

Minutes of the Monthly Meeting of the Council on Monday 9th May 2016 in the Council Chamber at 7.00pm

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

55 Apologies for Absence: None.

56 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.

- 56.1 Cllr Chant declared a personal interest in relation to Item 59.1.1.
- 56.2 Cllr Price declared a personal interest in relation to Item 59.1.1.

57 Confirmation of Minutes for:-

- 57.1 The Council Monthly Meeting on Monday 4th April 2016 were RESOLVED to be approved.
- 57.2 The Second Meeting of the Month on Monday 18th April 2016 were RESOLVED to be approved.
- 57.3 The "In Committee" Minutes for the Second Meeting of the Month on Monday 18th April 2016 were RESOLVED to be approved.

Matters Arising

58 CITY HALL

- 58.1 The clerk reported that the painting work has been completed. Members expressed their thorough approval of the redecoration and it was RESOLVED to obtain a quote for painting the entire hallway from the Memorial Hall to the Council Chamber as well as a quote for painting just the skirting board and door surrounds.
- 58.2 The Clerk reported that the lighting alongside Y Gudel had been installed at a cost of £1419.60
- 58.3 The Clerk reported that the skirting board had been installed.
- 58.4 the Clerk reported that the door lock in kitchen had been replaced with a turn knob at a cost of £70.
- 58.5 The Clerk reported that the contract for testing fire alarms and extinguishers had been agreed with Pembrokeshire Fire & Safety Ltd.
- 58.6 Christmas lights. Martin Avil original e-mail of 5th February 2016 was re-considered. It was RESOLVED to purchase colour changing mini bulbs at a cost of £1155 + VAT.
- 58.7 Caretaker. 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.

59 ST JUSTINIANS

- 59.1.1 Toilets - the Clerk reported that to date a cheque had not been received from Porthstinan Boat Owners Association as a contribution towards the cost of toilet provision.
- 59.1.2 Meeting of the Porthstinian Boat Owners Association on 5th May 2016. Cllr James provided Members with the following report:

Meeting held in the Rugby Club on Thursday 5th May 2016 at 7:00pm

Present: PBOA, RSPB, Cllrs. Chris Taylor and Glenys James.

The meeting agreed that the representatives of PBOA check the legality of the removal of the old lifeboat station as it is a Grade 2 listed building.

The way forward was to continue boat trips from St Justinian.

Chairperson Ffion Rees , Secretary Ann Humble, Mr & Mrs Clive Hayes, RNLI, RSPB and the Crown Commissioner are meeting on Friday 6th May in Bridgend to discuss a way forward.

Regarding the stakeholders meeting on 16th May, concern was expressed whether it was right that the Pembrokeshire Coastal Forum lead the meeting.

It was felt that the PCNPA had their own agenda with regards to St Justinian.

Parking is a problem for workers at St Justinian and tourists.

A report from the meeting in Bridgend to be presented to the group before the meeting on 16th May.

59.1.3 Meeting with Pembrokeshire Coastal Forum provisionally booked for 7pm on 16th May in Memorial Hall.

60 POST BOX AT COCHYN ROWND Mike Jones e-mail of 26th April 2016 was received and it was RESOLVED to arrange a site visit with Mr Jones to discuss where an alternative post box could be sited.

61 WHITESANDS

61.1 Quote to for electricity supply to attendant's hut and ticket machines - the Clerk reported that she was still awaiting a quote from Western Power.

61.2 E-mail of 27th April 2016 (name and address supplied) complaint regarding the cafe and toilets was RESOLVED to be acknowledged.

62 WAUNFAWR

62.1 The Clerk reported that no correspondence had been received from St Davids Rugby Club to date.

62.2 Petition received for a skate park. It was RESOLVED to review the results of the recent youth survey at the June monthly meeting of the City Council and to invite Committee Members of the RFC to attend the second meeting of the month to clarify the Club's views on recreational equipment being installed at Waufawr. It was further RESOLVED to invite the petitioners to a following meeting of the City Council to discuss their request for a skate park together with any possible options.

63 VOLUNTEER GARDENERS

63.1 The Clerk reported that Pembrokeshire County Council had agreed to plant and maintain the flowers in the Memorial Garden for the next 12 months at a cost of £228.31

63.2 The Clerk reported that Mr Bernie Stevens had re-planted the west side of the memorial garden.

63.3 The Clerk reported that flowers for the troughs had been ordered at a cost £197.78

64 HM'S 90TH BIRTHDAY CELEBRATIONS A tea party is to take place from 2-5pm in City Hall followed by lighting the commemorative beacon at 6pm on Cross Square. It was RESOLVED to encourage members of the public to bring along any relevant royal photographs. The Mayor informed members that he had been invited to the Mayor of Fishguard's civic service on the same day but as he and the Deputy Mayor would be at the tea party it was RESOLVED that any other councillor wishing to attend the event in Fishguard could do so.

65 MEMORIAL PLAYING FIELD Lapsett quote of £1875.00 for a replacement tractor springer in the toddler area was RESOLVED to be approved.

- 66 PUBLIC ACCESS DEFIBRILLATOR** The Clerk reported that a date had not been proposed by the Welsh Ambulance Service for refresher training.
- 67 UBIQUE 300** Information regarding the Sunrise Ceremony at 5am on Saturday 14th May at Cross Square was received.
- 68 CHRISTMAS PANTOMIME** Gerry Graham e-mail of 13th April 2016 was received and it was **RESOLVED** that following the afternoon performance provided by the Council for Ysgol Bro Dewi a public performance would be held at 6pm with tickets priced at £2 for adults and £1 for children. It was further **RESOLVED** to pay a deposit of £50.
- 69 LOCAL DEVELOPMENT PLAN** Sarah Middleton letter of 4th April 2016 together with extracts of the LDP relevant to St Davids was received and it was **RESOLVED** to defer this item for discussion at the following meeting of the City Council on 23rd May 2016.

Accounts

- 70** The Responsible Finance Officer reported that the Internal Audit for March 2016 had been completed successfully.
- 71** Accounts for April 2016.

INCOME AND EXPENDITURE APRIL 2016				
Balance as at 30/04/2016		£		
	Current A/c	199499.42		
INCOME	Car Park	19154.00		
	City Hall	515.10		
	Cafe	1821.92		
	VAT repayment	1903.15		
	Market stalls	500.00		
	Total	23894.17		
	LGA 1972 SEC137 for 2016/17 is £10840		LGA 1972 Sec 214 Cemetery	
	Last month's donations	200	Total donated 2016/17	Nil
	2016/17 total	200		
	Balance available	10640		
PAYMENTS		£		
	Admin	1622.40	Salaries: Clerk & RFO	
		1717.41	NIC & IT	
		229.24	Internet/telephone	
		526.80	Photocopier maintenance	
	Whitesands	2675.10	Attendant's commission	
		6120.00	Resurfacing Car Park	
	Playground			
	Hall & House	101.70	Caretaker's salary	
		58.98	Heat & light	
		3000.00	Painter - interim payment	
		18.32	D/D Boiler service etc	
	Mayor's Expenses	410.60	Naas etc	
	St Justinians	421.24	Cleaning/toilet rolls	
	Miscellaneous	679.04	PCC (library)	
		197.78	Plants	
		125.00	Flowers	
		989.45	PCC (3 properties)	
		137.76	Dwr Cymru -(2props)	
		12.50	Cllr C T Taylor	
	Total	19043.32		
Minutes 2016 / 2017		15		

Finance**72 ANNUAL EXTERNAL AUDIT**

72.1 Section 1 Accounting Statements for Annual External Audit was RESOLVED to be approved.

72.2 Section 2 Annual Governance Statement for Annual External Audit was RESOLVED to be approved.

73 DONATIONS73.1 Annual Donation

73.1.1 St Davids Co-Responder Unit. It was RESOLVED to donate £1000.

Correspondence:

74 Claire Davies e-mail of 28th April 2016 market stalls was received and it was RESOLVED that the Mayor and Deputy Mayor would peruse the agreement between the fete organisers and City Council in 2015 and approve a similar arrangement for 2016.

75 Pembs CAB e-mail of 29th April 2016 Pension Wise Service was received and it was RESOLVED that the facebook administrators would upload the poster onto the City Council's profile.

76 Dr John Beer e-mail of 2nd May 2016 Planning application NP/15/0669 (Tents). It was RESOLVED that by virtue of The Public Bodies (Admission to Meetings) Act 1960, that the press and public be excluded given that it could be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

77 Cllr Price e-mail of 4th May 2016 Elizabeth's Footprint Fundraising Walk was received and it was RESOLVED that the Mayor and Deputy Mayor would try to meet with Ms Spencer as she arrived in St Davids.

78 Reports from Members representing the Council:-

78.1 St Davids Carnival Association. Cllr Rose reported that a meeting was to take place on 12th May.

78.2 St Davids Christmas Tree Association. Nothing to report.

78.3 St Davids Day Celebration Group. Nothing to report.

78.4 St Davids Day Centre for the Elderly. Cllr Williams reported that all was going well.

78.5 St Davids Peninsula Tourist Association. Cllr Evans reported that a meeting was to take place on 11th May at the Archdeaconry.

78.6 Porthclais Harbour Authority. Cllr John reported that the Authority had recently purchase a defibrillator and that a fund raising event was to take place on 29th July.

78.7 St Davids - Matsieng Lesotho Link. Nothing to report.

78.8 Youth Club. Cllr Rose reported that she had recently distributed copies of the youth survey to members of the Club and that member numbers had grown to between 25-30. Cllr James reported that the youngsters recently met at the RFC as the hall was unavailable and suggested that it was time that the Council looked at improving the facilities in the rear of the City Hall. It was RESOLVED to hold a site visit at 7pm on 23rd May with WA Spees to discuss possible improvements.

78.9 Ysgol Bro Dewi Governor. Cllr Halse reported that a quarterly meeting of the Governors was to take place on 25th May with future teaching arrangements being the main item on the agenda.

78.10 Community Forum. Nothing to report.

78.11 Porthstinan Boat Owners Association. Nothing further to report.

78.12 Porthmawr Surf Life Saving Club. Cllr Gray reported that the Club was running successfully.

78.13 Community Land Trust. Cllr Evans reported that no meeting had taken place recently.

79 County Councillor's report:

- 79.1 Cllr Evans e-mail of 15th April 2016 Requesting an update on the proposal to re-organise secondary education in Haverfordwest as well the funding "promised" to Ysgol Dewi Sant was received together with Cllr Lloyd's corresponding e-mail of 16th April 2016.
- 79.2 Cllr Lloyd reported that on Thursday 12th May a decision regarding the Tasker Millward site would be finalised.
- 79.3 Cllr Lloyds reported that Premier Inn remained interested in acquiring land at the north end of Glasfryn Road

Planning:

- 80** NP/16/0204/S73 Removal of conditions of NP/13/363 34-36 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.
- 81** NP/16/2208 4 timber framed doors at Tyr Tuelu, 9 Maes Y Dre, SA62 6QQ. 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.
- 82** NP/16/0210 Multi span polytunnel at Hen Treferfyn, Berea, SA62 6DH. It was RESOLVED to defer the item to the next meeting of the City Council pending a site visit.

There being no further business the meeting closed at 8.45pm

Signed
Chair

Date

Minutes of the Second Meeting of the month on Monday 23rd May 2016 in the Council Chamber at 7.00pm

The meeting was preceded by a site visit with WA Spees to discuss improving the space utilised by the Youth Club. Mr Spees confirmed that he would present a range of options, including the removal of the Gents toilets to increase storage space, to the Council at their meeting of 4th July 2016.

Present: Mayor CT Taylor, DJO Chant, DJH George, MC Gray, DB Halse, MGD James, JG Lloyd, K Rose, S Williams with CH Gray (Clerk) and PL Evans (Responsible Finance Officer).

83 Apologies for Absence: FD John, ES Evans, BT Price.

84 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.

- 84.1 Cllr Chant declared a personal interest in relation to Item 91.
- 84.2 Cllr Gray declared a personal interest in relation to Item 91.
- 84.3 Cllr James declared a personal interest in relation to Item 91.

Matters Arising

85 CITY HALL

- 85.1 Drop In Centre. Liz Griffiths e-mail of 17th May 2016 was received and it was RESOLVED that the Youth Club would liaise with the caretaker to ascertain the dates that the main hall was unavailable and the Club could only have access to the rear of the hall. It was further RESOLVED to enquire what alternative activities / excursions the Youth Club could undertake on those dates.
- 85.2 Painting the hall way to the Council Chamber. Quote received from Richard Thomas.
- 85.3 Lighting alongside Y Gudel - it is anticipated that the lights will be working properly by the date of this meeting.
- 85.4 Library. George Edwards e-mail of 13th May 2016 was received and it was RESOLVED to ascertain whether the County Council were requesting permission to do the work themselves or whether they were requesting that the City Council undertake the work on their behalf.
- 85.5 Caretaker. 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.
- 85.6 Stage curtains - The Clerk reported that Flame Protect Uk could spray the curtains with fire retardant coating on site at a cost of £5 per square metre. It was RESOLVED to obtain a quote for purchasing a set of new fire retardant curtains. It was further RESOLVED to obtain a quote from Dyfed Cleaning for spraying the existing curtains.

86 ST JUSTINIANS

- 86.1.1 Toilets. Ffion Rees e-mail of 17th May 2016 was received. It was RESOLVED to request full payment for the Association's proportion of costs by the 30th June 2016 and to instruct removal of the toilets on 1st July 2016 should payment not be received by the due date.
- 86.1.2 Ann Humble e-mail of 7th May 2016 following meetings with RNLI, Crown Estate and PCF was received.
- 86.1.3 Jodie Macgregor e-mail of 17th May inviting members to a meeting hosted by Pembrokeshire Coastal Forum on 25th May was received.

- 87 LOCAL DEVELOPMENT PLAN** Sarah Middleton letter of 4th April 2016 received and considered together with extracts of the LDP relevant to St Davids. It RESOLVED to make the following comments and recommendations:
- 87.1 Land allocations:
 - 87.1.1 HA385 North of Twr y Felin - retain the site in the LDP as housing allocation.
 - 87.1.2 HA737 West of Glasfryn Road - retain the site in the LDP as housing allocation and propose that the land allocated continue up to Glasfryn Lane.
 - 87.1.3 HA789 Adjacent to Ysgol Bro Dewi - retain the site in the LDP as housing allocation.
 - 87.1.4 EA748 - South of St Davids Assemblies - retain the site in the LDP but change to mixed allocation.
 - 87.1.5 MA 746 - Between Glasfryn and Millard Park - retain the site in LDP as mixed allocation.
 - 87.2 Local Development Plan
 - 87.2.1 Extend the centre boundary to include the green space to the east of Ysgol Dewi Sant.
 - 87.2.2 Extend the centre boundary between the Fishguard and Haverfordwest main road to include land to the east of Glasfryn. Allocate the land for both Housing and Employment.
 - 87.2.3 The Council would like to see the plan include proposals that would help to stabilise the population and possibly see a modest increase, with more affordable housing available for local residents and more employment opportunities through business premises.
 - 87.2.4 The Council would like to see more land become available for parking in St Davids.
 - 87.2.5 The Council would like to see St Justininas included in the LDP because of the commercial activity that takes place there and would like the LDP to reflect the need for parking and permanent toilet facilities as the site develops.
 - 87.2.6 The Council would like to retain areas or pockets of green space between the housing sites proposed on Glasfryn Road.
 - 87.2.7 The Council would not like to see development encroach the Cathedral Close or land extending to the west of it.
- 88 PLANNING APPLICATION NP/15/0669 (Tents)** It was RESOLVED that by virtue of The Public Bodies (Admission to Meetings) Act 1960, that the press and public be excluded given that it could be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.
- 89 MEMORIAL PLAYING FIELD** Cllr Rose e-mail of 18th May 2016 Suggested improvements together with Kenny Richards e-mails of 18th May detailing the cost of bin installation was received.
- 89.1 It was RESOLVED to obtain confirmation from Pembrokeshire County Council as to how much and where additional equipment and seating could be installed in the park without breaching legal safety requirements regarding spacing.
 - 89.2 It was RESOLVED to request that Pembrokeshire County Council advise on the options for reducing the gap underneath the entrance gate.
 - 89.3 It was RESOLVED to purchase a recycling bin at a cost of £432.26 and to pay an annual fee of £52 for rubbish collection.

Correspondence:

- 90** Cllr Evans e-mail of 11th May 2016 Matters arising from a recent meeting of St Davids Peninsula Tourist Association was received. It was RESOLVED to endorse the Association's concern regarding the

reduction in opening hours at both Lloyds and Barclays Bank and to write to the Head Office of each respectively.

- 91** Julie Beckett e-mail of 11th May 2016 Request from St Davids Arts Festival to situate a temporary 'box office' adjacent to the City Hall was approved on the condition that the gazebo was positioned in such a place that would allow access to the display box fronting the property.
- 92** Rebecca Evans e-mail of 11th May 2016 Changing Coast Photo Brackets was received. It was RESOLVED to refuse to grant permission for the bracket to be installed at Whitesands car park.

Planning:

- 93** NP/16/0210 Multi span polytunnel at Hen Treferfyn, Berea, SA62 6DH. 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.
- 94** NP/16/0181/S73 Variation of condition No 5 of NP/10/141 to allow existing toilet block to be retained and used in conjunction with the caravan and camping site at Porthclais, SA62 6RR.
- 94.1 Dr T Hardman letter of 30th April 2016 supporting the application was received.
- 94.2 Dr T Hardman copy letter of 7th May 2016 to Cllr Evans supporting the application was received.
- The City Council considered that the proposal was deemed unlikely to have a detrimental visual or environmental impact on the surrounding area. Furthermore, the council considered that increasing the number of campers permitted to stay at the site would both encourage tourism and generate employment in the area, and as such would help to sustain the economic and social well being of the local community. It was RESOLVED to support the application.

Any other business

- 95** The Mayor reported that he had recently attended the following events:
- 95.1 Ubique 300 Royal Artillery sunrise ceremony on 14th May followed by dinner in Brecon and a service in Cardiff.
- 95.2 Vintage Motorcycle Club anniversary bike ride.
- 95.3 Mayor's civic service in Haverfordwest.
- 95.4 Presented flowers to Mr & Mrs Stroud for their golden wedding anniversary.
- 96** The Mayor asked Council members for their permission to allow the City's Royal Charter to be displayed in the Cathedral during his civic service and informed members that the Dean had suggested that it could be displayed permanently in the Treasury. The Council approved the request.
- 97** The Mayor suggested that the council replace the A frame boards in the City Hall. It was RESOLVED to include the item for discussion on the next agenda.
- 98** The Responsible Finance Officer informed members that Mr Chris 'the postman' Morgan was to be redeployed to the Castlemorris ward and that cards and letters of thank could be left for Mr Morgan first in the Chemist and then in Siop Y Bobl.

There being no further business the meeting closed at 9.15pm

Signed

Chair

Date