

**Minutes of the Monthly Meeting of the Council on Monday 7<sup>th</sup> March 2011 in the Council Chamber at 7.00pm**

Mr Brian Powdrill had offered his apologies to the Council as he and representatives of the Really Wild Festival were not able to attend the meeting.

**Present:** JG Lloyd Mayor, CT Taylor Deputy Mayor, JW Braby, DJO Chant, DJH George, PA Goddard, MC Gray, SJ Halse, MGD James, BT Price, RJ Thornton, S Williams with PL Evans (Responsible Finance Officer) and DC Menday (Clerk).

**586 Apologies:** Full attendance.

**587 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.

**588 Confirmation of Minutes** for:-

588.1 The Council Monthly Meeting on Monday 7<sup>th</sup> February 2011 were RESOLVED to be accepted and approved.

588.2 'In Committee' Minutes of the Second Meeting of the Month on Monday 7<sup>th</sup> February 2011 were RESOLVED to be accepted and approved.

588.3 Minutes of the Second Meeting of the Month on Monday 21<sup>st</sup> February 2011 were RESOLVED to be accepted and approved.

**Matters Arising**

**589 CITY HALL**

589.1 Kitchen Refurbishment – Following meetings with further kitchen designers and suppliers, quotations were awaited.

589.2 Ceiling – The nature of recent damage to light fittings and tiles was noted with concern. Other incidents with new seats being ripped and stained by food were also noted.

**590 FUTURE STAFFING**

G James as Chairman of the Committee reported that 6 people out of 32 applicants had been short listed for interview on 15 March 2011 and all were due to attend. To make its recommendation to the Council promptly it was RESOLVED to hold a special meeting of the full Council on Tuesday 15 March 2011 at 5.30pm to consider the appointment of a new clerk.

One interview candidate had requested to meet the Clerk to discuss the scope of the role and this was agreed.

**591 ST DAVIDS DAY CELEBRATIONS REVIEW**

Once again the various events had been successful and thanks were offered to the Clerk for his coordinating role and to G James who was thanked for running an extremely successful over 50's Eisteddfod in the City Hall. Glenys James thanked the volunteers that had supported her.

591.1 St Davids Day Greeting – a letter of thanks from Mr John Davies, organiser of the activity together with a CD of photographs of the head boy and head girl who went all the way to Cardiff to deliver the message to the Senedd were RESOLVED to be received.

591.2 Saints Junior Rugby letter of thanks of 2 March 2011 from Mr J Williams was RESOLVED to be received.

**592 COMMEMORATIVE ITEMS FOR THE ROYAL WEDDING OF HRH PRINCE WILLIAM AND CATHERINE MIDDLETON.**

Given the cost of commemorative coins and mugs, as well as changing views on traditional items as a memento of such an events, it was agreed to discuss with the head teachers of Ysgol Bro Dewi and Ysgol Dewi Sant the suggestion that trees each with a memorial plaque be planted at both locations.

**Accounts:**

**593** Internal Audit for February 2011 had been successfully completed and was RESOLVED to be accepted and approved.

**594** Accounts for March 2011.

**INCOME AND EXPENDITURE FEBRUARY 2011**

**Balance as at 28/02/2011** £  
Current  
A/c 83057.01

SUMMARY	Car Park	City Hall	Admin	Capital	Misc	Café	St Justinian	VAT	TOTAL
Income		109			101				210
Expenditure	671	420	2903		1573			740	6097
Balance	-671	-311	-2903	0	1472	0	0	-740	-5887

**DONATIONS**

LGA 1972 Sec 137 for 2010/11 is £9575	
Last month's donations	
Total donated 2010/11	3100
Balance available	6475

LGA 1972 Sec 214 Cemetery Maintenance	
Total donated for 2010/11	950

**PAYMENTS**

	£
cpc.com (microphone)	162.42
Newsquest	216.00
Mathias Hardware	54.52
Swalec(Xmas lighting)	85.84
Newquest	538.56
Newsquest	60.00
ETTS Ltd	10.90
BT	284.57
Martin Griffiths	300.00
Phoenix Press	750.00
Phoenix Press	530.00
Martin Griffiths	230.00
Cambrian News	192.00
Sigma Display Ltd	55.20
McAfee.com	54.99
HMRC (Vat)	304.12
CKs Supermarket	43.90
DJH George (Refuse Bags)	22.98
PL Evans (Tesco)	8.65
Rev D C Menday	1495.77
P L Evans	239.77

Clerk's Expenses Nov to Feb	103.41
Bissmire Fudge	180.00
Old Cross Hotel	901.55
Old Cross Hotel	25.00
P Lavin	552.75
Post Office	32.00
J Phillips	87.75
Pcc Trade waste	101.97
Viking Direct	106.44
<b>TOTAL</b>	<b>7731.06</b>

RESOLVED to be received to approve the accounts for the month and grant permission to pay them.

**595 Donations Requests:-**

595.1 Cruse Bereavement Care letter of 7 February 2011 - it was RESOLVED to donate £25.

595.2 Pembrokeshire Sheepdogs letter of 14 February 2011 and the Welsh National Sheepdog Trials 2011, 28-30 July 2011 at Milton Farm, Llanteg, Pembrokeshire was noted.

595.3 RNLI standard letter received 15 February 2011 was noted.

**Correspondence**

**596** School crossing point at Ysgol Dewi Sant - G James asked about progress with traffic safety matters in front of the school and J George advised that the 20mph speed limit signs and calming cushions were due to be fitted.

**597** Queen Elizabeth II Fields Challenge – email of 14 February 2011 – further information was agreed to be obtained.

**598** BDO letter of 14 February 2011 - Audit Briefing Winter 2011 was noted and Responsible Financial Officer commented that the alterations could be met.

**599** Town and Country Planning Act (Trees) Regulations 1999. Tree works application for trees in the garden behind Caerfarchell Chapel in the Conservation Area – it was RESOLVED to support the work planned.

**600** Eco City Group – Minutes of the meeting on 1 February 2011 - information was RESOLVED to be received.

**601** One Voice Wales letter 17 February 2011 – Policy Consultation on Volunteer Responders – this was a call for member interest - information was RESOLVED to be received.

**602** Pembrokeshire County Council letter 17 February 2011 External Annual Inspection of the Memorial Playing Fields.

The Clerk reviewed the report that identified a few low risk matters and while some maintenance had been completed the following additional items were agreed to be undertaken:-

602.1 Painting of flat spring Springers.

602.2 Painting of timber of toddler multi play unit.

602.3 To use a vibrating roller to level parts of the site following mole damage.

**603** Extreme Sensations email of 24 February 2011 – Enquiry for a charity bungee jump at Whitesands on 17 July 2011 with a poster, plan of the area required and supporting technical and insurance information.

Given the involvement of the RNLI and Porthmawr SLSC it was agreed to contact Capt J Wilcox, Lifeboat Operations Manager to ascertain his view on the proposal, while noting that should this proceed there would

need to be a charge given the space to be taken during the peak season and that the operator was a private company.

**604** Energy Savings Trust letter received 26 February 2011 - Community Power Generation Schemes – it was suggested that the information was to be forwarded to the Eco City Group by Cllr Thornton and to the Community Pool Group by Cllr Taylor.

**605** This item being a matter of contract was RESOLVED to be deferred to the end of the meeting when under section 100 (A) of the Local Government Act 1972, it was agreed 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.

Pembrokeshire County Council letter 23 February 2011 Food Hygiene (Wales) Regulations 2006 and the Workplace (Health and Safety and Welfare) Regulations 1999 - Inspection report on the City Hall.

**606** Hywel Dda Health Board letter of 23 February 2011. The Clerk reported on a discussion earlier in the day with Mr Martin regarding the future of Withybush hospital. It was RESOLVED to accept an invitation to meet with Mr Martin to discuss the hospital's future at a convenient time.

**607** Stephen Crabb MP letter of 28 February 2011 – Search and Rescue Helicopter project.

**608** Standard letters and newsletters – the following items are on display or available electronically:-

- 608.1 Open Doors The Civic Trust for Wales – free access to historic sites information on registration.
- 608.2 Google – online advertising for councils
- 608.3 SLCC newsletter for February.
- 608.4 Fairtrade Fortnight Awards 2011.
- 608.5 Virtual Bus is just the ticket - Coastal bus on Film for 2011.
- 608.6 Census A Handy Guide for Councillors
- 608.7 Fairtrade Foundation standard letter 11 February 2011.
- 608.8 Noah's Ark Appeal newsletter Winter 2010.
- 608.9 Pembrokeshire Coastal Forum eNewsletter March.
- 608.10 North Pembrokeshire Transport Forum February 2011 Briefing.

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

- 609.1 Bws y Bobol – R Thornton advised that there had been no meetings and no additional volunteers had come forward.
- 609.2 One Voice Wales - P Goddard noted the next meeting due on 9 March 2011.
- 609.3 St Davids Carnival Association – G James confirmed there was a planning meeting for this year's event on 15 March 2011.
- 609.4 St Davids Christmas Tree Association - B Price advised there was a meeting on Wednesday 23 March 2011 in the Old Cross Hotel.
- 609.5 St Davids Community Pool Group – C Taylor noted the next meeting on Wednesday 9 March 2011.
- 609.6 St Davids Day Centre for the Elderly. G James reported that a podiatry service had now been started in the Red Cross Centre.
- 609.7 St Davids Eco City Group – Now the meetings were on a Tuesday, R Thornton was to attend.
- 609.8 St Davids Peninsula Tourist Association - S Williams next meeting was on Wednesday on 9 March 2011 at Gwryd Bach.
- 609.9 St.Davids - Matsieng Lesotho Link – C Taylor reported on the recent meeting after St.Davids Day with a further fund raising event due on 18 March 2011.
- 609.10 Youth Drop In – B Price and R Thornton were to attend the group evening.
- 609.11 Ysgol Bro Dewi Governor - B Price had nothing to report.
- 609.12 Mayor's Report for the Month – Busy week with St.Davids Day events and opening of the Menter Iaith Cymraeg event at Oriel y Parc.
- 609.13 Oriel y Parc Stakeholders - S Halse reported that interviews were due for the café and a new exhibition will be set up for re-opening on 16 April. Visitor levels were up substantially being over 40% more than for the same period last year; this was remarkable given the experience of local businesses during the same period. The Friends of the Sutherland Gallery group had now formally closed and Friends of Oriel y Parc was due to commence shortly.

**610 County Councillor's Report.**

J George had asked Pembrokeshire County Council if the new pavement work on the south side of the High Street could be extended right in front of the City Hall, this was being checked.

**Clerk's Business:**

**611** Orientation Maps – The latest update with the QR code was now complete and costs for a reprint were awaited.

**612** St Davids Cathedral Festival Concert - email of 14 February 2011:-

612.1 The provision of complimentary tickets was discussed.

612.2 The need for good flower displays on the Cross Square and High Street was once again to be presented to Pembrokeshire County Council that routinely removes the flowers to replant just prior to the Festival week, leaving the beds empty. This was to be re-presented to Pembrokeshire County Council.

**613** St Justinians Portable Toilet Programme for 2011.

613.1 RESOLVED that portable toilets should be provided for the following periods at £25 per unit per week ex vat:-

2 units Easter 15 April to 26 May

4 units Whitsun 27 May to 4 June

2 units 5 June to 14 July

4 units 15 July to 3 Sept

2 units 4 Sept to early Oct with the end date being dependent on the weather.

613.2 Letters were agreed to be sent to Porthstinian Boatowners Association and Pembrokeshire Coast National Park Authority seeking a contribution towards operating costs for these units.

**614** A Council photograph was agreed to be taken at the beginning of April.

**615** Bench Seat at St Nons – Sections of the seat required repair and it was RESOLVED that this be undertaken.

**616** Parking assessment – The Clerk confirmed that plans of all waiting restrictions in St Davids had been received and circulated to members.

**Planning:**Previous application

**617** NP/10/141 Alterations to existing agricultural building to provide permanent toilet and shower facilities to compliment existing camping and caravan site at Porthclais Farm. Amended plans.

617.1 N Harris 3 emails received on 4 March 2011 emphasising that the toilet block facilities are oversized in relation to the Pembrokeshire County Council Licence requirements.

It was RESOLVED to support the application on condition that the size of the new toilet block should meet the precise requirements of the site licence from Pembrokeshire County Council and that the conditions for the removal of both the old and temporary facilities are clearly defined to follow completion of the new toilet block.

New applications

**618** NP/11/051 One new window to rear of cottage 2 at Tremynydd Fach it was RESOLVED to support the application.

**619** 10/1156/AG Agricultural Storage shed on land at Llandigige Fawr, Berea – it was RESOLVED to support the application.

There being no further business the meeting closed at 8.35pm.

Signed .....

Date.....

Chair