

**Minutes of the Monthly Meeting of the Council on Monday 4<sup>th</sup> February 2019 in the Council Chamber at 7.00pm**

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

**506 Apologies for Absence:** DJH George, DJ Griffiths

**507 Declarations of Interest:** Members are requested to identify any declarations of personal or prejudicial interests that they might have in relation to items on the agenda.

507.1 Cllr Price declared a prejudicial interest in relation to Item 514 and left the meeting while the item was discussed.

**508 Confirmation of Minutes for:-**

508.1 The Council Monthly Meeting on Monday 7<sup>th</sup> January 2019 were RESOLVED to be approved.

508.2 The "In Committee" minutes of the Council Monthly Meeting on Monday 7<sup>th</sup> January 2019 were RESOLVED to be approved.

508.3 The Second Meeting of the Month on Monday 21<sup>st</sup> January 2019 were RESOLVED to be approved.

**Matters Arising**

**509 WHITESANDS**

509.1 Car Park - The Clerk confirmed that residents' passes and season tickets were available to purchase in the Memorial Hall on the following dates:

- Monday 18<sup>th</sup> February 10am - 12noon and 5pm - 6pm
- Wednesday 20<sup>th</sup> February 10am - 12noon and 5pm - 6pm
- Friday 22<sup>nd</sup> February 10am - 12noon and 5pm - 6pm
- Saturday 23<sup>rd</sup> February 10am - 12noon **ONLY**

509.2 Café - External lights - It was RESOLVED to instruct SHM Electrical Services to install replacement lights at a cost of £285 + VAT.

**510 TRAFFIC MATTERS**

510.1 Coaches and transport strategy for St Davids – Owen Roberts e-mail of 22<sup>nd</sup> January 2019 Transport Issues in St Davids, together with Ian Panton e-mail of 28<sup>th</sup> January 2019 Parking and Traffic Management were received.

510.2 Bus stop improvements – Owen Roberts e-mails of 22<sup>nd</sup> and 31<sup>st</sup> January 2019 confirming that improvements to the kerb side access and bus bay markings were to be implemented imminently, were received. It was RESOLVED to propose a small canopy be installed above the bus stop at the south end of New Street.

510.3 Street name signs

510.3.1 Maes Y Dre damaged sign. St Davids Assemblies have confirmed that they are unable to carry out the repair work. The Clerk reported that responses were still awaited from Robust Boats and Leander Architectural. It was RESOLVED to enquire whether Mr R Rees of Llanrhian could repair the sign.

510.3.2 Yr Hafan – The Clerk reported that a response was awaited from the makers of the original signs, Leander Architectural. It was RESOLVED to defer the item to the following meeting of the City Council.

**511 PEMBROKESHIRE COUNTY COUNCIL**

511.1 Draft Toilet Strategy – It was RESOLVED to submit a corporate response stating that it was not effective to increase the charges at Whitesands as the proposal would likely result in people either ducking under the barriers or urinating elsewhere. The Council considered that a fairer system would be for all community councils to a percentage of toilet running costs throughout the county. The Council agreed with the proposal to improve toilet access and increase the general opening hours of toilets within Pembrokeshire.

511.2 Leisure Strategy. Gary Nicholas e-mail of 1st February 2019 advising that Pembrokeshire County Council were proposing to reduce the opening hours at St Davids Leisure Centre on a Thursday and Sunday morning, was received and RESOLVED to be acknowledged. It was further RESOLVED to promote the Sports Hall on the City Council's social media site, website, in the newsletter and to offer Pembrokeshire Sports a free market stall on St Davids Day to use for local promotion.

**512 PUBLIC ACCESS DEFIBRILLATOR** – Les Owen e-mail of 3<sup>rd</sup> February 2019 confirming that training would be available following the 12<sup>th</sup> February was received. It was RESOLVED to defer the item to the following meeting of the City Council.

**513 DAY CENTRE** - Rebecca Thornton e-mail of 4<sup>th</sup> February 2019 confirming that the Lunch Club had ceased operating was received. It was RESOLVED to permit the Social Club to continue to use 2 cupboards in the kitchen.

**514 ST JUSTINIANS** - Toilet provision. Abba Loos e-mail of 1<sup>st</sup> February 2019 together with Paul Evans e-mail of 1<sup>st</sup> February 2019 was received. It was RESOLVED to proceed with the order pending confirmation from the PBOA that they would pay two thirds of the cost (£2683.20) with the City Council paying the remaining third (£1341.60).

**515 ST DAVIDS DAY DINNER** The Clerk requested that members complete and return their menu choices at their earliest convenience.

**516 PUBLIC TOILETS** Internal lights at Bryn Road toilets – the Clerk confirmed that a response was still awaited.

**Accounts**

**517** The Responsible Finance Officer reported that the Internal Audit for December 2018 had been completed satisfactorily.

**518** Accounts for January 2019 were RESOLVED to be approved and permission to pay was granted

**519** Sian Waters e-mail of 18<sup>th</sup> January 2019 Charge for the provision of Electoral Services at a cost of £5785.96 was received. It was RESOLVED to grant permission to pay.

## INCOME AND EXPENDITURE JANUARY 2019

Balance as at 29/01/2019		£					
	Current A/c	34616.07					
<b>INCOME</b>	Car Park						
	City Hall	247.91					
	Cafe	600.00					
	Market stalls						
	Croeswdig Field rent	330.00					
	VAT repayment	7227.38					
	<b>Total</b>	<b>8405.29</b>					
	LGA 1972 SEC 137 2018/19 £11624			LGA 1972 Sec 214 Cemetery			
	Last month's donations	100.00		Total donated 2018/19	1400		
	2018/19 total	4100.00					
	Balance available	7524.00					
<b>PAYMENTS</b>		£					
	Admin	3020.23		Salaries: Clerk,Asst & RFO			
		119.68		Nest Pensions			
		256.09		Internet/telephone			
		2648.55		HMRC (NIC&IT)			
		106.80		Website maintenance			
		822.00		Computer maintenance			
	Whitesands			Attendant's commission			
		95.17		Telephons set up			
	Playground	60.92		Signs			
	Skate Park						
	Hall & House	121.13		Caretaker's salary			
		289.80		Supplies			
		875.47		Heat & light			
		21.35		D/D Boiler service etc			
		77.10		Supplies			
	Mayor's Expenses			Travel			
	St Justinians			Toilet hire			
				Toilet cleaning			
	Miscellaneous	4168.80		LITE			
		100.00		Clean market stalls			
		55.00		Clerk's specs			
		354.00		Xmas tree			
		147.00		Xmas transport & flowers			
		1174.00		PCC ( Council tax (3))			
	<b>Total</b>	<b>14513.09</b>					
Minutes 2018 / 2019			04				

**520 Finance****520.1 DONATIONS:****520.1.1 Requests**

520.1.1.1 Tenovus Cancer Care e-mail of 29<sup>th</sup> January 2019 was received. It was RESOLVED to donate £50.

520.1.1.2 Julia Horton-Powdrill e-mail of 30<sup>th</sup> January 2019 Request to use market stalls was received RESOLVED to be approved, subject to Mr Idwal Phillips erecting and taking down the stalls each day.

**520.1.2 Thanks**

520.1.2.1 St Davids Christmas Tree Association letter (not dated) together with a donation of £1000 was received.

520.1.2.2 Porthmawr SLSC e-mail of 31<sup>st</sup> January 2019 was received.

**Correspondence:**

**521** Amy Morgan e-mail of 16<sup>th</sup> January 2019 Whitesands café renovations was received and it was RESOLVED to write a testimony for Carreg Construction to be shared on the company's website and social media.

**522** National Library of Wales e-mail of 21<sup>st</sup> January 2019 Request to access archived website was received and RESOLVED to be approved.

**523** Benjamin Clyde-Smith of 23<sup>rd</sup> January 2019 Lost Cove 2019 was received and it was RESOLVED to grant permission for a first aid caravan to be installed next to the ice cream kiosk in the carpark for the duration of the event

**524** Eluned Morgan e-mail of 23<sup>rd</sup> January 2019 Meeting dates to discuss local issues was received and RESOLVED to arrange a meeting with AM in April 2019.

**525** Chloe Mnatzaganian e-mail of 23<sup>rd</sup> January 2019 BBC St Davids shoot was received and RESOLVED to be approved.

**526** Bethan Huws e-mail of 29<sup>th</sup> January 2019 Boom Cymru filming request was received and RESOLVED to be approved.

**527 Reports from Members representing the Council:**

527.1 St Davids Christmas Tree Association. Nothing to report further to Item 494.1.2.1.

527.2 St Davids Day Celebration Group. The 2019 provisional programme together with Canon Leigh Richardson e-mail of 22<sup>nd</sup> January 2019 were received. It was RESOLVED to purchase refreshments for the Council tea following the Cymanfa Ganu.

527.3 St Davids Day Centre for the Elderly. Cllr Williams reported that all was going well and group numbers were increasing. The Clerk confirmed any that the proceeds from the Cawl competition will be donated to the Day Centre Social Club.

527.4 St Davids Peninsula Tourist Association. Cllr Evans reported that the next meeting was to take place on 20<sup>th</sup> March at 6pm in Memorial Hall.

527.5 Porthclais Harbour Authority. Cllr John reported that the next meeting was to take place on Wednesday 6<sup>th</sup> February 2019.

527.6 St Davids - Matsieng Lesotho Link. The RFO reported that £420 was raised at the recent coffee morning.

527.7 Youth Club. Cllr John reported that the Club's membership numbers were continuing to grow and that Mr Kevin Williams was due to leave Pembrokeshire Youth Service.

527.8 Ysgol Penrhyn Dewi Governor. Cllr Halse reported that the permanent Governing Body had now been appointed. While the school would certainly have to deal with financial pressures, uncertainties will be resolved in the near future. The school performance of Annie the Musical would take place from Thursday 14<sup>th</sup> – Saturday 16<sup>th</sup> February with doors opening at 7.30pm.

- 527.9 St Davids Community Forum. Cllr Sehmi reported that Mr Paul Edey had resigned as Chairman. The next meeting of the Forum was to take place on 20<sup>th</sup> March at 6pm in the Memorial Hall with the Memory Café meeting on 6<sup>th</sup> March 2019.
- 527.10 Porthstinan Boat Owners Association. Nothing to report.
- 527.11 Porthmawr Surf Life Saving Club. Nothing to report.
- 527.12 Bws Y Bobl. Nothing to report.
- 527.13 Music and Arts Festival. Nothing to report.
- 527.14 Re-discovering Ancient Connections. Cllr Chant reported that the project had been awarded £1.9million grant funding
- 527.15 Coffee and Chat. Cllr John reported that all was going well and numbers are rising each week. The Group are currently preparing an entry for the St Davids Eisteddfod.
- 527.16 One Voice Wales. Nothing to report.

**528 County Councillors report:**

- 528.1 Cllr Lloyd endorsed Cllr Halse's report in relation to Ysgol Penrhyn Dewi. Cllr John Lloyd expressed his disappointment on learning that the school was designated amber in the performance category Cllr David Lloyd confirmed that while he was initially disappointed with the amber award he was reassured that the school would receive additional support to guide it through the initial academic year. Recent exam results at Ysgol Dewi Sant were 79% of A\*-C in GCSE's prior to its closure in 2018.
- 528.2 Rediscovering Ancient Connections – following on from the City of Culture bid, £1.9 million funding had been awarded. Three officers would be appointed to manage the project with one based in Pembrokeshire.
- 528.3 The Youth Service. Cllr Lloyd reported that the youth service is being revamped. Pembrokeshire County Council won the best youth service in Wales award, presented by Eluned Morgan AM. Proposed budget cuts would affect the St Davids Youth Club provision. Cllr Lloyd suggested that the City Council invite Mr Steve Davies to attend a meeting to discuss the proposals.

**Planning:**

- 529** NP/19/0025 Change of use of annexe to main house to a single tourist accommodation unit at Gilda Sant, 5, Glasfryn Lane, St Davids, SA62 6ST. 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.
- 530** NP/19/0055 Retention of ATM on shop front elevation at CK's Supermarket, New Street, SA62 6SW. It was RESOLVED to support. 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.
- 531** NP/19/0056/ADV Retention of ATM on shop front elevation at CK's Supermarket, New Street, SA62 6SW. It was RESOLVED to support. 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.

**Clerks Business:**

**532** One Voice Wales – Local Government Finance Training. It was RESOLVED that the Clerk and Deputy Clerk would attend the course on Wednesday 20<sup>th</sup> February 2019 at a cost £40 per person.

**Additional items** – the following matters were requested to be included as an agenda item for the next meeting:

**533** Cllr John – request for the Police Commissioner to attend a meeting with the City Council.

**534** Cllr Williams – refurbishment of the floor in the City Hall.

There being no further business the meeting closed at 8.35pm

Signed .....  
Chair

Date .....

**Minutes of the Second Monthly Meeting of the Council on Monday 18<sup>th</sup> February 2019 in the Council Chamber at 7.00pm**

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

**535 Apologies for Absence:** BS Sehmi

**536 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.

536.1 Cllr Evans declared a personal interest in relation to Item 551.

**Matters Arising**

**537 DIARY DATES** Members were reminded of the following events:

537.1 Fish & Chip supper in aid of Shalom House on Tuesday 19<sup>th</sup> February 2019 at 6.30pm at Somethings Cooking.

537.2 Bring & Buy sale and Coffee Morning in aid Shalom House on Saturday 23<sup>rd</sup> February 2019 at Victoria Hall, Roch from 10.00am to 1.00pm.

537.3 Cymanfa Ganu on Sunday 24<sup>th</sup> February at 2.30pm in Capel Seion, followed by Tea and Welsh cakes in the City Hall.

537.4 Public meeting to discuss future of Scout Hut on Wednesday 6<sup>th</sup> March at 7.00 pm in City Hall.

**538 POLICE AND CRIME COMMISSIONER** – Anwen Howells e-mail of 15<sup>th</sup> February 2019 advising that meeting dates would be proposed upon the Commissioner's return to work was received.

**539 COUNCIL PROPERTY**

539.1 New market stalls – it was RESOLVED to purchase three market stalls from Gala Tent at a cost of £2348.85 (ex VAT). It was further RESOLVED to increase the payment for erecting and dismantling the stalls from £80 to £100 (*pro rata £20 per three stalls*).

539.2 City Hall floor - It was RESOLVED to provisionally book Flooring Solutions Ltd to refurbish the floor at a cost of £5662.00 (ex VAT) during October 2019, pending a successful season at Whitesands Car Park; with the order to be confirmed in September 2019.

539.3 Youth Drop In Centre - paper towel dispenser for kitchen. It was RESOLVED to purchase a dispenser from Viking at a cost of £25.99 (ex VAT).

539.4 New notice boards in City Hall foyer. It was RESOLVED to obtain prices for various types of board materials and to review the Item in the autumn of 2019.

539.5 Maes Y Dre street name sign - the Clerk reported that to date she had been unable to contact Mr Rees of Llanrhian in order to ascertain whether the sign could be repaired. It was RESOLVED to make a further attempt to contact Mr Rees and to report back to Council at the following meeting.

539.6 Yr Hafan street name sign - it was RESOLVED to provisionally order a sign from Leander Architectural at a cost of £535 (ex VAT), pending a successful Easter at Whitesands Car Park; with the order to be confirmed in May 2019.

**540 TRAFFIC MATTERS**

540.1 Shared Use Path to Ocean Haze – Shafiu Alam e-mail of 7<sup>th</sup> February 2019 containing a schedule of works and plan was received.

540.2 New Traffic Regulation Order at St Justinians – Darren Thomas e-mail of 5<sup>th</sup> February 2019 proposing to prohibit overnight parking for caravans and motor homes from 8pm to 7am was received and RESOLVED to be approved.

540.3 Flooding on roads at Whitesands and Rhodiad Y Brenin – Dorian Williams e-mail of 15<sup>th</sup> February 2019 advising that recent incidents of road flooding were due to the unusually heavy

amount of rainfall were rejected by the City Council and it was RESOLVED to reiterate the Council's insistence that the drains / drainage in both areas be reinvestigated.

540.4 Flashing speed sign on A487 at St Davids approach – the Clerk reported that no progress had been made regarding the matter and it was RESOLVED to pursue the matter with the Highway Authority.

**541 ST JUSTINIANS - Toilet provision.** The Clerk confirmed that a response was still awaited from Porthstinian Boat Owners Association.

**542 PUBLIC TOILETS**

542.1 Internal lights at Bryn Road toilets – Jon Mills e-mail of 6<sup>th</sup> February 2019 was received and it was RESOLVED to insist that the light be repaired immediately.

542.2 Copy letter of 11<sup>th</sup> February 2019 from David Davies to Pembrokeshire County Council regarding the Public Conveniences at Porthclais Harbour was received.

**543 GLASFRYN ROAD ROUNDABOUT** Emrys Llewelyn e-mail of 8<sup>th</sup> February 2019 confirming that the Highway Authority were unable to grant the Penknife Club's request to plant and maintain a flower display on the roundabout was received. It was RESOLVED to suggest that the Penknife Club maintain the flower display on the Fishguard Road approach.

**544 SAFETY LIGHTING AT WAUNFAWR** Sinead Henehan letter of 6<sup>th</sup> February 2019 confirming that grant funding had been awarded in the sum of £4336, was received.

**545 DE-FIB TRAINING** The Clerk confirmed that St Davids Co-Responders had confirmed that training for City Councillors was available on Wednesday 13<sup>th</sup> March. It was RESOLVED that members wishing to undertake the training would attend the St Davids Fire & Rescue Station at 7.00pm.

**Finance**

**546 FINANCIAL RISK ASSESSMENT** – the Responsible Finance Officer confirmed that the Assessment was being reviewed in preparation for Council approval in March 2019.

**547 ASSET REGISTER** - the Responsible Finance Officer confirmed that the Register was being reviewed in preparation for Council approval in March 2019.

**548 ONE VOICE WALES** – It was RESOLVED to renew the City Council's membership at a cost of £331

**549 DONATIONS** It was RESOLVED to have a general review of the City Council donation policy at the Annual Meeting of the City Council in May 2019.

549.1.1 Requests

549.1.1.1 Paul Sartori letter of 5<sup>th</sup> February 2019 was received. It was RESOLVED to donate £100.

549.1.1.2 St Davids Cathedral Festival letter of 8<sup>th</sup> February 2019 was received. It was RESOLVED to donate £1000.

549.1.1.3 Wales Air Ambulance letter of 11<sup>th</sup> February 2019 was received. It was RESOLVED to donate £100.

549.1.1.4 Llangollen International Music Festival letter (not dated) was received.

549.1.2 Thanks

549.1.2.1 Teenage Cancer Trust letter of 29<sup>th</sup> January 2019 was received.



**Correspondence:**

- 550 Liz Thomas e-mail of 4<sup>th</sup> February 2019 Invitation for members to attend a Pembrokeshire Community Land Trust seminar was received.
- 551 Pembrokeshire County Council LDP Team e-mail of 4<sup>th</sup> February 2019 confirming that the Preferred Strategy Comments form was received.
- 552 Michael Phillips e-mail of 8<sup>th</sup> February 2019 *Unpaid carers amongst armed forces veterans – tell us about your life* was received.
- 553 Gerald Martyn copy letter of 11<sup>th</sup> February 2019 to PCNPA continuing comments in relation to the Deposit LDP 2 was received.
- 554 One Voice Wales e-mail of 12<sup>th</sup> February 2019 Inquiry into allotments was received and it was RESOLVED to forward the information to Mr Andy Dixon of the St Davids Allotment Society and Mr Little of Torth Y Tir.

**Planning:**

- 555 NP/18/0708 Change of use of timber chalet to tourist accommodation unit at Clegyr Uchaf Farm, SA62 6QN – application withdrawn.
- 556 NP/18/0763 Demolition of house, annexe and garage and erection of replacement dwelling at Pant Y Bryn, SA62 6QS. 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.

**Additional items** – the following matter was requested to be included as an agenda item for the next meeting:

- 557 Cllr John - traffic mirror at the south end of New Street opposite the junction with High Street..

There being no further business the meeting closed at 8.15pm

Signed .....  
Chair

Date .....