Minutes of the Monthly Meeting of the Council on Monday 1st February 2016 in the Council Chamber at 7.00pm

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

Also present was County Councillor DB Lloyd.

477 Apologies for Absence: DJO Chant (holiday)

478 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.

478.1 Cllr John declared a personal interest in relation to Item 491.1.4.

479 Confirmation of Minutes for:

479.1 The Council Monthly Meeting on Monday 4th January 2016 were RESOLVED to be approved.

479.2 The 'In Committee' Minutes of the Council Monthly Meeting on Monday 4th January 2016 were RESOLVED to be approved.

479.3 The Second Meeting of the Month on Monday 18th January 2016 were RESOLVED to be approved.

479.4 The "In Committee" Minutes for the Second Meeting of the Month on Monday 18th January 2016 were RESOLVED to be approved.

Matters Arising

480 EDUCATION Statutory Consultation - review of secondary education provision in the mid and north west of Pembrokeshire, Fishguard and St Davids area. Publication of Objections report. Cllr Halse informed members that the objection letter had been taken as an observation of the City Council rather than a direct objection, and that this explains why the letter had not been included within the Objections report. It was RESOLVED for the Clerk to seek confirmation regarding the three issues raised within the letter of objection.

481 DATES FOR CHRISTMAS EVENTS 2016

481.1 Festival of Trees – It was RESOLVED that the event would take place from 1st to 3rd December 2016.

481.2 Christmas Lighting Ceremony & Father Christmas’ Grotto – It was RESOLVED that the event would take place on 3rd December 2016.

481.3 Senior Citizens’ Christmas Lunch – It was RESOLVED that the event would take place on 7th December 2016.

481.4 Children’s Christmas Pantomime - Cinderella – It was RESOLVED that the event would take place on 13th December 2016.

481.5 Civic reception – It was RESOLVED that the event would take place on 16th December 2016.

482 CITY HALL DEVELOPMENTS

482.1 Memorial Hall heating. It was RESOLVED to ask Brian Price to fix the heater.

482.2 Memorial Hall plug sockets. It was RESOLVED to ask Brian Price to quote for the installation of 4 double sockets at floor level.
482.3 Change of use of toilets in the Drop In. It was RESOLVED to determine whether the change of use would impact on the City Hall premises licence.

483 ST DAVIDS DAY
483.1 St Davids Day dinner. The menu and reply slips were received by Members.
483.2 Cawl Competition. It was RESOLVED that Cllr Evans and Price would meet with the Clerk to make the necessary arrangements.
483.3 Temporary Road Closure Notice for High Street and Cross Square - copy of information was received.
483.4 Gamanfa Ganu.
   483.4.1 Conductor - Jane James.
   483.4.2 Organist - Jayne Evans. It was RESOLVED to present Mrs James and Mrs Evans with bouquets of flowers at the event.
   483.4.3 Tea in City Hall. It was RESOLVED to approve the purchase of the tea and cake.

484 THE QUEEN'S 90TH BIRTHDAY BEACONS Guide for taking part in the event attached. Cllr Gray informed members that the old burner had been disposed of and that the cost of a new burner would be £299 plus VAT. It was RESOLVED to purchase a new burner.

485 WWI POPPY DISPLAY The Responsible Finance Officer reported that he had met with the Dean, the Very Revd. Jonathan Lean, and that due to the cost of the erection, display and security involved with having the Poppy Display, it was agreed that they would not proceed with the request to have the display in the Cathedral grounds. Furthermore, the Responsible Finance Officer explained that the expression of interest would have to be completed by Monday 29th February 2016 and so time was limited to find an alternative location for the display.

486 STAFF CONTRACTS 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.

Accounts

487 The Responsible Finance Officer reported that the Internal Audit for December 2015 had been completed satisfactorily.

488 Accounts for January 2016.
Balance as at 25/01/2016 £
Current A/c 198474.37

INCOME

Car Park
City Hall 388.62
Cafe 1821.92
Miscellaneous 2865.50
Market stalls 75.00
Total 5151.04

<table>
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<tr>
<th>Category</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Car Park</td>
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<tr>
<td>City Hall</td>
<td>388.62</td>
</tr>
<tr>
<td>Cafe</td>
<td>1821.92</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>2865.50</td>
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<tr>
<td>Market stalls</td>
<td>75.00</td>
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<td><strong>Total</strong></td>
<td><strong>5151.04</strong></td>
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INCOME AND EXPENDITURE JANUARY 2016

LGA 1972 Sec 137 for 2014/15 is £10821

<table>
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<tr>
<th>Description</th>
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<tbody>
<tr>
<td>Last month’s donations</td>
<td>1400</td>
</tr>
<tr>
<td>2015/16 total</td>
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<td>Balance available</td>
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PAYSMENTS

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<tr>
<td>Admin</td>
<td>2139.43</td>
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<tr>
<td>Salaries:Clerk,Assistant &amp; RFO VAT</td>
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<tr>
<td>Internet/telephone</td>
<td>84.96</td>
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<tr>
<td>Computer virus cleaning</td>
<td>60.00</td>
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<tr>
<td>HMRC - Tax &amp; NIC</td>
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<tr>
<td>Clerk’s expenses</td>
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<tr>
<td>Whitesands</td>
<td>44.10</td>
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<tr>
<td>Attendant’s commission</td>
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<tr>
<td>Repairs</td>
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<tr>
<td>Playground</td>
<td>10266.00</td>
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<tr>
<td>Purchase new playground item</td>
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<tr>
<td>Hall &amp; House</td>
<td>73.94</td>
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<tr>
<td>Caretaker’s salary</td>
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<tr>
<td>Heat &amp; light</td>
<td>949.59</td>
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<tr>
<td>Supplies (inc new window washer)</td>
<td>131.13</td>
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<tr>
<td>D/D Boiler service etc</td>
<td>18.32</td>
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<tr>
<td>Hall development payments (inc Archeology £642)</td>
<td>1062.00</td>
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Mayor’s Expenses

<table>
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<th>Description</th>
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<tbody>
<tr>
<td>Toilet hire / cleaning</td>
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<tr>
<td>Miscellaneous</td>
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<td>Sage (Licence renewal)</td>
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<td>Water</td>
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<td>Information Commissioner</td>
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<tr>
<td>PCC (3 properties)</td>
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<tr>
<td>Dwr Cymru -(2props)</td>
<td>114.91</td>
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<tr>
<td>LITE</td>
<td>3999.60</td>
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<tr>
<td>Christmas expenses</td>
<td>32.00</td>
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<td>Bws y Bobol</td>
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Total 21167.30
It was RESOLVED to approve the accounts for the month and grant permission to pay.

489 Financial Risk Assessment for 2015/2016 was RESOLVED to be approved.

490 Review of the City Council’s Asset Register was RESOLVED to be approved.

491 DONATIONS
491.1 REQUESTS
491.1.1 Teenage Cancer Trust letter of 11th January 2016. It was RESOLVED to donate £100.
491.1.2 Tenovus Cancer Care letter of 14th January 2016 was received.
491.1.3 Lyn Neville e-mail 16th January 2016 - Elly’s Ward 10 Flag Appeal. It was RESOLVED to donate £100.
491.1.4 St Davids RFC letter of 26th January 2016. It was RESOLVED to be defer this item to the next meeting of the City Council and to obtain confirmation of the cost of the new rugby kit.
491.1.5 Oriel Y Parc letter (not dated). It was RESOLVED to donate £250 towards the cost of the Dragon Parade.

Correspondence
492 Dr Steven Jones letter of 12th January 2016 Support for Town Councils. A copy of the Draft Charter between Pembrokeshire County Council and community and town councils attached. Members expressed concerns regarding the content of the Draft Charter, in particular the duplication of existing working practices and what would appear to be the introduction of some new policies and ideas that in reality already exist, as well as the expectation that Community Councils will commit to undertaking certain services that are currently provided by the Local Authority. It was RESOLVED not to endorse the proposal in its current form.
493 Lindsay Davies e-mail of 14th January 2016 New doors at City Hall. The Clerk informed members that electric doors may be required as the City Hall is a public building. It was RESOLVED for the Clerk to look into the requirements for disabled access in public buildings.
494 Roy and Gill Fowkes e-mail of 17th January 2016 Request to sing on the Cross Square. was received.
495 Robert Hay letter of 18th January 2016 Section 137 Expenditure limit for 2016-17 was received.
496 John Walsh e-mail of 21st January 2016 Naas Rugby Club was received.
497 Michael Hanschell letter of 23rd January 2016 New Computer Club in St Davids was received.

498 Reports from Members representing the Council:-
498.1 St Davids Carnival Association. Cllr Rose reported that a meeting was due to be held on Tuesday 23rd February at 6pm in the Farmers. Cllr Rose confirmed that the Carnival would take place on Saturday 27th August 2016.
498.2 St Davids Christmas Tree Association. Cllr Price reported that a meeting was to be arranged.
498.3 St Davids Day Celebration Group. No further information to add in relation to Item 7.
498.4 St Davids Day Centre for the Elderly. Cllr Williams informed members that they had not been able to start the lunches. Furthermore, Cllr Williams reported that the Memorial Hall was very cold and that the heating needed to be sorted. It was RESOLVED to include this item on the agenda for the next meeting of the City Council.
498.5 St Davids Eco City Group. Copy of information received from Cllr Rose. Cllr Rose informed members that the group had been dissolved and that she would inform members if the group were to resurrect in the future.
498.6 St Davids Peninsula Tourist Association. Copy of minutes received from Cllr Evans.
498.7 Porthclais Harbour Authority. The Mayor reported that a meeting was due to be held on Tuesday 2nd February 2016.
St Davids - Masieng Lesotho Link. Copy of report received from Cllr Taylor. Cllr Taylor informed members that a fundraising lunch was being held on Friday 19th February 2016 at 12pm in the City Hall. The lunch would cost £5 per person and all proceeds would go to the twinned school in Masieng.

Youth Drop In. Cllr James reported that pupils in in Ysgol Dewi Sant had been encouraged to join the Youth Club and that many had now done so.

Ysgol Bro Dewi Governor. Cllr Halse reported that under the National School Categorisation System controlled by the Welsh Government, Ysgol Bro Dewi has now improved and is in the Yellow category. Ysgol Dewi Sant is in the same category. The summary for support category Yellow is as follows: ‘This is an effective school which is already doing well and knows the areas it needs to improve. By identifying the right support and taking action, it has the potential to do even better.

Planed Community Forum. Cllr James reported that an event was to take place in the City Hall on Saturday 13th February, it was open to the public and that representatives of many organisations would be attending.


Porthmawr Surf Life Saving Club. Cllr Gray reported that a meeting was to be held on Thursday 4th February 2016 in the RAFA club.

County Councillors report:

Cllr Lloyd reported that Pembrokeshire County Council was facing budget cuts of £12 million and was to spend £100,000 on a report to identify the areas of spending that could sustain the cuts.

Cllr Lloyd reported a meeting of the Community Land Trust steering group was to take place imminently.

Cllr Lloyd reported that staff at Ysgol Dewi Sant were working very hard. Cllr Evans asked when the changes to the catchment areas were to take place? Cllr Lloyd confirmed that they were to take place in September 2018. Cllr Evans when the £4.8 million of 21 century funding was to be spent on Ysgol Dewi Sant (at a public meeting, Kate Evans Hughes, Director of Education at Pembrokeshire County Council categorically stated that the money would be made available to the school regardless of the outcome of the Statutory Consultation). Cllr Lloyd replied that the answer wasn't available and that in his opinion the money would be made available to the Church should the change of status take place. Cllr Evans stated that this was completely contrary to the statement made by Ms Evans-Hughes at the public meeting and asked for clarification at the next meeting.

Planning:

Jane Gibson letter of 25th January 2016 Letter of appeal for the unauthorised installation of 24 Upvc windows, 2 Upvc doors and a Upvc conservatory at Anghorfa Dawel, SA62 6PH. The City Council acknowledged that the works may have constituted a contravention of Section 9(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990, however it considered that the works were not deemed to have a detrimental visual and environmental impact on the surrounding area. Furthermore, the City Council acknowledged the importance of preserving the special historic and architectural character of buildings, however considered that in this particular instance maintaining an energy efficient home would be of far more benefit to the environment than replacing the windows. It was RESOLVED to write a letter in support of the applicant.

NP/15/0666/LBA Replacement of ground floor concrete sills in slate and concrete lintel to front window with brick segmental head, replace roof and conversion of attic with installation of two no. rooflights to rear at 12 Nun Street, SA62 6NS. 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.

NP/16/0026/TCA 1 x Sycamore - Fell, also prune and remove ivy from further trees in grounds at Oriel Y Parc, SA62 6NW. It was RESOLVED to support the application.
NP/16/0031/S73 Variation of Condition no.2 of NP/13/0254 at Ty Uchaf, Treledydd Fawr, SA62

6PP. 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.

There being no further business the meeting closed at 9.30pm

Signed ……………………………….

Date …………………………….

Chair
Minutes of the Second Meeting of the Council on Monday 15th February 2016 in the Council Chamber at 7.00pm

The meeting was preceded by a short visit from Mr Vic Dennis of Unison. Mr Dennis presented the Council with information regarding Unisons Time to Care campaign which calls for adoption of the Ethical Care Charter by Pembrokeshire County Council. The charter would ensure that domiciliary workers would be paid the minimum wage and deliver care based on client's needs rather than an allocated time slot. The Mayor thanked Mr Dennis for attending and asked for the petition to be included as an item on the following agenda.

506 Apologies for Absence: DJO Chant, BT Price.

507 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.
   507.1 Cllr John declared a personal interest in relation to Item 517.1
   507.2 Cllr Gray declared a prejudicial interest in relation to Item 525 and left the Council Chamber while the item was discussed.

Matters Arising

508 EDUCATION Statutory Consultation - review of secondary education provision in the mid and north west of Pembrokeshire, Fishguard and St Davids area. Huw Jones e-mail of 10th February 2016 confirming that the school's governing body would be entitled to increase pupil admission numbers in the future if necessary.

509 CHRISTMAS LIGHTS
   509.1 Indoor lights for City Hall. It was RESOLVED to purchase Item 3, Visual 2 as contained in Martin Avill letter of 5th February 2016 (2 lengths of LED icicles) for the sum of £360.
   509.2 2016-2018 tender agreement. It was RESOLVED to approve the advert below and to place it in the next available edition of the Western Telegraph

<table>
<thead>
<tr>
<th>ST DAVIDS CITY COUNCIL</th>
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<tbody>
<tr>
<td>NOTICE OF PUBLIC TENDER for</td>
</tr>
<tr>
<td>INSTALLATION and REMOVAL OF CHRISTMAS STREET LIGHTING DISPLAY</td>
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I give notice that Tenders are invited for the period 2016 - 2018

Tender information is available from the Clerk and is to be returned by 3.00pm on Monday 4th April 2016

Clerk – Miss Heidi Gray, St Davids City Council, City Hall, High Street, St Davids, Pembrokeshire SA62 6SD 01437 721137 or clerk@stdavids.gov.uk

510 CITY HALL DEVELOPMENTS
   510.1 Memorial Hall heating. It was RESOLVED to ask Simon Morgan to provide an improved heating system.
   510.2 Memorial Hall plug sockets. It was RESOLVED to ask Simon Morgan to install 4 double electrical sockets.
   510.3 Change of use of toilets in the Drop In. Sharon Knowles e-mail of 9th February 2016 was received and it was RESOLVED to await the report form the Fire Safety Officer.
510.4 Disabled door access - the Clerk reported that WA Spees was in the process of collating the relevant information to present to the Council.
510.5 Wheelchair ramp for internal steps leading to City Hall from Memorial Hall. It was RESOLVED to order a 26 inch ramp from Roll-A-Ramp for the sum of £194.99 + VAT.

510.6 Painting City Hall interior - Tony Morris quote of 4th January 2016 was received. It was RESOLVED to defer the item pending additional quotes.
510.7 Repair to flat roof at rear of City Hall - Tony Morris quote of 3rd February 2016 for the sum of £1395.00 + VAT was RESOLVED to be approved.

511 THE QUEEN’S 90TH BIRTHDAY BEACONS The Responsible Finance Officer reported that the beacon had been ordered at a cost of £299 + VAT.

512 UNAUTHORISED SIGNS AT CK’S SUPERMARKET Cllr Evans e-mail of 9th February 2016 was received. The Clerk reported that an Enforcement Notice had been served instructing the supermarket to remove the signs by 12th February 2016 in order to avoid Enforcement Proceedings.

513 TRAFFIC MATTERS Darren Thomas, Head of Highways & Construction at Pembrokeshire County Council e-mail of 5th February 2016 informing the Council that the current parking restrictions in Goat Street came into force in 2009, was received. It was RESOLVED to request that Mr Thomas meet with members on site to discuss an appropriate solution to the lack of parking and 'pinch point' problem in Goat street.

514 WHITESANDS
514.1 Andy Middleton e-mail of 5th February 2016 following informal meeting of 8th January 2016 was received. It was RESOLVED that any Members wishing to attend the meeting could do so.
514.2 Surf Competition - Ben Clyde-Smith e-mail of 2nd February 2016 was received. It was RESOLVED to approve the request to book the main car park for 3 days, for a total cost of £1200.

515 PROPOSED PARK FACILITIES AT WAUN FAWR
515.1 Caroline Bowen of PCNPA e-mail of 22nd January 2016 advising that planning permission is unlikely to be required was received. It was RESOLVED that any Members wishing to attend the meeting could do so.
515.2 Following Kirstie-Anne Donoghue, Road Safety Officer e-mail of 2nd February 2016 advising of possible road safety concern, it was RESOLVED that the City Council’s representative of the Youth Drop In would request to attend the next RFC Committee meeting to discuss the proposal.
515.3 Cllr Rose presented a youth survey that she had prepared as part of the process to obtain grant funding. Cllr Halse suggested additional questions could be included and offered to discuss them with Cllr Rose after the Council meeting.

516 ST DAVIDS CHEMIST - The Clerk reported that to date there was no proposal to make changes to the present service.

Finance

517 DONATION REQUESTS
517.1 ST DAVIDS RFC UNDER 7s RUGBY KIT it was RESOLVED to pay the total cost of the kit in the sum of £240.
517.2 Nesta Jones of Urdd National Eisteddfod letter of February 2016 was received.
Correspondence

518 Celtic Camping letter of 28 January 2016 details of Destination Pembrokeshire. It was RESOLVED to write a letter supporting the principle of the proposal.

519 Dr GW Middleton letter of 1 February 2016 Closure of post box at Cochin Rownd. It was RESOLVED to write to the Royal Mail expressing the City Council’s disappointment at not having been informed of the decision to close the original post box and to suggest that instead it be relocated to the other side of the Cochin Rownd. It was further RESOLVED to request that a post box be installed in CKs Supermarket.

520 Jude Parr PCSO e-mail of 2 February 2016 containing updated contact details was received.

Planning:

521 EC13/0040 Installation of UPVC windows at Anghorfa Dawel, SA62 6PH. Rob Scourfield letter of 5th February 2016 was received.

522 NP/15/0414 Proposed upgrade to existing telecommunications installation comprising of replacement mono pole at Glasfryn, SA62 6QF. It was RESOLVED to approve the amendments and to rescind the Council’s previous resolve to refuse to support the application.

Any other business

523 Cllr John requested that the following items be included for discussion on the next agenda:

523.1 Servicing and re-housing the defibrillator.

523.2 Original boathouse at St Justinians.

523.3 A date for the meeting re: volunteers to help with gardening/planting in St Davids.

524 Cllr Evans suggested that in future Councillors prepare a list of questions for County Councillor David Lloyd.

There being no further business the meeting closed at 8.40pm