

**Minutes of the Monthly Meeting of the Council on Monday 9<sup>th</sup> January 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).

Also present County Councillor DB Lloyd.

**369 Apologies for Absence:** DJO Chant

**370 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.

370.1 Cllr Evans declared a prejudicial interest in relation to Item 373.2.4 and left the Council Chamber while the item was discussed.

370.2 Cllr Taylor declared a personal interest in relation to Item 389.

370.3 Cllr John declared a personal interest in relation to Item 398.

370.4 Cllr Evans declared a prejudicial interest in relation to Item 398 and left the Council Chamber while the item was discussed.

**371 Confirmation of Minutes for:-**

371.1 The Council Monthly Meeting on Monday 5<sup>th</sup> December 2016 were RESOLVED to be approved.

371.2 The "In Committee" minutes of the Council Monthly Meeting on Monday 5<sup>th</sup> December 2016 were RESOLVED to be approved.

**372** Members were joined by Mr Rupert Dunn who gave a presentation about the Torth Y Tyr business and the proposed Community Chicken Coop at Caerfarchell.

**Matters Arising**

**373 REVIEW OF CHRISTMAS EVENTS**

373.1 Christmas Lighting Ceremony. The Mayor reported that the event was very successful and congratulated the committee for all their hard work.

373.2 Christmas Street Lights

373.2.1 New lights to replace broken ones. It was RESOLVED to obtain a quote for the cost of replacing each set of street lights, except for Goat Street.

373.2.2 New box for New Street. It was RESOLVED to ask the contractors to fix the box.

373.2.3 New timer for Goat Street. It was RESOLVED to ask the contractors to fix the timer.

373.2.4 Damage to Mr and Mrs Braby's house. The Mayor informed members that Mr and Mrs Braby's house on the Cross Square had suffered some damage. A tractor and trailer got caught on the lights and caused a small amount of damage to the house in the process. It was RESOLVED to have the contractors to check the height of the Christmas lights and ensure that they are within the regulations. It was further RESOLVED to get a quote for repairing the damage.

373.3 Senior Citizens' Christmas lunch. The Mayor reported that the lunch went well and thanked the RFO and Councillors for their hard work on the day.

- 373.4 Civic reception. The Mayor reported that the reception was also a successful event this year. Cllr Price informed members that it was better to have the event on the Friday evening rather than a Saturday evening and more individuals were able to attend this year.
- 373.5 Children's Christmas Pantomime – Aladdin for 2017. The Mayor reported that the daytime show was thoroughly enjoyed by the pupils of Ysgol Bro Dewi. Cllr Price informed members that the evening performance was not very well attended due to a clash with another school event. It was RESOLVED for the Clerk to get a quote for the cost of one and two performances. It was further RESOLVED for the Clerk to liaise with both schools in order to determine a suitable date for the pantomime.
- 373.6 Window Lights Competition. The Mayor informed members that the awards and certificates had been delivered.
- 374** DIARY DATES Members were reminded of the following events:
- 374.1 Pembrokeshire Area Committee meeting on Tuesday 17<sup>th</sup> January 2017 at 7.00pm in County Hall. Copy of agenda and copy of the minutes of the Pembrokeshire Area Committee meeting on Tuesday 27<sup>th</sup> September 2016 attached.
- 374.2 Public meeting regarding increases in Business Rates on Friday 20<sup>th</sup> January 2017 at 11.00am in the Pavilion. Cllr Evans agreed to attend on behalf of the City Council.
- 374.3 School Council Representatives from Ysgol Dewi Sant to attend second meeting of the month on Monday 23<sup>rd</sup> January 2017.
- 375** HIGHWAY MATTERS
- 375.1 Glasfryn Road roundabout. David Rees email of 9<sup>th</sup> January 2017 Engraved image for stone to be confirmed. It was RESOLVED to have a cross engraved on the stone.
- 375.2 20mph speed limit Nun Street – Copy email of 29<sup>th</sup> December 2016 from Robin Stenham to the Traffic Department at Pembrokeshire County Council was received.
- 375.3 Parking bay at CKs. It was RESOLVED to contact highways at Pembrokeshire County Council to request that the parking bay that has been removed is clearly marked.
- 376** CITY HALL DEVELOPMENTS
- 376.1 Youth Drop In Centre – Date for tenders to be opened. It was RESOLVED to open the tenders on Monday 23<sup>rd</sup> January 2017.
- 376.2 The Clerk informed members that the stage curtains were due to be fitted on Monday 9<sup>th</sup> and Tuesday 10<sup>th</sup> January 2017.
- 376.3 Boiler. The Clerk reported that there had been several problems with the boiler and that the boiler may need to be replaced. It was RESOLVED to get a quote for the replacement and installation of a new boiler from Gareth Price.
- 377** ST DAVIDS DAY Dinner on Wednesday 1st March 2017 at Crug Glas. The Clerk informed members that the venue for the dinner had been booked and a provisional menu had been received. It was RESOLVED for the Clerk to send out the invitations.
- 378** NEWGALE Emyr Williams email of 14<sup>th</sup> December 2016 regarding recent consultation meeting was received.
- 379** LDBCW PUBLICATION Electoral Reviews: Policy and Practice document was received. The Clerk informed members that hard copies of the Policy and Practice document were available in the Council Chamber.

**380** WHITESANDS

380.1 Tenders for the Ice Cream Kiosk - 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.

380.2 Tenders for the Croeswdig Field - 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.

380.3 Amend car park tariff sign for 2017 season. It was RESOLVED to approve and permission was granted to amend the sign.

380.4 Purchase tickets and residents' passes for car park. It was RESOLVED to approve and permission was granted to purchase the tickets and passes.

380.5 The Clerk informed members that the dates for issuing residents' passes for the car park were:

Monday 13<sup>th</sup> February

Wednesday 15<sup>th</sup> February

Friday 17<sup>th</sup> February

Saturday 18<sup>th</sup> February

**Accounts**

**381** The Responsible Finance Officer reported that the Internal Audit for November 2016 had been completed successfully.

**382** The accounts for December 2016 were RESOLVED to be approved and permission to pay was granted.

INCOME AND EXPENDITURE DECEMBER 2016			
<b>Balance as at 31/12/2016</b>		£	
	Current A/c	205526.22	
<b>INCOME</b>	Car Park		
	City Hall	99.78	
	Cafe	1821.92	
	Market stalls	220.00	
	<b>Total</b>	<b>2141.70</b>	
	LGA 1972 SEC137 for 2016/17 is £10840		LGA 1972 Sec 214 Cemetery
	Last month's donations	250	Total donated 2016/17
	2016/17 total	3950	1400
	Balance available	6890	
<b>PAYMENTS</b>		£	
	Admin	2998.42	Salaries: Clerk, Asst & RFO
		235.15	Stationery/office supplies
		307.56	Internet/telephone
			Adverts
	Whitesands	7484.55	GD & R Nash (Overflow comm)
	Playground		
	Hall & House	416.22	Caretaker's salary
		90.70	Supplies
		210.00	Rubber feet for hall chairs
		20.45	D/D Boiler service etc
		1806.00	Hall development
	Mayor's Expenses	56.70	Travel
	St Justinians		Toilet hire & cleaning
	Miscellaneous	3240.00	Playground equipment
		98.88	Sign for Waun Fawr
		1127.25	PCC - Quickwell toilets
		988.00	PCC (3 properties)
		100.88	Dwr Cymru -(2props)
		12506.40	LITE
		1884.23	Xmas exps inc tree/lunch/buffet costs
		750.00	Pantomime
	<b>Total</b>	<b>34321.39</b>	
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**383 DONATIONS:**

383.1 RAFA Club letter of 30<sup>th</sup> November 2016. It was RESOLVED to donate £300.

**383.2 THANKS**

383.2.1 St Davids Cathedral letter of 2<sup>nd</sup> December 2016 was received.

383.2.2 Maureen Owen letter of 9<sup>th</sup> December 2016 was received.

383.2.3 Ysgol Bro Dewi School Council letter of 9<sup>th</sup> December 2016 was received.

383.3 Councillors agreed that the Cemetery was very well kept. It was RESOLVED to write a letter of thanks to Tony Pearce MBE, Les Owen and Bernard Mathias for all their hard work in maintaining the Cemetery.

**Correspondence:**

**384** K M Macdermott letter of 6<sup>th</sup> December 2016 – Council Tax Base Financial Year 2017/18 Annual request for precept requirements. It was RESOLVED not to set a precept for the forthcoming financial year and to review the precept annually.

**385** Elin Jones AM letter of 8<sup>th</sup> December 2016 Consultation on changing the name of the National Assembly. It was RESOLVED to not support changing the name of the National Assembly due to the costs involved.

**386** Kate Evans-Hughes letter of 13<sup>th</sup> December 2016 Ysgol Gymunedol Croesgoch - Change of medium of instruction was received.

**387** Lauren Morrison letter of December 2016 Invitation from the Independent Remuneration Panel for Wales to attend regional meeting was received.

**388** Robert Hay letter of 16<sup>th</sup> December 2016 Section 137 Expenditure: Limit for 2017-2018 was received.

**389** Victoria Provis letter of 2<sup>nd</sup> January 2017 Letter of complaint regarding the Pebbles. It was RESOLVED to pass on the complaint to the relevant department at Pembrokeshire County Council and to reiterate that the Pebbles road is not in a very good state.

**390** Bruno Peek email of 3<sup>rd</sup> January 2017 Battle's Over – A Nation's Tribute 100 years of Remembrance / 11<sup>th</sup> November 2018. It was RESOLVED to participate in the event, utilizing the gas-fueled beacon that the Council purchased for the Queen's 90<sup>th</sup> birthday in April last year.

**391** Llywela Harris email of 4<sup>th</sup> January 2017 Council Rubbish collection at Goat Street. It was RESOLVED to pass on the complaint to the relevant department at Pembrokeshire County Council

**392** Holly Madge email of 5<sup>th</sup> January 2017 Red Bull Storm Chase – Windsurf Competition. It was RESOLVED to support the event at Whitesands and to advise Holly that the car parking charges will commence on 1<sup>st</sup> March 2017. It was further agreed to pass on the relevant contact details to the event organiser.

**393 Reports from Members representing the Council:-**

393.1 St Davids Carnival Association. Cllr Evans informed members that Keeley Rose and Sara Martin had now stepped down from the committee and so at present, there was no Chair or Treasurer.

393.2 St Davids Christmas Tree Association. Nothing to report.

393.3 St Davids Day Celebration Group. It was RESOLVED for the next meeting to take place on Thursday 26<sup>th</sup> January 2017 at 10.30am in the Council Chamber.

393.4 St Davids Day Centre for the Elderly. Cllr Williams reported that the attendance had been very good following the Christmas holidays.

393.5 St Davids Peninsula Tourist Association. Cllr Evans informed members that the next meeting was due to take place on Wednesday 11<sup>th</sup> January at 7.30pm.

- 393.6 Porthclais Harbour Authority. Cllr John informed members that the Clerk had ordered the bench for Waun Fawr.
- 393.7 St Davids - Matsieng Lesotho Link. Cllr Taylor reported that the Bring and Buy Sale was on Saturday 14<sup>th</sup> January at 10am in the City Hall, everyone is welcome.
- 393.8 Youth Drop In. Cllr John informed members that he had attended a Youth Club session and agreed to attend the group regularly to ensure everything was running smoothly.
- 393.9 Ysgol Bro Dewi Governor. Cllr Halse reported that all of the Christmas events had been a success. The next School Governor's meeting was due to take place on Thursday 2<sup>nd</sup> February 2017 and the minutes of the meeting would be provided shortly afterwards. Cllr Halse further informed members that the Temporary Governing Body had not yet been confirmed. Similarly to the Council, all Governors had received a letter of thanks from the YBD School Council.
- 393.10 Planed Community Forum. Cllr Halse reported that the next meeting was due to take place on Tuesday 31<sup>st</sup> January 2017 and that Paul Edey would be attending the next monthly meeting of the City Council in February.
- 393.11 Porthstinan Boat Owners Association. Nothing to report.
- 393.12 Porthmawr Surf Life Saving Club. Cllr Gray informed members that a meeting with the RNLI was awaited.
- 393.13 Community Land Trust. Nothing to report.
- 393.14 Bws Y Bobl. Cllr Gray reported that the new bus would arrive shortly and that volunteer drivers were desperately needed. It was RESOLVED to include an advert in the next edition of the St Davids City newsletter.

#### **394 County Councillor's report:**

- 394.1 Cllr Lloyd informed members that after six years of preparation, a pre-planning application was finally being submitted for the houses at Glasfryn road, and this would be a joint application with Premier Inn.
- 394.2 Cllr Lloyd reported that the proposal for years 5 and 6 to be located at the Solva site, separate to the other pupils, was educationally unviable. The Temporary Governing Body would have the final say on these matters.
- 394.3 Cllr Evans asked when the Shadow Governing Body would be selected.
- 394.4 Cllr Lloyd replied that the candidates would be contacted immediately.
- 394.5 Cllr Lloyd informed members that 10 students and 3 teachers from Ysgol Dewi Sant had been selected to go on an exchange to Japan, representing the UK.
- 394.6 Cllr Lloyd reported that a Music and Arts Festival would be held in St Davids again this summer. The festival would be indoors due to the changeable weather and would be held in small venues throughout St Davids.

#### **Planning:**

- 395** NP/16/0440 Retrospective application for yurt, platform and washroom, and interpretation panel at Felin Isaf, Treginnis, St Davids, SA62 6QB – PCNPA letter of appeal of 3<sup>rd</sup> January 2017 was received.
- 396** NP/16/0609 Single storey extension with mezzanine loft to form Gallery and conservatory to be replaced by garden room at Nine Wells, SA62 6UH. 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.
- 397** NP/16/0656 Works to TPO trees at Penrhiw, St Davids, SA62 6PG. It was RESOLVED to support the application, subject to the permission of the landowners.
- 398** NP/16/0664 Change of use to allow formal weddings to take place at Hendre Farm, St Davids, SA62 6BY. The City Council considered that the development would help to sustain the economic and social well being of the local community. It was RESOLVED to support the application.

**399** NP/16/0673 Retrospective change of use (partial conversion of ground floor former café from retail back to residential dwelling); Ice Cream Parlour to remain as existing; also change of use of first floor gallery back to residential use at 11 High Street, SA62 6SB. 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.

**400** NP/16/0692 Non-material amendment to NP/15/0271 to alter plan layout at Upper Clegyr, St Davids, SA62 6QN. 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.

**Mayor's business**

**401** The Mayor requested that a meeting of the Media Committee was to be arranged shortly. It was agreed to have an informal meeting at 6.30pm on Monday 23<sup>rd</sup> January 2017, prior to the Council Meeting.

There being no further business the meeting closed at 9.15pm

Signed .....  
Chair

Date.....

**Minutes of the Second Monthly Meeting of the Council on Monday 23<sup>rd</sup> January 2017 in the Council Chamber at 7.00pm**

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

**402 Apologies for Absence:** DJO Chant, DJH George, MC Gray

**403 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.

403.1 Cllr Evans declared a prejudicial interest in relation to Item 420 and left the Council Chamber while the item was discussed.

403.2 Cllr James declared a prejudicial interest in relation to Item 426 and left the Council Chamber while the item was discussed.

### **Matters Arising**

**404 SCHOOL COUNCILS**

404.1 Lewis Davies and Billy Marsh representing Ysgol Dewi Sant School Council. It was RESOLVED to ask the two representatives to attend a subsequent meeting of the City Council.

**405 CHRISTMAS STREET LIGHTS**

405.1 Damage to Mr and Mrs Braby's house. Invoice for repairing the damage was received. The Clerk informed members that Mr and Mrs Braby were no longer happy to have the lights attached to their house and as an alternative a pole could be placed at the front of their garden. It was RESOLVED to pay for the damage and to look at the possibility of having a pole in the front garden of Mr and Mrs Braby's house. It was further RESOLVED to write a letter to Mr and Mrs Braby.

**406 DIARY DATES** Members were reminded of the following events:

406.1 Paul Edey, Community Forum to attend meeting on Monday 6<sup>th</sup> February 2017.

406.2 David Swan, Group Manager of Mid and West Wales Fire and Rescue Service to attend meeting on Monday 20<sup>th</sup> February 2017.

**407 GLASFRYN ROUNDABOUT** David Rees email of 17<sup>th</sup> January 2017 and the final design was received. It was RESOLVED to approve the final design.

**408 CITY HALL DEVELOPMENTS**

408.1 Youth Drop In Centre – 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.

408.2 Boiler – The Clerk reported that a quote for the replacement and installation of a new boiler had been requested from Gareth Price. It was RESOLVED to obtain a second quote from British Gas.



**409 ST DAVIDS DAY**

## 409.1 Dinner

409.1.1 The Clerk informed members that the invitations for the dinner had been sent out.

409.1.2 Presents for visiting guests. It was RESOLVED for the Clerk to purchase two gifts.

409.1.3 Flowers for guests. It was RESOLVED for the Clerk to order flowers.

409.1.4 Guest Speaker. The Mayor reported that the new Bishop of St Davids, the Rt Revd Joanna Penberthy had confirmed her attendance at the dinner and would be the speaker for the evening.

## 409.2 Dragon Parade

409.2.1 Change of date. The Mayor reported that the date of the Dragon Parade had now been changed to Saturday 4<sup>th</sup> March 2017.

409.2.2 Road closure. The Clerk informed members that the road closure had not yet been confirmed as the Pembrokeshire Coast National Park only had a few members of trained staff with the ability to manage the road closure. Trained Officers are now required at such events to manage the road closures and so the PCNPA are in the process of organising training for their staff. It was RESOLVED for the Clerk to liaise with Jenn Jones and to help organise a Traffic Management Course for the PCNPA staff, Councillors and for any other local organisations who would like to attend.

**410 WHITESANDS**

410.1 The Clerk reported that the tickets and residents' passes for the car park had been ordered.

410.2 Members were reminded that the dates for issuing residents' passes for the car park were:

Monday 13<sup>th</sup> February

Wednesday 15<sup>th</sup> February

Friday 17<sup>th</sup> February

Saturday 18<sup>th</sup> February

**411 CAERFARCHELL** Rupert Dunn letter of 7<sup>th</sup> January 2017 Request to have a communal transferable chicken coop at village green. The Clerk informed members that she had spoken to the Animal Health and Welfare department of Pembrokeshire County Council and that no issues had arisen from the proposal to have a chicken coop. The advice given by the department was to abide by the Animal Welfare Act 2006, such as providing a suitable environment and diet for the chickens, moving the chicken coop on a regular basis, ensuring no feed is left on the floor as this could attract vermin and so forth.

It was RESOLVED for the Clerk to write a letter to all the residents of Caerfarchell to inform them of the proposal.

**412 BUSINESS RATES** Cllr Evans informed members that she had attended the Business Rates meeting on 20<sup>th</sup> January 2017. Cllr Evans reported that the business rates in coastal communities would be rising significantly from April and therefore the rates in St Davids would be affected. There would be some rate relief available for small businesses and individuals would also be able to appeal their rates. Cllr Evans explained that such increases may have a detrimental effect on small businesses, such as having to lay off members of staff in order to reduce outgoings.

It was RESOLVED to write a letter to Mr Mark Drakeford AM and to Mr Kerry MacDermott, Head of Housing and Revenue Services at Pembrokeshire County Council, regarding the proposed increases to business rates. The letter would convey the Council's concerns with regards to the proposed increases, request further information about these increases and determine what rate relief is available to small businesses.

### Finance

#### 413 DONATIONS:

##### 413.1 REQUESTS

413.1.1 Tenovus Cancer Care letter of 11<sup>th</sup> January 2017. It was RESOLVED to donate £50.

413.1.2 St Davids Quakers letter of 18<sup>th</sup> January 2017. It was RESOLVED that the City Council would contribute up to £50 towards the cost of the Refugee and Asylum Seeker weekend in St Davids.

##### 413.2 THANKS

413.2.1 Berea Chapel letter (not dated) was received.

### Correspondence:

**414** Rob Scourfield letter of 26<sup>th</sup> October 2016 Caerfarchell Conservation Area. It was RESOLVED to support the proposal for the boundaries to remain the same.

**415** Paul Davies AM letter of January 2017 Request to attend a meeting of the City Council. It was RESOLVED to invite Paul Davies AM to attend a meeting with the City Council.

**416** Cath Ranson letter of 4<sup>th</sup> January 2017 Local Development Plan – Rural Facilities Survey Update. Rural Facilities Survey was received. It was RESOLVED for the Clerk and the Mayor to complete the survey.

**417** Lyn Cadwallader email of 10<sup>th</sup> January 2017 Training Opportunities from One Voice Wales. Schedule of training courses available attached. It was RESOLVED for the Clerk to send the list of all the training courses that the Councillors and the RFO would like to attend, to One Voice Wales.

**418** Dr S P Jones letter of 11<sup>th</sup> January 2017 Support for Town Councils – Link Officer Evaluation. Town Council Link Officers Survey attached. It was RESOLVED to write a letter to Dr Jones. It was further RESOLVED that the Clerk and Deputy Mayor would attend the meeting.

**419** Julia Lester email of 12<sup>th</sup> January 2017 Community and Town Council Workshops. Workshop information attached. It was RESOLVED for the Clerk to book the workshop for the Council members who would like to attend.

**420** Carole Lloyd letter of 18<sup>th</sup> January 2017 Current activities in the area of St David's Well (Capel y Pistyll). It was RESOLVED to write a letter to Carole Lloyd acknowledging her letter and thanking her for the information.

**421** Bruno Peek email of 18<sup>th</sup> January 2017 Battle's Over – a Nation's Tribute 11<sup>th</sup> November 2018. Event information attached. It was RESOLVED to agree to participate in the event in principle and to advise Bruno Peak that the Mayor who would attend the event would not be confirmed until 2018.

### Planning:

**422** NP/16/0699 Demolition & rebuilding of wall to provide parking area at 40 High Street, SA62 6SD. The Council considered that as the project involved the relocation of the existing wall (as opposed to the construction of a new wall), the visual impact of the site would not alter significantly. The City Council further 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.

- 423** NP/17/0015 Works to trees as per submitted information and plans at Greenhill, Caerfarchell, SA62 6XG. It was RESOLVED to support the application.
- 424** NP/17/0016 Works to trees as per submitted information and plans at Garden to rear of chapel, Caerfarchell, SA62 6XG. It was RESOLVED to support the application.
- 425** NP/17/0017 Works to trees as per submitted information and plans at Upper House, Caerfarchell, SA62 6XG. It was RESOLVED to support the application.

**Any other business**

- 426** Cllr John informed members that the Music and Arts Festival would be going ahead this year again and that they would like to use the main hall for one evening. It was RESOLVED for the Clerk to liaise with the caretaker and that the hall could be used free of charge.
- 427** Cllr Evans reported that the Carnival needed new volunteers as the main organisers had now stepped down.
- 428** The Mayor informed members that the three old photographs had now been returned to the Council. It was RESOLVED to get them restored.
- 429** The Mayor reminded members that the deadline for the next edition of the St Davids City Newsletter was Monday 6<sup>th</sup> February 2017.

There being no further business the meeting closed at 8.30pm

Signed .....  
Chair

Date .....