

**Minutes Monthly Meeting of the Council on Tuesday 3<sup>rd</sup> October 2017 in the Council Chamber at 7.00pm**

*Prior to the formal start of the meeting, the Mayor left the Council Chamber to allow members the opportunity to discuss her Consort's recent conviction. The Council considered that Mr Griffiths' position had become untenable and it was resolved to request that he stand down as Mayor's Consort.*

**265 Present:** Mayor BT Price, Deputy Mayor MJ Chant, DJH George, DJ Griffiths, DB Halse, FD John, JG Lloyd, BS Sehmi, RT Thornton, S Williams with CH Gray (Clerk) and PL Evans (Responsible Finance Officer).

Also present was County Councillor DB Lloyd.

**266 Apologies for Absence:** ES Evans, MC Gray.

**267 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.

**268 Confirmation of Minutes for:-**

268.1 The Council Monthly Meeting on Monday 4<sup>th</sup> September 2017 were RESOLVED to be approved.

268.2 The "In Committee" Minutes of the Council Monthly Meeting on Monday 4<sup>th</sup> September 2017 were RESOLVED to be approved.

268.3 The Second Meeting of the Month on Monday 18<sup>th</sup> September 2017 were RESOLVED to be approved.

268.4 The "In Committee" Minutes of the Second Meeting of the Month on Monday 18<sup>th</sup> September 2017 were RESOLVED to be approved.

**Matters Arising**

**269 DIARY DATES** The following diary dates were received and duly noted:

269.1 The National Harvest Thanksgiving Service on Friday 6<sup>th</sup> October 2017 at 6.00pm in the Cathedral.

269.2 A Journey of World Music on Saturday 7<sup>th</sup> October 2017 at 7.30pm in St Davids Cathedral.

269.3 Community Meeting – Your Town, Your Say on Wednesday 25<sup>th</sup> October 2017 at 7.00pm in the City Hall.

**270 ST DAVIDS 3-16 VA SCHOOL** The Clerk reported that although plans of the Ysgol Dewi Sant renovations were to be displayed in the City Hall from Monday 2<sup>nd</sup> October 2017 and an open evening for the public was to take place with a County Council staff member on hand to discuss the plans; to date the plans had not been put on display and the County Council had not confirmed the date of the open evening. It was RESOLVED that the Clerk would forward the relevant information to Members as soon as it was received from the Local Authority.

**271 SKATE PARK**

271.1 Grant funding application – the Responsible Finance Officer reported that the recent application for funding had been unsuccessful. Members confirmed to the Clerk that this did not alter the Council's commitment to proceed with the skate park and that a maximum budget of £45,000 (to include the cost of the skate equipment together with the ground preparation works) had been allocated for the project.

- 271.2 Public consultation – it was RESOLVED to present the approved design to the public and to request that a representative from Rhino Ramps be present to discuss any minor alterations.
- 272 WEBSITE UPGRADE** The Clerk reported that the new City Council website was presently being coded and was anticipated to go live within a few weeks.
- 273 ST DAVIDS AND SOLVA SURGERY – GP Collaboration**
- 273.1 Vaughan Gething AC/AM letter of 27<sup>th</sup> September 2017 regarding GP shortfall in Pembrokeshire was received.
- 273.2 Paul Davies and Eluned Morgan emails of 7<sup>th</sup> and 14<sup>th</sup> September 2017 respectively, acknowledging receipt of the copy letter from the City Council to Vaughan Gething AM/AC regarding GP shortfall in Pembrokeshire was received.
- 274 CHRISTMAS EVENTS 2017** The following event dates were received by Members and duly noted:
- 1.1. Festival of Trees – Thursday 30<sup>th</sup> November to Saturday 2<sup>nd</sup> December in the City Hall.
  - 1.2. Christmas Lighting Ceremony & Father Christmas' Grotto – Saturday 2<sup>nd</sup> December on the Cross Square.
    - 1.2.1. The Clerk confirmed that the new Christmas street lights had arrived. It was RESOLVED to contact Evan Pritchard and confirm an installation date for the additional street lighting poles in New Street and Goat Street.
  - 1.3. Christmas Market – Saturday 2<sup>nd</sup> December on the Cross Square.
  - 1.4. Civic reception – Friday 8<sup>th</sup> December at 7pm in the City Hall. It was RESOLVED to request that the Ysgol Dewi Sant brass band provide the musical entertainment. Cllr Chant informed Members that he would gladly loan the Council an artificial Christmas tree free of charge to be used in the City Hall for the Christmas event.
  - 1.5. Senior Citizens' Christmas Lunch – Wednesday 13<sup>th</sup> December in the City Hall with Ysgol Bro Dewi performing the nativity.
  - 1.6. Community Award – it was RESOLVED that the award would be presented to the recipient at the civic reception.
  - 1.7. Christmas Lights Competition – 20<sup>th</sup> December 2017.
- 275 ST DAVIDS FORMER POLICE STATION** Sale of St Davids Former Police Station. The Clerk reported that a letter had been sent to Dafydd Llywelyn, Police and Crime Commissioner for Dyfed-Powys, regarding a site visit to the property but that no response had been received to date. It was RESOLVED to pursue the matter.

### Accounts

- 276** The Responsible Finance Officer reported that the Internal Audit for August 2017 had been completed satisfactorily.
- 277** The accounts for September 2017 were RESOLVED to be approved and permission was granted to pay.

| INCOME AND EXPENDITURE SEPTEMBER 2017 |                                       |                 |                             |
|---------------------------------------|---------------------------------------|-----------------|-----------------------------|
| <b>Balance as at 27.09.17</b>         |                                       | £               |                             |
|                                       | Current A/c                           | 211049.93       |                             |
| <b>INCOME</b>                         | Car Park                              | 21520.00        |                             |
|                                       | City Hall                             | 2208.16         |                             |
|                                       | Cafe                                  | 1821.92         |                             |
|                                       | Market stalls                         | 635.00          |                             |
|                                       | Day Centre re podiatry                | 235.00          |                             |
|                                       |                                       |                 |                             |
|                                       |                                       |                 |                             |
|                                       | <b>Total</b>                          | <b>26420.08</b> |                             |
|                                       | LGA 1972 SEC137 for 2017/18 is £11196 |                 | LGA 1972 Sec 214 Cemetery   |
|                                       | Last month's donations                | 150             | Total donated 2017/18       |
|                                       | 2017/18 total                         | 2700            |                             |
|                                       | Balance available                     | 8496            |                             |
| <b>PAYMENTS</b>                       |                                       | £               |                             |
|                                       | Admin                                 | 3037.20         | Salaries: Clerk, Asst & RFO |
|                                       |                                       | 538.20          | 2nd instalment new website  |
|                                       |                                       | 282.32          | Internet/telephone          |
|                                       |                                       | 7391.91         | Annual insurance premium    |
|                                       |                                       | 120.00          | One Voice Wales             |
|                                       |                                       | 60.28           | Pension contributions       |
|                                       | Whitesands                            | 3144.90         | Attendant's commission      |
|                                       |                                       | 633.60          | Cafe elec repairs           |
|                                       | Playground                            | 1152.85         |                             |
|                                       | Hall & House                          | 256.96          | Caretaker's salary          |
|                                       |                                       | 69.52           | Supplies                    |
|                                       |                                       | 154.14          | Fire testing                |
|                                       |                                       | 20.45           | D/D Boiler service etc      |
|                                       |                                       |                 |                             |
|                                       | Mayor's Expenses                      |                 | Travel                      |
|                                       | St Justinians                         | 1106.80         | Toilet hire & cleaning      |
|                                       | Miscellaneous                         | 774.00          | PCC - Quickwell toilets     |
|                                       |                                       | 1129.00         | PCC (3 properties)          |
|                                       |                                       | 99.00           | Dwr Cymru -(2props)         |
|                                       |                                       | 320.00          | Market stalls               |
|                                       |                                       | 1357.50         | Newsletter                  |
|                                       |                                       | 88.40           | Reference book              |
|                                       |                                       | 18960.00        | LITE (New xmas lights)      |
|                                       |                                       | 235.00          | Podiatry clinic (see above) |
|                                       | <b>Total</b>                          | <b>40932.03</b> |                             |
| Minutes 2017 / 2018                   |                                       | 329             |                             |

**278 DONATIONS:****278.1 Requests**

278.1.1 Anne Curran email of 22<sup>nd</sup> September 2017 – New Acrobatics Group for young people. It was RESOLVED to invite Ms Curran to meet with the City Councillors on 6<sup>th</sup> November 2017 in order to present her proposal to Members and to clarify the details of her funding request.

**Correspondence:**

**279** Joanna Sayers email of 14<sup>th</sup> August 2017 Charity event for Paul Satori was received. It was RESOLVED to donate £100 to Paul Satori in lieu of purchasing tickets for the event.

**280** Ben Blake letter of 26<sup>th</sup> September 2017 Proposed Speed Limit Traffic Regulations Order was received. It was RESOLVED to ascertain whether a Traffic Regulation Order allowing police officers to enforce the newly imposed 20mph limit on Nun Street had been created and to report the faulty flashing light at its junction with St Peters Lane to the Highway Authority.

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

281.1 St Davids Carnival Association. Nothing to report.

281.2 St Davids Christmas Tree Association. Cllr Price reported that arrangements were well in hand and that a meeting was to take place at 7pm on 11<sup>th</sup> October at the Grove Hotel.

281.3 St Davids Day Celebration Group. Nothing to report.

281.4 St Davids Day Centre for the Elderly. Cllr Williams reported that the Day Centre was running well at that the group had recently enjoyed an outing to Porthgain for fish and chips.

281.5 St Davids Peninsula Tourist Association. Cllr Evans provided Members with the minutes of the Association's meeting of 13<sup>th</sup> September 2017, a copy of which is attached to these minutes.

281.6 Porthclais Harbour Authority. Cllr John reported that the Authority met on 26<sup>th</sup> September 2017 following a successful Fun Day provided for by TYF free of charge to local children on 17<sup>th</sup> September.

281.7 St Davids - Matsieng Lesotho Link. Cllr Thornton reported that an AGM was convened for 16<sup>th</sup> October 2017 in the Memorial Hall.

281.8 Youth Drop In. Nothing to report. The Clerk questioned whether any storage was to be installed in the newly refurbished part of the Hall as per the original design brief and was informed by Members that it was not.

281.9 Ysgol Bro Dewi Governor. Cllr Halse reported that Mrs Sharon Osborne had been confirmed as Acting Deputy Headteacher at the school with Miss Sarah Goodridge undertaking a new leadership role. The school's progress report was to be delivered on 7<sup>th</sup> October. The first results were impressive and Pembrokeshire County Council were pleased with the school's progress.

281.10 Planed Community Forum. Cllr Sehmi reported that the Forum's AGM was held on the 26<sup>th</sup> September albeit with a low attendance. Mr Paul Edey had been appointed as Chair and the Forum remained committed to establishing a museum somewhere in the city.

281.11 Porthstinan Boat Owners Association. Nothing to report.

281.12 Porthmawr Surf Life Saving Club. Nothing to report.

281.13 Community Land Trust. Cllr Williams reported that she attended the recent AGM together with Cllr Evans. There were approximately 25-30 people in attendance including representatives from other community councils. The Trust was engaging with various agencies including the Housing Association, Pembrokeshire County Council, PCNPA but had no definitive plans at present.

281.14 Bws Y Bobl. Nothing to report from Members. The Responsible Finance Officer informed Members that a meeting was due to be held imminently to discuss the signage for the new bus.

281.15 Music and Arts Festival. Nothing to report.

281.16 City of Culture. Nothing to report.

**282 County Councillor's report:**

282.1 Cllr Lloyd reported that Ysgol Dewi Sant had enjoyed the best GCSE and A Level results in the school's history. Owing to the controversial change in exam marking, GSCE results had plummeted across Wales; however YDS had seen theirs increase.

282.2 Cllr Lloyd reported that he had recently met with the building contractor at YDS to discuss the removal of asbestos from the site. A specialist team was being drafted in from Cardiff to deal with the problem. The asbestos removal followed by the demolition of the existing science block had convinced Cllr Lloyd that transporting the children to Haverfordwest for the interim period had certainly proved to be the safest option and that they would be back on site in St Davids in September 2018. Cllr Lloyd confirmed that at present YDS was in the yellow category and that he was confident that the school would soon be upgraded to green.

282.3 Cllr Lloyd reported that he had recently met with the Director of Education to discuss the admission policy for the new 3-16 school and confirmed that all pupils currently attending faith schools within Pembrokeshire would be entitled to attend the new school in St Davids. Children residing outside of the catchment area may have to pay for their transport, depending on how far they have to travel. Although this would increase the pupil numbers, the footprint of the proposed new building could accommodate a significant increase.

**Clerk's Business:**

**283** Public Footpath between Maes Y Dre and Warpool Court – complaint regarding state of footpath. It was RESOLVED to request that the Highway Authority undertake the necessary maintenance to make good the path.

**Mayor's Business:**

**284** Speeding at Berea. The Mayor reported that there had been several incidents of motorists speeding on the road between Rhodiad and Berea. It was RESOLVED to report the complaint to the Highway Authority.

**285** Council Photograph. The Mayor informed Members that she had spoken to Ella Richardson regarding the Council's official photograph and would arrange for it to be taken inside the City Hall in November.

**Any other business:**

**286** Cllr Williams informed members that pot holes on the road to Rhodiad had been filled with concrete and requested that the matter be included as a complaint to the Highway Authority alongside the above matter relating to speeding.

**287** Cllr Halse requested a breakdown of information relating to the Wellbeing Plan prior to meeting with Mr Nick Evans on the 16<sup>th</sup> October.

**288** Cllr Sehmi informed members that the Historical Society would be scanning documents and photographs free of charge in the Memorial Hall on 10<sup>th</sup> October.

There being no further business the meeting closed at 8.20pm

Signed .....

Chair

Date .....

**Minutes of the Second Monthly Meeting of the Council on Monday 16<sup>th</sup> October 2017 in the Council Chamber at 7.00pm**

*Prior to the formal start of the meeting, Members were joined by Mr Dan Shaw, the Community Link Officer at Pembrokeshire County Council. Mr Shaw explained that he dealt primarily with Corporate Policy in his role at the County Council but as a Link Officer was keen to establish a close relationship with the City Council and hoped that he could be of assistance in formulating strategies to benefit St Davids, in particular the Future Wellbeing Plan. Members expressed their thanks to Mr Shaw for attending the meeting and it was agreed that Mr Shaw could attend future Council meetings by invitation and would accompany Mr Nick Evans at the following meeting of the City Council on 6<sup>th</sup> November 2017. Mr Shaw then left the Council Chamber.*

**Present:** Mayor BT Price, Deputy Mayor MJ Chant, ES Evans, DJH George, DJ Griffiths, MC Gray, DB Halse, FD John, JG Lloyd, BS Sehmi, RT Thornton, S Williams with CH Gray, JE Foster (Clerks) and PL Evans (Responsible Finance Officer).

**289 Apologies for Absence:** There were none.

**290 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.

290.1 Cllr Price declared a prejudicial interest in relation to Item 17 and left the Council Chamber while the item was discussed.

290.2 Cllr Price declared a prejudicial interest in relation to Item 18 and left the Council Chamber while the item was discussed.

### **Matters Arising**

**291 DIARY DATES** Members were reminded of the following event:

291.1 Community Meeting – Your Town, Your Say on Wednesday 25<sup>th</sup> October 2017 at 7.00pm in the City Hall.

**292 WELL-BEING FUTURE GENERATIONS (WALES) ACT 2015** Well-being plan - copy attached and sent via e-mail on 10<sup>th</sup> October 2017. It was RESOLVED to defer this item to the subsequent meeting of the City Council on Monday 6<sup>th</sup> November 2017. Members will be joined by Mr Nick Evans of Pembrokeshire County Council to discuss the Public Services Board (PSB) – draft consultation document at the next meeting.

**293 ST DAVIDS 3-16 VA SCHOOL** Redevelopments to the Ysgol Dewi Sant site. The Clerk informed members that the plans of the renovations would be displayed for public viewing in the City Hall at 6.00pm on Wednesday 25<sup>th</sup> October with a County Council staff member and contractor present. Following the presentation, the plans will continue to be displayed in the City Hall foyer until the building work is complete.

**294 SKATE PARK** The Clerk advised members that Mr Chris Dodd of Rhino Ramps would be available to meet and discuss the City Council's approved design with the local skaters and residents on Wednesday 1<sup>st</sup> November in order to consider any minor adjustments. It was RESOLVED to run a drop-in session between the hours of 4.30pm and 6.30pm in the Memorial Hall for members of the public. It was further RESOLVED for the Clerk to contact all interested parties and to circulate a poster for the drop-in session.

- 295** ACROBATICS GROUP – The Clerk advised members that Ms Anne Curran would attend the monthly meeting of the City Council on 6<sup>th</sup> November in order to discuss the cost and set up of the possible new group. It was RESOLVED to defer this item for further discussion at the subsequent Council meeting on Monday 6<sup>th</sup> November 2017.
- 296** SAFETY BOLLARDS, WHITESANDS ROAD – Ben Blake e-mail of 10<sup>th</sup> October 2017 was received. It was RESOLVED to arrange a site visit with an officer of Pembrokeshire County Council to further discuss the possibility of placing safety bollards at Whitesands.
- 297** CHRISTMAS EVENTS 2017
- 1.8. Christmas Lighting Ceremony – The Responsible Finance Officer informed members that the Christmas tree would be ordered via St Davids Cathedral and that it would be delivered in time for the switch on. The exact cost would be confirmed in due course. Members requested that the tree be delivered on or by Saturday 25<sup>th</sup> November 2017.
- 1.9. Senior Citizens' Christmas Lunch – permission to purchase food and sundries. It was RESOLVED to approve the request and grant permission to purchase such items as may be necessary.
- 298** CITY HALL
- 298.1 Kitchen roof leaking. It was RESOLVED that Cllr Sehmi would meet on site with Mr Nick Price to discuss the remedial works and for Mr Price to provide a quote.
- 298.2 Kitchen cooker extraction fan – it was RESOLVED to purchase a new fan. It was further RESOLVED to replace the external grill for the vent.
- 298.3 Water boiler – it was RESOLVED to repair the thermostat.

## Finance

- 299** DONATIONS:
- 299.1 Requests:
- 299.1.1 St Davids Peninsula Community Land Trust e-mail of 4<sup>th</sup> October 2017 together with minutes of CLT meeting of 6<sup>th</sup> September 2017 were received from Cllr Evans. It was RESOLVED that the Clerk would clarify the legal position of the Council in relation to donation to an organisation of this kind.
- 299.1.1.1 It was further RESOLVED that the Clerk would seek dispensation for Cllrs Evans and Williams from the Standard Committee at Pembrokeshire County Council.
- 299.1.2 Marie Curie Nurses e-mail of 11<sup>th</sup> October 2017. It was RESOLVED to donate £100.
- 299.1.3 RAFA Club email of 23<sup>rd</sup> October 2017. It was RESOLVED to donate £300.
- 299.2 Thanks
- 299.2.1 CAB Pembrokeshire letter of 4<sup>th</sup> October 2017 was received.
- 300** Podiatry Service. The Responsible Finance Officer reported that the podiatry service at the Well-being centre had been very successful and that the 14 sessions had been fully booked every month. The funding for the service had almost been used and there was no other funding available at present. The City Council RESOLVED to donate £1000. It was further RESOLVED for the Responsible Finance Officer to provide a report on the service statistics at a subsequent meeting of the City Council.

**Mayor's business:**

- 301** Council photograph. The Mayor informed members that the photograph would be arranged for the second meeting of the month on Monday 20<sup>th</sup> November 2017.

**Planning:**

- 302** NP/17/0583 Creation of manege, raised patio to rear of storage shed, extension to domestic curtilage and access track (in retrospect) at Lowe House, Llandrudion, Solva, SA62 6UG. 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.
- 303** NP/17/0587 Proposed extensions and alterations at Porthllisky Farm, SA62 6RR. 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.
- 304** NP/17/0588 Single storey rear extension and removal of chimney at 6 Maes Dyfed, SA62 6SR. 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.
- 305** NP/17/0577 Proposed open air kitchen at 1 High Street, SA62 6SA – full. The City Council considered that the access to the property wasn't safe and that the impact of the smoke from the pizza oven would have a detrimental impact on the surrounding residents and businesses. It was RESOLVED to refuse to support the application.
- 306** NP/17/0578 Proposed open air kitchen at 1 High Street, SA62 6SA – listed building. The City Council considered that the access to the property wasn't safe and that the impact of the smoke from the pizza oven would have a detrimental impact on the surrounding residents and businesses. It was RESOLVED to refuse to support the application.

**Any other business**

- 307** Cllr John suggested that the Council consider purchasing a contactless payment device for Whitesands car park. It was RESOLVED to include this as an item for the agenda for a subsequent meeting of the City Council.
- 308** Cllr John reminded members that the Council had not undertaken a site visit of the former Police Station in St Davids. It was RESOLVED for the Clerk to contact the Police and Crime Commissioner regarding the site visit.
- 309** Cllr John advised members that the flower troughs would be replanted next Sunday.
- 310** Cllr John informed members that the stones still required clearing from Glasfryn Road.
- 311** Cllr Sehmi asked when the new website would be launched. The Clerk advised members that the training would be taking place on Tuesday 31<sup>st</sup> October and that the new website should be launched within the next few weeks.
- 312** The following advert was confirmed to be published in the local press as soon as possible:

CYNGOR DINAS TYDDEWI

ST DAVIDS CITY COUNCIL

**Deputy Clerk to St Davids City Council**Details are available on [www.stdavids.gov.uk](http://www.stdavids.gov.uk)

or contact St Davids City Council

01437 721 137 for an application form (available in Welsh upon request).



The general conditions are:-

1. Terms of employment will be based on the standard Society of Local Council Clerk's Contract of Employment (37 hours per week).
2. Pay is based on National Association of Local Council's scale LCI spinal point 18 - 21 currently £18,070 - £20,138 pa pro rata, dependant on experience.
3. Start Date: 1<sup>st</sup> February 2018.

Please send your completed application form with a hand written covering letter and any supporting information you may wish to present to -  
St Davids City Council, City Hall, High Street, St Davids, Pembrokeshire, SA62 6SD

Applications to be returned by 12 noon on 10th November 2017.

There being no further business the meeting closed at 8.00pm

Signed .....

Date .....

Chair