

**Minutes of the Monthly Meeting of the Council on Monday 1<sup>st</sup> October 2012 in the Council Chamber at 7.00pm**

The meeting will be preceded by a presentation given by Jane Gibson of Pembrokeshire Coast National Park Authority regarding amendments to the resolutions of town and community councils in relation to planning applications. Ms Gibson informed the City Council that material reasons for supporting or refusing to support an application for planning permission needed to be given with each and every application. Ms Gibson confirmed that recommendations for departure from policy could also be included with the Council's comments.

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

Also present was County Councillor D Lloyd

**299 Apologies for Absence:** BT Price, K Rose

**300 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.

**301 Confirmation of Minutes** for:-

- 301.1 The Council Monthly Meeting on Monday 3<sup>rd</sup> September 2012 were RESOLVED to be approved.
- 301.2 The Second Meeting of the Council on Monday 17<sup>th</sup> September 2012 were RESOLVED to be approved.
- 301.3 'In Committee' Minutes of the Council Monthly Meeting on Monday 17<sup>th</sup> September 2012 were RESOLVED to be approved.
- 301.4 The Special Meeting of the Council on Tuesday 18<sup>th</sup> September 2012.were RESOLVED to be approved.

**Matters Arising**

**302 SAFE ROUTES IN THE COMMUNITY BID** Discussion and finalisation of priority proposals to be included in the scheme. See It was RESOLVED that the key proposals deemed to be a high priority were installing pavements and a crossing table in Nun Street, improving safety at Ysgol Bro Dewi entrances, widening a section of pavement adjacent to the Grove Hotel car park and installing a footpath from Ysgol Dewi Sant to Ocean Haze garage. Additional elements of the bid are detailed in the table below.

Reference	Proposal and Location.	Cost £(K)	Priority
G1	Provide shelter to cover existing cycle stands in the school and covered cycle stands for the leisure centre.	40	***
G2	Hatch access road crossing and resurface in contrasting colour existing path in Ysgol Dewi Sant	2	***
G3	Provide a footpath/footway from the school to Ocean Haze Hotel and Garage on the A487.	100	*****
G4	Widen the existing footway to the east of the Grove Hotel on the A478	30	*****
G5	Provide cycle stands at various locations in the City	5	***
G6	Provide a crossing facility on High Street	15	*****
G7	Remove the existing barriers and improve the existing bridleway between Caerfai Road and the unclassified road to St Non's from St Davids	20	*

G8	Introduce a footway along St Catherine Road between St Nun Close and Ramsey Gardens	100	***
G9	Introduce a "slow" marking at the junction to rear of Ysgol Bro Dewi	1	*****
G10	Introduce bollards at the rear entrance of school	3	*****
G11	Introduce a pedestrian guard rail either side of the car park entrance to Ysgol Bro Dewi	3	*****
G12	Introduce a new gate located on the through route in the school grounds	5	*****
G13	Provide pedestrian guard railing at the main entrance to Ysgol Bro Dewi	5	*****
G14	Improve steps into Ysgol Bro Dewi from the main entrance to the car park and the rear pedestrian entrance from the school	20	****
G16	Provide cycle stands Ysgol Bro Dewi	25	***
G17	Highlight existing steps with white paint and provide switch to override security lighting at Ysgol Bro Dewi	2	*
G18	Provide build-out and crossing table on Nun Street	15	*****
G19	Provide staggered pedestrian guardrail at Town Hall Lane and Nun Street junction	2	*****
G20	Install a 20mph zone along Nun Street with flashing lights controlled by the school	20	*****
G21	Introduce overrun footways in Nun Street Where there is no provision and a danger to pedestrians	25	*****
Total		438	

**303 ONE VOICE WALES** Motions for debate at annual general meeting on 13<sup>th</sup> October 2012. It was RESOLVED that Cllr Taylor exercise his discretion and provisionally support the proposed motions on behalf of the City Council.

**304 WHITESANDS CAR PARK** This item being a matter of contract was RESOLVED to be deferred to the end of the meeting when under section 100 (A) of the Local Government Act 1972, it was agreed that the public and press be excluded from the meeting for this item on the grounds that it involves the likely disclosure of exempt information.

### Accounts

**305 Internal Audit for July & August 2012.** The Responsible Finance Officer reported that the audit had been completed successfully.

**306 Accounts for September 2012.**

INCOME AND EXPENDITURE SEPTEMBER 2012									
<b>Balance 24/09/2012</b>			£						
		Current A/c	211545.65						
<b>SUMMARY</b>	<b>Car Park</b>	<b>City Hall</b>	<b>Admin</b>	<b>Capital</b>	<b>Misc</b>	<b>Café</b>	<b>St Justinian</b>	<b>VAT</b>	<b>TOTAL</b>
Income	14166	2796			25				16987
Expenditure	3008	389	94		662		770	152	5075
Balance	11158	2407	-94	0	-637	0	-770	-152	11912
<b>DONATIONS</b>									
	LGA 1972 Sec 137 for 2012/13 is £10200				LGA 1972 Sec 214 Cemetery Maintenance				
	Last month's donations		50		Total donated for 2012/13		Nil		
	Total donated 2012/13		1495						
	Balance available		8705						
<b>PAYMENTS</b>									
			£						
	Peter Lavin(4)		2784.90		Attendant's commission				
	Arnold Boorman		310.00		Cleaning toilets St Justinians				
	Glyn Edwards Ltd (3)		91.72		Office supplies				
	J Phillips		388.57		Caretaker's commission - August				
	Right Price Print Ltd		662.00		Printing newsletter				
	Abba Loos Ltd		552.00		Toilet hire - St Justinians				
	P L Evans (RFO)		18.00		Petrol (Newsletter collection)				
	GGT Thomas Ltd		267.88		Boiler maintenance - Whitesands				
	<b>Total</b>		<b>5075.07</b>						
Minutes 2012 / 2013									
58									

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

**307** Appointment of new Internal Auditor. The Responsible Finance Officer confirmed that Mrs Kate Brown, of Lloyds TSB, St Davids had been appointed as Internal Auditor of the City Council's accounts. It was RESOLVED to write a letter of thanks to Mr Bernard Davies, the former Auditor and to invite him to the Civic Reception.

### Correspondence

**308** Les Owen e-mail of 1<sup>st</sup> September 2012 child safety and parking problems in Maes Dyfed. It was RESOLVED to seek the advice of Mr John Price, Traffic Manager of Pembrokeshire County Council and to review this item at the next monthly meeting.

**309** Pembrokeshire County Council letter of 13<sup>th</sup> September 2012 Town & Community Council Planning Consultation Notifications. It was RESOLVED to receive e-mailed consultations, view the associated documents and respond electronically via the County Council's website.

### Planning

**310** NP/12/0283 Reserved matters application for approval of access, design, appearance, layout and landscaping of land adjacent to Marychurch, SA62 6QU. Having considered Caroline Phillips of PCNPA e-mail of 24<sup>th</sup> September 2012 which confirmed that the footprint and position on the plot remained unaltered, as did the height of the proposed dwelling; it was RESOLVED to support the application.

**311** NP/12/0452 Siting of surf board and wet suit hire between the hours of 8am to 8pm from 1<sup>st</sup> March to 31<sup>st</sup> October 2012 at Whitesands Beach. It was RESOLVED to support the application as the existing concession was considered to be a beneficial facility at the site. Cllr Taylor abstained from the vote.

**312** C12/12dg Cut back 4 ash and 2 sycamore along hedge line on northern boundary to rear of 3 Ffordd Owen. It was RESOLVED to support the application.

**313** NP/12/0412 Renovation of existing former farm workers (dwelling) cottage to create a rural enterprise workers dwelling at Penpant Farm, SA62 6UH. Having considered Chris Kimpton e-mail of 1<sup>st</sup> October 2012 it was RESOLVED to reiterate the Council's full support for this application on the grounds that granting planning permission to reuse the building as it was originally intended to be used i.e. a farm worker's dwelling would not only allow the current famers to be succeeded by their daughter, a genuine instance of succession farming that the Council fully supports, but would also ensure the employment of local residents and as such would sustain the economic and social well being of the local community.

### 314 Clerk's Business:

314.1 The Clerk reminded the Councillors of the PACT meeting on Wednesday 10<sup>th</sup> October at 7pm in the Council Chamber.

### 315 Mayor's Business

315.1 The Mayor reported that he had attended the commencement of the Medics for Heroes bicycle marathon from St Davids to Lowestoft in September.

315.2 The Mayor reported that he had spoken to Radio Cymru regarding HSBC's decision to close the St Davids branch and informed the Council that HSBC planned to provide a facility for existing customers to bank in the Post Office at some time in Spring 2013.

### 316 Any other business

316.1 Cllr Chant reported that he had been informed that the charges for disposing of waste materials at the Civic Amenity site had been dramatically increased. It was RESOLVED that the Clerk would contact Pembrokeshire County Council to determine the fees applied to different types of waste.

There being no further business the meeting closed at 9.10pm.

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Chair

Date.....

**Minutes of the Second Meeting of the Month on Monday 15<sup>th</sup> October 2012 at the Council Chamber at 7pm.**

The meeting preceded by a presentation from Abigail Owens of Pembrokeshire Lottery who provided the City Council with some background information relating to the Pembrokeshire Lottery and an insight as to how the money raised provides interest free loans to local business within Pembrokeshire.

**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).

**Apologies for Absence:** JG Lloyd

**317 Declarations of Interest:** Members were requested to identify any declarations of personal or prejudicial interests that they might have in relation to items on the agenda. Cllr Price declared a prejudicial interest in relation to Item 332. Cllr Taylor declared a personal interest in relation to Item 349 and a prejudicial interest in relation to Item 352.

**Matters Arising:**

**318 ST DAVIDS AFC** Mr Nicholas Price, Mrs Kathy Suttty and Mr Michael Thomas reported the progress of the St Davids Football Club in their attempt to register with the FA league. Mr Price reported that the due to administrative reasons St Davids football team could not join the FA league for the 2012/ 2013 season; however Mrs Suttty was to become the Club's welfare officer upon completion of the approved examinations thus ensuring that the Club would meet the FA's criteria for league registration. Mr Price reported that in order to join the league in 2013 the team would need certain items of kit and sports equipment. The City Council had previously resolved to earmark £1000 to purchase kit, sports equipment and training sessions at the Sports Hall for the football club to make use of and it was RESOLVED that Mr Price would provide the Clerk with a revised list of the equipment required for the Clerk to order.

**319 SHOWER AT WHITESANDS BEACH** Following a recent site visit with Mr Merddin Dennis, Beach Warden of Pembrokeshire County Council it was RESOLVED to request improved shower facilities outside the toilet block in Whitesands car park.

**320 SUNDAY BUS SERVICE** Following the e-mail received from Simon Ress, Public Transport Manager of Pembrokeshire County Council it was RESOLVED to contact Mr Ress expressing the Council's extreme disappointment at the decision to do away the Sunday service entirely and to inform him of the full impact that the cancellation would have of local residents and visitors alike.

**321 SREET LIGHT PART NIGHT INITIATIVE** It was RESOLVED to request that light be kept on all night at Mitre Lane, Meas Y Hedydd, Y Gudel, High Street, Goat Street, Heol Dewi and Maes Dyfed.

**322 HYWEL DDA HEALTH BOARD** The Clerk reported that the results of the Consultation Questionnaire had been received with the Council unanimously wanting to retain current facilities at Witybush Hospital. It was RESOLVED that the Clerk would compile the results and complete the formal questionnaire on behalf of the City Council to be returned by 29<sup>th</sup> October 2012.

**323 BRYN TEG PLAYING FIELD** Following the e-mail from Sinead Henahan, Community Regeneration Manager of Pembrokeshire County Council it was RESOLVED that the Clerk would investigate the possibility of obtaining funding on behalf of the City Council from the Queen Elizabeth fund. It was further RESOLVED that the Clerk investigate the possibility of Pembrokeshire County Council as the current responsible authority installing new play equipment, in particular a new toddler swing.

**324 TRAFFIC MATTERS** Maes Dyfed and speed humps at Ysgol Dewi Sant. John Price, Traffic Manager at Pembrokeshire County Council is on annual leave until Monday 22<sup>nd</sup> October. This item was deferred until the following monthly meeting of the City Council.

**325 WASTE AND RECYCLING** The Clerk provided the Councillors with a comprehensive list of charges that apply at Civic Amenity sites throughout Pembrokeshire. It was RESOLVED to publish the information in the next newsletter.

**Donations:**

**326 Requests**

326.1 Macmillan Cancer Support letter (not dated). It was RESOLVED to donate £150.00.

**327 Letters of thanks**

327.1 NSPCC letter of thanks 11th September 2012. The information was received.

**Correspondence:**

**328** Tower Mint Sample of HM Queen Elizabeth II Commemorative Coronation Medal 1953-2013. The information was received.

**329** Rowena Russell e-mail of 3<sup>rd</sup> September complaint at Sound Café. It was RESOLVED to inform Ms Russell that the Council could not get involved in a private business matter over which they had no jurisdiction.

**330** Bissmire Fudge letter of 18<sup>th</sup> September 2012 merger with JCP Solicitors. With Cllr Taylor dissenting, it was RESOLVED to write to Bissmire Fudge and insist that the City Council deal only with Mr Peter Radford of Bissmire Fudge if it were to become a client of JCP Solicitors.

**331** Laurence Harding e-mail of 19<sup>th</sup> September 2012 PSOW Guidance for Community Councillors. The information was received.

**332** Mena Bell e-mail of 27<sup>th</sup> September 2012 welsh Historic Garden study day. The information was received.

**333** LITE e-mail of 27<sup>th</sup> September 2012 new anchor bolt for Christmas lights. It was RESOLVED to approve the quote and grant permission for the repair to be undertaken.

**334** Mid & West Wales Fire and Rescue Authority e-mail of 27<sup>th</sup> September 2012 Draft annual improvement plan 2013-2014. It was RESOLVED that Cllr Gray would inspect the plan and report to the Council.

**335** Susan Sanders, Pembrokeshire County Council e-mail of 28<sup>th</sup> September 2012 boundary commission presentation. It was RESOLVED that Cllr Gray and Cllr Taylors would attend the presentational and report to the Council.

**336** Susan Hilditch e-mail of 28<sup>th</sup> September 2012 St Davids Market. By a vote of 9:2 it was RESOLVED to maintain the current stall fee.

**337** Jane Gibson, PCNPA e-mail of 2<sup>nd</sup> October 2012 planning seminar. The information was received.

**338** Dolen Cymru email of 2<sup>nd</sup> October 2012 Invitation to AGM. It was RESOLVED that Cllr Taylor would attend providing he did not have a prior engagement.

**339** Huw Miller, Pembrokeshire County Council e-mail of 3<sup>rd</sup> October 2012 Notice of Motion in relation to the closure of key services at Withybush hospital. The information was received.

**340** Welsh Air Ambulance e-mail of 4<sup>th</sup> October 2012 Christmas market. It was RESOLVED to charge the standard fee for the stall and to donate £50 to the charity.

**341** Richard Balmforth e-mail of 4<sup>th</sup> October 2012 Medics for heroes cycle ride. The information was received.

**342** Sheena Jowett e-mail of 5<sup>th</sup> October 2012 note of thanks from Governors of Ysgol Dewi Sant. The information was received.

**343** One Voice Wales e-mail of 8<sup>th</sup> October appointment to the Advisory Panel on Substance Misuse. The information was received.

**344** Paul Davies AM e-mail of 8<sup>th</sup> October 2012 Copy letter from Everything Everywhere regarding Orange telephone communications masts. The information was received.

**345** COCA e-mail of 15<sup>th</sup> October 2012 St Davids Market. By a vote of 9:2 it was RESOLVED to maintain the current stall fee.

**346** Ysgol Dewi Sant e-mail of 15<sup>th</sup> October 2012 Head Boy & Head Girl History Plaque. It was RESOLVED TO approve the request and to provide an additional plaque.

**347 Reports from Members representing the Council:-**

347.1 One Voice Wales – Cllr Taylor reported that attended the One Voice Wales Conference and AGM on Saturday 13<sup>th</sup> October 2012, held at Paviliwn Pont, Pontrhydfendigaid. Following is an extract of Cllr Taylor's report, "The key word in all these talks was basically 'sustainability', essentially what one might

call a 'green' agenda for Wales and how local councils should whenever possible be part of this. In fact, it was all so 'green' that I felt it really might have been better if a member of St Davids Eco Group had been there rather than myself! Certainly it was an agenda with which all their members would have felt great empathy. Jane Davidson's was by far the best address, based on conviction and knowledge of her subject. Her main theme was 'One Wales, One Planet' and one which she is currently developing with students and young people at Trinity St David University. She also, among other things, talked about the importance of Wales's links with Africa - very relevant to our Lesotho link - and the way in which 'Wales Africa Links' can help with bringing communities together. This is something that I think we must consider more actively at our Matsieng Twinning Committee. Carole Davies talked at length about the importance of good architecture and civic design. Wales, she said, can do better, and certainly this would have applied to, in my opinion, the facilities at Pontrhydfendigaid! It was a very good example of the Wales which I think she was saying we don't want. Mr Kilpatrick talked about the proposed Welsh Local Government Democracy Bill which may progress later in the year with potentially greater powers for local councils in Wales, and Chris Blake talked about small scale hydro electric schemes, some of which have already been established successfully in various parts of Wales. In the afternoon the AGM agreed all the resolutions of which we had received advance notice, and which the council had mandated me to support, except the one which we had discussed at our last week's meeting, as this was withdrawn at the last moment by Penarth Council. The information was received by the Council.

347.2 St Davids Carnival Association. Nothing to report.

347.3 St. Davids Christmas Tree Association. Cllr Price reported that a meeting was to be held on Thursday 18<sup>th</sup> October and that arrangements were in hand. Emma Evans was appointed as Treasurer. Cllr Price appealed for volunteers to steward the lighting ceremony and informed the Council that Songs of Praise may be on the Cross Square to film the event. Cllr Gray suggested that the Council investigate the cost of purchasing a new PA system as the one currently being used had an incredibly short battery life. It was RESOLVED that Cllr Chant would ask Mr Michael Chant for his advice and recommendation.

347.4 St. Davids Day Celebration Group. Cllr James reported that a meeting was to be held on Tuesday 23<sup>rd</sup> October at 10.00am in the Council Chamber. Cllr Evans offered her apologies.

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

347.6 St Davids Eco City Group. Nothing to report.

347.7 St. Davids Peninsula Tourist Association. Cllr Chant reported that membership had increased, the broadsheet now has a QR barcode, the next AGM was to be held on 28<sup>th</sup> November and that helpers were needed for the next sand church competition on 23<sup>rd</sup> July 2013.

347.8 Porthclais Harbour Authority. Cllr John reported that a local fisherman had been asked to remove his vessel from the harbour as he had not paid for his mooring. Despite the Harbour Authority's best efforts the man had refused to discuss repayment options and had become increasingly hostile leaving them no option but to evict.

347.9 St. Davids - Matsieng Lesotho Link. A date for the next AGM was still to be confirmed.

347.10 Youth Drop In. Cllr Price reported that the Club was very popular and that Jasmine Rogers had recently been appointed to replace Chris Davies. Cllr Price reported that the poll balls had gone missing. Cllr John expressed disappointment that the Youth Club only operated once a week and not at all in the school holidays. It was RESOLVED to investigate whether the Club could run twice a week in both term time and school holidays.

347.11 Ysgol Bro Dewi Governor. Cllr Price reported that the older children had recently enjoyed a school trip to Pendine and informed the Council that the school were delighted to be attending the pantomime provided by the Council in the City Hall.

### Planning:

**348** NP/12/0432 Installation of solar panels and associated engineering works to form banks for screening (part retrospective) Upper Porthmawr, SA62 6PS. It was RESOLVED to support the application as the panels were well screened and would help the environment by providing alternative energy to fossil fuel.

### Clerk's Business

**349** The Clerk reminded the Councillors of the SWAT Public Protest on Thursday 18<sup>th</sup> October at 9,15am outside County Hall.

**350** Christmas Functions. Food and sundries for senior citizen's lunch and civic reception.

- 350.1 Senior citizens lunch. It was RESOLVED to offer the same menu as last year and to use the same suppliers.
- 350.2 Civic Reception. It was RESOLVED that the City Council would provide a small buffet for this year's reception. Cllr Williams volunteered to organise the buffet and to purchase the food on the Council's behalf. Cllrs Halse, James and Price volunteered to assist Cllr Williams in the kitchen.
- 351** Date for November meeting. It was RESOLVED to hold one meeting in November on Monday 12<sup>th</sup> at 7pm.
- 352** Request from Bowls Club. See Viv Hicks, Came & Company e-mail of 3<sup>rd</sup> October 2012. It was RESOLVED to approve the inclusion of the mats in the City Council's insurance policy and to charge the Bowls Club the £25 fee.
- 353** The clerk reminded of Emergency Planning Committee meeting at 6pm in Memorial Hall on Monday 22<sup>nd</sup> October 2012.

**Any other business:**

- 354** Toilet facilities at St Justinians. Following concerns regarding the cost of providing the toilets at St Justinians it was RESOLVED that the Responsible Finance Officer would prepare a report of expenditure for the next monthly meeting.
- 355** PACT meeting. Following concerns raised regarding the PCSO's lack of transport it was RESOLVED to write to the Chief Superintendent requesting that the officer's in rural locations be given the use of a car or paid mileage rather than be expected to catch buses when responding to incidents.
- 356** City Hall development. It was RESOLVED to discuss the proposed development at the next monthly meeting.

There being no further business the meeting closed at 9.10pm.

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Chair

Date.....