

Minutes of the Monthly Meeting of the Council on Monday 1st November 2010 in the Council Chamber at 7.00pm

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

355 Apologies for Absence: RJ Thornton.

356 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.

357 Confirmation of Minutes for:-

- 357.1 The Council Monthly Meeting on Monday 4th October 2010 – were RESOLVED to be accepted and approved.
- 357.2 Minutes of the 'In Committee' Business of the Council Monthly Meeting on Monday 4th October 2010 – were RESOLVED to be accepted and approved.
- 357.3 Minutes of the Second Meeting of the Month on Monday 18th October 2010 – were RESOLVED to be accepted and approved.

Matters Arising

358 WHITESANDS CAR PARK

- 358.1 Car Park Attendant 2011- 2013.
RESOLVED that by virtue of The Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from discussions on this item on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.
- 358.2 Access Improvements were due to be discussed at a site meeting Saturday 13 November 2010 and then at the Whitesands Review on 15 November 2010 with apologies noted from the Mayor Cllr John Lloyd who was committed to opening the Royal British Legion coffee morning.

359 LNG TANKERS in ST BRIDE'S BAY

Marloes and St Brides Community Council emails of 11 and 28 October 2010 were noted and it was RESOLVED that the enhanced measures in place with the Maritime and Coastguard Agency were viewed as satisfactory with the withdrawal of the tugs being noted.

360 CITY HALL

- 360.1 Kitchen Review – Further information on the design requirements for the kitchen were awaited with the Clerk reporting that the food safety inspector had been invited to discuss the requirements on 4 November 2010.
- 360.2 Lift by the Stage - Budget costs of £9000 to £9500 for the supply only of a simple lift system with installation as an additional cost were discussed as a possible means of providing better access to the toilets. While this would be a temporary provision prior to the building of the fully accessible toilets in the next phase of development of the hall it was RESOLVED not to proceed given both the cost and the concern lack of dignity for users given the location of the lift when an event was in progress.

361 SPEEDING IN RHODIAD Y BRENIN

It was RESOLVED to write to the Police and Pembrokeshire County Council regarding initiating speed control measures in Rhodiad y Brenin, Berea and Carnhedryn.

362 WEBSITE

Clerk reported on information received from Web Adept, Globe Orange and Mr D Malein for upgrading the council website. It was RESOLVED to continue with a content management system and to accept the quotation from Globe Orange of £500.

363 CROSS SQUARE TREE REPLACEMENTS

Ornamental tree species suggested as alternatives to the *Cordyline* were the Himalayan Birch, an example of which was at the top of The Pebbles or an ornamental hawthorn. An alder tree was not practical as it would grow to be too large. St Davids Garden and Nursery had indicated costs in the order of £300 to remove the existing trees, replace them with 6ft high trees for about £300 dependent on the species selected and it was RESOLVED to proceed on this basis.

364 ORIENTATION MAP

Pembrokeshire Coast National Park Authority had advised that it would submit the additional planning application on behalf of the City Council and meet the cost.

365 SAVE CHIVENOR SEARCH AND RESCUE HELICOPTER SERVICE

Stephen Crabb MP's letter of 27 October 2010 indicating that enquiries had been made and a response from the Minister of Defence was awaited was noted.

366 NEW PAVEMENTS HIGH STREET and NUN STREET

Given that these schemes were due to have been in place in October it was agreed that further information on the work programme be requested from Pembrokeshire County Council.

There were no other matters arising.

Accounts:

367 Internal Audit for September 2010 had been successfully completed and was RESOLVED to be accepted and approved.

368 Accounts for November 2010.

INCOME AND EXPENDITURE OCTOBER 2010

Balances as at 23/10/2010	£
Current A/c	95562.76
Premium A/c	34018.49
Total	129581.25

SUMMARY	Car Park	City Hall	Admin	Capital	Misc	Café	St Justinian	VAT	TOTAL
Income	6403	1020			28				7451
Expenditure	960	1222	2477		2036		286	542	7523
Balance	5443	-202	-2477	0	2008	0	-286	-542	-72

DONATIONS

LGA 1972 Sec 137 for 2010/11 is £9575	
Last month's donations	
Total donated 2010/11	600
Balance available	8975

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

PAYMENTS

	£
HMRC (NIC & IT)	1866.88
Peter Lavin (3)	960.45
Martin Griffiths	513.28
Abba Loos Ltd	258.50

Pembs Online Ltd	215.00
Amazon.co.uk	113.20
Carningli Scaffolding Ltd	451.25
Bissmire Fudge & Co Grove	178.38
Hotel	2392.43
Cambrian News Ltd	126.90
British Gas	20.18
Swalec	213.82
Arnold Boorman	66.00
BT (Internet)	70.46
Richard Hellon	55.00
Beal(UK)Ltd	22.22
Clerk's Expenses Sept/Oct	38.52
P Lavin	822.42
Martin Griffiths	410.00
Arnold Boorman	27.50
DC Menday	1495.77
Total	10318.16

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

369 Donations:

- 369.1 Tretio Chapel Cemetery letter of thanks for donation of 5 October 2010 – was RESOLVED to be received.
- 369.2 Mr H and Mrs A Beaumont letter of thanks of 21 October 2010 for free hire of hall was RESOLVED to be received.
- 369.3 Urdd Gobaith Cymru letter received 20 October 2010 was RESOLVED to be received.
- 369.4 NHS Wales, Hywel Dda Health Board letter of 18 October 2010 Fund Raising Event, Christmas Fayre for St Non Ward was RESOLVED to be received.
- 369.5 Royal British Legion Poppy Appeal – it was RESOLVED to donate £50 including payment for the wreath of £18 and to donate £100 to 948 Squadron St Davids and Haverfordwest Air Training Corps Band.

Correspondence

- 370** Pembrokeshire Coast National Park Authority letter of 6 October 2010 - Draft Supplementary Planning Guidance Affordable Housing – was RESOLVED to be received.
- 371** A resident's copy of a letter to Pembrokeshire County Council regarding broken glass on the road and pavements on Nun Street were noted together with other similar experiences. As this had been presented to the County Council the matter was noted and a letter of thanks was to be sent.
- 372** Mr P Williams, Ocean Haze copy of letter to the Police of 14 October 2010 was RESOLVED to be received.
- 373** Welsh Assembly Government letter received 19.10.10 - Town and Community Council Survey 2010 – it was RESOLVED that the Clerk should reply giving the Council's view.

- 374** Stephen Crabb MP letter of 18 October 2010 - Local Housing Allocations was RESOLVED to be received.
- 375** Menter Iaith Sir Benfro - Invitation to AGM on Wednesday 3 November 2010 at Plas Hyfryd, Narberth was RESOLVED to be received.
- 376** Future of Bws y Bobol – Cllr R Thornton (Chair of Bws y Bobol) had requested a discussion on the future of Bws y Bobol and given his absence and after extended discussion it was RESOLVED to obtain more detailed financial information on the present operation.
- 377** Pembrokeshire County Council letter of 19 October 2010 - New Traffic Order for 20mph limit in front of Ysgol Dewi Sant it was RESOLVED to support the proposal, it being noted that other sites will need calming measures in the future.
- 378** Dyfed Powys Police Authority letter of 20 October 2010:-
378.1 Priorities for Policing 2011/12 – Questionnaire was to be completed with the previous priorities police presence, anti-social behaviour and control of traffic speeding reiterated.
378.2 Invitation to Pembrokeshire Community Consultative Meeting 2010 Monday 29 November 2010 in County Hall for 7pm Cllrs Goddard and Gray offered to attend.
- 379** Pembrokeshire County Council email - Notification of a Planning Seminar with Stephen Hurr, Head of Planning on planning issues relevant to town/community councils at the Lecture Theatre Pembrokeshire College, Haverfordwest on the 13 November was RESOLVED to be received.
- 380** Artswave email from Myles Pepper with thanks to the Council for its support and for the Mayor and Deputy Mayor for their attendance at the Concert on 23 October 2010 was RESOLVED to be received.
- 381** Society of Local Council Clerks – October information on training courses for Clerks was RESOLVED to be received.
- 382** PLANED - Invitation to AGM on 27 November 2010 at Plas Hyfryd Narberth at 7.30pm was RESOLVED to be received.
- 383** Dean of St Davids Invitation to Councillors to the Shrine Appeal Presentation on Thursday 18 November 2010 at 7.30pm – An outline of the initiative was presented with Cllr S Halse declaring a personal interest.
- 384** Haverfordwest Breath Easy Group letter of 22 October 2010 regarding Chronic Obstructive Pulmonary Disease and World COPD Day on 17 November 2010 was RESOLVED to be received.
- 385** Cynnal Cymru – Invitation to attend stakeholder meeting on 17th November to discuss how the UK's removal of funding from SDC will impact on Cynnal Cymru – Sustain Wales and the SDC in Wales, was RESOLVED to be received.
- 386** Save Withybush Hospital - Public Meeting organised by Haverfordwest Town Council at the Picton Community Centre Friday 5 November 2010. It was RESOLVED to write in support of the efforts of Haverfordwest Town Council.
- 387** Welsh Assembly Government email 29 October 2010 – Consultation on Marine Conservation Zones was RESOLVED to be received.
- 388** Invitation to a private piano recital on Thursday, 18 November 2010, starting at 7.00pm, which is being given by Jocelyn Freeman, at Blüthner Piano Centre, 1 Davies Street, Berkeley Square, London W1K 3DB was RESOLVED to be received.
- 389** Standard letters and newsletters – the following items were RESOLVED to be received:-
389.1 Welsh Assembly Government - Sustain Wales event Community Action for Climate Change Network 22/23 November in Llangollen

- 389.2 Pembrokeshire Coastal Forum October eNewsletter.
- 389.3 North Pembrokeshire Transport Forum – October Briefing.
- 389.4 PAVS
- 389.5 One Voice Wales:-
 - 389.5.1 email of 11.10.10 October issue of CCW's External Funding Newsletter.
 - 389.5.2 email of 12.10.10 Community Action for Climate Change Network Event on 22 and 23rd Nov 2010 in Llangollen.
 - 389.5.3 email of 26.10.10 "Planning Training Workshops" information on the workshops run by Planning Aid Wales.

390 Reports from Members representing the Council:-

- 390.1 Bws y Bobol had been discussed as a matter arising.
- 390.2 One Voice Wales – P Goddard noted that the next meeting was in January 2011.
- 390.3 St Davids Carnival Association – G James reported on the end of year meeting on 26.10.10.
- 390.4 St.Davids Christmas Tree Association - B Price reported on progress particularly with the new 'Santa's Grotto'.
 - 390.4.1 Festival of Trees - request from Deborah O'Brien (6.10.10 and 29.10.10) for the Council to enter a tree in the competition - it was agreed that the Council would enter a tree.
- 390.5 St Davids Community Pool Group – minutes of meeting 20.10.10. S Halse questioned the ambition of the scheme now being outlined in the minutes. C Taylor, who declared a personal interest as a CPG member, advised that most of the scheme was confidential and no information could be provided.
- 390.6 St.Davids Day Celebration Group - Cllr S Halse outlined that most key events were in progress apart from the Dragon Parade that was unlikely to go ahead given the staff changes at Oriol y Parc.
- 390.7 St Davids Day Centre for the Elderly – G James reported that the new chairman was Rev D. Davies and she offered thanks to Cllr George for his many years of support.
- 390.8 St Davids Eco City Group - Minutes of the meeting on 4.10.10 were available.
- 390.9 St.Davids Peninsula Tourist Association - S Williams noted a meeting due on 10.11.10.
- 390.10 St.Davids - Matsieng Lesotho Link - C Taylor reported that a grant application for £750 had been viewed favourably by the Gold Award organisation and confirmation of any grant was awaited.
- 390.11 Youth Drop In - B Price mentioned that a trip to Paris had occurred at half term and a full report would be available for the next meeting.
- 390.12 Ysgol Bro Dewi Governor – B Price had nothing to report.
- 390.13 Mayor's Report for the Month. The Mayor J Lloyd noted his involvement with family matters of late and reported that he had attended the Artswave concert recently as was due at the Newport Mayor-Making shortly.
- 390.14 Oriol y Parc Stakeholder's Group S Halse advised that the next meeting was on 18 November 2010 and felt it was a great shame and a concern that the Oriol y Parc café was closing and that the education resource has been reduced.
 Comment was also made that the café had not been unanimously supported given the needs of established enterprises and Cllr M Gray declared personal interest.
 What the future is for the Information Centre was unsure and it was RESOLVED to write to the Chief Executive of Pembrokeshire Coast National Park Authority to seek an assurance that the service will be continued.

County Councillor's Report.

391 There was nothing to report by Cllr George.

392 A question over the refurbishment of a modified council house in Ffynnon Wen where a tenant had made amendments was raised by B Price.

J George reported that the work had not been done properly and Pembrokeshire County Council was returning it to its original condition which is why it is not on the market. Similar site situations were also discussed.

Clerk's Business:

393 Market Review 2010.

The Clerk's report on the market was accepted and it was RESOLVED to:-

393.1 Continue the market in 2011 and after St Davids Day it would restart on 21 April, given that Easter is so late it will join up with the normal start date of May going through until the end of September.

393.2 Retain the pitch/stall fee of £15 per pitch for 2011 given the general economic situation.

393.3 Undertake minor repair, cleaning and maintenance of the stalls.

394 Cross Square

Maintenance responsibility for the St Davids RNLI Memorial Plaque to the 'Gem' Lifeboat and another plaque proposed in memory of the late Mr Ieuan Bateman on the Cross Square. It was RESOLVED that responsibility for both plaques by way of insurance and maintenance would be undertaken by the City Council as they are a part of the Memorial Garden.

395 Christmas:

395.1 Civic Reception Invitation List was reviewed.

395.2 Street Lighting – Pembrokeshire County Council Display licence had been received on 20 October 2010.

395.3 Unmetered supply approved by Western Power and Distribution 13 October 2010 was noted.

Planning:

396 NP/10/434 Two Storey Extension at Greystones House, Fachelich given the appropriate nature of the extension it was RESOLVED to offer support from the Council.

397 NP/10/435 Extensions and Garden Shed at 18 Heol Dewi it was RESOLVED to offer Council support.

398 NP/10/448 Change of use to single dwelling and retention of wood built office / store at Glan y Mor, Caerfai Road – it was RESOLVED to offer Council support.

399 NP/10/457 Temporary Equestrian Workers Caravan (retrospective) at Hen Treferfyn Stud Farm, Berea SA62 6DH – it was RESOLVED to offer Council support.

400 NP/10/465 Conversion of outbuilding to 2 holiday units at Upper Harglodd – it was RESOLVED to offer Council support. J Lloyd declared a personal interest – it was RESOLVED to offer Council support.

Mayor's Business

401 Dog mess around St Davids was noted as a continuing nuisance.

There being no further business the meeting closed at 8.50pm

Signed
Chairman

Date.....

Minutes of the 'In Committee' Business of the Monthly Meeting of the Council on Monday 1st November 2010 in the Council Chamber at 7.00pm

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

402 Apologies for Absence: RJ Thornton

403 WHITESANDS CAR PARK ATTENDANT 2011 - 2013.

There being no further business the meeting closed at 8.50pm

Signed
Chairman

Date.....

Minutes of the Second Meeting of the Month on Monday 15 November 2010 at the Council Chamber at 7.00pm.

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

404 Apologies for Absence: P Goddard, M Gray and B Price.

Whitesands Review for 2010 Season

A site meeting had been held on Saturday 13 November 2010 and the provision of an island at the entrance was noted it being agreed that information was awaited from Pembrokeshire County Council before a final decision could be considered.

405 Presentation of Accounts and Report for 2010

The Responsible Financial Officer presented a report that is summarised as follows.

In view of the economic situation and the general feeling in the City of visitors not spending as much as in previous years, it is not surprising to see a slight fall in vehicle numbers and a consequent drop in the net income to the Council.

Prices were held for 2010 as there had been a general increase in 2009, but VAT went back up to 17.5% during the year under review, also affecting the results.

Gross income was £9,000 down at £144,000 and VAT increased by £1500. Other outgoings were virtually the same as 2009 including the commission payment to the attendant. Bear in mind the Council Tax at £4900, where up to a few years ago there was no payment in respect of Whitesands Car Park.

Taking into account the figures for the Overflow Field and the commission payment due to the landlords at £5996, the net result is an income of £89,000 for the 2010 season.

WHITESANDS BAY CAR PARK			SEASON 2010	SEASON 2009
Activity Summary:				
	Cars	(Main Car Park)	38263	41045
	Cars	(Overflow field)	4752	4650
	Minibuses		139	138
	Buses		27	35
	M/Cycles		43	28
	Disabled		3221	2965
	People count		205140	198024
Income:	(Gross)	inc S/T	143936.50	153075.00
	VAT		21437.36	19966.31
	Net		122499.14	133108.69
	Residents passes	£2372	Number of passes issued	593
	Season tickets	£4400	Number of tickets issued	110
	Disabled season tickets	£364	Number of tickets issued	13
Expenses:				
	Commission		21682.47	21518.75
	Printing		652.85	779.40
	Resurfacing/ fencing			
	PCC		4908.00	4628.40
	Sundries		132.11	553.54
	Nash Bros		5996.61	6022.75
	Total		33372.04	33502.84

SUMMARY:

Gross takings		143936.50		153075.00
Less			1996	
VAT	21437.36		6.31	
			3350	
Expenses	33372.04	54809.40	2.84	53469.15
Net Income		89127.10		99605.85
Overflow Field	(Figures included in above)			
Cars		4752		4650
Income		14256.00		13950.00
			1819.	
Less VAT	2123.24		57	
			2092.	
Less commission	2138.40	4261.64	50	3912.07
Net		9994.36		10037.93
Due to Nash Bros 60%		5996.61		6022.75
Council 40%		3997.75		4015.18
Total		9994.36		10037.93

405.1 It was RESOLVED to accept and approve the report and the car park accounts for the 2010 season.

405.2 It was RESOLVED to approve the payment of rental of £5996.61 for use of the overflow car park field to Mr R and Mr G Nash.

406 Ticketing: Charging Rates for 2011

A Discussion Paper considering options for charging had been circulated and it was RESOLVED that ticket prices would be on a low and high season basis with the high season being the months of July and August and all other months would be the low season. The pricing for 2011 was agreed as follows:-

TICKET PRICES for 2011					
TICKET		LOW SEASON			HIGH SEASON July and August
		March	April	May June Sept Oct	
DAY TICKETS	CAR	£4			£5
	CAR after 3pm	£2			£3
	CAR DISABLED	£3			£4
	MOTORBIKE	£3			£3
	MINIBUS	£10			£10
	COACH	£15			£15
SEASON TICKETS	CAR	£50			
	CAR DISABLED	£35			
	COMMERCIAL	£350			
RESIDENT'S PASS		£5			

No charges for short term parking ticket or the provision of a discounted ticket for car park users who are resident in neighbouring communities were agreed.

406.1 RESOLVED to grant permission to purchase tickets and the resident's passes and amend the car park tariff sign for the 2011 season.

407 Attendant

407.1 Attendant's licence arrangement had been confirmed at the previous meeting, it was agreed that in the light of the changes that the conditions of the contract were to be emphasised regarding attendance, finishing hours and enforcement.

407.2 The attendant was to be provided with a form to enable complaints by users to be logged.

408 Tenancies and Licences:

408.1 Café Tenancy:-

408.1.1 Tenancy was noted as being due for renewal in 2019 with next rent review due 31.10. 2012.

408.1.2 Building – previous requests regarding drainage and additional storage were noted. The need for improved glass recycling arrangements was still outstanding and it was agreed to write to Pembrokeshire County Council again to obtain a better service.

408.1.3 Inadequate building ventilation remained a concern particularly in the summer when over heating was experienced due to the high levels of insulation. It was RESOLVED to investigate ways of improving ventilation with fans, cowls and mesh doors.

408.1.4 Baby changing facilities – requests for baby changing facilities were received at the Café on a regular basis. It was RESOLVED to ask Pembrokeshire County Council to provide an appropriate service in the public conveniences.

408.2 Ice Cream Licence – it was RESOLVED to go to tender for the licence for the 2011- 2013 seasons.

408.3 Overflow Parking Field – Agreement is due for renewal from 31 October 2011.

409 Car Park Management:

409.1 Access – Design amendment was in progress with Pembrokeshire County Council.

409.2 Car Park Attendant – Appointment had been made for 2011 – 2013 on 1 November 2010.

409.3 Pedestrian road safety and the provision of a footpath – the situation had eased substantially with the new overflow parking arrangements.

409.4 Tarmac resurfacing for the top half of the car park – this had been deferred at the 20 September 2010 meeting of Council minute 279.1.1 for reconsideration in 2011. It was RESOLVED to undertake patching of worn areas after the winter.

410 Associated Matters

410.1 Anti-social behaviour had been at a relatively low level this year.

410.2 Control of dogs especially on the beach - it was RESOLVED to ask for larger signs from Pembrokeshire County Council and Pembrokeshire Coast National Park Authority given the number of dogs allowed on the beach when restrictions were in place.

410.3 Road safety at the bend below Ffynnon Faiddog and the possible use of bollards to stop the use of the verge for car parking of cars - It was RESOLVED to write to Pembrokeshire County Council about the provision of parking restrictions.

- 410.4 Camping in overflow fields under the '28 day' rule – It was RESOLVED to write to Pembrokeshire Coast National Park Authority seeking advice regarding such camping given the comments received about visual impact and the lack of services on the fields.

Correspondence requiring consideration prior to the December Meeting

- 411** Pembroke TIC email of 2 November 2010 – request for support in the 'People's Millions' TV competition – was RESOLVED to be received.
- 412** Pembrokeshire Coast National Park Authority letter of 4 November 2010 - Draft Supplementary Planning Guidance to the Local Development Plan on Affordable Housing: Public Drop In surgeries – in the Memorial Hall on Friday 26 November 2010 was RESOLVED to be received. The letter was to be displayed in the notice board.
- 413** BDO letter of 8 November 2010 External Audit for Year Ending 31 March 2010.
The accounts and support information had been accepted by the auditors and an unqualified certificate and report will be issued.

Given that there were no matters arising it was RESOLVED to re-approve Section 1 and Section 2 of the audit submission in accordance with the new audit procedure and that they be signed by the Chairman and returned to the auditor.

The auditor will issue a notice of conclusion of audit in due course.

- 414** PLANED information received 11 November 2010:-
- 414.1 Pembrokeshire Community Consultative Forum 'Play in the Community' on 2 December 2010' at Llawhaden YFC Hall open evening from 5pm with speakers at 7pm.
 - 414.2 Newsletter Autumn 2010.
- 415** Pembrokeshire County Council letter of 9 November 2010 - St Davids Safe Routes in the Community Bid. It was agreed that the Clerk should meet with Pembrokeshire County Council to discuss the improvements that the City Council has established.
- 416** RNLI Memorial Plaques – The provision of insurance cover for the new plaques had been discussed with the Council's insurers. As the insurance policy has an excess of £250 and the cost of amendment was £25 and given that the plaques were valued at £300 each it was RESOLVED not to add them to the policy.

Clerk's Business

417 City Hall Kitchen Refurbishment

The Clerk and Responsible Finance Officer presented information received from a Food Safety Inspector of Pembrokeshire County Council and additional information from suppliers.

This enabled a layout for the new scheme to be established and the detailing of the arrangement was agreed to be undertaken.

The Food Safety Inspection identified other matters to be considered in the kitchen and City Hall, namely:-

- 417.1 The painting of the toilets and provision of improved splash backs behind wash hand basins.
 - 417.2 Hazard analysis particularly for voluntary groups was being followed up by the inspector.
 - 417.3 Pest control procedures were to be reviewed.
 - 417.4 Food safety in the Drop In was being followed up by the inspector with Pembrokeshire County Council youth workers.
 - 417.5 Replacement of insectocutor and wall heater given their age and condition.
- 418** Bws y Bobol – R Thornton as Chair of Bws y Bobol reported on the need for a secretary, back up personnel for bookings, people to develop the service and to generally publicise the Bws there being no major responsibilities.

The financial information on the Bws requested at the previous meeting was presented and the Clerk advised on discussions with Community Transport Association Wales regarding the prospect of assisting the Bws operation. General discussion followed and the matter was left with Bws y Bobol to consider it further.

418.1 A consequence of this dialogue was to reconsider providing both clerical assistance and future planning for the Clerk's role and this was to be discussed further with the Clerk and Responsible Finance Officer to prepare a brief for an assistant.

419 Highways - High and Nun Street Pavement Works

The design by Pembrokeshire County Council is complete and they are sourcing and matching materials with the contractor, Messrs Evan Pritchard. While the date for the work is unknown it is likely to be in the new year with the contractor indicating a period of work of 10 to 12 weeks commencing at Cross Square and ending at the City Hall.

420 Christmas – Organisational details for the various Christmas events were discussed.

421 City Hall Sound System – Problems with the sound system were under investigation.

422 Council Website Upgrade – The Clerk reported on the way social networking sites were being used as a means for local authorities to communicate with residents and it was RESOLVED to include these as a part of the new website.

423 Remembrance Sunday – The annual parade had occurred and opportunities for next year were discussed.

Any Other Business:

424 Pembrokeshire County Council Northern Area Liaison Forum - J George advised that this had been cancelled.

There being no further business the meeting closed at 9.25pm

Signed
Chairman

Date.....