

Minutes of the Monthly Meeting of Council on Monday 2 April 2007 in the Council Chamber at 7.00pm.

Present: BT Price as Mayor in the Chair, MGD James Deputy-Mayor, JW Braby, DJO Chant, DJH George, MC Gray, SJ Halse, JG Lloyd, RJ Thornton, S Williams with DC Menday (Clerk).

- 1 Apologies for Absence:** AM Foster (family commitment), JF Godkin (indisposed) and PL Evans.
- 2 Declarations of Interest:**
Members and Officers were reminded to make any declarations of personal and/or prejudicial interest that they might have in relation to items on this Agenda
- 3 Confirmation of Minutes for:**
 - 3.1 Council Monthly Meeting on Monday 5 March 2007 – were RESOLVED to be accepted.
 - 3.2 ‘In Committee’ Business of the Council Monthly Meeting on Monday 5 March 2007 – were RESOLVED to be accepted.
 - 3.3 Second Council Meeting of the Month on Monday 19 March 2007 – were RESOLVED to be accepted.
 - 3.4 ‘In Committee’ Business of the Second Council Meeting of the Month on Monday 19 March 2007 – were RESOLVED to be accepted.

Matters arising from the Minutes:

- 4 WHITESANDS:**
 - 4.1 Beach Café
 - 4.1.1 Sublet of tenancy - it was confirmed that following the conditional approval to sign the sub lease given in minute 637 of the meeting on 19 March 2007. The Clerk had received verbal confirmation from Bissmire Fudge & Co together with their letter of 28 March 2007 that the agreement was acceptable. Following consultation with the Mayor and Deputy-Mayor the documents were signed by the Mayor on Thursday 29 March 2007.
 - 4.1.2 Pembrokeshire County Council letter of 19 March 2007 and ‘Non domestic rate notice’ for 2007/8 with a charge of £3270.40 was RESOLVED to be received and passed to the tenant.
 - 4.2 Car Park – Pembrokeshire County Council letter of 19 March 2007 and ‘Non domestic rate notice’ for 2007/8 with a charge of £4300.80 was RESOLVED to be received. The overflow car park situation was discussed and it was agreed that the situation should be clarified.
 - 4.3 Car Park Attendant - Radio/telephone it was RESOLVED to defer the matter pending results of the trial being undertaken by the car park attendant with a more powerful cordless landline telephone.
- 5 ST JUSTINIANS:**
Report from the Technical Group meeting of 19 March 2007 - BT Price declared a personal interest and did not take part in discussion or vote thereon and passed the chair to the Deputy Mayor for this agenda item. During discussion it was noted that:-
 - 5.1 This had not been a satisfactory meeting on either transport or access and a more forceful meeting with representatives of Pembrokeshire Coast National Park Authority attending specifically to discuss car parking should be considered and the matter should be made public.
 - 5.2 The City Council’s continuing support for provision of toilets was not being reciprocated with a scheme for a more permanent facility by the statutory bodies.
 - 5.3 There was a priority for the continuation of currently approved car parking.
 - 5.4 The boat operators had co-operated in re-organising booking arrangements and with the bus trials - this is not being reflected in the approach of the Pembrokeshire Coast National Park Authority.

It was RESOLVED that the City Council was to take a stronger stance on the whole matter of parking at St Justinians and a meeting to include the Assembly Member, Member of Parliament and Chair and Chief Executive of Pembrokeshire Coast National Park Authority was to be arranged.

The chair was returned to the Mayor.

- 6 PROJECTS and WORKS:**
 - 6.1 Memorial Hall: The new notice board had been received and was due for fitting in the current week. There had been one expression of interest in the old notice board from St Davids Care in the Community Ltd and it was agreed that this organisation should receive the notice board for no charge.
 - 6.2 Play Area Phase 2:

- 6.2.1 New access ramp and bus shelter – design work was continuing with the plans being affected by the new boulder installation.
- 6.2.2 Slide refurbishment – order placed with Wicksteed Leisure Ltd and the work is due in late April.

6.3 Cross Square:-

- 6.3.1 Improvements – design for new electrical arrangements was to be finalised together with below ground water service.
- 6.3.2 Replacement tree selection and floral display – a representative of the National Trust had kindly offered to comment on these items during a forthcoming visit to St Davids.

7 CITY HALL:

7.1 Phase 2 Development:-

- 7.1.1 Report on meeting with Pembroke Dock Town Council on 15 March 2007 – points noted were that:-
 - 7.1.1.1 Charity Commission insists on 50:50 councillor and community representation in a trust with a minimum life of 25 years.
 - 7.1.1.2 If there is any debt with the trust when it is handed back to the Council, the trustees would be liable as this could not be passed back to the Council.
 - 7.1.1.3 A detailed building survey had to be undertaken prior to setting up the trust.
 - 7.1.1.4 Some funding could be obtained through the trust that would not have been possible as a council.

It was RESOLVED to invite Peter Howe of Pembrokeshire County Council, Community Regeneration Unit to discuss possibilities of funding for the Hall Development.

- 7.1.2 Meeting with the caretaker was deferred.

7.2 Building Maintenance: -

- 7.2.1 Fire door replacement – hardwood door prices were still awaited.
- 7.2.2 Rear storage – it was agreed to try temporary storage by removing the front section of the stage.

- 7.3 Pembrokeshire County Council letter of 19 March 2007 and ‘Non domestic rate notice’ for 2007/8 with a charge of £2217.60. Clerk noted that Pembrokeshire County Council had advised that the 25% discount was available for Town and Community Councils; this was not now the case as local councils can precept to cover such costs.

OTHER MATTERS ARISING:

- 8 Christmas Street Lighting Review – in progress.
- 9 Gennex -Ysgol Dewi Sant – display of Young People’s Ceramic Mural – awaits response from Ysgol Dewi Sant after school inspection.
- 10 Digital TV – Future of Cathedral transmission – reply awaited.
- 11 Fair Trade City - Criteria for Fair Trade City status are being met with the Council supporting the approach and there are already several outlets for Fair Trade products in St Davids. Local group was now needed and it was agreed to contact Haverfordwest Town Council to discuss the matter further.
- 12 Plastics Recycling – it was agreed to await responses after the next Eco City group meeting.
- 13 Casual vacancy for new member of Council – the period for calling an election has passed and Pembrokeshire County Council Elections Unit had confirmed that the City Council can now consider co-option and the position was to be advertised.
- 14 Sustainable Communities Bill - Stephen Crabb MP - letter of 20 March 2007 was RESOLVED to be received.
- 15 Staff Performance Review was deferred pending receipt of new pay rates.
- 16 Landscape Gallery Project:-
 - 16.1 Pembrokeshire Coast National Park – Letter from Nic Wheeler of 23 March 2007 was RESOLVED to be received.
 - 16.2 Pembrokeshire Coast National Park Authority - Letter from P Roach of 26 March 2007, was RESOLVED to be received and inclusion of the City Council within the management team requested.

17 County Councillor’s Report

J George noted the road works on the Merrivale road to Penlan were being undertaken in the current week and belated repairs to Heol Dewi only involved filling of potholes and not the much needed resurfacing. Complaints have also been received over the Glasfryn Lane being used by motorbikes.

Correspondence

- 18 Wales Audit Office – Proposed extension to the appointment of the external auditor, was RESOLVED to be received.

- 19 Pembrokeshire County Council's letter of 7 March 2007 – Local Development Plan – Delivery Agreement – consultation 2011-2021 ends 20 April 2007, was RESOLVED to be received, with differences in the preparation of the plan between Pembrokeshire County Council and Pembrokeshire Coast National Park Authority being noted. It was RESOLVED to ask Pembrokeshire County Council to clarify why there are these differences.
- 20 Welsh Language Board letter of 16 March 2007 – Implementation of Welsh Language, Self Assessment Scheme was RESOLVED to be completed.
- 21 St Davids Country Market email of 21 March 2007 – use of the City Hall instead of the Memorial Hall when the former was not in use was not accepted, given the need for the hall to make money and concern over creating a precedent.
- 22 Pembrokeshire County Council's letter of 19 March 2007 – North Area Liaison Meeting on 12 April at 7.00pm in the Memorial Hall. Copies of Power Point presentations on 'Why have a Contact Centre', 'Planning JUDP/LDP' and 'Planning Applications', were RESOLVED to be received.
- 23 Pembrokeshire Coast National Park Authority's letter of 16 March 2007 - Pembrokeshire Landscape Gallery, was RESOLVED to be received.
- 24 BDO Stoy Hayward LLP – letter of 20 March 2007 and Local Council Briefing Spring 2007 – audit checklist and guidance, was RESOLVED to be received.
- 25 Pembrokeshire Coast National Park Authority's letter of 20 March 2007 – Tree Preservation Order 98 in Pigsfoot Lane, was RESOLVED to be received.
- 26 Pembroke Design Ltd letter of 21 March 2007 – Beach café works, was RESOLVED to be received.
- 27 Paul Sartori Hospice Home Care - letter of 20 March 2007 was RESOLVED to be received.
- 28 Pembrokeshire County Council letter of 19 March 2007 - Review of Traffic and Transportation in St Davids – Stakeholder Consultation was to be completed by the Clerk.
- 29 St Davids Day Centre, Mrs MC Kimber letter of 19 March 2007 – Withdrawal of Chiropody Services in St Davids was RESOLVED to be received. The concerns expressed were supported by the Council that had already written to the Pembrokeshire Local Health Board over this withdrawal of service.
- 30 Pembrokeshire County Council letter received 24 March 2007 – Notice of National Assembly for Wales Elections on 3 May 2007, was RESOLVED to be received.
- 31 Phil Woolas MP - letter of 23 March 2007 re the Sustainable Communities Bill, was RESOLVED to be received.
- 32 Gareth Butler Consultancy letter received 26 March 2007 was RESOLVED to be received.
- 33 PALC letter of 28 March 2007 – it was RESOLVED to write to Pembrokeshire County Council asking that PALC be included in the consultation process.
- 34 Welsh Assembly Government letter received 30 March 2007 Local Government Policy Statement 2007 – 'A Shared Responsibility' – was RESOLVED to be received.
- 35 Heulwen Lewis and Roanna Freeman email of 29 March 2007 with thanks regarding Tall Ships Training voyage that had been undertaken with sponsorship from the City Council.
- 36 St Davids Community Forum - Mrs S Preece email of 30 March 2007 was noted and the request for attendance at the Forum meetings was noted.
- 37 Naas Mini Rugby tour for the forthcoming Easter weekend with reception to which councillors are invited was noted.
- 38 The following items of correspondence were RESOLVED to be received:-
- 38.1 Department for Constitutional Affairs letter of 8 March 2007 - Memorial Safety.
 - 38.2 Ombudsman letter and posters of 26 March 2007.
 - 38.3 Health Challenge Wales newsletters.
 - 38.4 Welsh Assembly Government - letter received 17 March 2007 Sell 2 Wales.
 - 38.5 Maesglas Family Association – Request for old computers.
 - 38.6 Local Councils Update April 2007.
 - 38.7 North Pembrokeshire Transport Forum – Annual Meeting Report.
 - 38.8 Regeneration and Renewal - conference information.
- 39 DONATIONS - it was RESOLVED that the council in accordance with its powers under section 137 of Local Government Act 1972 should incur the following expenditure, which in the opinion of the Council is in the interests of the area or its inhabitants:
- 39.1 Pembrokeshire Crossroads letter of thanks of 9 March 2007 for £50 was received.
 - 39.2 Donation requests – Hillside Home League of Friends letter of 28 March 2007 was RESOLVED to be received.

Clerk's Business

- 40 ANNUAL REVIEW 2007 – the following schemes, policies, licences and tenancies of the Council were reviewed as a part of the annual self assessment process and the following summary of matters considered was RESOLVED to be accepted:-

- 40.1 SCHEMES, POLICIES and REGULATIONS:
- 40.2 Standing Orders.
- 40.3 Financial Regulations.

- 40.4 Code of Conduct and Registers of Member's Interests, Gifts and Hospitality.
- 40.5 Welsh Language Scheme.
- 40.6 Freedom of Information Publication Scheme under section 19 of the Freedom of Information Act 2000 – Clerk advised that while the approved publication scheme ended on 28 February 2007 its validity had been extended by an email [Ref. ENQ0154696] from the Information Commissioners office on 20 March 2007 until to 28 February 2008.
- 40.7. Policies:-
- 40.7.1 Health and Safety Policy
 - 40.7.2 Equal Opportunities Policy
 - 40.7.3 Volunteer Policy
 - 40.7.4 Volunteer Agreement
 - 40.7.5 Confidentiality Policy
 - 40.7.6 Illegal Drug and Alcohol Policy
 - 40.7.7 Environmental Policy
 - 40.7.8 No Smoking Policy
 - 40.7.9 Child Protection Policy

40.8 CONTRACTS, LICENCES AND TENANCIES: -

- 40.8.1 Approved Minor Works Contractor's List.
- 40.8.2 Grass cutting.
- 40.8.3 Whitesands Shop Tenancy in place to 2018 with next rent review in 2009.
- 40.8.4 Whitesands Ice Cream Licence - ends 31 October 2007.
- 40.8.5 Whitesands Car Park Attendant Licence - ends 31 October 2007.
- 40.8.6 Whitesands Car Park Field Agreement - expires 31.10.2011.
- 40.8.7 Caretaker - City Hall Flat tenancy is ongoing.
- 40.8.8 Croeswdig Field - Agricultural Tenancy - expires on 30.11.2009.

40.9 RISK MANAGEMENT - Inspections and Risk Assessments of Council Property and Events:

- 40.9.1 Routine inspections of council property and recording is continued using the Staysafe system.
- 40.9.2 Financial risk assessment.
- 40.9.3 Play Area Inspections – these are continued twice weekly and recorded on the Playsafe system and exported to Pembrokeshire County Council as required. The Clerk noted a lack of clarity in response from Pembrokeshire County Council regarding inspections in the last year.

40.10 ASSET REGISTER – was approved and agreed to be submitted with the external audit.

40.11 INSURANCE COVER – Allianz Cornhill policy cover summary as follows (due for renewal in June):-

	CURRENT LIMIT
<u>Mandatory Cover</u>	
Public Liability	£5 million
Employers Liability	£10 million
Money up to £1000 in safe	
Legal Expenses	£50,000 except for `
	employment awards £25,000
Fidelity Guarantee	£70,000

Optional Cover schedule of benefits in policy

Personal Accident for members and officers up to 80 years of age
Cover for libel and slander by members as well as officials indemnity £250,000.

Property Damage (Excess £75) – Items below

Buildings including Landlords Fixtures and Fittings: -	
Whitesands Beach Café	354,705.00
City Hall Complex including house	609,186.00
Car Park attendants office	14,081.00
Fountain and surrounding wall (Memorial Garden)	42,245.00
Well and Stone Well housing (Quickwell)	2,112.00
Well and Stone Well housing (Lower Moor)	2,112.00
Lamp Posts, Street furniture excluding street names	
37 Community Seats	19,297.00
Flag Pole	1,408.00

Bus Shelter		14,081.00
2 no Place Names		3,274.00
2 no Finger posts		1,785.00
Gates and Fences: Play area		3,827.00
Other eg car park		6,000.00
War Memorials		Not covered
Playground equipment:-		
Toddler swing	1,354.00	
Grasshopper	888.00	
Junior swing	1,700.00	
Camel	1,063.00	
Motorcycle	1,560.00	
Carousel	1,156.00	
Waltz	5,375.00	
Circular track	4,616.00	
Multiplay Unit	6,548.00	
Seesaw	2,182.00	
Slide	5,457.00	
Bars	2,728.00	
Rocking horse	4,554.00	
Playdale motorcycle	1,000.00	
Climbing Boulder	9,000.00	
Lions Den toddler multiplay	3,000.00	

The following contents in the buildings:-

Office contents, machinery etc:-		
Photocopier Toshiba 160	3,000.00	
Fax and telephone	750.00	
Crockery	1,000.00	
1 Laptop Dell Inspiron 1100	989.00	
Dell Optiplex computer	1,000.00	
PC Computer	No value	
Hewlett Packard Laserjet 6L Printer	220.00	
City Hall / Kitchen furnishings	10,000.00	
Mowers and similar machinery	700.00	
Sports equipment	Not covered	
<u>Other Property:</u>		
Mayoral Chain	3,500.00	
Mayoral Robes	2,000.00	
Deputy Mayor / Mayoress chains	2,000.00	
Goal posts	500.00	
Village pump (Rhodiad)	3,000.00	
Model Aeroplane	600.00	
P A System	460.00	
Electric Piano	1,300.00	
Christmas Lighting	30,000.00	

- 41 Items identified by the previous External Auditor's Report and Risk Assessment Action plan -, the Clerk reported that these were all complete and this was RESOLVED to be accepted.
- 42 Works outstanding – schedule of work was noted and RESOLVED to be received.
- 43 Computer back up – Given the increasing volume of council business on the computer an additional external hard drive for use for back up purposes was RESOLVED to be purchased within a budget of £100.

Planning:

44 Current applications:

- 44.1 Plan NP/07/085 – Use existing external bar from 10am to 11pm from 15 March – 30 September for 3 years from March – deferred to committee on 21 March as the City Council's view was contrary to the support from Pembrokeshire Coast National Park Authority officers; this was noted.

45 New applications:

- 45.1 06/1488/PA Erection of garage at Cwmwdig Farm, Berea - it was RESOLVED to offer COUNCIL SUPPORT.
- 45.2 NP/07/141 Temporary portable seasonal toilets 1 April – 31 October at Western end of lay by at St Justinians – City Council’s own application. BT Price declared a personal interest and did not take part in discussion or vote thereon.
- 45.2.1 On an operational point, letters inviting boat operators to contribute towards the cost of providing the portaloos were RESOLVED to be sent.
- 45.2.2 It was also noted that with the removal of the public toilets at the Grove on account of the Gallery contract it was RESOLVED to ask Pembrokeshire Coast National Park Authority what service was to be provided.
- 45.3 NP/07/002s Free standing sign at Rhodiad Chapel, Rhodiad -y-Brenin - it was RESOLVED to offer COUNCIL SUPPORT.
- 45.4 NP/07/003s Illuminated signage Barclays Bank, 3 High Street - it was RESOLVED to offer COUNCIL SUPPORT.
- 45.5 NP/07/146 Installation of new ATM, Barclays Bank, 3 High Street - it was RESOLVED to offer COUNCIL SUPPORT.

46 Accounts:

- 46.1 Internal Audit for February 2007 had been successfully completed and was RESOLVED to be received.
- 46.2 Accounts for March 2007.

Balances as at 24th March: Premier Account £61,688.74 Current Account £28,905.76

ACCOUNTS PRESENTED FOR PAYMENT (ALREADY PAID)

Siop y Bobol	50.00
PALC	150.00
B S Davies (Internal Auditor)	90.00
PCNPA	72.00
Peter Lavin	198.90
Viking Direct	52.77
Nat. Trust Shop	52.36
Ysgol Bro Dewi	22.80
PMR	477.05
Peter Lavin	142.80
M C Davies	550.00
Dilwyn Page	5565.68
Tom Evans Fabrication	2716.60
D C Menday	1178.87
P L Evans	200.75

ACCOUNTS PRESENTED FOR PAYMENT (NOT PAID)

Play-ground Supplies Ltd	26,808.00
Viking Direct	22.50
SWALEC Christmas Lighting	403.18
Greenbarnes Ltd	1,592.99
Pam Jones (Translation Service)	66.64
Ysgol Dewi Sant – newsletter printing	176.25
P Lavin	213.00
P Lavin	347.40
J Phillips	92.77
Connaught Gasforce	307.69
Adele Pearson	50.00
HMCE	213.78
Butherway Electrical- Hall Lighting	1,410.00

INCOME (01/04/06 to 24/03/07)
£188,027.25
(Car Park £133,914 Hall £12,763.)

EXPENDITURE (01/04/06 to 24/03/07)
£134,782.88
(Admin £37,849 Car Park £29,559 Hall £26,585)

DONATIONS FROM 01/04/06)

SWAT

50.00

Menter Iaith Sir Benfro	25.00	Saints Junior Rugby	500.00
Penknife Club	100.00	Bobath Cymru	50.00
Porthmawr Surf Lifesaving Club	250.00	Macmillan Cancer Support	103.00
Mind	50.00	Pembs Cruse	50.00
Childline Cymru	100.00	Royal British Legion	50.00
Shelter Cymru	50.00	Samaritans	100.00
Artswave	50.00	H'west CAB	100.00
St Davids Cemetery	400.00	Alzheimers Society (Pembs)	50.00
Tretio Chapel	100.00	Childline Cymru	100.00
Caerfarchell Chapel	100.00	Kidney Wales Foundation	50.00
Berea Chapel	100.00	Age Concern Pembs	50.00
Urdd Gobaith Cymru	25.00	Pembs Crossroads	50.00
St Davids Cathedral Festival	750.00		

46.3 Financial provisions: Whitesands Shop tenancy Bond £500: Croeswdig tenancy bond £500: Provision for grass cutting £2000: contribution from Siop y Bobol for Play Area equipment £5000: Play area match funding £6100 for PCC Capital Play Fund Total, St Davids Day Fund £462 – Total £14,562.

46.4 Permission to pay the accounts was RESOLVED to be granted.

Mayor's Business:

47 Badges for Past Mayors.

Prices for badge designs originally obtained in 2003 were reconsidered with suppliers details noted as before and updated with figures from Thomas Fattorini Ltd being accepted

	Oval badge with bar	(£)	Oval Badge
Dye charge	294		294
Sterling silver	66.29		45.00
Metal & enamel	38.70		21.35

It was RESOLVED to purchase 15 oval badges with bar in silver from Thomas Fattorini Ltd at £66.29 each plus the dye charge.

There being no further business the meeting closed at 8.40pm.

Signed
Chairperson

Date.....

Second Meeting of the Month on Monday 23 April 2007 in the Council Chamber at 7.00pm.

Present: BT Price as Mayor in the Chair, MGD James Deputy-Mayor, JW Braby, DJO Chant, AM Foster, DJH George, MC Gray, SJ Halse, JG Lloyd, RJ Thornton, S Williams with PL Evans (Responsible Finance Officer) and DC Menday (Clerk).
P Howe - Pembrokeshire County Council, Community Regeneration Officer.

48 Apologies for Absence: JF Godkin (indisposed), JG Lloyd (social commitment).

49 Declarations of Interest:

Members and Officers were reminded to make any declarations of personal and / or prejudicial interest that they might have in relation to items on this Agenda.

Matters arising from the Meeting of the 2 April 2007 and related Correspondence:**50 CITY HALL: PHASE 2 DEVELOPMENT:**

The Mayor welcomed Mr Peter Howe of Pembrokeshire County Council Community Regeneration (CRU) to the meeting and he led a discussion on the approach to seeking funds for the scheme with the following points being noted:-

50.1 Phase 2 - likely to cost around £500,000 for the work.

50.2 The funding 'scene' has become far more competitive recently.

50.3 Revisit the plans noting that the possibility of just using the garden space behind the house for toilets and day Centre was very limited.

50.4 Funding criteria for Hall projects now require applications with numerous users benefiting. While the Day Centre, as the main user to benefit provides daily use, more users are required for a potential funder to view the scheme positively. Funding is difficult for the elderly as it is also a one user group situation and it emphasises the needs for more uses from within the community. As many users as possible to be obtained. This opinion was determined by recent rejections of similar applications from prospective funders.

50.5 Business plan required for more than £50,000 applications.

50.6 Prospective funders would include (if project was ready to run but it is not) – Big Lottery 'People and Places'. There maybe an indirect effect from the Olympic Games commitments to this and similar funds. European funding Convergence (The scheme replacing Objective 1) was unlikely to be available for community schemes apart from totally new builds.

50.6.1 Phased Approach – Likely to be only option, suggest applying to several funds.

50.7 Management Structure – An option is to set up a Hall Management Committee to make the applications as a separately constituted body that would include within its Memorandum and Articles that the Committee reports back to the City Council, it would in effect be a Steering Group.

50.8 Council could look to provide a strategy for use of buildings in relation to other local facilities – eg role of Scout Hut and Old School Canteen.

50.9 Peter Howe offered to look at the present plans with own CRU technical staff to provide a new scheme including development of the house with the priorities of providing fully accessible toilets and a Day Centre. This offer was accepted with thanks and the possibility of the City Council looking at its own house and becoming involved with affordable housing was also to be taken further.

The Mayor thanked Peter Howe for his help and he left the meeting.

Further discussion followed on the Memorial Hall and the need to make it more attractive for users as well as providing a list of users of the building.

51 Pembrokeshire County Council letter of 11 April 2007 Parking in St Davids was considered next following the arrival of local resident Mr P Hamilton. It was felt that the reply did not respond clearly regarding resident's parking and the comments on out of centre parking at Whitesands were not relevant. It was **RESOLVED** to be reply stating that the letter did not address the points raised.

52 CITY HALL: Building Maintenance: -

52.1 Fire door replacement – matter was deferred to the next meeting.

52.2 City Hall boiler maintenance contract renewal £148.44 (Worcester one year breakdown cover and an annual service) was **RESOLVED** to be approved.

52.3 Trading outside the City Hall – a complaint was noted from Messrs Food and Wine regarding trading outside the City Hall and the lack of formal permission for this activity. This was upheld and it was **RESOLVED** that no trading was to be allowed on the street in front of the City.

53 WHITESANDS:

53.1 Property :

- 53.1.1 Security of attendant's hut following break in on 10/11 April 2007 – it was RESOLVED to investigate battery operated alarm devices as a deterrent.
- 53.1.2 Public conveniences - Eco City project works – excavation for rain water holding tank in the car park was RESOLVED to be allowed, subject to receipt of clear request and programme and in association with Pembrokeshire County Council.
- 53.1.3 Sewage pump replacement following recent failure – costs of a new pump from Penstar Pumps following internal electrical failure were noted as - TT sewage pump, single phase: £1180.00 and attend site to replace the pump and recommission at £192.00 both ex vat – these costs were RESOLVED to be accepted.

53.2 Car Park Management

- 53.2.1 Alternative enforcement system (Messrs Parkshield) that involves a parking ticket issue system as with the present system together with a £15 incentive fee for the attendant within the fixed penalty was noted.
- 53.2.2 Pembrokeshire County Council Licencing letter of thanks was agreed to be sent to Mr Gareth Watts, Principal Officer of Public Protection following the considerable assistance provided during the handling of the recent arrival of about 30 traveller's vehicles.
- 53.2.3 Darwin Science Festival – email request of 12 April 2007 for pass to Whitesands for charitable work was RESOLVED to be accepted.

54 PROJECTS and WORKS:

54.1 Cross Square:-

- 54.1.1 Improvements – design for new service arrangements are awaiting electrical information.
- 54.1.2 Replacement tree selection – Of the 2 species presented and following informal advice from the National Trust's head gardener who felt that the Cockspur Thorn was very appropriate for St Davids; it was RESOLVED to plant a Crataegus crus-galli with a 150 cm girth to resist both the wind and vandalism.
- 54.1.3 Floral display – A paper was circulated for discussion at the next meeting.

55 ST JUSTINIANS: BT Price declared a personal interest and did not take part in discussion and passed the Chair to the Deputy Mayor.

- 55.1 Pembrokeshire Coast National Park Authority copy of letter of 13 April 2007 to John Price regarding bus service was RESOLVED to be received.
- 55.2 RNLI - given the plans for a new lifeboat and station it was RESOLVED to send a letter to the RNLI seeking to continue the co-operation of the provision of parking in the future.
- 55.3 Further publicity was to be given to the situation and this should include national media as well as prospective candidates for forthcoming elections.

The Chair was then passed back to the Mayor.

OTHER MATTERS ARISING:**56** Closure of the public conveniences at the Grove as a part of the Landscape Gallery contract of Pembrokeshire Coast National Park Authority.

The toilets have been demolished, with some complaints regarding the lack of toilets at this key location already being received, there being particular concerns for coaches that would now arrive and drop off and pick up in the centre nearer the toilets at the rear of the City Hall. There was also a lack of signage at the Grove giving directions to alternative facilities.

J George reported on various discussions with Pembrokeshire County Council and Pembrokeshire Coast National Park Authority staff, with no prospect of a new public convenience either temporary or permanent being likely.

It was RESOLVED that letters were to be sent to Pembrokeshire County Council and Pembrokeshire Coast National Park Authority asking for a proper solution to the provision of toilets and to provide clear signage during the period of works.

57 Casual vacancy for new member of Council – matter was deferred as no written applications had been received by the closing date of 23 April 2007.**58** Pembrokeshire Community Health Council letter of 11 April 2006 – Chiropody Service in St Davids as there was a lack of a suitable room to accommodate the special chair was noted.

Correspondence

- 59 Pembrokeshire Coast National Park Authority letter of 11 April 2007 – Pembrokeshire Coast Conservation Area Repair Grant Schemes – summary of awards for 2006/7 and request for comment on applications for 2007/8 was noted with BT Price declaring a personal interest and not taking part in discussion or voting.
- 60 Pembrokeshire Community Halls Forum Meeting on 8 May at Maenclochog was RESOLVED to be received.
- 61 HM Customs and Excise letter of 19 April 2007 – notification of inspection visit was RESOLVED to be received.
- 62 Parking by CK’s blocking of Glasfryn Lane – as this was an enforcement matter it was agreed to refer it to the police.

Clerk’s Business

- 63 Notice of a Police Neighbourhood Police Forum 17 May 2007 7-9pm in the City Hall was RESOLVED to be received.
- 64 Play Inspections during Clerk’s leave Monday 5 and Friday 11 May – J George volunteered to undertake these inspections.
- 65 Vandalism - A ‘St Davids’ design bench was noted to have been thrown into the river at the Bont over the preceding weekend, the police are investigating.

Planning:

- 66 NP/07/221 Polytunnel at Lower Moor Farm – it was RESOLVED to offer COUNCIL SUPPORT.

Other Business

- 67 Mobile Phone Masts – following recent media coverage over health concerns, especially cancers, in the vicinity of some mobile phone masts, it was RESOLVED to write to Pembrokeshire County Council to ask for their policy on the placement of these masts.
- 68 J Braby reported a successful season on behalf of St Davids City Football Club and wished to thank the Council for the provision of the pitch and facilities that enabled the Club to continue in the absence of any other funding.

There being no further business the meeting closed at 8.50pm.

Signed
Chairperson

Date.....