

Minutes of the Monthly Meeting of Council on Monday 3 September 2007 in the Council Chamber at 7.00pm.

Present: MGD James as Mayor in the Chair, DJO Chant Deputy-Mayor, JW Braby, AM Foster, DJH George, JG Lloyd, BT Price, CT Taylor, RJ Thornton, S Williams with PL Evans (Responsible Finance Officer) and DC Menday (Clerk).

240 Apologies for Absence: FJ Godkin (indisposed), MC Gray (work commitment), SJ Halse (holiday) with J George arriving late as minuted.

241 Declarations of Interest:

Members and Officers were reminded to make any declarations of personal and/or prejudicial interest that they might have in relation to items on this agenda. BT Price declared in relation to St Justinians under minute 244.3

242 Confirmation of Minutes for:

- 242.1 Council Monthly Meeting on Monday 2 July 2007 were RESOLVED to be approved.
- 242.2 Staff Performance Review Committee Meeting Notes of 9 July 2007 were RESOLVED to be approved.
- 242.3 Second Meeting of the Month on Monday 23 July 2007 were RESOLVED to be approved.

Matters arising from the Minutes:

243 WHITESANDS: Eco City Group - Contract works for the rain water harvesting and solar panel scheme for the public conveniences. The Clerk reported that work was planned to commence in the last week of September, with temporary toilets being provided and while Pembrokeshire County Council has verbally agreed to undertake maintenance of the new installation, written confirmation was awaited.

244 ST JUSTINIANS:

- 244.1 Responses regarding enquiries to the RNLI and covenant holders of the RNLI field – it was noted that there were no replies received from The National Trust or RNLI.
 - 244.1.1 Letter from Brunton & Co of 3 August 2007 was RESOLVED to be received.
- 244.2 Meeting to discuss St Justinians on 11 September 2007 with the Pembrokeshire Coast National Park Authority and Pembrokeshire County Council. It was RESOLVED to present to the meeting the full support of the Council for the chapel car park with approved permit holder use of the lay-bys. Councillors James, Chant and Braby were to represent the Council at this meeting.
- 244.3 Quinquari Marine letter of 26 July 2007 – The matter was discussed and given the confidential nature of the complaint it was subsequently RESOLVED that under The Public Bodies (Admission to Meetings) Act 1960, that the matter be recorded ‘In Committee’ on the basis that disclosure thereof would be prejudicial to the public interest.

245 PROJECTS and WORKS:

- 245.1 Play Area Phase 2: New access ramp and bus shelter – a sketch scheme and costs were awaited from M Davies.
- 245.2 Camel Springer – Clerk reported that the springer had been damaged and had been removed, with a response from the supplier now awaited.
- 245.3 Cross Square:-
 - 245.3.1 Replacement of the wooden utility housing – Clerk reported that tenders had been issued and were due with M Davies on 14 September 2007. It was agreed that a report on the tenders would be considered at the meeting on 17 September 2007.
 - 245.3.2 Floral display – was deferred until the November meeting.
- 245.4 Market stalls

Information on market stalls had been assessed from a range of suppliers including Gala and Zapp and it was agreed to use the Gala model at £195 delivered + vat and to include storage bags (£21 per stall) and cast iron feet (£37.50 per pair). Given the previously noted financial contribution of £1500 offered by the St Davids Peninsula Tourist Association that would purchase about 6 sets of stalls, it was RESOLVED that the City Council should match this offer and contribute for an additional six stalls each with the names of their respective providers on the canvas.

246 Cllr J George joined the meeting

247 CITY HALL:

247.1 Phase 2 Development: Pembrokeshire County Council letter of 24 August 2007 was noted and their assessment of community building use was now in progress prior to commenting on potential uses of the City Hall.

247.2 Building Maintenance:-

247.2.1 Memorial Hall – Internal appearance improvements – this was agreed to be investigated further.

247.2.2 Replacement stairs to stage – Of the 4 enquiries sent by the Clerk quotations were received from C Davies £1278.00 and I Phillips £2625.00 with D Turner and J Price of Llanon not quoting and it was RESOLVED to accept the quotation of Mr C Davies.

OTHER MATTERS ARISING:

248 Future Staffing following the annual review – Clerk's report was noted and in discussion it was felt that consideration of any additional responsibilities should be viewed with caution. This was to be reconsidered at the second meeting in October.

249 Deputy Mayor's Chain – The Clerk reported that a response from Mandy Hollinger of Wireworks was awaited with others such as Rhiannon Celtic Design Centre at Tregaron, John and Victoria of Llechryd expressing some interest. This was agreed to be investigated further.

250 Community Bus – Public Meeting was planned for 20 September 2007. The City Council was leading this meeting and it was hoped that a Liaison Officer or local co-ordinator would be appointed as part of the scheme. The Mayor reported on the excellent progress following the award of the Lottery Grant to PACTO and D Chant had kindly offered his premises as a storage facility for the bus.

251 Pembrokeshire County Council letter received 22 June 2007 – Consultation on Draft Rights of Way Improvement Plan for Pembrokeshire was noted.

252 Christmas Street Lighting:

Report and minutes of the 'In Committee' meeting regarding Christmas Street Lighting tenders on Friday 24 August 2007 were discussed together with the requested amendments from LITE Ltd as the appointed contractor.

Prices for the amendments requested at the tender meeting were confirmed from LITE Ltd and it was RESOLVED to accept the option to include increased City hall display lighting, omit the external Christmas tree and to include Goat Street festoon lighting. The purchase cost of the equipment was agreed to be spread over 3 years at £7028.00pa and to include the contract for the erection and removal of the display for the 3 years 2007, 2008 and 2009 for £18,350pa. All prices are net excluding VAT.

252.1 Contributions from local traders were to be sought to assist fund this initiative that involves an outlay of around £75,000 over the next 3 years.

252.2 Street Display Licence – it was RESOLVED to apply for the licence.

252.3 Electrical repairs to existing displays were RESOLVED to be undertaken.

252.4 Siop y Bobol letter received 7 August 2007 with a donation of £3000 towards Christmas Display Lighting on the Hall – this was RESOLVED to be received with thanks and the list of local beneficiaries of this year's distribution of the funds raised was also noted. While the Clerk had sent a letter of thanks, appreciation for both this donation and for the many contributions to local groups was re-emphasised and it was RESOLVED to invite the volunteers of the Siop y Bobol to a reception nearer Christmas.

253 Emergency Planning – The Clerk had contacted the local group and it was agreed to arrange a meeting with both the group and the Emergency Planning Officer of Pembrokeshire County Council following their recent briefings on broader risks. It was agreed to invite Dr G Middleton and Dr S Hamilton to join the meetings.

254 Fair Trade City – application was being prepared.

255 Trehenlliw – this awaits a reply from the Pembrokeshire Coast National Park Authority.

256 Ten Year Plan – the matter was noted together with the Park Plans information as minute 268 below.

257 Neighbourhood Policing – Contribution for a St Davids Police Community Support Officer.

Information on the powers of PCSO's had been circulated on 13 August 2007 with the Clerk adding that powers to issue fixed penalty notices for dog related offences had recently been provided. Also Pembrokeshire County Council was assessing the Clean Neighbourhood and Environment Act 2005 and information on potential powers for community councils was outlined.

In looking at the option to fund or share fund a PCSO with Fishguard and Goodwick Town Council, it was RESOLVED not to pursue this given that the number of police officers had been consistently reduced in the area from 3 to 1, it being felt that existing funding should provide an additional officer for St Davids.

258 Ysgol Dewi Sant – Examination results - it was RESOLVED to send a letter of congratulation to the school following the excellent results obtained in both A level and GCSE examinations.

258.1 A response regarding progress on possible sports and leisure facilities was awaited following the Clerk's recent enquiry to the Director of Finance of Pembrokeshire County Council.

259 Awareness Day 26 September 2007 in City Hall was now planned.**260 County Councillor's Report:**

260.1 Bollards have been fitted at top of Y Gudel and disabled parking markings renewed in Bryn Road.

260.2 A request from Goat Street residents for designated residents parking was noted with this being included as a part of the Traffic Management Review. J George agreed to follow up the progress to date.

260.3 C Taylor declared a personal interest and suggested that as the Friends of St Davids Cathedral own Quickwell Hill car park should the City Council consider discussing any potential for undertaking this lease with a view to increasing benefits to residents – it was RESOLVED he should investigate the prospect further.

Correspondence

261 Pembrokeshire Coast National Park Authority letter of 2 July 2007 – Access Statements were RESOLVED to be received.

262 Pembrokeshire County Council letter of 3 July 2007 – Nomination of Community Governor - Cllr BT Price was RESOLVED to be re-elected.

263 Eco City Group Meeting Notes for March 2007 and recent information on waste plastic collection was RESOLVED to be received.

264 Pembrokeshire County Council Letter 23 July 2007 – 'Orange Bags don't go to Landfill' was RESOLVED to be received.

265 Pembrokeshire Coast National Park Authority - letter of 27 July 2007 – Town Scheme Partnership 2007/8 was RESOLVED to be received.

266 Pembrokeshire County Council letter of 31 July 2007 - Good Neighbour Pilot Scheme, it was RESOLVED to obtain further information on the scheme.

267 PALC News August 2007 was RESOLVED to be received.

268 Pembrokeshire Coast National Park Authority, Park Plans Newsletter June 2007 received 14.8.07 was RESOLVED to be received.

269 Welsh Assembly Government letter of 15 August 2007 and similar joint letter from WLGA and One Voice Wales (15 August 2007) – consultation document on 'A Shared Community Relationship Building and Charters for Unitary Authorities and Community and Town Councils' was RESOLVED to be received.

269.1 Welsh Assembly Government letter of 29 August 2007 Consultation – Local Vision, preparing Community Strategies was also RESOLVED to be received.

270 Town or Orientation Plan – further information was to be awaited from Pembrokeshire Coast National Park Authority.

271 Signage in St.Davids was agreed to be considered at a future meeting.

272 Young People's Facilities – it was agreed to encourage improved facilities for young people including the provision of the Drop In Centre throughout holiday periods when it usually closes.

273 Pembrokeshire Coast National Park Authority's letter of 29 August 2007 – Footpath 86/128 part diversion near Treferfyn - Public Path Diversion Order 2007 was RESOLVED to be supported.

274 Mrs Jane E James letter of thanks on behalf of Mrs Edna Morgans for her 100th Birthday bouquet was noted.

275 Pembrokeshire County Council's letter of 29 August 2007 – New disabled bay on A487 outside Penydaith Residential Home; it was RESOLVED not to support the proposal given the limits to parking near the school and the availability of parking nearby.

276 Pembrokeshire County Council's letter of 29 August 2007 – Footway 'Build out' on Cross Square and improvement of wheelchair access, it was RESOLVED to support the proposal on condition that an adjacent parking space further down the road towards Goat Street is provided.

276.1 Given that there are numerous other narrow pavements with limited access in St Davids it was RESOLVED to ask the Access Officer to discuss possible improvements.

277 British Humanist Association letter of 28 August 2007 was RESOLVED to be received.

278 British Heart Foundation letter received 3 September 2007 'Mending broken hearts this Christmas' – a request to use the Christmas tree for sponsored decoration was declined.

279 The following items of correspondence were RESOLVED to be received:-

279.1 Campaign for the Sustainable Communities Bill letter of 9 July 2007 with update on progress.

279.2 Pembrokeshire County Council letter of 9 July 2007 – confirmation of bollard to limit blocking Y Gudel as it joins Bryn Road.

279.3 PAVS – Pembrokeshire Voice - Volunteering Newsletter.

279.4 North Pembrokeshire Transport Forum - July Newsletter and August Newsletter that includes St Davids Community Bus Public Meeting.

279.5 Milford Haven Port Authority Annual Report and Accounts 2006.

279.6 Hp Publications letter of August 2007 – Health promotion leaflets available.

DONATIONS:

280 Letter of thanks from Shelter Cymru of 4 July 2007 for contribution of £50 was RESOLVED to be received.

281 Donation requests: Urdd Gobaith Cymru letter of 2 July 2007 it was RESOLVED to donate £25.

Clerk's Business:

282 Whitesands Licences for 2008 onwards for ice cream and car park attendant. It was RESOLVED to ask Bissmire Fudge & Co to review the Ice Cream and Car Park Attendant Licences and provide updated versions for the tender.

283 Christmas Events – dates were confirmed for the Senior Citizen's Luncheon on Wednesday 12 December and Civic Buffet on Saturday 15 December.

284 City Hall Bookings Review - St Davids Day – confirmation of key events was still awaited as next year it is on a Saturday.

285 Standing Orders – Contracts and tenders. Following national concerns that obtaining 3 tenders for minor works is often proving difficult for small councils it was RESOLVED to amend the standing orders to replace the wording from 'obtaining 3 tenders' to 'efforts should be made to obtain 3 tenders'.

286 Newsletter – There was positive feedback on the recent issue and approval of cost of £380 for 1000 copies was RESOLVED to be granted. Clerk reported that it was anticipated that the next issue would be in November aiming for quarterly issues with the others coming out prior to St Davids Day and before Whitsun for the summer period.

287 Photocopying for the public. Given the lack of facilities in St Davids at the moment it was agreed to offer photocopying for small amounts for private use at 10p per A4 sheet and to consider supporting community groups for no charge in the future.

Planning:

288 NP/07/324 – Resiting and reconstruction of existing farmhouse with additions to rear (amendments to NP/05/473) at Bank Farm Trelerw – Pembrokeshire Coast National Park Authority letter of 30 August 2007 granting permission contrary to the lack of support from the City Council was RESOLVED to be received.

289 NP/07/439 Replace storm damaged outbuilding, Waun y Beddau – it was RESOLVED to offer COUNCIL SUPPORT.

290 Accounts:

290.1 Internal Audit for July 2007 had been successfully completed and was RESOLVED to be accepted.

290.2 HMCE letter of 21 August 2007 was RESOLVED to be received with inspection due on 11 September 2007.

290.3 Accounts for July and August:

D C Menday	1185.27
P L Evans	200.75
Peter Lavin	1193.40
J Phillips	397.65

