

**Minutes of the Monthly Meeting of Council on Monday 7<sup>th</sup> January 2008 in the Council Chamber at 7.00pm.**

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

**486 Apologies for Absence:** FJ Godkin (Indisposed) and PL Evans.

**487 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 the agenda.

G James, J George, R Thornton and the Clerk declared interests as governors of Ysgol Dewi Sant in relation to item 489.

**488 Confirmation of Minutes for:**

- 488.1 Council Monthly Meeting on Monday 3<sup>rd</sup> December 2007 were RESOLVED to be accepted and approved.  
Committee' Minutes of the Council Monthly Meeting on Monday 3<sup>rd</sup> December 2007 were RESOLVED to be accepted and approved.

**Matters arising from the Minutes:****489 SPORTS and LEISURE FACILITIES at Ysgol Dewi Sant.**

Apologies had been received from Mrs M Maloney, Maggie Hemming and Andy Dixon all as residents intending to attend on this matter. Also present were Mr H Beaumont, Mrs Deidre Connell, Mrs Lis Cousens, Mr John Farquhar, Mrs Anne Dixon, Mrs Ceri Price, and Mrs Louise Jenkins.

With the Pembrokeshire County Council letters of 18 December 2007 from Mark Lewis, Director of Finance and Leisure and of 20 December 2007 from Councillor Rob Lewis, Cabinet Member for Leisure having been circulated; the Mayor asked for a summary of the view from the residents attending who were also part of the new community group.

D Connell reported that a very well attended community meeting was held on 7 December 2007 with about 85 - 90 residents, covering a wide range of age groups and interests, being present and there were also numerous apologies received. The meeting had demonstrated that there was:-

1. Great strength of feeling about any loss of the pool.
2. It was essential to look for a way forward and that way was to be without conflict.
3. Residents were encouraged to write to Pembrokeshire County Council to emphasise their concerns.

Discussion followed on what is the next step given that Pembrokeshire County Council was to undertake a more detailed feasibility study. It was RESOLVED to invite Councillor R Lewis to a City Council meeting together with representatives of the new pool group to discuss what is planned over pool and sports facilities and to receive the strength of feeling in St Davids on this matter.

It was felt that after this meeting:-

1. The criteria for the assessment of the existing pool and future of facilities should be clearly established from both the view point of Pembrokeshire County Council and the community. Emphasis was placed on the need for an independent survey of existing facilities and that this would need to be undertaken directly for the community in addition to the Pembrokeshire County Council assessment.
2. The study should include providing a pool for the future in St Davids as this was omitted from the Pembrokeshire County Council correspondence received that considered sports facilities only.
3. The future facility could be on an alternative site as land was likely to be made available. M Gray declared a personal interest.
4. Initial capital costs obtained by the group to refurbish or replace the pool were substantially less than outline figures quoted by the County Council.
5. It was felt that finding a site to accommodate all facilities was essential given a feeling that there is conflict seen by some that the provision of a pool would have a negative effect on the school.

6. Local group had not yet been formally established. D Connell agreed to be the contact point for the group in the mean time.
7. It was noted that the existing pool is perfectly adequate for the community.

**490 PROJECTS and WORKS:**

- 490.1 Internal appearance improvements for the Memorial Hall – quotations were awaited following the holiday period.
- 490.2 Play Area:-
  - 490.2.1 Phase 2 - New access ramp and bus shelter - it was RESOLVED that under section 100 (A) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information.

**491 CHRISTMAS EVENTS REVIEW:**

- 491.1 Senior Citizen's Lunch
 

This was agreed to have been very successful with numerous complimentary remarks and a card of thanks being received from Mr R Evans, together with thanks for Christmas street lighting. In offering congratulations to Mr Paul Evans for providing the catering it was felt that his presence would be appropriately enhanced next year by the provision of a chef's hat.

  - 491.1.1 Kitchen refurbishment – it was RESOLVED to replace old tables, jugs and pans as well as provide stainless steel tables, a dish washer and a new end storage unit with a full assessment to be made with S Williams, B Price and M Gray offering to help with the design of the new arrangement.
  - 491.1.2 General card of thanks was kindly received from Mr and Mrs Beaumont.
- 491.2 Civic Reception.
 

Mayor noted that despite a successful occasion the lack of response to the invitation was still occurring. Decisions on the nature of the event in the future was agreed to be deferred for the new Council due to be in place from May, points noted in discussion included:-

  - 491.2.1 It could be a simpler occasion with mulled wine and mince pies, possibly sandwiches instead of a full buffet.
  - 491.2.2 It could be held in the week with one option being to hold the event on the second Wednesday on the same day as the Senior Citizen's Lunch.
  - 491.2.3 Hall decorations – a review of this was to be undertaken later in the year.
- 491.3 Christmas Street Lighting.
 

The new LED based street lighting had received many complimentary remarks and had worked well. An electrical problem with one connection point needed to be resolved and the Mayor offered thanks to Cllr Malcolm Gray for his work in keeping the effected lighting working.

  - 491.3.1 It was RESOLVED to fit new control panels for the festoon displays, except Goat Street and New Street, as these were now in need of replacement.
  - 491.3.2 It was RESOLVED to reiterate the need for donations in the newsletter.
  - 491.3.3 Clerk reported that the power rating for the new design with more than double the previous number of lights was now rated at 1729 watts instead of being in excess of 12 kilowatts.
  - 491.3.4 City Hall lighting decorations – it was agreed to leave the internal lights at the front of the hall in place.

**OTHER MATTERS ARISING:****492 Whitesands:**

- 492.1 Beach Café:-
  - 492.1.1 Assignment of Tenancy - Bissmire Fudge letter of 18 December 2007 confirming the agreement – the document had been duly signed by the Mayor and Clerk on 22 December 2007 and completion was now awaited.
  - 492.1.2 Site Meeting with Mr and Mrs Lunt was agreed to be arranged.
- 492.2 Whitesands Overflow Car Park - Mr GD Nash letter of 8 December 2007 was RESOLVED to be received.

- 493** Deputy Mayor's Chain – design sample of chain from Mr F Northall and the samples from Mellangth Stained Glass and Wireworks were discussed and it was RESOLVED to commission a new mayoral chain from Mr Northall at £400 being the costs of material only as the labour was offered at no charge as he felt it was an honour to be able to provide such a chain for the City. This offer was accepted with thanks.
- 494** St Davids Community Bus: Next St Davids Community Bus Group Meeting on Tuesday 22 January 2008 at 7pm was noted.
- 495** Fair Trade City Status – Clerk reported that an application was now being assessed by the Fairtrade Foundation with the next meeting on 16 January 2008.
- 496** Signage to the Cathedral in St.Davids – information from Pembrokeshire County Council is awaited.
- 497** Lesotho – a response was awaited regarding progress with the twinning link.

**498** St Davids Day - Review of Draft Programme of Events.

There was a general discussion on all of the events with the following key points being noted:-

Friday 29 February

1. Cawl Competition - A coordinator with food safety expertise was needed to work with the Clerk.
2. Goodwill Message to Cardiff - The date and times for the message were awaited and it was agreed to ask Ysgol Bro Dewi if the children would consider writing and reading this year's message.
3. Flower Trail Competition – Stephanie Halse offered to co-ordinate this year's effort to encourage floral display.
4. Evening City Council St Davids Day Dinner – menus were agreed to be requested from the Refectory and the Old Cross Hotel with guests to include the Mayor of Naas and the High Commissioner for Lesotho.

Saturday 1 March

5. Market on Cross Square - As the investigations in to locally made markets stalls were unfortunately substantially more expensive than standard products it was RESOLVED to purchase the 12 stalls with the Clerk to finalise the selection from the suppliers considered namely Apex Ltd, Market Makers Ltd and Gala Tents.
6. Blessing on Cross Square – It was understood that the Dean would be undertaking the Blessing this year
7. Evening: Cyd Noson Lawen in City Hall – it was agreed that Welsh flags and daffodils from the Launch event would be left for the Saturday evening event together with the Menevia WI mural.

Sunday 2 March

8. Cymanfa Ganu in Zion Chapel - it was RESOLVED to provide 'tea' in the City Hall to follow the singing.

498.1 Charging for use of the City Hall for St Davids activities – it was RESOLVED that there would be no hire charges for St Davids Day events in the City Hall.

**499** Tall Ships Adventures – Sponsorship of a voyage for a young person.

Clerk reported that there had been 3 applications to date and it was RESOLVED to clarify details given that the allocation basis had previously been that applicants should attend Ysgol Dewi Sant and live in the parish. As the details of some applicants were not clear, it was agreed to defer the matter to the next meeting and to then consider allowing variations in the assessment so that applicants may need to just live in the parish or just attend the school.

**500 County Councillor's Report.** No report following the County Council holiday.

**Correspondence**

**501** Pembrokeshire County Council letter of 3 December 2007 – Draft Supplementary Planning guidance – principles of Good Design in Residential Development. Consultation closes 9 March 2008 – was RESOLVED to be received.

**502** Pembrokeshire County Council letter of 4 December 2007 - Periodic Electoral Review – Changes to Community Council Electoral Arrangements – it was RESOLVED to appeal against this decision as it is cutting back on local democracy within a busy council.

- 503** Pembrokeshire County Council letter of 10 December 2007 - Council Tax Base 2008/2009 - it was RESOLVED not to charge a precept this year. Discussion on the need for a precept was agreed to be reconsidered at a future meeting.
- 504** Paul Davies AM – letter of 5 December 2007 – Wound Clinic – was RESOLVED to be received and the matter noted with concern.
- 505** PALC News December 2007:- was RESOLVED to be received with the implementation of the new pay scale being agreed. There was no nomination for membership of PALC.
- 506** Pembrokeshire Voice Christmas 2007 – was RESOLVED to be received.
- 507** CADW letter of 11 December 2007 regarding Sustainable Tourism - Heritage. It was RESOLVED to respond to the questionnaire and to offer to link in with the project.
- 508** Pembrokeshire County Council letter received 17 December 2007 – Draft Local Housing Strategy for consultation. Discussion on a recent housing allocation from outside of the area that had created concerns and gave no priority to local people in need of housing was noted with vigour. While County Councillor J George advised that the next allocation would be continued on the gold standard assessment system this did not allow support for local residents. It was RESOLVED to respond to the consultation reiterating the need for local housing for local residents, especially for 3 bedroom houses given the limited housing stock available and little prospect of change given this is an area within the Pembrokeshire Coast National Park.
- 508.1 Letter also to be sent to Welsh Assembly Government.
- 508.2 Rural Housing survey – progress on the work following the survey was to be checked with the Rural Housing Enabler.
- 509** Pembrokeshire County Council letter received 21 December 2007 - Application for new Premises Licence at the Grove Hotel – it was RESOLVED to support the application.
- 510** British Humanist Association letter received 21 December 2007 - New report 'Quality and Equality: Human Rights, Public Services and Religious Organisations – was RESOLVED to be received.
- 511** Ombudsman – Information on a Complaints Handling Seminar on 14 February 2008 in Aberystwyth – was RESOLVED to be received.
- 512** Age Concern Pembrokeshire - Winter Newsletter 2007– was RESOLVED to be received.
- 513** PIPPA Winter Newsletter 2007– was RESOLVED to be received.
- 514** North Pembrokeshire Transport Forum - Newsletter November 2007– was RESOLVED to be received.
- 515** Pembrokeshire Coast National Park Authority letter of 2 January 2008 – St Davids Lifeboat Station: Scoping Opinion Consultation.
- 515.1 It was RESOLVED to write emphasising the correct details regarding the current lack of any off road parking arrangements noting that the City Council did not run any parking at St Justinians. The report contained several factual errors regarding access and parking and the Clerk was to respond with information on the current position.
- 515.2 It was noted that as this appeared to be a medium term project, the assessment should include for any effect of the Tidal Power Generation scheme that could well be undertaken at a similar time in the future.
- 516** One Voice Wales – Planning Training Seminar for Councillors – insights into new responsibilities under the reformed planning system are available at courses on Monday 11 February 2008 in Aberystwyth and Wednesday 13 February 2008 in Carmarthen both at 6.30pm.
- 517** PLANED 'Message in the Waves' film on impact of plastic waste - Tuesday 29th January 7pm start, Merlin Theatre.
- 518** DONATIONS under Section 137 of the Local Government Act 1972.  
Donation request from Haverfordwest Citizen's Advice Bureau -letter of 4 December 2007 – it was RESOLVED to donate £100.

**Clerk’s Business:**

**519** Neighbourhood Police Team Forums – The St Davids Forum will recommence on 9 January 2008 in the Memorial Hall at 7pm – the information was noted.

**520** Outstanding Works Review – items highlighted in the Risk Assessment Action Plan had been presented with the agenda; they were all reviewed and while most items were in progress, it was RESOLVED to undertake the following:-

- 520.1 Flagpole – Check the mechanical action and structure of the pole.
- 520.2 Provide a new sound system with hearing loop for the City Hall. Given the previous assessments made in 2006 and 2007 with 4 quotations being obtained; it was RESOLVED to proceed with the quotation of Rees Sound Systems Ltd of Carmarthen.
- 520.3 Ladder replacement – the existing 2 section ladder of 14 rung sections had failed and it was RESOLVED to be replaced with a similar item the Clerk reporting that costs in the order of £400 were likely.
- 520.4 Old PC computer was RESOLVED to be recycled given its age (1997) and lack of suitability for other possible applications.

**521** City Hall Bookings and Rates Review.

While there were no booking queries to discuss, it was RESOLVED not to amend the current hire rates for the hall and its services for 2008.

**522** Festival of Trees – it was RESOLVED not to charge the Christmas Tree Association for the hire of the Hall with B Price declaring a personal interest.

**523** Caretaker.

it was RESOLVED that under section 100 (A) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information.

**Planning:**

**524** NP/07/650 Erection of single storey timber framed conservatory at 89 Nun Street - it was RESOLVED to offer COUNCIL SUPPORT.

**525** NP/07/668 Change of use to motor mechanics garage (commercial) at Trehenlliw Farm - it was RESOLVED to offer COUNCIL SUPPORT.

**526** NP/07/678 Extension to site amenities at Caerfai Bay Caravan Park - it was RESOLVED to offer COUNCIL SUPPORT.

**527** NP/07/680 Alterations, extension and garden shed at 25 Maes Dyfed - it was RESOLVED to offer COUNCIL SUPPORT.

**528** NP/07/684 Registered Care Home, Anghorfa Dawel, Trehenlliw - it was RESOLVED to offer COUNCIL SUPPORT.

**529** NP/07/692 Refurbishment and upgrading of forecourt at 2 High Street - it was RESOLVED to offer COUNCIL SUPPORT.

**530 Accounts:**

530.1 Internal Audit for November 2007 had been successfully completed and was RESOLVED to be accepted.

530.2 Accounts for December.

Balances: (28/12/07) Current Account £48335. Premier Account £47805.

PERIOD 1.4.07 - 25.11.07	INCOME	EXPENDITURE £	BALANCE for PERIOD £
TOTAL	190788	176297	14491
Car Park	132202	32907	99295
City Hall	12068	13642	-1574
Admin		27134	-27134

Nash Brothers 5554.82  
BT 132.81

M Fitzgerald (Plumber)		35.00	
J Phillips		169.67	
Des Owen (window cleaner Dec)		30.00	
Bookers Ltd		333.55	
Phoenix Press Ltd		478.00	
Viking Direct		6.54	
McAfee Virus		42.99	
Robert O Evans		9.99	
M C Davies		485.00	
Gwyn Davies & Sons Ltd		173.00	
Dilwyn Page		3752.95	
Cllr Shân Williams		7.50	
CK Supermarkets Ltd		135.34	
Stephanie's Tearoom		982.00	
Viking Direct		39.76	
Mathias Hardware		84.55	
D C Menday		1476.47	
P L Evans		255.39	
Butherway Electrical Ltd		488.15	
LITE		5389.73	
Chubb		210.18	
Des Owen (window cleaner Jan)		30.00	
 Donations from 01/04/2007:			
Dyfed Powys Police Auth	250.00		Macmillan Cancer Support 103.00
Withybush 87.7FM	50.00		St Davids Cathedral Cemetery 400.00
Celtic Coaster	1000.00		Tretio Chapel cemetery 100.00
Shelter Cymru	50.00		Caerfarchell Chapel cemetery 100.00
Urdd Gobaith Cymru	25.00		Berea Chapel cemetery 100.00
Saints Junior Rugby	300.00		St Non's Bro Cerwyn Centre 50.00
Artswave	100.00		Bobby Van Scheme 25.00
British Red Cross	100.00		Urdd Gobaith Cymru 25.00
Royal British Legion	50.00		Samaritans 100.00

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

**Mayor's Business**

**531 St Justinians –**

531.1 Tidal Power Generation Project – concern was noted over the possibility of the power cable being routed via Porthclais above ground to the substation near Ysgol Dewi Sant and that there was no planning permission required for such above ground power supply poles. It was RESOLVED to check the report further, especially with Pembrokeshire Coast National Park Authority before responding regarding the potential visual impact.

531.2 St Justinians – Old boat house and its future use – it was noted that City Council had left an expression for interest in the old stone boat house emphasising this was not the current elevated lifeboat station.

**532 St.Davids Football Club** - it was noted that the Club had withdrawn for this season. The Council emphasised its support to the Club at a difficult time in its efforts to continue, with thanks being offered to Councillor J Braby for his continuing efforts.

There being no further business the meeting closed at 21.20.

Signed .....  
Chairperson

Date.....

**Minutes of the ‘In Committee’ Business Monthly Meeting of Council on Monday 7<sup>th</sup> January 2008 in the Council Chamber at 7.00pm.**

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

**533 Apologies for Absence:** FJ Godkin (Indisposed) and PL Evans.

**534 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 the agenda.

**535 MEMORIAL PLAYING FIELDS:**

535.1 Phase 2 - New access ramp and bus shelter design and costs:-

**536 CARETAKER**

There being no further business the meeting closed at 21.20.

Signed .....  
Chairperson

Date.....

**Minutes of the Second Meeting of the Month on Monday 21 January 2008 in the Council Chamber at 7.00pm.**

**Present:** MGD James as Mayor in the Chair, AM Foster, DJH George, MC Gray, SJ Halse, RJ Thornton, S Williams, PL Evans (Responsible Finance Officer) and DC Menday (Clerk).

**537 Apologies for Absence:** J Braby (holiday), D Chant (holiday), F Godkin (indisposed), B Price, C Taylor.

**Absent:** J Lloyd, S Williams.

**538 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 January Monthly Meeting:****539 ST DAVIDS DAY EVENT PLANNING:**

## 539.1 Launch:

539.1.1 Cawl – The role of food safety coordinator remained outstanding and it was agreed that local catering establishments were to be approached for volunteers and this should include the provision of teas.

539.1.2 Flower Trail from Wednesday 27 February to 4 March. It was confirmed that the pronouncement of winners would be on Saturday 1 March in the City Hall and it was RESOLVED to:-

539.1.2.1 Provide a simple prize such as a daffodil engraved on a piece of slate with one for each of the classes. M Gray declared a personal interest.

539.1.2.2 Judging was agreed to be by the Mayor and Deputy Mayor.

## 539.2 Council Dinner:

539.2.1 Venue – details of menus from the Old Cross Hotel and The Refectory were discussed and it was RESOLVED to hold the dinner at the Old Cross Hotel.

539.2.2 Gifts for civic guests – it was RESOLVED to obtain prices for a slate item appropriately engraved St.Davids Day gifts for the High Commissioner for Lesotho and Mayor of Naas.

**540 PROJECT PRIORITIES:**

Given the range of projects currently being considered by the Council an assessment of priorities was made with the following points being RESOLVED:

540.1 Whitesands Car Park Resurfacing – Given the likely cost of complete resurfacing it was agreed to obtain quotations for half of the car park only and to consider the second half in the following year. The lower, sea end, of the car park was to be considered for this year.

## 540.2 City Hall:-

540.2.1 Kitchen Improvements - The main items such as the dishwasher were agreed to be deferred with the replacement utensils to be considered later in the year.

540.2.2 Accessible Toilet Facilities – These were to be assessed further by both an architectural technician and the Clerk regarding the cost of a disabled toilet facility in the City Hall garden.

540.2.3 Memorial Hall Redecoration - It was agreed to proceed with the decoration and timing of chairs.

540.3 Cross Square Flag pole – It was agreed to proceed with a routine structural engineer's risk assessment of the pole with the cost of £150 from Roger Casey Associates being accepted.

540.4 Christmas street lighting panels – it was agreed that 2 panels should be replaced; High Street and Gospel Lane Nun Street junction.

**541 RESOLVED:** That under section 100 (A) of the Local Government Act 1972, the public and press be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information.

Quotations for the Market stalls, Play area Seesaw and Memorial Hall decoration.



542 The meeting then agreed to come out of ‘Committee’

**543 Clerk’s Business:**

543.1 Future Markets on Cross Square – Given the investment in market stalls it was RESOLVED to:-

543.1.1 Undertake markets at Whitsun and in August and to consider a Christmas market with a hire charge of £15 per stall.

543.1.2 Discussion on the use of the stalls for other events was also to be encouraged, this could be for both community and charitable events with further details regarding conditions of hire and a financial bond to be finalised.

**Any Other Business:**

544 Purchase of ladder was deferred given that Council had adopted the ladder used by the Christmas Tree Association.

There being no further business the meeting closed at 20.10.

Signed .....  
Chairperson

Date.....

**Minutes of the ‘In Committee’ Business Monthly Meeting of Council on Monday 21<sup>st</sup> January 2008 in the Council Chamber at 7.00pm.**

**Present:** MGD James as Mayor in the Chair, AM Foster, DJH George, MC Gray, SJ Halse, RJ Thornton, S Williams, PL Evans (Responsible Finance Officer) and DC Menday (Clerk).

**545 Apologies for Absence:** J Braby (holiday), D Chant (holiday), F Godkin (indisposed), B Price, C Taylor.

**Absent:** J Lloyd, S Williams.

**546 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 January Monthly Meeting:**

**547 PROJECTS AND WORKS:**

547.1 Market Stalls –Purchase of 12 market stalls.

547.2 Seesaw Replacement.

547.3 Memorial Hall Decoration

There being no further business the meeting closed at 20.10.

Signed .....  
Chairperson

Date.....