

Minutes of the Monthly Meeting of the Council on Monday 8th April 2013 in the Council Chamber at 7.00pm

Present: Mayor DJH George, Deputy Mayor MGD James, DJO Chant, ES Evans, MC Gray, D Halse, FD John, BT Price, K Rose, CT Taylor, S Williams with CH Gray (Clerk) and PL Evans (Responsible Finance Officer).

Also present was County Council DB Lloyd

1 Apologies for Absence: JG Lloyd

2 Declarations of Interest: Members were requested to identify any declarations of personal or prejudicial interests that they might have in relation to items on the agenda.

- 2.1.1 Cllr Price declared a prejudicial interest in relation to Item 5.2 and left the Council Chamber while the business was discussed.
- 2.1.2 Cllrs Price & Taylor declared personal interests in relation to Item 21.

3 Confirmation of Minutes for:-

- 3.1 The Council Monthly Meeting on Monday 4th March 2013 were RESOLVED to be approved.
- 3.2 'In Committee' Minutes of the Council Monthly Meeting on Monday 4th March 2013 were RESOLVED to be approved.
- 3.3 The Second meeting of the Council on Monday 18th March 2013 were RESOLVED to be approved.
- 3.4 'In Committee' Minutes of the Second Meeting of the Council on Monday 18th March 2013 were RESOLVED to be approved.

Matters Arising

4 CHRISTMAS STREET LIGHTING This item being a matter of contract was RESOLVED to be deferred to the end of the meeting when under section 100 (A) of the Local Government Act 1972, it was agreed that the public and press be excluded from the meeting for this item on the grounds that it involves the likely disclosure of exempt information.

The terms and conditions of the tender agreement provide that the Tender must hold public liability insurance for the sum of £5 million as well as comply with the necessary health & safety legislation. Mr Lavin has yet to supply the Council with a copy of his insurance certificate as well the relevant paperwork certifying the following:

- 1. NICEICE approved electrical contractor.
- 2. IPAF powered access licence (required for all operatives using a cherry picker).
- 3. City & Guilds street works certificate in signing, lighting and guarding. It is required that there is a named foreman that needs to do the supervisors qualification.
- 4. A G39 certificate to enter electrical boxes.
- 5. CFA registered eyebolt tester.

5 TOILET FACILITIES ST JUSTINIANS

- 5.1 Barbara Fitzgerald's e-mail of 28th March 2013 informing the City Council that the request for a contribution towards the cost of the toilets had been passed to Mr Ian Westley, Director of Transportation, Housing and Environment at Pembrokeshire County Council had was received.
- 5.2 Copy of Ffion Rees e-mail to John Price dated 21st March 2013. It was RESOLVED by a vote of 9:1 with Cllr Taylor dissenting that the Mayor would respond directly to Mr Price.

6 CITIZENS ADVICE BEAUREAU Following Peter Dickson's e-mail of 28th March 2013 it was RESOLVED to peruse the matter upon the return of CAB's Chief Officer.

7 TRFFIC MATTERS

- 7.1 Residents parking permits at Cross Square. Following John Price, Traffic Manager of Pembrokeshire County Council letter of 3rd April 2013 the City Council considered that retaining the current limited waiting bays would continue to encourage and support the local businesses and as such it was RESOLVED to recommend that the parking facilities remain the same and that there be no introduction of a resident parking permit scheme at this particular location.

7.2 Waiting restriction on shared use pavement in Nun Street. The Clerk informed the Council that a request had been made to the Highway Authority and that a reply was expected by the date of the next meeting.

- 8 ST DAVIDS DAY CELEBRATIONS** Following Julia Horton-Powdrill's e-mail of 26th March 2013 it was **RESOLVED** to invite her to attend a subsequent meeting at a later date.
- 9 ST DAVIDS LIBRARY SERVICE** Following Fiona Bailey's e-mail of 2nd April 2013 request for information it was **RESOLVED** to confirm that the City Council's plans for the development of the City Hall included a permanent public library service.
- 10 PUBLIC CONVENIENCES IN CITY CENTRE** The Clerk reported that, to date, no written confirmation of planned closures had been received from Pembrokeshire County Council. It was **RESOLVED** to peruse the matter with the County Council as a matter of urgency.

Accounts

- 11** The Responsible Finance Officer reported that the Internal Audit for February 2013 had been successfully completed.

- 12** Accounts for March 2013.

Cllr Halse queried the payment made to the Grove Hotel for £3482.51 in respect of the Homecoming Parade for the army. The Clerk and Responsible Finance Officer confirmed that the original quote had been for £2500. It was RESOLVED that the Responsible Finance Officer would speak to the Hotel Manager and report back to the Council at the next meeting. It was RESOLVED to approve the remaining accounts for the month and grant permission to pay.

13 Donations:

Donation Requests:-

- 13.1 NSPCC letter not dated. It was RESOLVED to donate £50.
- 13.2 Welsh Air Ambulance letter not dated. It was RESOLVED to donate £50.
- 13.3 CRUSE Bereavement Care letter of 1st February 2013. It was RESOLVED to donate £50.
- 13.4 Paul Satori Foundation letter of 21st March 2013. It was RESOLVED to donate £50.
- 13.5 Gerald Miles suggestion for Nass RFC hospitality at Treginnis. It was RESOLVED not to provide a financial contribution but to write a letter of thanks to Nass RFC for the shield presented to the City Council.
- 13.6 Flanders Memorial Appeal. Cllr Gray informed the Council that a commemorative stone was to be taken from Wales to Flanders in memory of those who fought and died. It was RESOLVED to provide a contribution towards the cost of the transportation.

Correspondence

- 14 Alyn & Eryl Pugh letter of thanks not dated. The information was received.
- 15 Phillip Jones of NHS Cymru Determination of a controlled locality – Letterston. It was RESOLVED to confirm that both Letterston and Solva were considered rural locations.
- 16 St Davids Peninsula Tourist Association letter of 15th March 2013 the RNLI and Porthstinian. The information was received.
- 17 David Mills letter of 18th March 2013 Disabled parking in and around the city and its environs. The letter was RESOLVED to be acknowledged. It was further RESOLVED to remind the car park attendant to inform customers of the fixed penalty for parking in a disabled space without a permit.
- 18 RSM of 14th Signal Regiment letter of thanks dated 25th March 2013. The information was received.
- 19 Julia Horton-Powdrill e-mail of 27th March 2013 Coastal Communities Fund. It was RESOLVED to register an expression of interest and to enquire as to the possibility of obtaining funding.
- 20 Row2Win letter (not dated) informing the Council of their plans to hold an out door “rowing “ event to raise funds for Plastic Oceans at Crew Clothing, High Street. It was RESOLVED that the Council had no objection to the event taking place.
- 21 Robert Davies letter (not dated) outlining concerns regarding the St Davids Market. The Council considered that the selling of locally produced food, including ‘take away’ produce did not breach the market’s ethos and as such it was resolved to continue to allow the traders to operate. The opening hours of the market were also discussed and it was clarified that the traders were permitted to sell their produce between the hours of 9am and 2pm.
- 22 Standard letters and newsletters – the following items are on display or available electronically:-
 - 22.1 Oriol Y Parc April newsletter. The information was received.
 - 22.2 North Pembrokeshire Transport Forum News. The information was received.

23 Reports from Members representing the Council:-

- 23.1 One Voice Wales. Cllr Taylor reported that he would be attending the next meeting on Tuesday 9th April 2013.
- 23.2 St Davids Carnival Association. Cllr James reported that the next meeting was to be held n Tuesday 9th April 2013.
- 23.3 St.Davids Christmas Tree Association. Nothing to report.
- 23.4 St.Davids Day Celebration Group. Nothing to report.
- 23.5 St Davids Day Centre for the Elderly. Nothing to report.
- 23.6 St Davids Eco City Group. Nothing to report.
- 23.7 St.Davids Peninsula Tourist Association. Cllr Williams reported that Pembrokeshire continued to have a high number of accommodation booking with St Davids doing well.

- 23.8 Porthclais Harbour Authority Nothing to report.
- 23.9 St.Davids - Matsieng Lesotho Link. Cllr Taylor reported that the group were in the process of applying for Wales Africa Link support and hoping to organise a delegation from St Davids including school children and Councillors to visit Lesotho in October but was awaiting an invitation through the proper channels. Cllr Taylor asked the Council if official letters could be written on the City Councils headed paper. It was RESOLVED to approve the request provided that the Council had approved the letters prior to being sent.
- 23.10 Youth Drop In. Cllr Price reported that invitations to the Youth Club’s cookery event were expected to be received soon.
- 23.11 Ysgol Bro Dewi Governor. Cllr Price reported that though there was no official Governor’s report the children in the recorder group had gone through to the second round of the Urdd competition.

24 County Councillor’s Report

- 24.1 Cllr Lloyd reported that the County Council was keen to protect vulnerable members of the community affected by the recent bedroom tax and would produce information in the next newsletter regarding help available for those affected.
- 24.2 Cllr Lloyd reported that a major project of town regeneration was to take place in Haverfordwest and Fishguard which were both in need of help. Cllr Chant felt that charity shops were given an unfair advantage due to lower rates and suggested that a period of half rent for an empty shop would help to revitalise areas in decline.
- 24.3 Cllr Lloyd informed that council that a fantastic prize ceremony was held recently at Ysgol Dewi Sant with former pupil and Head boy Dr William Taylor as guest speaker. A new Head of Maths had been appointed and would be starting work in the next term. The Estyn inspection was due to take place soon and staff, governors and pupils were prepared and confident that the school would do well.

Planning

- 25 NP/13/0115 Single storey rear extension (kitchen & bedroom) at 100 Nun Street, SA62 6SD. Application withdrawn. The information was received.
- 26 NP/13/0074 Provision of 2 polytunnels to grow vegetables for COCA at Caerhys, Berea, SA62 6DX. It was RESOLVED to support the application.
- 27 NP/13/0103 Sign and collar for cash point machine at Lloyds Bank, Cross Square, SA62 6SE. . It was RESOLVED to support the application.

Mayor Business

- 28 The Mayor congratulated the Clerk on her recent pregnancy and it was RESOLVED that the Clerk would meet with the Mayor and Deputy Mayor to discuss her plans for maternity leave.

There being no further business the meeting closed at 9.10pm.

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Chair

Date.....

Minutes of the Second Meeting of the Month on Monday 22nd April 2013 at the Council Chamber at 7.00pm.

The meeting was preceded by a visit from Police Commissioner Salmon of Dyfed-Powys Police who presented his Police and Crime plan to the City Council, a copy of which is available in the Council Chamber for public inspection. The Commissioner listened to the concerns of the Council regarding the lack of police presence in St Davids particularly as a busy City in the summer season and informed the Council that in a time of tight choice the current options were either a police officer or a police building. The Commissioner agreed mobile police stations needed vast improvements and that local numbers for local police stations would provide a better service and promised to re-look at the proposed closure of front desks throughout the county.

Present: Mayor DJH George, Deputy Mayor MGD James, DJO Chant, ES Evans, MC Gray, D Halse, FD John, JG Lloyd, K Rose, CT Taylor, S Williams with CH Gray (Clerk) and PL Evans (Responsible Finance Officer).

29 Apologies for Absence: BT Price

30 Declarations of Interest: Members were requested to identify any declarations of personal or prejudicial interests that they might have in relation to items on the agenda.

Finance

31 Annual audit: acceptance of Section 1 – Accounting Statements. It was RESOLVED to accept Section 1 – Accounting Statements

32 Annual audit: acceptance of Section 2 – Annual Governance Statements. It was RESOLVED to accept Section 2 – Annual Governance Statements.

Matters Arising

33 CITY CENTRE PAVEMENTS See Ben Blake e-mail of 9th April 2013 proposed removal of single yellow line restriction and implementation of double yellow line restriction on the shared use pavement opposite 43-51 Nun Street. It was RESOLVED to request the implementation of a double yellow line. It was further RESOLVED not to support the suggestion for resident parking in the parking bays at the north end of Nun Street.

34 HOMECOMING PARADE Reception at Grove Hotel. The Responsible Finance Officer reported that the Hotel had been instructed to increase the numbers attending the buffet by the army and had not known to clarify the numbers with the City Council. It was RESOLVED that to avoid confusion in future the agreement regarding the exact details for the City Council's part in the army's reception would be given to the caterer in writing.

35 ST JUSTINIANS The Clerk provided a basic summary of information considered at the Council-led stakeholders meeting on Wednesday 10th April

35.1 Land ownership and access.

35.1.1 Title register and plan for St Justinians House and Ramsey Island.

35.1.2 Statement taken from Definitive Map of Public Rights of Way relating to Footpath PP86/169.

35.1.3 Steps from junction of public footpaths to shoreline. No documented ownership of the cliff and steps.

It was accepted by the group that the information contained in the above points was correct. Derek Rees informed the group the steps were originally built by Mr Whitehead in order to provide a safe path up for cattle being ferried to and from Ramsey Island. It was agreed that anyone with information as to the legal owner of the cliff and steps would inform the group at the next meeting and that the Clerk would make enquiries with Pembrokeshire County Council regarding the status of the land.

35.2 Redundant RNLI land and buildings.

Howard Richings confirmed the information that had previously been disclosed to the City Council. The land and original boat house would be sold once they were no longer needed by the RNLI. An offer from a community group that would not significantly disadvantage the RNLI would possibly be considered as an alternative to placing the land and building for sale on the open market. The existing boat house could possibly be removed for historic preservation subject to funding and permission regarding the listed building status.

35.3 Design and construction of proposed new jetty.

Clive Hayes suggested that the cheapest and most practical design of a new landing / jetty would be one similar to the new slip proposed by the RNLI with a T on the end allowing it to be used at any stage of the tide. Derek and Steven Rees offered to look at some designs and to show them to the group at the next meeting.

Rod Peron of Cooke & Arkwright, estate manager for the Crown informed the group that the Crown Estate would consider approving a new lease that would support local industry once the RNLI had terminated their lease agreement with the Crown. Mr Peron also suggested that a new landing / jetty that provided access to Ramsey Island, supported local businesses and was available to the community as a whole could be strong justification for removing / demolishing the listed building that is currently used as the lifeboat station.

35.4 Funding.

Clive Hayes informed the group that he had a contact at Landsker that specialised in obtaining grant funding. Howard Richings advised the group that due to the intense complexity of the paperwork involved in grant funding it would be prudent to instruct a specialist to undertake the task.

35.5 Permanent toilet facilities

35.6 Car parking facilities

35.7 Bus service

A general discussion took place regarding the above items and while it was agreed that each of them needs fully investigating to ascertain the possible options once the planning application for the new lifeboat station has been resolved.

35.8 Date of next meeting.

It was agreed that the next meeting would be held once the planning application for the new lifeboat station has been resolved.

The information was received. Cllr Chant proposed that the full history of St Justinians be discussed at the next appropriate meeting and it was RESOLVED to do so pending the decision of the RNLI's recent planning application.

36 TOILET FACILITIES Following Jonathan Mills, Corporate Improvement Officer at Pembrokeshire County Council e-mail of 11th April 2013 and press release outlining the proposed closure of public conveniences in St Davids. It was RESOLVED to oppose the planned closure of the toilets at Quickwell Hill car park and to obtain figures relating to the use of both the car park and the toilets.

37 CHRISTMAS STREET LIGHTING

This item, being a matter of contract was agreed to be deferred to the end of the meeting when under section 100 (A) of the Local Government Act 1972, it was RESOLVED that the public and press be excluded from the meeting for this item on the grounds that it involves the likely disclosure of exempt information.

38 CLERK'S MATERNITY LEAVE

This item, being a matter of contract was agreed to be deferred to the end of the meeting when under section 100 (A) of the Local Government Act 1972, it was RESOLVED that the public and press be excluded from the meeting for this item on the grounds that it involves the likely disclosure of exempt information.

Correspondence:

39 Dr Sarah Beynon e-mail of 12th April 2013 SDF application. It was RESOLVED to write a letter in support of Dr Beynon's application.

- 40 David Haward Associates letter of 15th April 2013 Land adjacent to Ysgubor, Trehysbys, Rhodiad. The information was received.
- 41 Rosie Davies e-mail of 16th April 2013 Ysgol Dewi Sant Mayfair to be held on Saturday 11th May. The information was received. The Deputy Mayor confirmed that she would attend in place of the Mayor who had a prior engagement.
- 42 Jack Dudley e-mail of 17th April 2013 Fire Service Open day. It was RESOLVED to approve the request to use the Cross square and to advise that the City Council had no objection to the proposed road closure.
- 43 Jane Gibson e-mail of 17th April 2013 Operation over the 28 day rule. It was RESOLVED that whilst the City Council would be prepared to confirm that ioperators were in breach of the 28 day rule, the Council considered that it was not the place of the City Council to police these situations.
- 44 Sinead Henehan e-mail of 18th April 2013 A Town’s Alive award. The information was received.
- 45 Telephone request from Solva Community Council to borrow the market stalls for their summer fate on Monday 27th May 2013. It was RESOLVED to permit Solva Community Council to use 6 of the market stalls free of charge.

Planning:

- 46 NP/12/0412 Renovation of existing former farm workers (dwelling) cottage to create a rural enterprise workers dwelling. The Clerk reminded the Council that the appeal hearing was to take place at St Davids Rugby Club on Tuesday 30th April at 10am.
- 47 NP/13/0075 Creation in opening of wall to provide parking for 2 vehicles within curtilage of property and provision of new gates at Milton Hall, 18 Nun Street, SA62 6NS. The City Council considered that the creation of a new parking amenity would be of a significant benefit to the owners of the property as well as the surrounding properties by relocating vehicles currently using the very limited parking spaces opposite the house. It was unanimously RESOLVED to support the application.
- 48 NP/13/0150 Single storey porch to front dwelling at 18 Maes Y Mynach, SA62 6QG. The City Council considered that the proposed porch was appropriate in scale and design to both the existing and neighbouring properties and was deemed unlikely to have a detrimental visual or environmental impact on the surrounding area.
- 49 NP/13/0151 Change of use of managers house to guest house with owners living accommodation plus on site car parking and ancillary log store ay Llais Y Tonnau, Whitesands, SA62 6PT. The City Council considered that the proposal would present no material change to the existing building and that the creation of a guest house in the area would benefit the local tourist industry. It was unanimously RESOLVED to support the application.

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

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Chair

Date.....