, however Members would have the opportunity to discuss this issue in greater detail at the next LDP Review Workshop to be held on the morning of 27 July.

It was **RESOLVED** that:

- a) the Officer Responses to the representations received on the Sustainability Appraisal Scoping Report be approved.
- b) The Sustainability Appraisal Scoping Report be approved subject to the amendments shown in Appendix 2 of the report.

8. Corporate Plan 2016/17

Members were reminded that under the Local Government Measure, the Authority was required to publish its Improvement Plan as soon as practical for the new financial year. The recent Well-being of Future Generations legislation required public bodies to publish a plan showing how it will deliver towards the well-being goals. In order to reduce duplication, the Corporate Plan was intended to fulfil the requirements of both pieces of legislation by developing the Authority's well-being objectives which could also be considered the improvement objectives.

A draft Corporate Plan had been presented to Members in February when it was approved for consultation. Only one comment had been received which supported the plan and Members were now asked to approve it.

It was **RESOLVED** that the Corporate Plan 2016/17 be approved.

9. Improvement Plan 2015/16 Part 2

The Business and Improvement Manager reported that under both the Local Government (Wales) Measure 2011 and the Wales Programme for Improvement, the Authority was required to publish an Improvement Plan



Part 2 by 31 October. This reported on the progress against the work programme proposed in the Improvement Plan Part 1 for the year 2015/16. He noted that most of the information contained within the Plan had been reported previously to the Review Committees.

The Chair noted that this was the Business and Improvement Manager' last meeting as he would soon be retiring, and he wished to thank him for his contribution to the work of the Authority over nearly thirty years.

It was **RESOLVED** that the Improvement Plan Part 2 for 2015/16 be approved.

10. Strategic Equality Plan

It was reported that the Equality Act 2010 required public Authorities to prepare a Strategic Equality Plan and update it at least every four years. The Plan before the Authority was to replace that published in 2012 and Members were reminded that the draft of the Plan had been presented to them in March prior to going out to consultation. No comments had been received on the Plan.

It was **RESOLVED** that the Strategic Equality Plan 2016-2020 be approved.

11. Annual Governance Statement 2015/16

Members were reminded that the draft Annual Governance Statement had been reviewed by members of the Audit and Corporate Services Review Committee at their meetings in February and May 2016. As a result amendments had been made within the document with regard to electronic agendas/paperless meetings and on the impact of the Welsh Language Standards and the Authority's ability to comply with them.

The Statement made reference to the ongoing Welsh Government Review of Designated Landscapes and one Member asked about the timetable for reporting on the outcomes of this Review. The Chief Executive replied that the Chair of the Review was due to report to the Minister by the end of July, with a conclusion to the process by the end of 2016. He agreed to provide an update to the next meeting of the Authority.

It was **RESOLVED** that the Annual Governance Statement 2015/16 be approved.

12. Additional Funding for Sustainable Development Projects

It was reported that at the Sustainable Development Fund (SDF) Committee on 18 May 2016 four applications were considered worthy of financial support, however there was insufficient funding to support two of



the projects and the Committee had therefore requested that £21,390.50 of funding from the SDF reserve be made available.

The SDF Administrator briefly outlined the two projects for which funding was sought – Coleg y Mor which sought funding for an Officer for a project to develop the concept of a Coleg y Mor/Marine Academy at the Ocean Lab in Goodwick which it was intended would become a Welsh centre of excellence, delivering education, scientific research, environmental monitoring and also a visitor attraction; and Naturally Connected/Cysylltiadau Naturiol, a pilot engagement initiative specifically aimed at tourism businesses in the National Park to encourage them to adopt land management practices that provide suitable habitats for wildlife and also to promote local ‘wildlife aware’ visitor activities and experiences that will bring benefits to both the environment and also the business.

Members asked about future funding of the two projects, and also the new balance of reserves if this money was released. The Administrator replied that both were pilot projects seeking funding for the early stages of development in a wider project vision, and the Finance Manager confirmed that there was a £200,000 contingency at the end of the 2015/16 finance year.

Another Member asked whether any progress had been made on a report outlining the outcomes of projects granted SDF funding since 2000. The Administrator replied that this was in hand and would be reported to the Authority later in the year, however in the meantime Members might find the latest SDF Annual Report of interest and it was agreed that this should be circulated to all Members.

It was **RESOLVED** that the request to release £21,390.50 from the SDF reserve be approved.

13. Changes to the Members’ Code of Conduct

The Monitoring Officer reported that two new Statutory Instruments had come into force on 1st April 2016 – the Local Authorities (Model Code of Conduct) (Wales) (Amendment) Order 2016 and the Local Government (Standards Committees, Investigations, Dispensations and Referral) (Wales) (Amendment) Regulations 2016. The key changes introduced were set out in the report. He noted that the Authority was required to adopt the changes to the Members’ Code of Conduct by 26th July 2016 in accordance with section 51 of the Local Government Act 2000.

It was **RESOLVED** that the revised Model Code of Conduct for Members be adopted with immediate effect.



14. Regularisation of Encroachment over National Park Authority owned land at Poppit Sands

It was reported that in 1999 the Authority had acquired the freehold of the land edged blue on the photograph appended to the report as an addition to its much larger abutting and pre-existing land ownership. At the date of acquisition this land was already subject to a deeded right of way for the benefit of the residential property known as Briar Bank. In addition the owners of Briar Bank had managed and maintained the soft landscaped verges on either side of the access way as well as erecting a small storage shed. Both constituted ongoing encroachments over the Authority's land and extended to approximately 300sqm; these dated back to at least 1992 as evidenced by aerial photos.

Officers had concluded that it would be appropriate to apply the provisions of the Authority's adopted encroachment policy to regularise the continuing use and occupation of the land edged red on the photograph by Briar Bank via the formal transfer of the Authority's freehold absolute title. Officers had provisionally agreed terms with the owner occupier of Briar Bank to transfer the land edged red at a price of £3,000 subject to conditions set out in the report.

It was **RESOLVED** that in accordance with the adopted Encroachment Policy, officers be authorised to proceed with the transfer of the land edged red on the photo to the owner occupiers of Briar Bank on the terms outlined in the report.

15. Conservation Areas Review and the consideration of Article 4 Directions to reduce specific Permitted Development rights which impact on the quality of Conservation Areas - Solva

Members were reminded that Article 4(2) Directions had already been made for the Conservation Areas of St Davids, Little Haven, Tenby and Newport and that the remaining Conservation Areas were subject to ongoing review. Six conservation areas had recently been surveyed and of these Solva was regarded as vulnerable to the loss of small scale yet significant detail, notably windows.

Article 4(2) Directions applied to unlisted dwelling houses within the conservation Area, of which there were approximately 120 in Solva, 78% of the total building stock. Details of the proposed special planning controls under the Direction were set out in the report and in summary these related to windows, doors, hardstanding, gates and fences.

The procedure for making Article 4(2) Directions required publication of a notice in a local newspaper as well as service of notice on the occupier of every dwelling house affected, with a period of 28 days for representations to be made concerning the Direction. The Authority then had six months to decide whether to confirm the Direction. Members were



advised that a report of consultations would be brought before them within that timeframe.

Members asked that the recommendations as set out in the report be amended to request that the Buildings Conservation Officer meet with Solva Community Council at the earliest possible opportunity.

It was **RESOLVED** that:

- a) Directions were made and executed pursuant to Article 4(2) of the Town and Country Planning (General Permitted Development) Order 1995 to prevent the development permitted by Classes A and F of Part 1, Class A of Part 2 and Class B of Part 31 of the Order from being carried out in relation to the land within Solva Conservation Area shown edged in red on the maps within the draft Directions appended to the report
- b) A report of representations be made to the Authority, seeking confirmation of the Directions within the statutory six month period further to the making of the Directions.
- c) The Buildings Conservation Officer meet with Solva Community Council at the earliest possible opportunity.

[Councillor RM Lewis disclosed an interest in the following item and withdrew from the meeting while it was considered].

16. Draft Pembrokeshire Economic Development Strategy and Action Plan 2016-2021

It was reported that Pembrokeshire County Council was currently developing an Economic Development Strategy and Action Plan for Pembrokeshire. The first stage of the process focused on developing an Economic Profile of Pembrokeshire which had been presented to the Authority in September 2015. The second stage was based on producing a Pembrokeshire Economic Development Strategy and Action Plan 2016 – 2021 and a draft of the latest version was appended to the report.

Members raised a number of points, particularly with regard to Section 2 Drivers of Change in Pembrokeshire. They believed that under ‘strengths’, greater reference should be made the landscape of Pembrokeshire, not just the coast and also the historic buildings which were considered to be hugely significant. Under ‘weaknesses’ concern was expressed regarding the sentence “Local governance can result in some constraints to economic progress” as it was felt that this needed clarification; and also there was a need for greater training support for the hospitality industry and more industrial units within the National Park to support its SMEs. There were felt to be additional ‘opportunities’ to create a centre of excellence for marine research/technology/innovation/energy/education as well as relating to



the county's position as film location and through innovative tourism such as traditional crafts and gardens.

The Chief Executive added that the National Trail was probably Pembrokeshire's most valuable asset, being of great benefit to many SMEs. He agreed to circulate the Authority's draft response to Members before submission.

It was **RESOLVED** that:

- a) the Draft Pembrokeshire Economic Development Strategy and Action Plan 2016 – 2021 be noted; and
- b) the comments made at the meeting be passed on to Pembrokeshire County Council to consider when finalising the document.

17. Welsh Language Standards: Annual Report

Members were reminded that the Compliance Notice issued by the Welsh Language Commissioner set out the Welsh Language Standards with which the Authority had to comply in the course of carrying out its business and the dates from which the Authority had to comply with the Standards; most had to be complied with by 30th March 2016 with the remainder having a compliance date of 30th September 2016. The Standards superseded the Authority's Welsh Language Scheme that had been in place up until then.

Although the new Standards were only in place for one day in the 2015/16 financial year, the Authority was required to produce an Annual Report in line with the requirements of the Compliance Notice and a copy of this had been circulated to Members prior to the meeting.

It was **RESOLVED** that the Annual Report be endorsed as the Authority's submission to the Welsh Language Commissioner.