

Minutes of the Monthly Meeting of the Council on Monday 6th February 2017 in the Council Chamber at 7.00pm

Present: Mayor CT Taylor, DJH George, MC Gray DB Halse, MGD James, FD John, JG Lloyd, RT Thornton, S Williams with JE Foster (Clerk) and PL Evans (Responsible Finance Officer).

Also present County Councillor DB Lloyd.

437 Apologies for Absence: Deputy Mayor BT Price, DJO Chant, ES Evans

438 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.

438.1 Cllr Taylor declared a personal interest in relation to Item 460.

439 Confirmation of Minutes for:-

439.1 The Council Monthly Meeting on Monday 9th January 2017 were RESOLVED to be approved.

439.2 The "In Committee" minutes of the Council Monthly Meeting on Monday 9th January 2017 were RESOLVED to be approved.

439.3 The Council Monthly Meeting on Monday 23rd January 2017 were RESOLVED to be approved.

439.4 The "In Committee" minutes of the Council Monthly Meeting on Monday 23rd January 2017 were RESOLVED to be approved.

440 Members were joined by three representatives from the St Davids Community Forum, Paul Edey, Bira Sehmi and John Maloney, who gave a presentation about their proposed Welcome Pack for new residents, a proposed Calendar of events for local people and the issue of the proposed increase in Business Rates.

Matters Arising

441 DIARY DATES Members were reminded of the following events:

441.1 Blessing of the Co-Responder Fire and Rescue Service on Friday 10th February 2017 at 2.30pm at St Davids Cathedral.

441.2 Planning Aid Wales Workshop on Tuesday 14th February 2017 at 6.00pm at Oriel Y Parc.

441.3 David Swan, Group Manager of Mid and West Wales Fire and Rescue Service to attend meeting on Monday 20th February 2017.

442 CITY HALL DEVELOPMENTS

442.1 Youth Drop In Centre – Feedback from Pre-Contract Meeting with Wes Spees. 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.

- 442.2 Boiler – British Gas Service and Repair requirements. The Clerk informed members that British Gas had undertaken their annual service of the boiler and that they had advised that the boiler was not safe to be used. The British Gas engineer advised that the boiler could be fixed at a cost of £636.66 including VAT, rather than replacing the boiler at this time. It was RESOLVED to request that British Gas fix the boiler at the cost of £636.66 inc VAT.
- 442.3 Junior rugby practice in the City Hall. Katie Bolger email of 5th February 2017. It was RESOLVED to allow the Mini rugby team to use the City Hall free of charge for several weeks.
- 442.4 Surplus coloured electrical bulbs. It was RESOLVED to offer the bulbs to local community groups.
- 443 ST DAVIDS DAY**
- 443.1 Dragon Parade – The Clerk informed members that the road closure had been confirmed for the event and that the Traffic Management training course was no longer required. The Pembrokeshire Coast National Park Authority had a sufficient number of trained staff available to manage the road closure and so decided not to run the training course. It was RESOLVED for the Clerk to contact local organisations to determine whether any traffic management training was required.
- 443.2 Markets for St Davids Day celebrations. The Mayor informed members that the market would be running on Wednesday 1st March and Saturday 4th March 2017.
- 444 CAERFARCHELL** Request to have a communal transferable chicken coop at village green. The Clerk informed members that letters had been sent to all residents of Caerfarchell and the deadline for responses was Friday 17th February 2017. The item would be further discussed at the next meeting of the City Council on Monday 20th February.
- 445 BUSINESS RATES INCREASES** The Clerk informed members that formal letters had been sent to Mark Drakeford AM and to Kerry MacDermott, Head of Housing and Revenue Services at Pembrokeshire County Council. Paul Davies email of 2nd February 2017 was received.
- 446 NEWGALE** Emyr Williams emails of 25th and 27th January 2017 respectively – Newgale Public Consultation. It was agreed that the Clerk would attend the Stakeholder meeting on Wednesday 8th February at 1pm in the Duke of Edinburgh, Newgale.
- 447 ST DAVIDS PENINSULA CARNIVAL** Cllr Evans reported that volunteers are required as some of the officials have stepped down. The Clerk informed members that no volunteers had stepped forward. It was RESOLVED for the Clerk to liaise with the carnival committee.

Accounts

- 448** The Responsible Finance Officer reported that the Internal Audit for December 2016 had been completed successfully.
- 449** The accounts for January 2017 were RESOLVED to be approved and permission to pay was granted.

INCOME AND EXPENDITURE JANUARY 2017				
Balance as at 30/01/2017		£		
	Current A/c	182216.31		
INCOME	Car Park			
	City Hall	151.74		
	Cafe	2277.40		
	Market stalls	120.00		
	VAT repayment	3889.22		
	Total	6438.36		
	LGA 1972 SEC137 for 2016/17 is £10840		LGA 1972 Sec 214 Cemetery	
	Last month's donations	350	Total donated 2016/17	1400
	2016/17 total	4300		
	Balance available	6540		
PAYMENTS		£		
	Admin	2998.42	Salaries: Clerk,Asst & RFO	
		46.42	Stationery/office supplies	
		246.39	Internet/Telephone/photocopier	
		335.52	Adverts	
		264.00	External audit 2016	
		2451.64	HMRC -(NIC&IT)	
	Whitesands			
	Playground			
	Hall & House	222.90	Caretaker's salary	
		212.17	Supplies	
		7561.20	Hall curtains	
		20.45	D/D Boiler service etc	
			Hall development	
		503.71	Gas	
		373.44	Council Chamber lighting	
	Mayor's Expenses	56.70	Travel	
	St Justinians		Toilet hire & cleaning	
	Miscellaneous			
		988.00	PCC (3 properties)	
		100.88	Dwr Cymru -(2props)	
		4168.80	LITE	
		290.22	Xmas exps inc Road closure, glasses,minibus hire	
	Total	20840.86		
Minutes 2016 / 2017		95		

Finance

- 450** Financial Risk Assessment for 2016/17 was RESOLVED to be approved.
- 451** Review of the City Council asset register was RESOLVED to be approved.
- 452** DONATIONS:
- 452.1 REQUESTS
- 452.1.1 Teenage Cancer Trust letter of 19th January 2017. It was RESOLVED to donate £100.
- 452.1.2 Welsh Hearts letter of 21st January 2017 was received.
- 452.2 THANKS
- 452.2.1 St Davids Scout Group letter of 24th January 2017 was received.
- 452.2.2 Tenovus cancer care letter of 27th January 2017 was received.

Correspondence:

- 453** Joanne Coates email of 23rd January 2017 Town and Community Council survey. It was RESOLVED for the Clerk and the Mayor to complete the survey.
- 454** Wendi Patience email of 26th January 2017 Training Module Research. A copy of the questionnaire is attached. It was RESOLVED for the Clerk to complete the questionnaire.
- 455** Mike Cavanagh letter of 27th January 2017 City of Culture 2021 and the City of Culture guidance document. It was RESOLVED to support the bid for St Davids to be the UK City of Culture for 2021. It was agreed that the Mayor and Cllr James would attend the initial meeting.
- 456** Heddwyn Thomas email of 27th January 2017 Former St Davids Police Station Property. It was RESOLVED for the Clerk to enquire about the cost of the building.

457 Reports from Members representing the Council:-

- 457.1 St Davids Carnival Association. Nothing to report.
- 457.2 St Davids Christmas Tree Association. Nothing to report.
- 457.3 St Davids Day Celebration Group. Nothing further to report.
- 457.4 St Davids Day Centre for the Elderly. Cllr Williams informed members that they had a film show today and that 17 individuals had attended.
- 457.5 St Davids Peninsula Tourist Association. Cllr Evans provided member with the following report:

St Davids Peninsula Tourist Association

11th January 2017.

Post Office, CKs - there have again been complaints regarding opening times & inconsistencies. Cath (National Trust) will send the City Council a photo of a recent closure notice & the assoc. would like the City Council to pursue with PO (as opposed to CKs) as the franchise was given to CKs because they offered longer opening hours, but this isn't always the case & local businesses are suffering.

St Davids Carnival - the assoc. are also concerned to hear there are committee issues & have offered to circulate an email asking for help - Emma to draft.

Business Rates Meeting - John Warren, Paula Ellis & Emma Evans will attend (20th Jan) & feed back. John will also be drafting a general letter for members to use should they wish to appeal.

Year of Legends - Visit Wales theme for 2017. A full list of events should be available on PCC website.

St Davids Public WiFi - all bars are up & running. Once finalised there will be training offered. Doug (chairman) will attend, along with Emma & hopefully the Clerk to the City Council, due to elections & changes in officials.

A Sense of Place - this new brochure on St Davids will be available shortly in bookshops in St Davids.

Photographic Competition - this will run again in 2017 but from Jan to June & then July to Dec, using the theme Legends in line with Visit Wales. More details on Tourist Association website.

Music & Arts Festival - this will take place 15th-17th July, coordinated by Mike Chant.

Next meeting: 8th March (venue tbc)

It was RESOLVED for the Clerk to write a letter to the Post Office regarding the opening hours of the St Davids branch.

457.6 Porthclais Harbour Authority. Cllr John informed members that at their last meeting, members of the Pembrokeshire Coast National Park Authority had been present and that the PCNPA were hoping to restore the Well at St Nons.

457.7 St Davids - Matsieng Lesotho Link. Nothing to report.

457.8 Youth Drop In. Nothing to report.

457.9 Ysgol Bro Dewi Governor. Nothing to report.

457.10 Planed Community Forum. Nothing further to report.

457.11 Porthstinan Boat Owners Association. Nothing to report.

457.12 Porthmawr Surf Life Saving Club. Cllr Gray informed members that the RNLI were restructuring their involvement.

457.13 Community Land Trust. Nothing to report.

457.14 Bws Y Bobl. Cllr Gray requested that an advert for volunteer drivers be included in the next edition of the St Davids City newsletter.

458 County Councillor's report:

458.1 Social Affordable Housing and Premier Inn - Cllr Lloyd informed members that the Pre-planning application stage was underway and that a joint application would be submitted soon. A Public Consultation would follow the next application stage.

458.2 Temporary Governing Body – Cllr Lloyd reported that the Temporary Governing Body will be preparing for the 3-16 school imminently. Cllr Lloyd confirmed that he was not able to be a member as he is a Cabinet member.

458.3 Ysgol Dewi Sant - Cllr Lloyd reported that the secondary school were doing well and that they now have an Anti-bullying initiative. The head boy and head girl undertook a school assembly with all of the school pupils, without the assistance of any teachers, to discuss bullying and how to stop it.

Planning:

459 NP/17/0051 Seasonal (Easter to end October) mobile coffee/snack unit at 1 High Street, St Davids, SA62 6SA. The City Council considered that the proposal was deemed unlikely to have a detrimental visual or environmental impact on the surrounding area. The Council considered that the proposal would both encourage tourism and generate employment in the area, and as such would help to sustain the economic and social wellbeing of the local community. It was **RESOLVED** to support the application.

460 NP/17/0069 1 x Elm tree to be dismantled to ground level, ground of Ash and Sycamore to be reduced and pruned at Y Bont, Quickwell Hill, St Davids, SA62 6PE. It was **RESOLVED** to support the application.

Deputy Mayor’s business

461 Mayor’s Roll of Honour Board. Cllr Price requested that she has permission to replace the board and that it be in memory of her late husband John Price. It was **RESOLVED** for Cllr Price to replace the Mayor’s Roll of Honour Board, subject to the approval of the Council.

Any other business

462 Cllr John informed members that the Music and Arts Festival would be going ahead this year again and requested that a report be given at each monthly meeting of the Council. It was **RESOLVED** to include this as an item on the agenda for each monthly meeting with the members’ reports.

There being no further business the meeting closed at 9.10pm

Signed
Chair

Date

Minutes of the Second Monthly Meeting of the Council on Monday 20th February 2017 in the Council Chamber at 7.00pm

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

463 **Apologies for Absence:** DJO Chant

464 **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.

464.1 Cllr Taylor declared a personal interest in relation to Item 474.

464.2 Cllr Price declared a prejudicial interest in relation to Item 485 and left the Council Chamber while the item was discussed.

465 Members were joined by Rob Quinn, Group Manager of Mid and West Wales Fire and Rescue Service, who gave a presentation about the proposed Corporate Plan for 2017-2022.

Matters Arising

466 DIARY DATES Members were reminded of the following event.

466.1 Paul Davies AM Advice Surgery on Friday 3rd March 2017 at 1.00pm in the Memorial Hall.

467 GLASFRYN ROUNDABOUT Proposed cross design to be engraved on standing stone.

467.1 Members were joined by David Rees, Landscape Architect from Pembrokeshire County Council.

467.2 David Rees informed members that after much research and several discussions with Dr Mark Rednap, Professor of Celtic Crosses, they had come up with a new cross design to be engraved. The new cross design had been taken from a stone found in the Cathedral and dated back to the 9th Century. The cross would be more in keeping with the local area than the previous design.

467.3 Members agreed that they were not in favour of the new design and that they would prefer a cross similar to the one on the Cross Square to be engraved on the stone.

467.4 It was RESOLVED to request that the cross on the Cross Square be engraved on the standing stone.

468 CITY HALL DEVELOPMENTS

468.1 Youth Drop In Centre

468.1.1 The Clerk informed members that the work would commence on Monday 6th March 2017.

468.1.2 Cllr John reminded members that there is limited storage in the City Hall. Members discussed the possibility of installing storage units in the Drop in Centre. It was RESOLVED not to have storage units in the Drop in Centre.

468.2 Boiler – The Clerk informed members that following the second site visit from a British Gas engineer, the boiler could not be fixed and a replacement was required. It was RESOLVED for the Clerk to obtain several quotes for the replacement and installation of a new boiler.

- 469 ST DAVIDS DAY**
- 469.1 The programme of events was received.
- 469.2 Cawl Competition - Cllr Price informed members that a new sign for the Cawl competition had been ordered at a cost of £45. It was RESOLVED to approve the sign and permission to pay was granted.
- 469.3 Cymanfa Ganu - The Clerk reminded members that tea and cake would be served as usual in the City Hall after the event and that volunteers would be required.
- 469.4 Council Dinner – The Clerk informed members that everything was set for the dinner and requested that members return their menu choices as soon as possible.
- 469.5 Dragon Parade – The Clerk advised members that there had been a few issues with the road closure however the event would be going ahead.
- 470 CAERFARCHELL Request to have a communal transferable chicken coop at village green.**
- 470.1 The Clerk informed members that letters had been sent to all the residents of Caerfarchell and only one response had been received to date.
- 470.2 Sarah Green and Andrew Westman email of 18th February 2017 Alternative community projects. It was RESOLVED to pass on the email to Rupert Dunn for further discussions.
- 471 BUSINESS RATES INCREASES** Richard Hagg letter of 15th February 2017 Effects of non-domestic rates revaluation 2017 was received. It was RESOLVED for the Clerk to write a letter to Richard Hagg. The letter would reiterate the Council's concerns with regards to the proposed increases, request further information about what is classed as a small business and who would be eligible for the rate relief.
- 472 NEWGALE Public Consultation**
- 472.1 The Clerk informed members that she had attended the stakeholder meeting on Wednesday 8th February 2017. The Clerk reported that there were now only four potential road options that were being considered and that the response form looked at these four options. The response form had to be completed by Monday 20th March 2017. It was RESOLVED for members to complete the response form.
- 472.2 Emyr Williams and Holly Pretious emails of 13th February 2017 respectively were received.
- 472.3 Emyr Williams email of 16th February 2017- Non-Technical summary report was received.
- 473 ST DAVIDS PENINSULA CARNIVAL** St Davids Peninsula Carnival Association letter of 19th February 2017 advising that the committee had dissolved as there were not sufficient volunteers to run the carnival. It was RESOLVED for the Clerk to contact the Penknife Club.
- 474 CITY OF CULTURE** The Mayor informed members that the first meeting had been held today in the City Hall and that following the meeting it had been agreed to proceed with the first bid. The expression of interest would need to be made by 28th February 2017. The deadline for the first application is 28th April 2017, the deadline for the second application had been set in September and the final decision would then be made in December. The Mayor informed members that the next meeting was due to take place on Wednesday 8th March at Ysgol Dewi Sant.
- 475 TRAINING OPPORTUNITIES** Paul Egan email 13th February 2017 One Voice Wales training opportunities was received. The Clerk advised members that the courses would commence in May after

the elections and that One Voice Wales were hoping to run some of these courses in the Memorial Hall.

Finance

476 DONATIONS:

476.1 REQUESTS

476.1.1 Paul Satori letter of 2nd February 2017. It was RESOLVED to donate £200.

476.1.2 Relate Cymru email 7th February 2017 was received.

476.1.3 Pembrokeshire Young Farmers’ Club letter of 10th February 2017. It was RESOLVED to offer the Club free use of the City Hall.

Correspondence:

477 Libby-Ryan Davies letter of 6th February 2017 Transformation Programme was received.

478 Kevin Shales email of 10th February 2017 Transforming Temporary Space was received.

479 Deborah O’Brien and Richard Brown copy emails of 12th and 20th February 2017 respectively - Three Weekly Refuse Proposal Concerns were received.

480 Sinead Henehan email of 14th February 2017 Wi-Fi Workshop - accessing, understanding and using the data. Cllr Thornton agreed to attend the meeting on behalf of the City Council.

Planning:

481 NP/16/0668 Insertion of 2 rooflights to West elevation at Merrivale, 44 Goat Street, St Davids, SA62 6RQ. 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.

Clerk’s business

482 Provision of temporary toilets at St Justinians (Good Friday is 14th April 2017). It was RESOLVED to write a letter to the Porthstinian Boat Owners Association to request a contribution towards the temporary toilets.

483 One Voice Wales Membership renewal. It was RESOLVED to renew the membership at a cost of £310.

There being no further business the meeting closed at 9.10pm

Signed
Chair

Date