

Minutes of the Monthly Meeting of the Council on Monday 5th March 2012 in the Council Chamber at 7.00pm**Present:**

CT Taylor Mayor, DJH George Deputy Mayor, DJO Chant, PA Goddard, SJ Halse, MGD James, JG Lloyd, BT Price, RJ Thornton, S Williams with CH Gray (Clerk) and PL Evans (Responsible Finance Officer).

483 Apologies for Absence: JW Braby, MC Gray

484 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. Cllr Price declared a prejudicial interest in relation to Item 493. Cllr Halse declared a personal interest in relation to Item 505.

485 Confirmation of Minutes for:-

485.1 The Council Monthly Meeting on Monday 6th February 2012 were RESOLVED to be approved.

485.2 'In Committee' Minutes of the Council Monthly Meeting on Monday 6th February 2012 were RESOLVED to be approved.

485.3 Minutes of the Second Meeting of the Month on Monday 20th February 2012 were RESOLVED to be approved.

Matters Arising

486 STREET LIGHT SURVEY. The council previously resolved to undertake a survey of the street lights in the City. It was further RESOLVED to defer the matter to a later date,

487 CHRISTMAS TREE ASSOCIATION Chairperson Bethan Price received a revised quote for the insurance premium to cover the lighting ceremony on the Cross Square from Cane & Co for the sum of £150 and requested a contribution from the City Council. It was RESOLVED that the Council would pay the cost in full.

488 CROESWDIG FIELD 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.

489 CITY HALL DEVELOPMENT

489.1 Following the cancellation of the sub-committee's meeting on the 27th February it was RESOLVED to hold a meeting at 10am on Friday 9th March 2012. Cllr Halse informed the Council that she would be unable to attend and offered her apologies. Cllr George agreed to take her place at the meeting.

489.2 The Responsible Finance Officer presented the City Council with a report regarding the City Hall's user groups. The information was RESOLVED to be received.

490 CITY HALL. 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.

491 FIRE SAFETY AUDIT The Clerk presented the results of the fire safety audit undertaken by Crew Manager J Dudley on 13th February 2012 to the Council and requested permission to carry out the necessary legal requirements specified in his report. It was RESOLVED to approve the request and grant permission.

492 WHITESANDS CAFÉ The tenants of the café, Mr and Mrs Lunt, informed the clerk that the seat outside the front of the café was recently damaged by Mr RG Davies's car. It was RESOLVED to ask a professional builder for a quote to repair the damage. Councillor Price reported that the café was looking grubby and it was RESOLVED that Councillors Price and Williams would visit the café and report their findings to the Council.

493 Y GUDEL Martin Andrews sent the Clerk an e-mail on 27th February 2012 informing her that there has been no progress made regarding the party wall agreement. It was RESOLVED to leave the matter in abeyance.

494 PARKING ENFORCEMENT GUIDLINES were received from Mr Geoff Sutton. The document contains 47 pages and is available in the Council Chamber. It was RESOLVED to ask the Head of the Highways and Construction Department of Pembrokeshire County Council to attend the following monthly meeting of the City Council to discuss the various issues that have been raised by local residents since the local authority had taken over the parking enforcement from Dyfed-Powys Police.

495 WALES COAST PATH CELEBRATIONS The Clerk informed the Council that she was liaising with Paula Ellis and Anna Malarkey of Pembrokeshire Coast National Park Authority to ascertain the type of celebratory activity likely to receive funding.

Accounts

496 The Responsible Finance Officer informed the Council that the Internal Audit for January 2012 had been completed successfully.

497 Accounts for February 2012.

INCOME AND EXPENDITURE FEBRUARY 2012									
Bal 27/02/2012				£					
		Current A/c	127960.00						
SUMMARY									
SUMMARY	Car Park	City Hall	Admin	Capital	Misc	Café	St Justinian	VAT	TOTAL
Income		180			1430				1610
Expenditure		225	1751		562			67	2605
Balance		-45	-1751	0	868	0		67	-995
DONATIONS									
		LGA 1972 Sec 137 for 2010/11 is £9575				LGA 1972 Sec 214 Cemetery Maintenance			
		Last month's donations				Total donated for 2011/12		950	
		Total donated 2011/12		4500					
		Balance available		5075					
PAYMENTS									
				£					
		Dwr Cymru		52.15					
		J Phillips		115.29					
		Glyn Edwards Ltd		23.36					
		BT		379.03					
		Phoenix Press Ltd		550.00					
		Rhosgadw Farm Services		12.00					
		JAW & SE Morgan		27.95					
		C H Gray		1242.67					
		P L Evans		203.80					
		Total		2606.25					

It was RESOLVED to approve the accounts for the month and grant permission to pay.

Correspondence

- 498** Countryside Council of Wales letter of 7th February 2012 review of maps of open country and common land was RESOLVED to be received.
- 499** Terry Phillips e-mail of 7th February 2012 St Davids Emergency Planning Committee. It was RESOLVED that the Clerk would contact Mr David Guy to ascertain whether the group was still in existence. It was further RESOLVED to contact the St Davids Surgery and enquire as to whom acts as First Responders when Mr Roy and Mrs Pat Thomas were unavailable.
- 500** Martin Avill e-mail of 10th February 2012 repairs to light displays. It was RESOLVED to completely strip off all filament rope light, supply new LED rope light and fit to existing frames for the sum of £1785 + VAT.
- 501** Craig Burrows e-mail of 10th February 2012 Welsh National Surfing Championships 2012. It was RESOLVED to approve use of Whitesands as a venue for the Welsh Surfing Championships.
- 502** North Pembrokeshire Transport Form e-mail of 16th February 2012 invitation to the AGM. It was RESOLVED that the Mayor would attend the meeting on behalf of the City Council.
- 503** North Pembrokeshire Transport Form letter of 18th February 2012 membership renewal. It was RESOLVED to renew the City Council's membership at a cost of £12.
- 504** One Voice Wales e-mail of 20th February 2012 Nominations for New Years honours 2013. It was RESOLVED that make a nomination should contact the Clerk.
- 505** St Davids Surgery letter of 21st February 2012 Dr Sara Hamilton's retirement. It was RESOLVED to contact the Practice Manager and suggest putting an article in the newsletter.
- 506** Hywel Dda health Board letter (not dated) pre-consultation engagement. It was RESOLVED that the Mayor and Cllr Goddard would attend.
- 507** Paula Ellis e-mail of 27th February 2012 expression of thanks to the Council for help and support with the Dragons Parade was RESOLVED to be received.
- 508** Tidal Energy e-mail of 28th February 2012 completion of phase 1 of offshore works in Ramsey Sound was RESOLVED to be received.
- 509** One Voice Wales e-mail of 29th February 2012 election dates. It was RESOLVED to hold the Annual Meeting of the Community at 6.30pm on Monday 23rd April in the Memorial Hall.
- 510** Pembrokeshire County Council Licence application for dance, music and alcohol for the Really Wild Festival from 2pm – 6.30pm on 29th July 2012. It was RESOLVED to support the application.
- 511** Standard letters and newsletters – the following items are on display or available electronically:-
- 511.1 Pembrokeshire County Council Local Development Plan was RESOLVED to be received.
 - 511.2 Oriel Y Parc March newsletter was RESOLVED to be received.
 - 511.3 One Voice Wales Strong Roots Project was RESOLVED to be received.
 - 511.4 One Voice Wales Review of Social Services Complaints was RESOLVED to be received.

512 Reports from Members representing the Council:-

- 512.1 One Voice Wales. Cllr Goddard reported that she had recently attended Planed's AGM and informed that Council that Planed were planning on holding a meeting of the St Davids Forum at the Rugby Club on Thursday 22nd March at 7pm.
- 512.2 St Davids Carnival Association. Cllr James had nothing to report.
- 512.3 St.Davids Christmas Tree Association. Cllr Price had nothing to report.
- 512.4 St.Davids Day Celebration Group. Cllr Halse reported that the celebrations had been successful. It was RESOLVED to write letters of thanks to all of the organisations involved. It was further RESOLVED that the Committee would meet to discuss the celebrations for St Davids day 2013.
- 512.5 St Davids Day Centre for the Elderly. Cllr James reported that the group was very busy and that an AGM was soon to be arranged.
- 512.6 St Davids Eco City Group. Cllr Thornton had nothing to report.
- 512.7 St.Davids Peninsula Tourist Association. Cllr Williams reported that a meeting was arranged for Wednesday 7th March at Cannon Davies' house.
- 512.8 St.Davids - Matsieng Lesotho Link. Cllr Taylor reported that the group would be holding a Lent lunj in the City Hall from 12 noon to 2pm on Friday 16th march 2012.

- 512.9 Youth Drop In. Cllr Price reported that the organisation is running well, but noted that the sessions were attended by significantly more boys than girls.
- 512.10 Ysgol Bro Dewi Governor. Cllr Price reported that the PTA were planning to raise funds by abseiling down the cathedral clock tower.

513 County Councillor's Report

- 513.1 Cllr George reported that the street lights were being inspected at by Pembrokeshire County Council and that there were plans to install an extra light in New Street.
- 513.2 Cllr George informed that Council that he had recently attended a Pembrokeshire County Council North Area liaison meeting which discussed the Local Development Plan, waste management and the budget. A copy of the LDP is available from the Clerk, glass waste baskets are to be delivered to each household in the county and a rent increase of 2.5% will apply to council houses while rent in Pembrokeshire Housing Accommodation will increase by 5%.

Planning

- 514 NP12/107 Temporary permission for the hire of sun loungers, deckchairs and wind breaks for a period of three years at The Slipway, Whitesands Beach. It was RESOLVED to support the application.
- 515 NP/12/081 Form new window opening to front elevation, extend existing timber canopy over main entrance door and form new gate opening in boundary wall off new street at 11 High Street, SA62 6SB. It was RESOLVED to support the application.

516 Clerk's Business:

- 516.1 Bws y Bobl & playing field inspection while Clerk is on annual leave. It was RESOLVED that Mr Phil Kirby would administer the Bws Y Bobl bookings and that Cllr George would inspect the memorial playing field while the Clerk was on annual leave.
- 516.2 Financial Risk Assessment
- 516.2.1.1 The Responsible Finance Officer reported that under the terms of the Accounts and Audit (Wales) Regulations 2005 a full review is required of the effectiveness of our internal controls. A Risk Assessment has been undertaken and is on file. The information was RESOLVED to be received and approved.
- 516.2.1.2 The control systems have been reviewed and are considered adequate. The information was RESOLVED to be received and approved.
- 516.2.1.3 The Internal Audit controls have been reviewed and are considered to be adequate. The information was RESOLVED to be received and approved.

517 Mayor's Business

- 517.1 ARMY PARADE The Mayor informed the Council of the proposed schedule and advised the Councillors to be in the council chamber at 10.15 am on Wednesday 28th March.
- 517.2 STAFF REVIEWS The Mayor requested that the review group meet on the 7th March in the Memorial Hall to discuss the staff appraisal forms.
- 517.3 CITY CHARTER The Mayor informed the Council that the City Charter was now on display at Oriol Y Parc.
- 517.4 MAYOR'S BALL The Mayor expressed his thanks to all those that helped to make his ball a success.

There being no further business the meeting closed at 9.20pm

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Chair

Date.....

Minutes of the Second Meeting of the Month on Monday 19th March 2012 at the Council Chamber at 7.00pm.

Present:

CT Taylor Mayor, DJH George Deputy Mayor, JW Braby, DJO Chant, MC Gray, MGD James, JG Lloyd, RJ Thornton, S Williams with CH Gray (Clerk) and PL Evans (Responsible Finance Officer).

521 Apologies for Absence:

SJ Halse and BT Price.

PA Goddard represented the City Council at the Hywel Dda pre-consultation meeting in Haverfordwest.

522 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. Cllr Taylor declared a prejudicial interest in relation to Items 539 and 540.

Matters Arising

523 CITY HALL DEVELOPMENT. Review of Questionnaire devised by the sub committee. It was RESOLVED to approve the original questions.

523.1 It was RESOLVED to include an additional question regarding the possibility of introducing a precept for the sole purpose of funding the hall's development.

523.2 It was RESOLVED to include an explanatory note on the questionnaire detailing the nature of a precept and explaining that the City Council has never asked the residents of St Davids for any financial assistance in the past.

523.3 It was RESOLVED to include the questionnaire in the next newsletter and to send a copy to all the local organisations in St Davids.

524 WHITSANDS CAFÉ 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.

525 FIRE DOOR 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.

526 WHITESANDS CAFÉ report from Cllr Price and Williams. I was RESOLVED to defer the item to the next monthly meeting.

527 CITY HALL 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.

528 ARMY PARADE Sjt Witham has today informed the Clerk that the total number of soldiers and guests expected at the Grove on 28th March is now 309. The City Council is currently catering for 150 people to enjoy a buffet. It was RESOLVED that the clerk would liaise with the manageress of the Grove Hotel to establish the total number of people that the hotel was licensed to hold.

529 Donations:

Donation Requests:-

529.1 Cruse Bereavement Care letter of 9th February 2012. It was RESOLVED to donate £25.

529.2 Paul Satori letter of 15th February 2012 it was RESOLVED to donate £50.

529.3 Citizens Advice Bureau letter of 5th March 2012. The Council donated £200 in May 2011. It was RESOLVED not to consider a further donation in the current financial year.

529.4 Royal National Institution for the Blind letter of 7th March 2012. It was RESOLVED to donate £50.

Letters of thanks:-

529.5 HOPE Multiple Sclerosis Centre (not dated) was RESOLVED to be received.

530 EMERGENCY COMMITTEE David Guy and Anna Bennett e-mails of 10th March 2012 and 19th March 2012 respectively. The Clerk informed the Council that she intended to resurrect or if necessary establish the committee in May. The Clerk proposed to familiarise herself with the 'current' policy and procedure and obtain up to date contact details for all relevant parties. It was RESOLVED to approve the Clerk's proposal..

Correspondence

- 531** Debra Murphy letter of 4th March 2012 photograph exhibition at Oriel Y Parc. It was RESOLVED to include the information in the next newsletter.
- 532** Bishop of St Davids letter of 5th March expression of thanks for hospitality on St Davids day was RESOLVED to be received.
- 533** Willie Callaghan letter of 5th March 2012 expression of thanks for hospitality on St Davids day and invitation to Easter parade in Naas. It was RESOLVED that the Mayor would attend on behalf of the Council. It was further RESOLVED that any councillors wishing to attend the parade could contact the clerk for details.
- 534** Tom Sutton letter of 5th March 2012 use of Whitesands car park for the Round Ramsey Rowing Race. It was RESOLVED to approve the use of the car park.
- 535** Greg Morgan e-mail of 6th March 2012 Neda Trivonova MSc project on Ramsey Island. The information was RESOLVED to be received.
- 536** Bernard Dudderidge e-mail of 10th March 2012 Whitesands car park charges. The information was RESOLVED to be received and acknowledged.
- 537** Cheryl Beer e-mail of 15th March 2012 street filming and performance permission. It was RESOLVED to approve filming and performing on the City Council's property. It was further RESOLVED to inform Ms Beer that she would need to contact Pembrokeshire County Council for permission to perform on the highway.
- 538** Oriel y Parc e-mail of 16th March 2012 Coastal Communities Fund. It was RESOLVED that the Clerk would express an interest and obtain further details.
- 539** Rona Liggitt e-mail of 16th March 2012 St Davids Peninsula Associations' endorsement of proposals to restrict coach traffic. The information was RESOLVED to be received.
- 540** Rona Liggitt e-mail of 16th March 2012 St Davids Peninsula Associations' endorsement of a Christmas Market. It was RESOLVED to hold a Christmas Market on the Cross Square in December.
- 541** Fiona Middleton e-mail of 16th March 2012 review of payments to community and town councillors. It was RESOLVED that the Responsible Finance Officer would complete and return the form provided.

Clerk's Business

- 542** The Clerk informed the Council that LITE will repair and install the Christmas light in the week beginning Monday 19th November 2012.
- 543** The Clerk informed the Council that the Save Withybush Action Team will be holding a meeting in the Memorial Hall on Friday 13th April at 7.30pm and that the City Councillors are invited to attend.
- 544** The Clerk informed the Council that the Croeswdig tenancy agreement has been signed and that the first year's rent has been paid.
- 545** The clerk informed the Council that the Queens Jubilee commemorative medals have arrived.

Planning:

- 546** T7/I2/MH/pc TPO 98 Pigsfoot Lane, application for tree works. It was RESOLVED to support the application.
- 547** NP/11/370 Change of use to provide bunkhouse accommodation and ancillary service areas, parking and wet weather facilities at Pwllcaerog, Berea, SA62 6DG. It was RESOLVED to continue to support the application.
- 548** NP/12/0001 Rear extension and cabrio style roof light at Bronllys, 23 New Street, SA62 6SW. Application withdrawn. The information was RESOLVED to be received.
- 549** NP 12/0135 two single storey extensions at side and rear of dwelling at Porthenllys SA62 6RS. It was RESOLVED to support the application.

550 Pre-application for parking space at Pgsfoot Lane. Richard Perry letters of 7th and 12th March 2012 and copy of Jane Gibson e-mail of 12th March 2012. It was RESOLVED to receive the information. It was further RESOLVED to await an official application for planning permission from the Pembrokeshire Coast National Park Authority before making any comment.

551 Mayor's Business

551.1 Rendez vous for army parade. The Mayor requested that the Councillors meet in the Council Chamber at 10.15 on Wednesday 28th March 2012 for a port reception with invited guests and dignitaries.

551.2 Staff appraisals. The Mayor informed the Council the staff appraisals had taken place and that he was in the process of completing the necessary paperwork.

551.3 Planed meeting. The Mayor reminded that Councillors that Planed were holding a Community Forum meeting in the Rugby Club at 7pm on Thursday 22nd March 2012 and Councillors were encouraged to attend.

551.4 The Mayor informed the Council that the Arch Bishop of Canterbury would be holding a service in the cathedral at 11.30am on Saturday 25th March 2012 and Councillors were invited to attend.

Any other business

521 Welsh flag. Cllr Gray informed that Council that the 4ft Welsh flag need replacing and requested the Council's permission to purchase a new flag. It was RESOLVED to approve the request and to grant permission. It was further RESOLVED to purchase Welsh and Union Jack hand held flags for the school children attending the army parade. It was further RESOLVED to decorate the City Hall with both Welsh and Union Jack bunting.

522 Bws Y Bobl. Cllr Lloyd informed the Council that he had received complaints that the bus was "filthy" and that it had not been properly serviced in the garage. It was RESOLVED to contact PVT and ascertain who is responsible for cleaning the bus and to inform them of the comments.

There being no further business the meeting closed at 8.00pm

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Chair

Date.....