

Minutes of the Monthly Meeting of the Council on Monday 4th March 2013 in the Council Chamber at 7.00pm

The meeting was preceded by a visit from Liz Griffiths and Chris Charlton of Pembrokeshire County Council's Youth Service. Mrs Griffiths informed the Council that the Youth Club met every Thursday from 7-9pm except during school holidays. Each session was attended by 8 to 15 children and required 3 youth workers to be present. Originally 2 sessions took place per week, 1 on a Monday and 1 on a Thursday; however the Monday sessions now took place in Solva though children from Solva and St Davids were welcome to attend both sessions. During school holidays funding was unavailable for Youth Club sessions but the County Council did have a programme of activities for children including camping and trips to Scolton Manor and Bosherton. Mrs Griffiths confirmed that she would inform the Clerk of the 2013 programme as soon as the information became available and the Clerk confirmed that she would publish this in the Summer edition of the newsletter. Cllr Price informed Mrs Griffiths and Mr Charlton that the City Council had previously resolved to ask the Youth Club for a wish list of equipment or activities that they would find useful but was still awaiting a formal reply. Mrs Griffiths thanked the Council and assured them that she would speak to the Senior Youth Worker, Miss Jasmine Rogers with a view to ascertaining whether there were any appropriate items that could be provided. Cllr Price also suggested that activities that were unable to take place at the City Hall may possibly be able to take place at the St Davids Sports Hall and Mrs Griffiths & Mr Charlton confirmed that this was something that they would investigate. County Councillor Lloyd suggested that the City Council contact the 14th Signal Regiment to discuss the possibility of the Youth Club using the facilities at Brawdy and it was resolved that the Clerk would do so. Cllr George reported to Mrs Griffiths and Mr Charlton that members of the Youth Club had recently damaged a speaker and clock in the City Hall. Mrs Griffiths apologised for the damage caused and assured the Council that she would speak to the Senior Youth Worker to ensure that there was no repeat of the damage in future. The Mayor thanked Mrs Griffiths & Mr Charlton for attending the meeting and they then left the Council Chamber.

The Mayor thanked the Councillors for all of their contributions to the St Davids Day celebrations, in particular Cllr James for her hard work in ensuring the success of the Eisteddfod. Cllr Williams informed the council that the Cawl Competition had successfully raised £247.00.

Present: Mayor DJH George, Deputy Mayor MGD James, DJO Chant, ES Evans, MC Gray, D Halse, FD John, BT Price, K Rose, CT Taylor, S Williams with CH Gray (Clerk) and PL Evans (Responsible Finance Officer).

Also present was County Council DB Lloyd

515 Apologies for Absence: JG Lloyd

516 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.

516.1.1 Cllr Price declared a prejudicial interest in relation to Item 529 and left the Council Chamber while the business was discussed.

517 Confirmation of Minutes for:-

517.1 The Council Monthly Meeting on Monday 4th February 2013 were RESOLVED to be approved.

517.2 The Second meeting of the Council on Monday 11th February 2013 were RESOLVED to be approved with Cllr Price dissenting.

517.3 The Third meeting of the Council on Monday 18th February 2013 were RESOLVED to be approved.

517.4 'In Committee' Minutes of the Third Meeting of the Council on Monday 18th February 2013 were RESOLVED to be approved.

Matters Arising

518 CHRISTMAS STREET LIGHTING 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.

519 ST DAVIDS MEMORIAL PLAYING FIELD The Clerk reported that Pembrokeshire County Council had completed all repairs to the playing field but that the full cost of the damage was still unknown.

520 ST JUSTINIANS

520.1 Date for Council led stake holder meeting. Following Greg Morgan e-mail of 27th February 2013 it was RESOLVED to invite representatives of all parties concerned with St Justinians to a Council led meeting on Wednesday 10th April at 7pm in the Memorial Hall.

520.1.1 Pembrokeshire Coast National Park Authority. Jane Gibson e-mail of 4th March 2013 confirmed that a representative of the PCNPA would meet with the City Council to discuss the future of St Justinians once a decision had been taken in respect of planning application NP/13/0017.

520.1.2 Crown Estate. Rod Perons e-mail of 27th February 2013 confirmed that a representative of the Crown Estate would meet with the City Council to discuss the future of St Justinians once a decision had been taken in respect of planning application NP/13/0017.

521 CATHEDRAL FESTIVAL The clerk informed the Council that date for the City Council sponsored concert is Saturday 25th May at 7pm. The Mayor, Deputy Mayor, Cllr Williams confirmed that would attend the concert with guests. It was RESOLVED that any other Councillors wishing to attend would inform the Clerk.

522 PHOTOCOPIER Following a discussion of the costs involved it was RESOLVED to save money by purchasing a new photocopier from Glyn Edwards outright as oppose to entering into a lease agreement.

523 ST DAVIDS COMMUNITY FORUM. The Council discussed the nature and the purpose of Planed's St Davids Community Forum and it was RESOLVED that Cllr Halse would attend future meetings as a representative of the City Council.

524 BENCH AT CAERFAI Following Peter Schofield e-mail of 17th February 2013 it was RESOLVED to invite the children of Ysgol Bro Dewi, Ysgol Dewi Sant and St Davids Youth Club to enter a competition to create a new design for the City Council's benches and to replace the bench at Caerfai as soon as was practical. It was further RESOLVED to investigate the funding history of the current furniture.

525 QUEEN ELIZABETH FIELDS CHALLENGE Following Rhodri Edwards e-mail of 6th February 2013 it was RESOLVED to liaise with Pembrokeshire County Council's Asset Management department to investigate the possibility of the playing field at Bryn Teg becoming dedicated as a QE II field.

Accounts

526 Internal Audit for January 2013. The Responsible Finance Officer reported that the internal audit had been successfully completed.

527 Accounts for February 2013.

INCOME AND EXPENDITURE FEBRUARY 2013										
Balance as at 26/02/2013			£							
		Current A/c	171764.52							
SUMMARY	Car Park	City Hall	Admin	Capital	Misc	Café	St Justinian	VAT	TOTAL	
Income	1000	358			1012	1822			4192	
Expenditure		336	2069					1158	3563	
Balance	1000	22	-2069	0	1012	1822		-1158	629	
DONATIONS										
	LGA 1972 Sec 137 for 2012/13 is £10200				LGA 1972 Sec 214 Cemetery Maintenance					
	Last month's donations		Nil		Total donated for 2012/13		950			
	Total donated 2012/13		4215							
	Balance available		5985							
PAYMENTS										
			£							
	Dwr Cymru		55.10		Fountain					
	Newsquest		139.80		Advert re Xmas Lighting					
	McAfee		64.99		Computer Virus software					
	Post Office Ltd		4.96		Postage					
	Land Registry		6.00		Boundary enquiry					
	BT		324.07		Telephone (Office)					
	C S Robinson		21.86		Re Cawl competition					
	HMRC		1013.28		VAT - last quarter					
	Clothes 2 Order		160.13		Aprons re Cawl comp					
	Viking		142.92		Office supplies					
	C H Gray		1295.03		Clerk's salary					
	P L Evans		203.80		RFO's salary					
	Total		3431.94							
Minutes 2012 / 2013										
104										

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

Correspondence

528 Craig Burrows e-mail of 18th February 2013 Welsh National Surfing Championships at Whitesands it was RESOLVED to approve the request and to grant permission for the competition vehicles to park for the standard fee.

529 John Price e-mail of 16th February concerns relating to planning application for new lifeboat station at St Justinians (NP/13/0017) and attaching copy of Quinquari Marine and copy of Porthstinian Boat Owners Association objection to the application dated 12th & 11th February 2013 respectively. (Porthstinian Boat Owners Association original letter received by City Council on 13th February 2013). The information was RESOLVED to be received and acknowledged.

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

530.1 Oriol Y Parc March newsletter. The information was received.

530.2 COCA February newsletter. The information was received.

531 Reports from Members representing the Council:-

531.1 One Voice Wales. Nothing to report.

531.2 St Davids Carnival Association. Cllr James reported that the next meeting was to be held in 4 week time.

531.3 St Davids Christmas Tree Association. Nothing to report.

531.4 St.Davids Day Celebration Group. Nothing to report.

531.5 St Davids Day Centre for the Elderly. Nothing to report.

531.6 St Davids Eco City Group. Nothing to report.

531.7 St.Davids Peninsula Tourist Association. Cllr Williams reported that the Association was due to meet next week.

531.8 Porthclais Harbour Authority. Cllr John reported that the Authority fully supported the planning application for a new lifeboat station at St Justinians and had written to the PCNPA confirming their support.

531.9 St.Davids - Matsieng Lesotho Link. Cllr Taylor reported that he and the secretary had attended a volunteering course at Aberystwyth organised by Wales Africa Community Links with a view to applying for another gold star award which if successful would help to strengthen links with Matsieng.

531.10 Youth Drop In. Following discussion of the Youth Club prior to the meeting it was RESOLVED that any Councillors available to visit the Youth Club on Thursday evening between 7 & 9pm would do so.

531.11 Ysgol Bro Dewi Governor. Cllr Price reported that acting Head Teacher, Mrs Sharon Osborne was not perusing fulltime appointment as Head Teacher at the school and would be returning to class room duties in September. Cllr Price reported that Mrs Osborne had worked very hard at Ysgol Bro Dewi and the school had benefited enormously under her leadership. It was RESOLVED to send a letter of thanks and congratulations to Mrs Osborne on behalf of the City Council.

531.12 Report following Councillor training on 27th February 2013. Cllrs James, Rose, Evans & Halse reported that they had recently attended a training event held by the Monitoring Officer for Pembrokeshire County Council. Cllr Rose reported that the subjects covered included declarations of interest, council procedure as well as the Code of Conduct. Cllr Rose reported that she found the training very useful and would recommend it to all Councillors. It was RESOLVED to ask Mr Harding to attend a deliver a presentation to the Council in May / June 2013.

532 County Councillor's Report

532.1 Cllr Lloyd offered his personal congratulations to the City Council on the success of the St Davids Day celebrations and thanked the Council for their hospitality at the St Davids day dinner.

532.2 Cllr Lloyd reported that a Notice of Motion had been passed calling for a judicial review into the Hywel Dda consultation process regarding the future of Witybush Hospital.

- 532.3 Cllr Lloyd reported that Tasker Millwood School would be next to receive an inspection as part of the Estyn report. The Welsh Assembly Government had adopted a hard stance regarding inspections and expectations of all school were high. Cllr Lloyd remained hopeful that Ysgol Dewi Sant would fare well during their forthcoming inspection.
- 532.4 Cllr Lloyd reported that he had recently attended a meeting of the Porthstinian Boat Owners Association which he found to be very constructive and was confident that progress could be made. Cllr Lloyd informed the Council that in his opinion Mr Tegryn Jones, Chief Executive of PCNPA was committed to the future development of St Justinians.

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 18th March 2013 at the Council Chamber at 7.00pm.

The meeting was preceded by a visit from Fiona Bailey of Pembrokeshire County Council's library service. Ms Bailey confirmed that the Pembrokeshire County Council had no plans to discontinue the library service in St Davids and were in fact fully supportive of the City Council's plans to extend the space and the facilities on offer commenting that although the current location of the library is very convenient the room itself is rather small with room for only 1 computer and no reading room to speak of. Ms Bailey was asked if the Library Service would consider using an upstairs space provided that it was accessible; however Ms Bailey responded that a ground floor facility would be the Library Service's preference. Ms Bailey confirmed that the St Davids service was very popular and that the usage has increased over the past few years. Ms Bailey informed the Council that an ideal facility would incorporate 2-3 computers, reading facilities for adults, a reading corner for children, Wifi access as well as access to public documents. It was RESOLVED to investigate the possibility of providing public Wifi access in the Memorial Hall. It was further RESOLVED that Ms Bailey would provide the City Council with a letter of support for the proposed development of the City Hall on behalf of Pembrokeshire County Council's library service. The Mayor thanks Ms Bailey for meeting with the Council and she then left the Council Chamber.

Present: Mayor DJH George, Deputy Mayor MGD James, DJO Chant, ES Evans, MC Gray, D Halse, FD John, CT Taylor, S Williams with CH Gray (Clerk) and PL Evans (Responsible Finance Officer).

533 Apologies for Absence: JG Lloyd, BT Price, K Rose

534 Declarations of Interest: Members are requested to identify any declarations of personal or prejudicial interests that they might have in relation to items on the agenda.

534.1 Cllrs Chant & Gray declared a personal interest in relation to Item 548.

Finance

535 Review of effectiveness of Internal Control and Risk Management.

535.1 The Responsible Finance Officer reported that the Internal Control systems have been reviewed and are considered adequate and that financial Risk Assessment has been undertaken and is on file. The information was RESOLVED to be received and approved.

536 Review of effectiveness of Internal Audit.

536.1 The Responsible Finance Officer reported that the Internal Audit controls have been reviewed and are considered to be adequate. The information was RESOLVED to be received and approved.

Matters Arising

537 SUNDAY BUS SERVICES Following Owen Roberts letter of 22nd February 2013 detailing the revised bus services and attached time table it was RESOLVED to write letter of thanks to Mr Owen and to reiterate the City Council's support for the local bus services operating in and around St Davids.

538 CITY HALL DEVELOPMENT The Clerk reported that the Mayor, Deputy Mayor, Cllr Taylor and Responsible Finance Officer had discussed the amendments to the Outline Proposal Form and it was to be resubmitted as soon as the Clerk had made the necessary changes.

539 WHITESANDS CAR PARK Emrys Llewellyn e-mail of 15th March 2013 confirming that the reflective bollard and pot holes were to be fixed as soon as possible was RESOLVED to be received.

540 DOG FOULING Following Stephen Morbey e-mail of 15th March 2013 detailing the proposed measures to tackle the persistent problem of dog fouling it was RESOLVED to write a letter of thanks for the County Council's support.

541 CITY CENTRE PAVEMENTS Following Paul Smith e-mail 7th March 2013 it was RESOLVED to request that the current single yellow line (8am-6pm from 1st April to 30th September) waiting restriction be replaced with double

yellow lines (No Waiting At Any Time) on the shared use pavement adjacent to nos. 43 – 51 Nun Street, St Davids.

- 542 HOMECOMING PARADE** The Clerk advised the City Councillors to meet at Grove Hotel at 10.30am. The Mayor, VIPS and Councillors were requested to be at the City Hall at 10.55am before following processing down to the Bishops Palace for the medal presentation. Lunch was to be provided at the Grove Hotel after the medal ceremony. The information was received.
- 543 TOILET FACILITIES AT ST JUSTINIANS CAR PARK** It was RESOLVED to order 2 portable toilets from Aberloos for the period of Thursday 28th March 2013 until the October half term holidays with possibility of ordering a further 2 toilets during the height of the summer season if or when the weather warrants the extra facilities. It was further RESOLVED to contact the commercial boat operators at St Justinians being Thousand Island Expeditions, Venture Jet, Aquaphobia and Voyages of Discovery as well as Pembrokeshire Coast National Park Authority, Pembrokeshire County Council and the Porthstinian Boat owners Association to request a contribution towards the cost of the toilet facilities.
- 544 ST JUSTINIANS** The following sources of information and points for consideration were discussed prior to the Council-led stakeholders meeting on Wednesday 10th April at 7pm in the Memorial Hall:
- 544.1 Land ownership and access.
 - 544.1.1 The Title register and plan for St Justinians House and Ramsey Island was received and accepted.
 - 544.1.2 The Statement taken from Definitive Map of Public Rights of Way relating to Footpath PP86/169 was received and accepted.
 - 544.1.3 Steps from junction of public footpaths to shoreline. It was accepted by the City Council that to date there was no apparent owner of the steps, registered or unregistered.
 - 544.2 Redundant RNLI land and buildings. Howard Richings e-mail of 14th March 2013 was received.
 - 544.3 Design and construction of proposed new jetty.
 - 544.4 Permanent toilet facilities.
 - 544.5 Car parking facilities.
 - 544.6 Bus service (the Celtic Coaster is operational from 5th May to 29th September in 2013).
 - 544.7 Funding.

It was RESOLVED that all of the above points were to be included on the agenda for general discussion at the Council led meeting with Items 548.2 – 548.7 to be discussed in greater detail once a decision had been taken in respect of planning application NP/13/0017.

- 545 WHITESANDS CAFÉ** 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.

Correspondence:

- 546** Julia Horton-Powdrill e-mail of 1st March 2013 Proposal for an extended market on St Davids Day 2014 it was RESOLVED to invite Mrs Horton-Powdrill to a meeting of the City Council to discuss her proposal.
- 547** Gerald Miles e-mail of 4th March 2013 itinerary for forthcoming Naas Rugby Club tour. The information was received and it was RESOLVED that any Councillors wishing to attend the dinner at Treginnis would inform the Clerk.
- 548** Peter Dickson e-mail of 6th March 2013 Closure of Citizens Advice Bureau service in St Davids public library. The City Council expressed its disappointment at the withdrawal of the service and it was RESOLVED to enquire as to the cost of continuing the service.
- 549** Hatti Woakes e-mail of 12th March 2013 north Pembrokeshire Transport forum AGM on Wednesday 20th March 2013. The information was received.
- 550** Willie Callaghan e-mail of 12th March 2013 Invitation to Naas Easter parade. It was RESOLVED that any Councillor wishing to attend the parade would be fully reimbursed by the City Council for all of their expenses incurred.

551 Hatti Woakes e-mail of 14th March 2013 Loughor Viaduct – Gowerton redoubling project. The information was received.

552 David Whitworth e-mail of 14th March 2013 Letter of thanks. The information was received.

Planning:

553 NP/13/0061 Convert old garage in to a bedroom & the previously existing extension into a shower room & passage from the house to the new bedroom, with outside door as before at The Barn, Trelerw, SA62 6QR. The City Council considered that the proposed conversion would greatly improve the amenity of the existing building and it was unanimously **RESOLVED** to support the application.

554 NP/13/0095 Permanent use as a motor mechanics garage (commercial) at The Garage, Trehenlliw Farm, SA62 6PH. The Council considered that the garage provided an essential service to many residents and its continuation would also ensure the employment of local residents and as such would sustain the economic and social well being of the local community. The Council also considered that the building was appropriate in scale and design to both the existing and neighbouring properties and was deemed unlikely to have a detrimental visual or environmental impact on the surrounding area. It was unanimously **RESOLVED** to support the application

555 NP/13/0115 Single storey rear extension (kitchen & bedroom) at 100 Nun Street, SA62 6SD. The City Council considered that the proposed conversion would greatly improve the amenity of the existing building and it was unanimously **RESOLVED** to support the application.

Mayor’s Business:

556 St Davids Day Celebration Group – letter to HRH Prince Charles. The Mayor reported that at the group’s recent meeting a request was made to the City Council to invite HRH Prince of Wales to the city to celebrate St Davids Day 2014. It was **RESOLVED** to support the request and contact the office of the Lord Lieutenant.

Clerk’s Business:

557 Name badges. The Clerk informed the Councillors that their name badges were due to arrive on Wednesday 20th March and would be distributed at the Grove hotel prior to the Homecoming parade.

Any other business:

558 PUBLIC CONVENIENCES It was proposed to discuss the possible closure of toilet in the City centre at the next meeting of the City Council.

There being no further business the meeting closed at 8.50pm.

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Chair

Date.....