

**Minutes of the Monthly Meeting of the Council on Monday 3<sup>rd</sup> July 2017 in the Council Chamber at 7.00pm**

**Present:** Mayor BT Price, Deputy Mayor MJ Chant, ES Evans, DJ Griffiths, MC Gray, DB Halse, FD John, JG Lloyd, BS Sehmi, RT Thornton, S Williams with JE Foster (Clerk) and PL Evans (Responsible Finance Officer).

Also present County Councillor DB Lloyd.

**130 Apologies for Absence:** DJH George

**131 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.

131.1 Cllr Williams declared a prejudicial interest in relation to Item 8.2.

131.2 Cllr Price declared a prejudicial interest in relation to Item 19 and left the Council Chamber while the item was discussed.

**132 Confirmation of Minutes for:-**

132.1 The Council Monthly Meeting on Monday 5<sup>th</sup> June 2017 were RESOLVED to be approved.

132.2 The "In Committee" minutes of the Council Monthly Meeting on Monday 5<sup>th</sup> June 2017 were RESOLVED to be approved.

132.3 The Second Meeting of the Month on Monday 19<sup>th</sup> June 2017 was RESOLVED to be approved.

132.4 The "In Committee" minutes of the Second Meeting of the Month on Monday 19<sup>th</sup> June were RESOLVED to be approved.

### **Matters Arising**

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

133.1 Dick Venables Sponsored Bike ride send-off ceremony on Thursday 6<sup>th</sup> July 2017 at 9.45am on the Cross Square. Cllr Williams agreed to attend.

133.2 City of Culture Partnership meeting on Wednesday 12<sup>th</sup> July 2017 at 10.00am in Solva Memorial Hall. Cllr Chant and Cllr John agreed to attend.

**134 GLASFRYN ROAD DEVELOPMENT**

134.1 Members were joined by Andrew Davies-Wrigley of Pembrokeshire County Council and Nigel Sinnott of Pembrokeshire Housing Association to discuss the proposed affordable housing at Glasfryn Road.

134.1.1 Mr Davies-Wrigley explained that individuals were required to complete an application form in order to be placed on the housing list in Pembrokeshire. It is difficult to determine how many people require housing if they have not registered and therefore future housing development would benefit from individuals registering early. It was RESOLVED for the Clerk to include information on how to register for the housing list on both the City Council website and facebook page.

- 134.1.2 Mr Davies-Wrigley informed members that houses were allocated on the length of time the person/s had been on the housing list, their need for housing and whether the property suited their needs. A choice based lettings scheme had been in place a few years, this enables persons to bid on a property they would like, and then the houses are allocated accordingly.
- 134.1.3 Mr Sinnett advised members that a new local lettings scheme had been implemented in a few areas of Pembrokeshire. The Council would be able to determine the surrounding areas which are included within the scheme. This would ensure that priority would be given to those people from within the local community.
- 134.1.4 Mr Sinnett explained that the housing list is supposed to reflect what is required and that houses are built on that basis.
- 134.1.5 Cllr Thornton asked whether houses would be built if the Premier Inn does not receive planning permission?
- 134.1.6 Mr Sinnett replied that the Glasfryn site had been a potential site for housing since around 2002 and that land availability, and the opportunity to purchase land were key elements to moving forward with the development. The purchasing of the land had been left to the Community Land Trust as they had secured the site originally. However, if the proposed development at Glasfryn does not proceed, the Pembrokeshire Housing Association would like to continue with the proposed development of affordable housing on that site if it is possible.
- 134.1.7 Cllr Halse asked whether social housing can be sold?
- 134.1.8 Mr Sinnett explained that unless there was a pressing need, they try not to sell social housing. Due to Government Legislation over the years, social housing has been sold, for example through right to buy and right to acquire legislation. Recent Legislation has prohibited persons from buying houses within areas of natural beauty and so social housing within St Davids can no longer be purchased.
- 134.2 Nigel Sinnett email of 26<sup>th</sup> June 2017 Allocation of the proposed affordable housing was received.

**135 ST DAVIDS 3-16 VA SCHOOL** Redevelopments to the Ysgol Dewi Sant site and re-location of pupils to another school site temporarily whilst this work is being undertaken.

- 135.1 Kate Evan-Hughes letter of 21<sup>st</sup> June 2017 Clarification on matters relating to the temporary re-location of Ysgol Dewi Sant pupils to the Tasker Milward VC school site was received.
- 135.1.1 Cllr Gray asked whether the Sports Hall would remain open while the school was being demolished?
- 135.1.2 Cllr Lloyd replied that he would find out and inform members at the subsequent meeting.
- 135.1.3 Cllr Lloyd informed members that sixty six year 6 pupils attended the Transition Day, all of them were bussed to Tasker Milward School for the day.
- 135.1.4 Cllr Lloyd explained that both Mr Philpin and Mr Haynes had been working closely with the Headmaster of Tasker Milward School in order to facilitate the transition. The bus routes had been planned in readiness and they would be trialled by pupils before the term commences.

**136** MEMORIAL PLAYING FIELD

136.1 Old section of toddler fence rotting and damaged. The Clerk informed members that Richard Thomas would be installing the new fence shortly.

136.2 Grass requires cutting. It was RESOLVED for the Clerk to contact Pembrokeshire County Council to request that the grass is cut before the school summer holidays commence.

**137** SKATE PARK

137.1 Skate park equipment – quote from Rhino ramps was received.

137.2 Preparation of the ground, base and drain works – quotes from Rhino ramps and David Murphy respectively were received.

137.3 Grant funding application. The Responsible Finance Officer informed members that the Council could be eligible for up to a 50% grant towards the cost of a skate park. It was RESOLVED for the Clerk and Responsible Finance Officer to apply for the grant for the skate park.

**138** WEBSITE UPGRADE Angus Findlay email of 27<sup>th</sup> June 2017 was received.

138.1 Website hosting and email server – £130.

138.2 Web Adept redesign and upgrade of website - £1,495 + VAT.

138.3 Web Adept fees - £20 + VAT per month.

It was RESOLVED to invite Mr Findlay to attend the subsequent meeting of the City Council to further clarify what the upgrade would involve and to explain the costs.

**139** ST DAVIDS AND SOLVA SURGERY

139.1 GP Collaboration - The Clerk, Mayor and Cllr Williams attended an informal meeting with both surgeries on Monday 26<sup>th</sup> June at 2.00pm at St Davids surgery. The Mayor informed members that the surgeries were working together to ensure that vital services remained in the Peninsula and that between the hours of 6.00pm and 6.30pm you would be seen by a GP from St Davids or Solva alternatively. Cllr Williams informed members that the surgery had advertised for GP's, but they had not had any interest so far. Information leaflet regarding the GP collaboration was received. It was RESOLVED to write a letter to Vaughan Gething AM, the Cabinet Secretary for Health, Wellbeing and Sport, to raise the Council's concerns about the current shortfall of GP's locally and the pressure put on these services due to the number of tourists visiting the area, particularly between April and October.

**140** LOCAL DEVELOPMENT PLAN Martina Dunne letter of May 2017 Draft Preferred Strategy for the LDP, and copy of the response form. The Pre-Deposit Local Development Plan proposal documents were received. It was RESOLVED to defer this item for further discussion at the next meeting of the City Council on Monday 17<sup>th</sup> July 2017.**Accounts**

**141** The Responsible Finance Officer reported that the Internal Audit for May 2017 had been completed successfully.

**142** The accounts for June 2017 were RESOLVED to be approved and permission to pay was granted.



**I43 DONATIONS:**I43.1 Requests

I43.1.1 Dick Venables letter of June 2017 – Sponsored Bike Ride. It was RESOLVED to donate £50.

I43.2 THANKS

I43.2.1 Les Owen email of 22<sup>nd</sup> June 2017 – Macmillan Cancer Support was received.

**Correspondence:**

**I44** Heidi Tims emails of 14<sup>th</sup>, 15<sup>th</sup> and 20<sup>th</sup> June 2017 Parking issues at Maes Yr Hedydd were received. It was RESOLVED to email Mrs Tims and advise her that her comments had been noted and that the City Council are working closely with Pembrokeshire County Council in order to resolve many of the parking issues in St Davids.

**I45** Marc Owen email of 21<sup>st</sup> June 2017 Variation of Off Street Parking Places. Supporting documents were received:

I45.1 The Statement of Reasons.

I45.2 A copy of the Draft Order.

It was RESOLVED to write a letter to Darren Thomas, Head of Highways, to confirm that the City Council support the proposal to introduce a one hour parking tariff at both Merrivale and Quickwell car park. Furthermore, the letter would confirm that the City Council does not support the proposal to amend the word 'Daily' tariff to '24hr' tariff at parking places in St Davids, as the Council considered that the proposed change to the car park would be counterproductive and that it would encourage people to park in the street rather than in the car park.

**I46 Reports from Members representing the Council:-**

I46.1 St Davids Carnival Association. Cllr Evans informed members that the Fun Day was going ahead instead of a Carnival on Sunday 27<sup>th</sup> August at 11.00am at the Rugby Club. There is a fancy dress competition, stalls free of charge, and so forth. The next meeting was due to be held on Tuesday 25<sup>th</sup> July at Oriol Y Parc.

I46.2 St Davids Christmas Tree Association. Nothing to report.

I46.3 St Davids Day Celebration Group. Nothing to report.

I46.4 St Davids Day Centre for the Elderly. Cllr Williams reported that the group had taken a trip to Picton Castle last week, afternoon tea had been organised with the Dean for next week and the final week before the summer recess would be spent at Whitesands.

I46.5 St Davids Peninsula Tourist Association. Cllr Evans informed members that the next meeting was due to be held on Wednesday 12<sup>th</sup> July. Cllr Evans reminded members that the Sand Church competition was taking place on Tuesday 8<sup>th</sup> August.

I46.6 Porthclais Harbour Authority. Cllr John reported that a fun day for children and the annual Porthclais Harbour party would be taking place on Friday 28<sup>th</sup> July. Cllr John requested permission to use several tables and chairs for the event. It was RESOLVED to permit Cllr John to borrow several tables and chairs for the charity event.

I46.7 St Davids - Matsieng Lesotho Link. Nothing to report.

I46.8 Youth Drop In. The Mayor informed members that she had attended the Youth Club last week with several Councillors and that she had been presented with a bunch of flowers and a card from the Youth Club as a thank you for all the work that the Council had undertaken to transform the Drop In Centre.

I46.9 Ysgol Bro Dewi Governor. Cllr Halse reported that the last meeting took place on Thursday 8<sup>th</sup> June and that the minutes would be put on the table. The feedback from parents this term had been mainly positive, however there were concerns for those pupils who were moving up to secondary school this year and the commute to Haverfordwest. Cllr Evans

informed members that Mrs Osborne had taken sabbatical leave for a term in order to improve her Welsh Language.

- 146.10 Planel Community Forum. Nothing to report.  
 146.11 Porthstinan Boat Owners Association. Nothing to report.  
 146.12 Porthmawr Surf Life Saving Club. Cllr Gray informed members that both the Club and the RNLI had come to a financial agreement, and that the youngsters were doing very well.  
 146.13 Community Land Trust. Nothing to report.  
 146.14 Bws Y Bobl. Cllr Gray reported that there had been a few issues with the design of the bus. The Clerk agreed to recirculate the emails regarding the progress of the bus.  
 146.15 Music and Arts Festival. Cllr Chant informed members that everything was going well and that they had received a lot of support from the staff at Oriol Y Parc. Cllr Chant reported that a free timetable of all the events would be distributed shortly.  
 146.16 City of Culture. Nothing further to report.

## 147 County Councillor's report:

### Glasfryn Road Development

Cllr Lloyd informed members that the landowners would like to sell to Premier Inn and so Premier Inn have been given 12 months to gain planning permission in order to purchase the land.

Cllr Lloyd explained that if the St Davids Peninsula CLT does not proceed with the application, another developer may purchase the site to build houses.

### Traffic Matters

Cllr John asked when the bollards would be installed at Whitesands.

Cllr Lloyd explained that Ben Blake was away at the moment and so Darren Thomas would be dealing with this in due course.

## **Planning:**

**148** Nicola Gandy letter of 26<sup>th</sup> June 2017 Letter of appeal for the unauthorised Car Park at Rhosson, St Justinians, SA62 6PY. See minute reference taken from the minutes of the meeting of the City Council on 6th July 2015:

*178 NPI/15/0338 Temporary use as a car park for 1st April to 31st October for 3 years at Rhosson Campsite, St Justinians, SA62 6PY. 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.*

It was RESOLVED to write a letter reiterating the City Council's support for the Car Park at Rhosson, St Justinians. The letter would outline the following points in support of the application:

- The urgent need for adequate Car Parking in the St Justinians areas.

- The coastal minibus service, whilst a useful contributor to the whole transport situation at St Justinians, barely scratches the surface of the transport and parking needs at St Justinians. Timings do not necessarily coincide with boat services and seats are not always available.
- This Car Park is a vital contributor to the stability of the services at St Justinians which provide employment for over 60 people. Parking facilities are crucial for these people and also for the many tourists who use those services.
- The Car Park is set back and discreet. It is in no way intrusive within the landscape.

Furthermore, the former Mayor, Cllr Christopher Taylor attended a Development Management Meeting on Wednesday 16th December 2015 regarding this application for the Car Park and so it was RESOLVED to incorporate his comments into the response.

**I 49** NP/17/0341 External bollard lighting to road between Penrhiw Hotel and bottom of Quickwell Hill at Penrhiw, SA62 6PG. The City Council considered that the proposal was deemed likely to have a detrimental visual or environmental impact on the surrounding area. It was RESOLVED to refuse to support the application for the proposed lighting on the grounds that the Council would prefer a street light that is in keeping with the rural area.

**I 50** NP/17/0359 Variation of Condition no. 2 of NP/06/611 to allow amended design for Plots 8 & 9 at The Waterings, SA62 6BW. The City Council considered that the proposal was deemed unlikely to have a detrimental visual or environmental impact on the surrounding area. It was RESOLVED to support the application.

### Any other business

- I 51** The Mayor informed members that the Council Photograph would be taken at her Civic Service on Sunday 17<sup>th</sup> September.
- I 52** Cllr Williams asked whether someone could move the lilies to outside the front of the City Hall. Cllr John agreed to move the lilies.
- I 53** Cllr Williams reminded members that the Council's maps required updating. It was RESOLVED to include this as an item on the agenda for September.
- I 54** Cllr John informed members that the benches were looking tired and that some of them required painting.

There being no further business the meeting closed at 9.35pm

Signed .....

Chair

Date .....

**Minutes of the Second Monthly Meeting of the Council on Monday 17<sup>th</sup> July 2017 in the Council Chamber at 7.00pm**

**Present:** Mayor BT Price, Deputy Mayor MJ Chant, DJH George, DJ Griffiths, MC Gray, DB Halse, FD John, JG Lloyd, BS Sehmi, RT Thornton, S Williams with JE Foster (Clerk) and PL Evans (Responsible Finance Officer).

**155 Apologies for Absence:** ES Evans

**156 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.

156.1 Cllr Griffiths declared a prejudicial interest in relation to Item 17 and left the Council Chamber while the item was discussed.

### **Matters Arising**

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

157.1 City of Culture Partnership meeting on Tuesday 20<sup>th</sup> July 2017 at 1.00pm in the Memorial Hall.

157.2 St Davids Funday on Sunday 27<sup>th</sup> August 2017 at 11.00am at the Rugby Club. Emma Evans letter (not dated) Invitation to members to attend the St Davids Funday was received.

**158 WEBSITE UPGRADE**

158.1 Members were joined by Angus Findlay from Web Adept for a discussion regarding the proposed website upgrade. Mr Findlay explained the process of redesigning the website, the costs involved and that training would be provided in order to manage the website.

158.2 Angus Findlay email of 27<sup>th</sup> June 2017 website upgrade and breakdown of costs was received.

158.2.1 Website hosting and email server – £130 per annum.

158.2.2 Web Adept redesign and upgrade of website - £1,495 + VAT.

158.2.3 Web Adept fees - £20 + VAT per month.

It was RESOLVED to proceed with the upgrade of the website through Web Adept.

**159 GLASFRYN ROAD DEVELOPMENT**

159.1 Copy letter (not dated) from Bill Preece, Chairman of the St Davids Peninsula Community Land Trust, to all CLT members which describes the present situation regarding Glasfryn Road and the CLT's current position was received. It was RESOLVED to invite the Directors of the St Davids Peninsula CLT to a meeting with the City Council.

**160 ST DAVIDS 3-16 VA SCHOOL** Redevelopments to the Ysgol Dewi Sant site and re-location of pupils to another school site temporarily whilst this work is being undertaken.



160.1 Ysgol Dewi Sant will be holding a service on Thursday 20<sup>th</sup> July 2017 at 9.30am at St Davids Cathedral. The Clerk advised the Council that all members were invited to attend.

**161** MEMORIAL PLAYING FIELD Following a recent playground inspection by Pembrokeshire County Council the following concerns were currently outstanding:

161.1 Old section of toddler fence rotting and damaged. The Clerk informed members that Richard Thomas would be installing the new fence on Wednesday.

161.2 Replacement of missing and damaged parts – quotes from Lappset for the cost of replacing and installing the missing/damaged parts were received. It was RESOLVED to order the Lappset parts and for the Clerk arrange someone to install the parts.

161.3 Landfill community grant application – Emma Rees email of 14<sup>th</sup> July 2017 was received. The Clerk advised members that the Council were eligible for a grant of up to five thousand pounds towards the park in St Davids as it is located within 10 miles of a registered landfill site. It was RESOLVED that the Clerk and Responsible Finance Officer would apply for the grant funding towards replacing some of the safety matting in the park.

**162** SKATE PARK Grant funding application. The Responsible Finance Officer informed members that he was half way through the Sports Wales grant application, however three quotes were required and so he was awaiting two other quotes before he could complete the application. The RFO explained that the Council could be eligible for up to a 50% grant towards to the cost of a skate park. There is no deadline for submitting the application. It was RESOLVED to proceed with a skate park at Waun Fawr, even if the Council are not successful with the grant application.

**163** LOCAL DEVELOPMENT PLAN Martina Dunne letter of May 2017 Draft Preferred Strategy for the LDP, and copy of the response form. Hard copies of the Pre-Deposit Local Development Plan proposal documents were made available in the Council Chamber and electronic copies were emailed to members. It was RESOLVED for the Clerk to complete the response form and to include the following comments:

- St Justinians is a major tourist attraction. The questions of parking and traffic management issues are very serious and the Celtic Coaster service has not resolved this issue. This very welcome service makes a minimal overall difference. The need for toilet facilities are not even mentioned. If there can be improved and necessary services for the RNLI, please can the above issues be seriously considered. At peak periods parking and traffic management in St Davids remains a serious issue with little mitigation.
- The City Council remains concerned about the lack of suitable parking and toilet facilities at St Justinians and in relation the Equality Impact Assessment, how people who are protected under the Equality Act 2010 can have appropriate and necessary facilities in the St Justinians area.

**164** TRAFFIC MATTERS

164.1 Nun Street – The Clerk informed members that the bollards at the bottom of Peter's lane had been repaired following the damage.

164.2 New roundabout at Glasfryn – The Clerk advised members that permanent road signs would be installed in due course.

164.3 Marc Owen emails of 10<sup>th</sup> July 2017 Off Street Parking Places Variation of order No. 6 – clarification of the proposed amendment to the charging periods of the car parks in St Davids. Following clarification of the proposal to amend the word 'Daily' tariff to '24hr' tariff at parking

places in St Davids, it was RESOLVED to support the proposal to alter the charging periods in both Merrivale and Quickwell car park.

164.4 Bollards at Whitesands. It was RESOLVED for the Clerk to contact Pembrokeshire County Council regarding this matter.

## 165 CITY HALL DEVELOPMENTS

### 165.1 Youth Drop In Centre

165.1.1 Coffee and Chat morning. It was RESOLVED to have a break over the summer and to start back in the Autumn.

165.1.2 New flooring – The Clerk advised members that in order to rectify the issues with the flooring, Nick Price would fit a small wood quadrant around the skirting board.

165.1.3 City Hall outer lights. It was RESOLVED for the Clerk to contact Simon Morgan to fix the lights.

165.1.4 City Hall inner and outer lobby doors. It was RESOLVED for the Clerk to contact Wes Spees for advice regarding holding the doors open.

**166** CIVIC SERVICE Members were reminded that the Mayor's civic service was to take place at 11.15am on Sunday 17th September 2017 at St Davids Cathedral followed by a reception at Crug Glas. It was RESOLVED to approve a catering budget of £1000. Cllr George gave his apologies for the event due to a prior engagement.

## 167 CHRISTMAS STREET LIGHTING

167.1 Quote from LITE for replacing the broken street lights. It was RESOLVED to replace the broken street lights.

167.2 Quote from LITE for new timers. It was RESOLVED to purchase new timers.

167.3 Quote from LITE to install and remove to additional temporary posts. It was RESOLVED to proceed with the work. The Clerk advised members that Evan Pritchard had been contacted to dig the two holes for the two temporary poles, one to be placed at 21 Cross Square on the left side of the garden and one at 3 New Street, left of the pink house.

## Finance

### 168 DONATIONS:

#### 168.1 THANKS

168.1.1 Macmillan Cancer Support email of 29<sup>th</sup> June 2017 was received.

## Correspondence:

**169** Libby Ryan-Davies letter of June 2017 Help us to connect Adult Mental Health Services with local people was received.

**170** Sandra McSparron letter (not dated) Scams Awareness Month 2017 was received.

**Planning:**

- 171** NP/17/0291 Porch to front of house with new roof structure to create 1.5 storey house at 4A Bryn Road, SA62 6RB. The City Council considered that the amended proposal was deemed unlikely to have a detrimental visual or environmental impact on the surrounding area. It was RESOLVED to support the application. Cllr John abstained from the vote.
- 172** NP/17/0367 Demolition of existing garage and removal of chimney to North elevation. Proposed 2 storey side extension and replacement garage. Provision of a new dormer to existing West roof elevation and installation of roof windows to existing North and East elevations. Replace existing corrugated roof coverings with slate roof finish at Rhosson Bungalow, SA62 6PY. 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.
- 173** NP/17/0368 Proposed wooden rear conservatory with matching stone walls at Y Bwythyn, Fachelich, SA62 6QL. 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**

- 174** Complaint regarding the Summer edition of the St Davids City Newsletter – Liz Taylor and Laura Ward emails of 3<sup>rd</sup> July 2017. It was RESOLVED to reply to both complaints individually and to include the following comments:
- The City Council has invited all parties involved with the Glasfryn Road Development to attend a meeting and to provide the Council with information.
  - The City Council does not want to predetermine their decision about the proposed application and so will not be making any decisions prior to an official planning application being received.
  - The City Council does not censor the newsletter contributions submitted by the County Councillor, David Lloyd.
- 175** Lesotho High Commission email of 11<sup>th</sup> of July 2017 Acknowledgement and Congratulations was received. It was RESOLVED for the Clerk to write a letter to the new High Commissioner of Lesotho and to invite him to attend the Annual St Davids Day Dinner in March.
- 176** High Street WiFi – Kevin Harrington email of 12<sup>th</sup> July 2017 WiFi data and Marketing Workshop. The Clerk and Cllr Evans agreed to attend.
- 177** Understanding the Law training course – Wendi Patience email of 12<sup>th</sup> July 2017. Cllr Thornton agreed to attend.

**Any other business**

- 178** The Mayor reported that the speaker was still not working. It was RESOLVED for the Clerk to get it fixed.
- 179** The Responsible Finance Officer informed members that the Dean would be finishing on 10<sup>th</sup> September 2017.
- 180** Cllr Williams expressed her gratitude to Cllr John for clearing the flower beds.
- 181** Cllr John informed members that Val was unable to repaint the benches and that we needed to arrange for someone else to do this.
- 182** Cllr John reported that the hall booking system needed reviewing and requested that it is included as an item on the agenda for a meeting in the autumn.

There being no further business the meeting closed at 9.15pm

Signed .....

Chair

Date .....