

Minutes of the Monthly Meeting of the Council on Monday 4th April 2016 in the Council Chamber at 7.00pm

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

1 Apologies for Absence: BT Price.

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

3 Confirmation of Minutes for:-

- 3.1 The Council Monthly Meeting on Monday 7th March 2016 were RESOLVED to be approved.
- 3.2 The 'In Committee' Minutes of the Special Council Meeting on Thursday 10th March 2016 were RESOLVED to be approved.
- 3.3 The Second Meeting of the Month on Monday 21st March 2016 were RESOLVED to be approved.

Matters Arising

4 EDUCATION School organisation proposal for Croesgoch. While the City Councillors had no objection to the proposal to alter the medium of instruction to Welsh, members were concerned that amending the existing catchment area boundary would have a detrimental impact on pupil numbers at Ysgol Dewi Sant. It was RESOLVED to incorporate the Council's concerns as part of the formal Statutory Consultation Response and to stipulate that if the proposal is to be implemented, both existing and future primary school pupils should be able to choose whether to attend the local secondary school in St Davids or the proposed Welsh medium secondary school in Haverfordwest and that the County Council should provide free transport to pupils wishing to attend either.

5 TRAFFIC MATTERS Following the site meeting with Mr Ben Blake, Traffic Manager on 22nd March 2016 the following comments were received from Mr Blake:

5.1 *Goat Street - It was noted during the meeting that there is a high proportion of traffic using Goat Street were agricultural vehicles accessing land to the west of St Davids. It was also evident that the current parking situation presented problems for these vehicles when negotiating this length of road. Whilst road widths taken indicate that there may be scope to extend the parking across Nos 24-26 the concern is that this will further add to the congestion problems currently being experienced. The absence of any footway on the southern side also means that there is no protection offered to property walls etc when vehicles are manoeuvring through this narrow section. It was RESOLVED to seek clarification as to the Highway Authority's proposal to remedy the problem.*

5.2 *Bryn Road - PCC will look into putting double yellow lines on the junction between Ffynnon Wen and Ffordd Owen. This will be included in our next review planned for June / July.*

5.3 *Ysgol Bro Dewi (New Street) 20mph zone. The Welsh Government recently announced that the Councils bid for a number of 20mph limits / zones in the County (including Ysgol Bro Dewi) had been*

successful. Details on a proposed scheme will be circulated to the City Council for comment in due course.

- 5.4 New Street - reducing the length of the limited waiting bay opposite CKs and reducing the length of the disabled bay to 1 space opposite Man Up UK. Both matters are to be included in our on street review planned for June / July.
- 5.5 High Street / New Street junction - PCC will investigate the possibility of re-locating the No Entry signs possibly closer to the High Street so that they are more visible to motorists. Ben Blake will consult Mel Stephens, Street Lighting Engineer regarding cost implications.
- 6 PUBLIC ACCESS DEFIBRILLATOR** Louise Pearce e-mail of 1st April 2016 was received. It was RESOLVED to thank Ms Pearce for arranging a free service of the defibrillator and that any councillors wishing to undertake refresher training could do so and that the Clerk would obtain a date from WAS as soon as Mr Dorian James was available.
- 7 CITY HALL**
- 7.1 City Hall bookings - Clerk reported that the current exhibitors felt that dismantling their displays to accommodate evening bookings would prove quite difficult logistically. It was RESOLVED that if in the future the hall was needed for a one off event the caretaker could inform the Clerk and then the Council could decide how best to accommodate the bookings.
- 7.2 External lights to illuminate Y Gudel. It was RESOLVED to ask Mr Simon Morgan to meet with Members on site to discuss the possible options and for the Clerk to determine the extent of the City Council boundary of ownership.
- 8 PLAYING EQUIPMENT WAUNFAWR**
- 8.1 The Clerk reported that no further correspondence received from St Davids RFC to date.
- 9 WHITESANDS**
- 9.1 Electricity supply to attendant's hut. The Clerk reported that no progress had been made regarding this item and it was RESOLVED to be deferred until the next meeting.
- 9.2 COVE Surf competition. Pete Bounds and Sharon Knowles e-mails of 21st March 2016 were received.
- 9.3 St Patrick's field - Ken Murphy e-mail of 29th March 2016 was received and it was RESOLVED to grant permission for Dyfed Archaeology to utilise the over flow field.
- 10 PUBLIC WIFI** David Bannister e-mail of 17th and 29th March 2016 together with Doug Malein e-mail of 16th March 2016 were received. It was RESOLVED to approve the request and grant permission for the wifi host to be situated on City Hall building.
- 11 VOLUNTEER GARDENERS**
- 11.1 The Clerk informed reminded members that a follow up open meeting was to take place at 2pm on Wednesday 6th April 2016 in Memorial Hall.
- 12 REPLACEMENT STREET LIGHTS ALONG A487** Rob Hamer e-mail of 1st April 2016 confirming that the Highway Authority was investigating the possibility was received.
- 13 BRYN TEG** Lyn Hambidge e-mail of 30th March 2016 was received.
- 14 DIVERSION OF PUBLIC FOOTPATH AT ST JUSTINIANS** Meurig Nicholas letter of 2nd March 2016 was received and it was RESOLVED to support the application. It was further RESOLVED to accept Mr

Rhodri Jenkins' invitation to visit the site and to include the item for discussion on agenda for the monthly meeting in May.

15 ST DAVIDS MARKET

15.1 Sue Newlands e-mail of 30th March 2016 was received.

15.2 Jenn Jones e-mail of 30th March 2016 was received and it was RESOLVED to be acknowledged informing Ms Jones that the City Council had no plans to change the current format.

16 SIGNS AT CK'S SUPERMARKET Robin Stenham e-mail of 28th March 2016 was received.

Accounts

17 The Responsible Finance Officer reported that the Internal Audit for February 2016 had been completed successfully.

18 Accounts for March 2016.

INCOME AND EXPENDITURE MARCH 2016				
Balance as at 30/03/2016		£		
	Current A/c	193977.56		
INCOME	Car Park	6772.00		
	City Hall	269.28		
	Cafe	1821.92		
	Dinner contributions	176.00		
	Market stalls	285.00		
	Total	9324.20		
	LGA 1972 Sec137 for2014/15 is £10821		LGA 1972 Sec 214 Cemetery	
	Last month's donations	1240	Total donated 2015/16	1400
	2015/16 total	7502		
	Balance available	3319		
PAYMENTS		£		
	Admin	1615.60	Salaries:Clerk,Assistant & RFO	
			VAT	
		102.42	Internet/telephone	
		138.94	Stationery etc	
	Whitesands	1195.80	Attendant's commission	
		436.80	Printing tickets	
	Playground			
	Hall & House	143.12	Caretaker's salary	
		796.93	Heat & light	
		489.92	Supplies etc	
		18.32	D/D Boiler service etc	
		413.93	Hall development payments	
		1718.40	Heating in Memorial Hall	
	Mayor's Expenses			
	St Justinians	2160.00	Toilet hire / cleaning	
	Miscellaneous	1938.70	St Davids Day Dinner	
		358.80	Beacon re Queen's birthday	
		50.00	Gifts re St Davids Day Dinner	
			PCC (3 properties)	
		64.72	Dwr Cymru -(2props)	
	Total	11642.40		
Minutes 2016 / 2017				4

The accounts for the month were RESOLVED to be approved and permission was granted to pay.

Finance

19 DONATIONS

19.1 REQUESTS

- 19.1.1 Cruse letter of 19th Feb 2016 was received. It was RESOLVED to donate £50,
- 19.1.2 Walk for Life letter of 2nd March 2016 was received.
- 19.1.3 Pembrokeshire YFC letter of 25th February 2016 was received. It was RESOLVED to offer the Club free use of the hall and to invite them to view the new technical facilities.
- 19.1.4 Macmillan Cancer Support e-mail of 11th March 2016 was received. It was RESOLVED to donate £150.

Correspondence:

- 20 Chubb letter of 7th March 2016 Contract renewal was received. It was RESOLVED to defer this item to a subsequent meeting and to request quotes form OCON and Pembrokeshire Fire Safety LTD
- 21 Martina Dunne, PCNPA letter of 18th March 2016 together with Julia Lester e-mail of 23rd March 2016 Consultation regarding the draft LDP was received. It was RESOLVED Cllrs Evans, George, Halse, James, John and Rose would attend the workshop at Oriel Y Parc.
- 22 Ceri Coleman-Phillips e-mail of 24th March 2016 Advising of contact details at BBC was received.

23 Reports from Members representing the Council:-

- 23.1 St Davids Carnival Association. Cllr Rose reported that the Association was meeting on 12th April at 6pm with the venue to be confirmed.
- 23.2 St Davids Christmas Tree Association. Nothing to report.
- 23.3 St Davids Day Celebration Group. Nothing to report.
- 23.4 St Davids Day Centre for the Elderly. Cllr Williams reported that the group was running successfully and that the heating in the Memorial Hall was working well.
- 23.5 St Davids Peninsula Tourist Association. Cllr Evans reported that the next meeting was to take place at 7pm on 11th May in the Archdeaconry.
- 23.6 Porthclais Harbour Authority Cllr John reported that the majority of moorings had been allocated to local residents.
- 23.7 St Davids - Matsieng Lesotho Link. Cllr Taylor provide members with the following report:
528.587 Since my last report the Ysgol Dewi Sant students' group has raised further funds for the link by hosting one of the cathedral's lent lunches. All the monies raised at the lunch will be devoted to Lesotho's drought relief programme. The link group is very grateful to the school and particularly head teacher Mr David Haynes and the school's catering staff for organising the event. The school has also been very busy in making an application for funding to Hub Cymru Africa Grants, and is grateful to the City Council for its support for the application. If successful this could possibly result in the school being able to send some of its students to visit Mahlonyeng School, and also possibly to assist with the establishment of rugby academies in Lesotho, and in particular in Matsieng. As chairman of the group I was delighted to meet and, on behalf of the group, to welcome the Lesotho High Commission's First Secretary, Mr Peter Potjo, on the occasion of the City Council's St David's Day dinner.

- 23.8 Youth Drop In. Cllr Rose confirmed that she would attend the next drop in session and distribute the youth surveys.
- 23.9 Ysgol Bro Dewi Governor. Cllr Halse reported that the school governors had sent a letter to the parents of pupils assuring them that they (the Governing Body) were to meet after Easter to discuss the replacement of the Headteacher. Cllr Halse confirmed that a sports day would be held in the summer term.
- 23.10 Planned Community Forum. Cllr Halse reported that a meeting was to take place on 12th April.
- 23.11 Porthstinan Boat Owners Association. Cllr Chant provided members with a report following the Associations' recent AGM, a copy of which is attached to these minutes.
- 23.12 Porthmawr Surf Life Saving Club. Cllr Gray reported that he had attended the Club's recent AGM and that the Club was running successfully and looking forward to the forthcoming surf competition.
- 23.13 Community Land Trust. Cllr Evans provided members with the following report:

Updates: Premier Inn have confirmed interest in establishing a hotel in St Davids. Other sites were suggested to them, including the Roch Gate site, however St Davids is their chosen location (60 bed hotel), looking to locate along Glasfryn & meeting to discuss with PCNPA.

The Welsh Government have confirmed a commitment of £700,000 to complete the Glasfryn Lane improvements. PCC have published a Statement of Need for St Davids and the surrounding area & this includes 60 units for affordable rent (29 x single bed, 31 x mix 2, 3, 4 bed). Pembrokeshire Housing Association will sign a formal agreement to construct & administer these. This will leave 20 houses of shared equity purchase on site and 20 houses for sale on the open market. Funding from the open market houses will be used to fund the pool, although it will fall significantly short of what is needed.

The purchase of the land will be made through money borrowed via the Charity Aid Foundation or Charity Bank. Example projects similar to that proposed for St Davids are found in Newport (Seren Group) & Pile (energy positive house).

Next Steps:

2016

Pre-application enquire to PCNPA for the housing site & the pool site will be made in the next 2-3 months, with options on the land being sorted by the end of May.

Full Planning permission will be sought Summer 2016 for housing only.

There needs to be a formal agreement with PHA to contribute to the costs of the planning applications.

There will be a public meeting once the pre-app has gone in, will the city council help advertise this on Facebook?

This will be used to establish names of people who will be interested in rental & share equity ownership.

2017

Work to start on construction.

Application for the pool (subject to funding).

24 County Councillor's report:

- 24.1 Cllr Lloyd endorsed the report given by Cllr Evans regarding the CLT and informed Members that the group had recently met with Professor David Wosley who had been in contact with LA Architects to discuss the possibility of developing electricity at the site. Cllr Lloyd confirmed that the project couldn't proceed until Premier Inn had confirmed their intention.
- 24.2 Cllr Lloyd reported that at a recent meeting of Pembrokeshire County Council it was RESOLVED to increase council tax on second homes by 50% (NB Holiday Lets are not classed as second homes and pay business rates as opposed to council tax).
- 24.3 Cllr Lloyd reported that Pembrokeshire County Council were considering opening a heritage centre in Haverfordwest. A site currently being considered was Shire Hall.

24.4 Cllr Lloyd reported that currently there is a large proportion of staff that want to leave the teaching profession. At Ysgol Dewi Sant weekly liaison meetings were held to provide support to staff and alleviate work pressure.

24.4.1 Cllr Evans asked for clarification on when the proposed £4.2 million was to be spent on Ysgol Dewi Sant and also asked what Ysgol Dewi Sant was doing to promote itself, stating that Fishguard, for example, was doing a very good job?

24.4.2 Cllr Lloyd replied that the money would be available when the school became a VA school with the Diocese having to provide 15% of the funding and Pembrokeshire County Council providing the remaining 85%.

24.4.3 Cllr Evans disputed this, claiming that Kate Evan-Hughes had categorically stated at a public meeting that the money would be available to Ysgol Dewi regardless of whether it became a VA school.

24.4.4 Cllr Taylor endorsed Cllr Evans' statement.

24.4.5 Cllr Lloyd assured Cllr Evans that he would provide a more detailed answer at the next monthly meeting.

Planning:

- 25 NP/16/0102/S73 Variation of Condition no. 1 of NP/12/0026 to allow extra 5 years at Porthclais Farmhouse, SA62 6RR. It was RESOLVED to support the application.
- 26 NP/16/0154 Single storey extension to provide 2 bedrooms, a shower, wc & additional entrance to existing single storey dwelling at Halfways, Porthclais, SA62 6RR. The City Council considered that the proposal was deemed unlikely to have a detrimental visual or environmental impact on the surrounding area. It was RESOLVED to support the application.
- 27 NP/16/0146 Certificate of Lawfulness for use as camp site at Whitesands Camping Site SA62 6PS. The City Council unanimously agreed that the seasonal campsite had been in operation for more than ten years prior to the date of the application. It was RESOLVED to support the application.
- 28 NP/16/0155 Extension for dining room & front porch at Ahlan, 2 Ramsey gardens, SA62 6RW. The City Council considered that the proposal was deemed unlikely to have a detrimental visual or environmental impact on the surrounding area. It was RESOLVED to support the application.
- 29 NP/16/0145 Change of use of existing building from 'Attendant's Hut' to 'Ticket Hut' at Oriel Y Parc Car Park, St Davids. The City Council considered that the proposal was deemed unlikely to have a detrimental visual or environmental impact on the surrounding area. It was RESOLVED to support the application.

Any other business:

- 30 Cllr Williams requested that celebration for HM 90th birthday be included on the next agenda.
- 31 Cllr Taylor informed members that he had recently visited Germany with the Cathedral Singers and, on behalf of the City Council, had been presented with a book by the Mayor of Limburg.
- 32 Cllr John informed Members that he and the Mayoress had recently attended the Easter parade in Naas where they were among 40 German representatives and 20 Americans.

There being no further business the meeting closed at 9.00pm

Signed
Chair

Date

Minutes of the Second Meeting of the Council on Monday 18th April 2016 in the Council Chamber at 7.00pm

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

33 Apologies for Absence: DJH George, DB Halse, K Rose.

34 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.

Matters Arising**35 CITY HALL**

- 35.1 Lighting alongside Y Gudel.. Following a site visit with Mr Simon Morgan of SHM Electrics, it was RESOLVED to install 2 photocell lights to illuminate the corridor leading to the public toilets and to replace the existing lights at the rear of the City Hall with photo cells operatives.
- 35.2 Skirting board. In order to prevent the backs of the chairs in the City Hall from scuffing the new paint work it was RESOLVED to install an additional section of skirting board.
- 35.3 Change of use of toilets in the Drop In. In order to provide the Youth Club with some much needed storage space it was RESOLVED to obtain a quote from WA Spees to convert the Gentlemen's toilets to a storage unit.
- 35.4 Following the fire safety inspection on 5th April 2016 it was RESOLVED to implement the following recommendations made by the Fire Safety Officers:
 - 35.4.1 To Unplug the freezer on the balcony and to move it down stairs when in use.
 - 35.4.2 To spray the stage curtains with fire retardant.
 - 35.4.3 To install a turn knob lock on the exterior kitchen door.
 - 35.4.4 To replace the internal fire doors leading from the kitchen to the City and Memorial Halls respectively.
 - 35.4.5 To ensure that the fire exits to the rear of the building were completely free from obstruction.
 - 35.4.6 To install additional tumescent strips on the interior doors in the City Hall.
 - 35.4.7 To replace the broken sign at he rear external fire doors leading onto Bryn Road.
 - 35.4.8 To store the bowls mats in the new storage unit adjacent to the disabled toilets.
- 35.5 Contract for testing fire alarm and extinguishers. It was RESOLVED to award the contract to Pembrokeshire Fire & Safety Ltd.
- 35.6 Christmas lights. Following Martin Avil e-mail of 12th April 2016 it was RESOLVED to reconsider the lighting options at the following monthly meeting.
- 35.7 Caretaker. 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.

36 ST JUSTINIANS

- 36.1.1 Clive Gotley e-mail of 1st April 2016 was received and it was RESOLVED to attend a meeting with the RNLI, once the date had been confirmed.

37 POST BOX AT COCHYN ROWND Christine Prickett e-mail of 13th April 2016 was received.

38 WHITESANDS

- 38.1 Electricity supply to attendant's hut. The Clerk confirmed that Western Power had been asked to provide a quote.
- 38.2 Please see Del Davies and Evans 956 e-mails of 4th and 11th April 2016 regarding car park charges were received and RESOLVED to be acknowledged. It was further RESOLVED to inform Danfo of the complaint regarding the state of the toilets.

39 PUBLIC WIFI The Clerk reported that the agreement with Telemat had been signed and it is anticipated that the service will be available from the end on May.

40 VOLUNTEER GARDENERS

- 40.1 Following an open meeting held on 23rd March 2016 it was RESOLVED that the City Council would purchase flowers for the memorial garden and the troughs at Cross Square, Lloyds Bank, and City Hall.
- 40.2 Pembrokeshire County Council would plant and maintain the flowers in the Memorial Garden, Menevia WI would plant and maintain the flowers in the four troughs on the Cross Square, with Val Davies being responsible for the trough at Lloyds Bank, Eluned Phillips being responsible for two of the troughs fronting the City Hall and Ysgol Dewi Sant pupils working towards their Duke of Edingborough award looking after the remaining two.
- 40.3 The Clerk reported that Mr Bernie Stevens has agreed to re-plant the west side of the memorial garden at a cost of approximately £400.

41 HM'S 90TH BIRTHDAY CELEBRATIONS It was RESOLVED to hold a tea party in the City Hall on Saturday 11th June 2016 from 11am to 4pm and to issue a budget not exceeding £500. It was further RESOLVED to invite the Dewisland Historical Society to exhibit photographs of the Queen's visits to St Davids in the hall.

- 41.1 It was further RESOLVED to light the commemorative beacon on the Cross Square at 6pm.

42 MEMORIAL PLAYING FIELD Following the recent annual inspection it was RESOLVED to grant permission to the Clerk to undertake the following repairs:

- 42.1 Replacing the fence post in the toddler area.
- 42.2 Re-turfing several sections of grass and replacing protective matting.
- 42.3 Obtain a quote for a replacement springer in the toddler area.
- 42.4 Minor repairs to the seats of the see-saw and any other apparatus as becomes necessary.

43 LOCAL DEVELOPMENT PLAN Following a workshop convened by the PCNPA on 13th April 2016, attended by Cllr James and Cllr Evans it was RESOLVED that the City Council's formal response to the LDP review would be collated at the following monthly meeting of the City Council. Cllr Evans reported that in future any proposal to build more than 5 dwellings would require developers to consult with community councils. Cllr Evans stated that it was imperative that the City Council engage with the National Parks in order to determine the future housing and employment allocations for the area and that she felt the City Council should encourage more local to volunteer their preferred sites

Correspondence:

- 44** Simon Pearce letter of 4th April 2016 thanks on behalf of the Cathedral Singers was received.
- 45** Arwain Sir Benfro e-mail of 11th April 2016 Leader funding was received. It was RESOLVED that the Clerk would attend the event in Letterson Memorial Hall on 24th May.

46 Phil Kirby e-mail of 11th April 2016 Bws Y Bobl was received. Cllr John's objection to the Bws being used to provide a similar service to taxis was noted.

Planning:

47 NP/16/0179 4 velux windows at 2 Spring gardens, SA62 6DE. The City Council considered that the proposal was deemed unlikely to have a detrimental visual or environmental impact on the surrounding area. It was RESOLVED to support the application.

48 NP/16/0183/S73 Variation of Condition 2 to allow for larger extension at 103 Nun Street, SA62 6NU. The City Council considered that the proposal was deemed unlikely to have a detrimental visual or environmental impact on the surrounding area. It was RESOLVED to support the application.

Any other business:

49 The Responsible Finance Officer informed members that the rateable value of the City Hall had increased from £5600 to £5700.

50 Cllr John requested permission on behalf of the Porthclais Harbour Authority to borrow the City Council old set of Christmas tree lights to use at the Authority's fundraising event in the summer. It was RESOLVED to approve the request and grant permission.

51 The Clerk reported that Cllr Halse had advised her that the Headteacher at Ysgol Bro Dewi was in the process of dealing with the problems associated with the school pitch and sports day.

There being no further business the meeting closed at 8.45pm

Signed
Chair

Date