

Minutes of the Monthly Meeting of the Council on Monday 7th March 2016 in the Council Chamber at 7.00pm

Present: Mayor FD John, Deputy Mayor CT Taylor, ES Evans, DJH George, MC Gray, DB Halse, MGD James, JG Lloyd, BT Price, with CH Gray (Clerk) and PL Evans (Responsible Finance Officer).

528 Apologies for Absence: DJO Chant, K Rose, S Williams and County Councillor DB Lloyd.

529 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.

529.1 Cllr Taylor declared a prejudicial interest in relation to Item 545.1 and left the Council Chamber while the item was discussed.

530 Confirmation of Minutes for:-

530.1 The Council Monthly Meeting on Monday 1st February 2016 were RESOLVED to be approved.

530.2 The "In Committee" Meeting of Council on Monday 1st February 2016, Cllr Evans proposed that Item 508 be amended to include a review of the Clerk's working hours. It was RESOLVED to include the amendment and approve the Minutes.

530.3 The Second Meeting of the Month on Monday 15h February 2016 were RESOLVED to be approved.

Matters Arising

531 NOMINATIONS FOR MAYOR ELECT It was unanimously RESOLVED to appoint Cllr Taylor as Mayor Elect of St Davids.

NB Cllr Taylor is to be formally appointed as the Mayor of St Davids at the annual meeting of the City Council on 9th May 2016.

532 ETHICAL CARE CHARTER Following the visit by Mr Vic Dennis of Unison on 15th February 2016 it was RESOLVED that Members would write individual personal letters of support for Unison's Time to Care campaign should they wish to, as opposed to a collective letter from the City Council.

533 TRAFFIC MATTERS Darren Thomas, Head of Highways & Construction e-mail of 3rd March 2016 was received. Owing to the amount of outstanding traffic matters, it was RESOLVED to request a site visit with Mr Thomas as soon as possible.

534 CITY HALL

534.1 Memorial Hall heating. the Clerk reported that new radiators are to be installed by Simon Morgan on Friday 11th March 2016.

534.2 Memorial Hall plug sockets, the Clerk reported that 4 double electrical sockets are to be installed by Simon Morgan on Friday 11th March 2016.

534.3 Change of use of toilets in the Drop In. The Clerk reported that she was still awaiting the report form the Fire Safety Officer.

534.4 Disabled door access - Tony Morris & Sons e-mail of 4th March 2016 was received and it was RESOLVED to install door operators internally and externally at a cost of £2494.50 + VAT.

534.4.1 It was further RESOLVED to install 2 new fire doors in the Memorial Hall for a total a cost of £1453.00 + VAT.

534.5 Wheelchair ramp for internal steps leading to City Hall from Memorial Hall, the Clerk reported that the ramp had been delivered.

- 534.6 Painting City Hall interior - quotes were received from Tony Morris and Richard Thomas.
534.6.1 It was RESOLVED to instruct Mr Morris to replace the render to the side of the City Hall at a cost of £10,570.00 + VAT.
534.6.2 It was RESOLVED to instruct Mr Thomas to decorate the interior and exterior of both the City and Memorial Hall for a total cost of £10,748.00
- 535** NEWGALE
535.1 Pembrokeshire County Council's proposed masterplan was received.
535.2 Report from Cllrs Gray and Taylor following the recent meeting in County Hall. Cllr Gray reported that it was proposed to continue the A487 route through Newgale, albeit possibly diverted further up the valley. £20 million of funding had recently been allocated for improvements at Newgale and Atkins Global had recently been commissioned to undertake a survey in order to recommend the best way forward.
- 536** ST JUSTINIANS
536.1 Original boathouse. It was RESOLVED to formally withdraw the City Council's interest in purchasing the freehold of the original stone boathouse at St Justinians and to write to the RNLI to inform them.
536.1.1 It was further RESOLVED to request a response from Pembrokeshire County Council regarding the City Council's enquiry into the role of the Monitoring Officer.
536.2 Provision of temporary toilets. It was RESOLVED to install the toilets as per the agreement with the PBOA in 2015 ie. the City Council paying one third of the cost and the PBOA paying the remaining two thirds.
- 537** WAUNFAWR It was RESOLVED that Cllrs John and Price would attend a meeting with members of St Davids Rugby Club Committee on Monday 14th March to discuss the possibility of installing recreational equipment on the Waunfawr playing field using an access route through the Club's car park..
- 538** EDUCATION. Huw Jones e-mail of 1st March 2016 containing the School Organisation Proposal for Croesgoch was received. It was RESOLVED to defer this item for discussion to the monthly meeting on 4th April 2016.
- 539** Public Access Defibrillator
539.1 Servicing. It was RESOLVED to defer this item pending a response from the Welsh Ambulance Service Trust.
539.2 Outdoor cabinet. It was RESOLVED to defer this item pending a response from the Welsh Ambulance Service Trust. It was further RESOLVED to request refresher defibrillator training course for members of the Council following the provisional training provided by WAST in 2013.
- 540** WHITESANDS
540.1 Surf competition. Minutes of ESAG meeting taken by Sharon Knowles, Licensing Compliance Officer at Pembrokeshire County Council were received. It was RESOLVED to allow the event organisers permission to park a safety caravan in the car park adjacent to the ice cream kiosk free of charge.
540.2 Following a meeting in the Grove Hotel on Friday 4th March 2016 it was RESOLVED that the City Council would not become involved in a Management Team at Whitesands.

541 VOLUNTEER GARDENERS It was RESOLVED to hold a public meeting on Wednesday 23rd March at 2pm in the City Hall in order to recruit volunteer gardeners to plant, weed and water plants/flowers in the city centre.

542 POST BOX AT COCHYN ROWND The Clerk reported that no response had been received from the Royal Mail to date. It was RESOLVED to write to the Post Office Company also.

Accounts

543 The Responsible Finance Officer reported that the Internal Audit for January 2016 had been completed satisfactorily.

544 Accounts for February 2016.

INCOME AND EXPENDITURE FEBRUARY 2016				
Balance as at 29/02/2016		£		
	Current A/c	198032.25		
INCOME	Car Park	1200.00		
	City Hall	358.50		
	Cafe	2277.40		
	Ice Cream concession	4400.00		
	Market stalls			
	Total	8235.90		
	LGA 1972 Sec137 for2014/15 is £10821		LGA 1972 Sec 214 Cemetery	
	Last month's donations	690	Total donated 2015/16	1400
	2015/16 total	6262		
	Balance available	4559		
PAYMENTS		£		
	Admin	3021.73	Salaries:Clerk,Assistant & RFO	
			VAT	
		86.18	Internet/telephone	
		64.67	Stationery/Water/Travel	
	Whitesands		Attendant's commission	
		899.95	Printing tickets	
	Playground		Caretaker's salary	
	Hall & House	93.76	Repairs to flat roof	
		211.50	Bins/trade waste/supplies	
		486.23	D/D Boiler service etc	
		18.32	Hall development payments	
		9144.03		
	Mayor's Expenses	125.55		
	St Justinians		Toilet hire / cleaning	
	Miscellaneous	1092.50	Printing newsletter	
		36.00	Gymanfa Ganu tea supplies	
		43.91	Cawl competition	
			PCC (3 properties)	
		64.72	Dwr Cymru -(2props)	
		76.36	Swalec - Xmas lights	
Minutes 2015 / 2016		105		
	Total	15465.41		

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

545 DONATIONS

545.1 REQUESTS

545.1.1 St Davids Cathedral Festival letter of 20th February 2016. It was RESOLVED to donate £1000.

545.2 THANKS

545.2.1 St Davids Mini & Junior Rugby Club letter of 21st February 2016 was received. It was RESOLVED to inform Ceri Coleman-Phillips at the Western Telegraph of the Council's donation.

Correspondence

546 Jonathan Fiddy e-mail of 11th February 2016 Tour of Pembrokeshire was received. It was RESOLVED to suggest that the St Davids leg of the tour start and finish at the Rugby Football Club.

547 John & Tamsin Evans letter of 22nd February 2016 Peace Run Wales was received was received.

548 St Davids Peninsula Tourist Association e-mail of 25th February 2016 Public wifi was received. It was RESOLVED to support the scheme in principle and to endorse the Council's formal approval pending further information regarding the agreement with Antur Teifi.

549 Jonathan Rose letter of 26th February 2016 Lamp posts on A487 was received. It was RESOLVED to endorse Mr Rose's proposal and to notify the Highway Authority.

550 Cyd Tyddewi letter of thanks dated 29th February 2016 was received.

Reports from Members representing the Council:-

550.1 St Davids Carnival Association. Cllr Evans reported that new signs and posters advertising the event had been commissioned and that the next meeting was to take place at 6pm on 12th April with the venue to be confirmed.

550.2 St Davids Christmas Tree Association. Nothing to report.

550.3 St Davids Day Celebration Group. Cllr James reported that the 2017 Eisteddfod had been booked in the City Hall. It was RESOLVED to hold the market on the same day as the dragon Parade in 2017 and to invite Mrs Jane James to conduct the Cymanfa Ganu again. It was further RESOLVED to liaise with the cathedral staff in order to determine who was responsible for the organisation / management of Bishop's Blessing on the Cross Square.

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

550.5 St Davids Peninsula Tourist Association. Please see Cllr Evans provided members with the following report: *St Davids Tourist Association Meeting - 2nd March 2016*
St Davids - A sense of place: there have been delays in this publication, negotiations are ongoing with Refreshing North Pembrokeshire regarding publication. The tourist association had originally agreed to pay half of the printing costs, this is currently on hold while decisions are made. St Davids Day Celebrations: Lots of compliments regarding the events over St Davids day. The tourist association sponsored the fancy dress competition - results to be reported to the next meeting.

Photographic Competition: The first winners of the competition have been contacted & prizes sent. Further publicity planned as entrants last month were low. Treasurers Report: The current & deposit accounts are both in credit. Membership prices for 2017 to remain the same, £150 for a box, £110 for a line, with an additional category for web only priced at £100 for the year. Sandchurch competition: This year competition will be Wednesday 3rd August, prizes as last year, further publicity to follow. Parking at St Justinians: Chris Taylor gave a comprehensive report on this, the tourist association are happy to support any appeal. St Davids WiFi: This is progressing well, Doug has put an enormous amount of work into getting this moving. He has approached the city council as a host & also to ask if they will sign the contract (PCCs Request). (Heidi to advise on the City Council position.) Tenby & Haverfordwest councils have already signed, need 2 more towns + St Davids to start installation. Other councils are at a similar stage to St Davids. Newgale Shingle Bank: Chris Taylor gave a comprehensive report on this, next steps to see how funding (£20M) & commissioning reports on logistics go. AOB: St Davids Peninsula Carnival confirmed for Saturday 27th August, 2pm, the tourist association will support this again this year. Emma invited anyone who maybe interested to the next meeting - 12th April 6pm, venue tbc. Solva Edge Festival confirmed 5th-7th August, the tourist association will support this again this year. Red Bull cliff diving confirmed 10th/11th September, tickets on sale from the National Trust shop 13th July. St Davids Cathedral Festival - gorilla knitting planned around St Davids at this time!

550.6 Porthclais Harbour Authority. Cllr John reported that he had once again been elected again as the Chairman and that the Authority was in the process of trying to obtain grant funding. The next meeting was due to take place tomorrow.

550.7 St Davids - Matsieng Lesotho Link. Cllr Taylor provided Members with the following report: *Since my last report we have held a very successful Lent lunch at the City Hall, boosting our funds again by approximately £200. As chairman I would like to extend my sincere thanks to all those who helped to organise the event and also to those who supported us so generously on the day, including a number of councillors. Our thanks also to the Dean, the Very Revd Jonathan Lean, for including us in the luncheon series. The students of Ysgol Dewi Sant will be holding their own Lent Lunch for Lesotho in their school canteen on Friday 11th March, starting at 12.00 noon, and I am sure that there will be a very warm welcome for anybody who can find time to support and attend. As councillors will be well aware, it was a great pleasure to meet and entertain the Lesotho High Commission's Secretary Peter Potjo at our dinner on St David's Day, and I was happy to take him and his companion on a guided tour of St Davids on the following Wednesday morning before they returned to London.*

550.8 Youth Drop In. Cllr James reported that the club was running well and that the numbers had increased following a promotion of the club's activities at Ysgol Dewi Sant.

550.9 Ysgol Bro Dewi Governor. Cllr Halse reported that the school did well in the recent Estyn inspection and would no longer require monitoring. Cllr Lloyd asked whether anything could be done about the state of the ports pitch which was prone to flooding and had meant that in 2015 the sports day had to be cancelled. It was RESOLVED to make enquiries as to the state of the pitch and to try and identify possible solutions.

550.10 Planed Community Forum. Nothing to report.

550.11 Porthstinan Boat Owners Association. Nothing to report.

550.12 Porthmawr Surf Life Saving Club. Cllr Gray reported that the Club was running well at present.

550.13 Community Land Trust. Cllr Evans reported that the next meeting was to take place on 29th March at 7pm in the Memorial Hall.

Planning:

551 NP/16/011 Proposed agricultural storage shed to house machinery to replace existing buildings at Tretio Fach, SA62 6DE. 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.

552 NP/16/0079 Extend and modernise ex local authority to include one further bedroom (upstairs) at 4 Noddfa Dewi, SA62 6PB. 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

553 Councillors requested that the following items be included for discussion on the next agenda:

553.1 City Hall booking procedure (Cllr John). It was suggested that the exhibitors of arts and crafts that utilise the Hall during the school holidays could take down their displays at night to allow the hall to be used by community groups. It was RESOLVED that the Clerk would speak to the event organisers to establish whether the suggestion was possible.

553.2 Electricity supply to the attendant's hut at Whitesands (Cllr Taylor).

554 Cllr Price stated that she felt that there were a disproportionate amount of business advertisements in the recent newsletter. Cllr Taylor advised the Council that there would be no adverts in the next edition.

There being no further business the meeting closed at 8.40pm

Signed
Chair

Date

Minutes of the Second Meeting of the Council on Monday 21st March 2016 in the Council Chamber at 7.00pm

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

555 Apologies for Absence: MC Gray, K Rose.

556 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.

556.1 Cllr John declared a prejudicial interest in relation to Item 575 and left the Council Chamber while the item was discussed.

Matters Arising

557 MAYOR ELECT

557.1 Cllr Taylor confirmed that the civic service is to be held on Sunday 19th June at 11.15am in the Cathedral.

557.2 Cllr Taylor confirmed that the civic reception is to take place in the City Hall following the service in the cathedral. It was RESOLVED to approve a catering budget of up to £1000 for the reception.

558 TRAFFIC MATTERS The Clerk confirmed that a site visit with Mr Ben Blake, Traffic Manager arranged for 11am on Tuesday 22nd March 2016 to discuss various outstanding traffic issues in St Davids. It was RESOLVED that Cllrs Chant, Evans, George, Halse, James, John and Taylor would attend the site meeting.

559 CITY HALL

559.1 Memorial Hall heating. The Clerk confirmed that the new radiators had been installed and were working well

559.2 Memorial Hall. The Clerk reported that plug sockets had been installed together with 2 double plug sockets in the Council Chamber.

559.3 Change of use of toilets in the Drop In. The Clerk confirmed that the Fire Safety Officer was scheduled to visit on 5th April 2016. It was RESOLVED to install additional signage directing to the new disabled toilets indoors.

559.4 Disabled door access. Tony Morris & Sons e-mail of 10th March 2016 was received and it was RESOLVED to install 2 door operators (one to open the external double door and the other to open the internal double door) for total a cost of £4989.50 +VAT. It was further RESOLVED to request that the internal doors be fixed to stop them banging when the external doors were opened and closed.

559.5 City Hall bookings - Maureen Burgess e-mail of Saturday 12th March 2016 was received. It was RESOLVED to ask Simon Morgan to install external lights adjacent to Y Gudel. The Clerk reported that no correspondence with craft exhibitors had been received to date.

560 ST JUSTINIANS

560.1 The Clerk reported that the temporary toilets had been ordered and the cleaning booked. The Responsible Finance Officer confirmed that the total cost of hiring and cleaning for the season would be £5138.40. with the City Council paying £1712.80 and the PBOA paying £3425.60 (all inclusive of VAT).

560.2 Role of Monitoring Officer -

560.2.1 Ian Westley letter of 3rd February 2016 was received.

560.2.2 Bruce Payne e-mail of 14th March 2016 was received.

561 PLAYING EQUIPMENT WAUNFAWR

- 561.1 Following a meeting with St Davids RFC attended by Cllrs John, Price and Taylor it was RESOLVED to invite members of the Committee to meet with the City Council to discuss concerns that the Club had regarding the access, insurance, liability and health and safety implications.
- 561.2 Amended survey. It was RESOLVED to distribute the survey (a copy of which is attached to these minutes) to pupils of Ysgol Dewi Sant after the Easter holidays and to place a box in the school's reception area where completed surveys could be returned.
- 561.3 Equipment - budget / design. It was RESOLVED to hold a further meeting with local youngsters and the RFC to discuss the budget and preferred design options once the results of the survey had been received and compiled.

562 WHITESANDS

- 562.1 Electricity supply to attendant's hut. Cllr Taylor reported that the supply to the hut was owned by the adjoining land owner and proposed that the City Council should install its own supply. It was RESOLVED to obtain a quote for installation and for parking meters.
- 562.2 Gareth Owen and Chris Harbour e-mail of 12th & 15th March regarding daily car park charges were received together with Felicity Owen e-mail of 17th March 2016 regarding the cost of season tickets. It was RESOLVED to maintain the current price structure for the 2016 season.

- 563 PUBLIC WIFI** David Bannister e-mail of 15th March 2016 offering to meet with Members was received. The Clerk advised Members that a subsequent e-mails had been received from Mr Bannister and Mr Doug Malein detailing the terms of the agreement with Telemat. It was RESOLVED to defer the item for further discussion at the following Council meeting in order to allow members the opportunity to peruse the documents.

564 VOLUNTEER GARDENERS

- 564.1 Date for open meeting - 2pm on Wednesday 23rd March 2016 in City Hall. It was RESOLVED to hold a subsequent meeting on 6th April at 4pm in order to allow pupils from Ysgol Dewi Sant the opportunity to attend as well as members of the WI attending a funeral on 23rd March.
- 564.2 Katie Daly e-mail of 23rd November containing breakdown of cost for year ending 2016 was received.
- 564.3 St Davids City Council volunteer policy was received.

Correspondence:

- 565** Geraldine Davies letter of 3rd March 2016 Yarn bombing was received. It was RESOLVED to suggest that the yarn to adorn the property of the City Council be black and gold.
- 566** Pauline Williams e-mail of 7th March 2016 Containing Dr S Jones letter of 4th March re: Draft Charter with Town & Community Councils was received. It was RESOLVED to approve the request for St Davids City Council to take part in the pilot scheme to be reviewed in 2017.
- 567** Sue Newlands e-mail of 10th March 2016 St Davids market was received. It was RESOLVED to make enquiries regarding the possibility of employing someone to erect the market stall.
- 568** Jonathan Fiddy e-mail of 14th March 2016 Tour of Pembrokeshire was received. It was RESOLVED to advise Mr Fiddy that the City Council could give permission for bunting to be installed on its own

property and was happy to decorate the City Hall and fly a flag on the day of the Tour but could not grant permission for bunting to be installed on private property or on/above the highway.

- 569** PCSO Jude Parr e-mail of 14th March 2016 Community messaging system was received.
- 570** Gerald Miles e-mail of 17th March 2016 Naas RFC visit and invitation to St Davids RFC welcome buffet was received. It was RESOLVED to contribute £240 towards the cost of the buffet.

Planning:

- 571** NP/16/0004 Removal of Holm Oak Tree in Grounds of The Grove Hotel, SA62 6SB. It was RESOLVED to support the application. It was further RESOLVED to request that a new tree be planted in a suitable location on site as a replacement.
- 572** NP/16/0029 Two storey rear & side extension & raising the roof & insertion of rooflights at 22 Pen Y Garn, SA62 6QZ. 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.
- 573** NP/16/0140 (Certificate of Lawfulness) Plot 1 mobile home being used in breach of Condition 2 of D2/91/1234 with all year round occupation for over 10 years at Tretio Caravan & Camping Park, SA62 6DE. It was RESOLVED to support the application.
- 574** NP/15/0661 Extension for disabled bathroom and kitchen and replacement of existing flat roof with a pitched roof at 19 Nun Street, SA62 6NS. 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.
- 575** NP/16/0087 Deliveries sign at Twr Y Felin, SA62 6QS. 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.
- 576** NP/16/0088 Extension to single storey amenity area to provide improved amenity facilities & internal access at Caerfai Bay Caravan & Tent Park, SA62 6QT. 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.
- 577** NP/16/0085 Introduction of a Pembrokeshire Bank to each side of the main entrance and to the South boundary as a replacement for the existing hedge. 2 no. wooden fences to South terraces for privacy, allow pedestrian access to roof ladder, low wall added retaining hedgebank at Twr Y Felin, SA62 6QS. 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.
- 578** NP/16/0081 Install new replacement lean to roof over ice cream servery; extend roof over external seating area - half slate/glazed roof 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.
- 579** NP/16/0071 Alterations & extensions to provide additional living accommodation to the existing single family dwelling at 21 Nun Street, SA62 6NS. 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:

580 Cllr Evans reminded Members of SWAT's protest trip to the Senedd on 16th April 2016.

581 Cllr Halse informed Members that Mrs Vaughan would be leaving Ysgol Bro Dewi at the end of next term in order to take up the post of Head teacher in Spittal Primary School.

582 Cllr Taylor informed members that Ysgol Dewi Sant was making an application for funding on behalf of St Davids Matsieng Lesotho Link Group and requested a letter of support from the City Council before the end of the financial year. It was RESOLVED to approve the request and to write a letter of support.

583 Cllr Evans reminded Members that the Clerk's working hours were to be reviewed at the following meeting.

There being no further business the meeting closed at 9.30pm

Signed
Chair

Date