

## Minutes of the Monthly Meeting of the Council on Monday 1<sup>st</sup> April 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).

- 1 **Apologies for Absence:** DJH George, DJ Griffiths, County Councillor DB Lloyd.
- 2 **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.
  - 2.1 Cllr Halse declared a prejudicial interest in relation to Item 9.1 and left the room while the item was discussed.
  - 2.2 Cllr Price declared a prejudicial interest in relation to Item 33 and left the room while the item was discussed.
- 3 **Confirmation of Minutes for:-**
  - 3.1 The Council Monthly Meeting on Monday 4<sup>th</sup> March 2019 were RESOLVED to be approved.
  - 3.2 The Second Meeting of the Month on Monday 18<sup>th</sup> March 2019 were RESOLVED to be approved.

### Matters Arising

- 4 **DIARY DATES** Members were reminded of the following events:
  - 4.1 Open surgery – every Tuesday from 5.30pm – 6.30pm in the Memorial Hall commencing from Tuesday 2<sup>nd</sup> April 2019.
  - 4.2 Dragon Parade on Saturday 6<sup>th</sup> April 2019 at 7.00pm at Oriel Y Parc. Katie Murphy e-mail of 1<sup>st</sup> April 2019 was received.
  - 4.3 Business event on Wednesday 10<sup>th</sup> April 2019 at 5.30pm at the Meadow Café.
- 5 **THE WALES WAY** Bethan Wicks – Senior Project Manager for The Wales Way was unable to attend the meeting to discuss the Wales Way project. Beth Wicks e-mail of 1<sup>st</sup> April 2019 proposal for new sign at entrance to St Davids was received. It was RESOLVED to support the proposal in principle, providing that the signs at both entrances to St Davids were matching and included the fact that St Davids was Britain's smallest city and was twinned with Naas, Oreleat and Matsieng. It was further RESOLVED to request a site visit and draft copy of the sign prior to installation.
- 6 **CHRISTMAS LIGHTS** – This item, being a matter of contract was agreed to be deferred to the end of the meeting when under section 100 (A) of the Local Government Act 1972, it was RESOLVED 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.
- 7 **TRAFFIC MATTERS**
  - 7.1 Traffic mirror at the south end of New Street opposite the junction with High Street. The Clerk advised members that the mirror was due to be installed on Tuesday 2<sup>nd</sup> April 2019.
  - 7.2 Bus stop improvements
    - 7.2.1 New Street, South end – the Clerk advised that a response from Pembrokeshire County Council Street Care was still awaited. It was RESOLVED to support a new shelter in principle subject to cost of installation and maintenance.
    - 7.2.2 Coach congestion at Cross Square. It was RESOLVED to arrange a subsequent meeting with Owen Roberts, Ian Panton, PCC and PCNPA on a Thursday (market and coach day) in the summer holidays.
- 8 **PUBLIC TOILETS**
  - 8.1 Internal lights at Bryn Road – the Clerk advised members that a response was still awaited.

**9 COUNCIL PROPERTY**

- 9.1 Fountain on Cross Square – Adrian Roberts e-mail of 13<sup>th</sup> March 2019 and Andy Matthews e-mail of 28<sup>th</sup> March 2019 were received. It was RESOLVED to make enquiries with a swimming pool/hot tub specialist as to whether they were able to undertake the repairs.
- 9.2 Orientation maps – photo of damaged board at Quickwell car park attached. The Clerk advised members that quotes were still awaited for updating the four maps and repairing the board at Quickwell car park. The Deputy Clerk was to meet with Vic Moulder for a second site visit on Thursday 11<sup>th</sup> April 2019.
- 9.3 New printer/photocopier was installed on Thursday 28<sup>th</sup> March 2019.

**10 YOUTH DROP IN CENTRE**

- 10.1 Pool table trolley – The Clerk informed Members that Mr Jason Slater of Haverfordwest Coin Machines had made a verbal offer to donate a trolley free of charge.

**11 PCC PUBLIC CONSULTATIONS**

- 11.1 St Davids Sports Hall – proposal to reduce opening hours. Hwyl Gibbs e-mail of 25<sup>th</sup> March 2019 was received. It was RESOLVED to include the consultation document on the next agenda and to post the consultation response form on the City Council facebook page.

- 12 ST DAVIDS BEFRIENDING PROJECT Cllr York proposal for new be-friending project in St Davids – copy of pilot letter and questionnaire were received. It was RESOLVED to suggest removing Question 1 and to suggest that the questionnaire and information regarding the proposal be included in the next edition of the St Davids City News as a first attempt to establish the demand for the scheme.

- 13 PARKING CONCESSIONS - This item, being a matter of contract was agreed to be deferred to the end of the meeting when under section 100 (A) of the Local Government Act 1972, it was RESOLVED 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**

- 14 The Responsible Finance Officer reported that the Internal Audit for February 2019 had been completed successfully.
- 15 The accounts for March 2019 were RESOLVED to be approved and permission was granted to pay.

## INCOME AND EXPENDITURE MARCH 2019

<b>Balance as at 27/03/2019</b>			£						
		Current A/c	23725.90						
<b>INCOME</b>	Car Park		8495.00						
	City Hall		472.30						
	Cafe		600.00						
	Market stalls		260.00						
	<b>Total</b>		<b>9827.30</b>						
	LGA 1972 SEC 137 2018/19 £11624			LGA 1972 Sec 214 Cemetery					
	Last month's donations		550.00	Total donated 2018/19	1400				
	2018/19 total		7300.00						
	Balance available		4324.00						
<b>PAYMENTS</b>			£						
	Admin		3020.23	Salaries: Clerk,Asst & RFO					
			119.68	Nest Pensions					
			164.23	Internet/telephone					
			29.99	Computer maintenance					
			80.00	Courses					
			173.99	Gifts re St Davids Dinner					
	Whitesands		1214.25	Attendant's commission					
	Playground								
	Skate Park								
	Hall & House		207.31	Caretaker's salary					
			125.00	Cleaning windows etc					
			438.00	Annual Pest Control contract					
			21.35	D/D Boiler service etc					
			382.16	Supplies					
			265.84	Trade Waste					
	Mayor's Expenses								
	St Justinians			Toilet hire					
				Toilet cleaning					
	Miscellaneous		300.00	Market stalls					
			258.00	Quickwell toilets					
			335.00	Benches work					
			1748.78	Library contribution					
			2964.80	St Davids Day Dinner					
				PCC ( Council tax (3))					
			120.64	Dwr Cymru					
	<b>Total</b>		<b>11969.25</b>						

**16 Finance**

## 16.1 Donation Guidance

16.1.1 *Previous Minute 316 of 3<sup>rd</sup> October 2005 - Donations Review – the current standards were RESOLVED to be updated to a maximum donation of £400 except for St Davids Cathedral Festival and the Sail Training Association and £100 for other local and national charitable contributions. It was emphasised that this was for guidance purposes.*

16.1.2 The current standards provided by *Minute 316 of 3<sup>rd</sup> October 2005 - Donations Review* were RESOLVED to be updated to a maximum donation of £500 per annum to local organisations except for St Davids Cathedral Festival and the St Davids Co-Responders, and up to £100 for local and national charitable contributions

## 16.2 DONATIONS:

16.2.1 Requests

16.2.1.1 Simon Green e-mail of 21st March 2019 was received.

16.2.2 Thanks

16.2.2.1 Cruse Bereavement Care letter of 25<sup>th</sup> March 2019 was received.

**Correspondence:**

**17** Major GA Stranger letter of thanks dated 5th March 2019 was received.

**18** Gill Lewis e-mail of 15<sup>th</sup> March 2019 Protecting the National Park landscape was received and her comments RESOLVED to be acknowledged and endorsed.

**19** Hannah Buck e-mail of 15<sup>th</sup> March 2019 Light pollution – ‘turn down the lights and discover the benefits dark skies bring’ was received.

**20** Stephen Probert e-mail of 19<sup>th</sup> March 2019 Round Ramsey Rowing Race 2019 was received and it was RESOLVED to support the event by allowing race competitors to park free of charge..

**21** Kik-Plastic e-mail of 20<sup>th</sup> March 2019 Beach cleaning tour was received.

**22** Ivor Thomas e-mail of 22<sup>nd</sup> March 2019 Future development plans of St Davids RFC and St Davids City Council land was received and RESOLVED to elect two representatives at the annual meeting in May.

**23** Marc Edwards e-mail of 22<sup>nd</sup> March 2019 Pembrokeshire deserves better Broadband service was received.

**24** Hannah Buck e-mail of 22<sup>nd</sup> March 2019 PCNPA Walking group directory was received.

**25** One Voice Wales e-mail of 27<sup>th</sup> March 2019 Understanding Welsh places was received. It was RESOLVED to draft an article and include a copy on the subsequent agenda.

**26** Ysgol Penrhyn Dewi letter dated March 2019 Invitation to annual Awards Evening was received. Cllr Lloyd and Cllr York agreed to attend the ceremony.

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

27.1 St Davids Christmas Tree Association. Nothing to report.

27.2 St Davids Day Celebration Group. Nothing to report.

27.3 St Davids Day Centre for the Elderly. Cllr Williams reported that membership numbers were steady and all was going very well. The Group had planned a lunch at Whitesands Beachhouse Café. Rebecca Thornton e-mail of 31<sup>st</sup> March 2019 thanking the Council for choosing to gift the donations raised at the Cawl Competition to the Day Centre, was received. It was RESOLVED to feature the Group in the next edition of the St Davids City News.

27.4 St Davids Peninsula Tourist Association. Nothing to report.

27.5 Porthclais Harbour Authority. Nothing to report.

27.6 St Davids - Matsieng Lesotho Link. Nothing to report.

27.7 Youth Drop In. Nothing to report.

27.8 Ysgol Penrhyn Dewi Governor. Cllr Halse reported that budget planning for the forthcoming year was underway. The school is hoping to develop as a secondary sensory resource centre for sight/hearing impairments. There was a lot of interest for new pupils and lots of applications for

- school places. The staff are very committed. Cllr Halse confirmed that he would enquire about refunding the school the cost of bussing the children to the senior citizens lunch at Christmas.
- 27.9 St Davids Community Forum. Cllr Sehmi reported that a meeting was held on 26<sup>th</sup> March at which Geraint Michael has come to discuss whether the Forum could become involved with the future of the Scout Hut. The next meeting of the Memory Café was to take place on 10<sup>th</sup> April 2019.
- 27.10 Porthstinan Boat Owners Association. Cllr Price reported the organisation met tonight and presented the council with a cheque for the PBOA's share of the cost of toilet provision at St Justinians.
- 27.10.1 A copy of the minutes of PBOA meeting on 5th March 2019 was received and is attached to these minutes.
- 27.10.2 Following Cllr Evans' request for further information regarding RNLI Original Boat houses, the Clerk confirmed that a formal e-mail had been sent to the RNLI, however a response is still awaited.
- 27.11 Porthmawr Surf Life Saving Club. Nothing to report.
- 27.12 Bws Y Bobl. Cllr Williams reported that bus pass scanners have now been installed on all buses.
- 27.13 Music and Arts Festival. Nothing to report.
- 27.14 Re-discovering Ancient Connections. Nothing to report.
- 27.15 Coffee and Chat. Cllr John reported that 2 PCSOs had attended last week with a view to providing some local police presence
- 27.16 One Voice Wales. Cllr Thornton reported that the next meeting was to take place on 16<sup>th</sup> April 2019.

### Planning:

- 28 Nicola Gandy e-mail of 26<sup>th</sup> March 2019 Advising that planning applications are now available to view on-line was received.
- 29 NP/19/0127 Proposed new free standing sign & fascia at Dyfed Powys Constabulary, St Davids Police Station, High Street, St Davids, SA62 6SB. The City Council considered that the development would help to sustain the economic and social well-being of the local community. It was RESOLVED to support the application.
- 30 NP/19/0128 Remodel front elevation to a shop front & reinstate courtyard to frontage at Dyfed Powys Constabulary, St Davids Police Station, High Street, St Davids, SA62 6SB. The City Council considered that the development would help to sustain the economic and social well-being of the local community. It was RESOLVED to support the application.
- 31 NP/19/0135 Removal of existing porch extension and replace with new porch on east elevation. Install 3 no. rooflights to rear (west) elevation at Yr Hen Ysgol, Treleddy Fawr, St Davids, SA62 6PP. 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.
- 32 NP/19/0144/LBA Removal of existing porch extension and replace with new porch on east elevation. Install 3no. rooflights to rear (west) elevation at Yr Hen Ysgol, Treleddy Fawr, St Davids, SA62 6PP. 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.
- 33 NP/19/0145 Alterations to Site Entrance - retrospective at Pwllcaerog, Berea, SA62 6DG. 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.

**Clerk's Business:**

- 34** St Davids City Newsletter – Tom Laing-Baker letter of 8<sup>th</sup> March 2019 containing thanks from Her Majesty was received.
- 35** One Voice Wales training courses – Wendi Patience e-mail of 21<sup>st</sup> March 2019 was received and it was RESOLVED for both the Clerk and the Deputy Clerk to attend the training courses.

**Any other business:**

- 36** Cllr Halse advised Members that staff appraisals were to take place tomorrow.
- 37** Cllr Lloyd suggested that the City Council write to congratulate Miss Jasmine Joyce on her recent selection for the Barbarians rugby team.

There being no further business the meeting closed at 8.45pm

Signed .....  
Chair

Date .....

**Minutes of the second Monthly Meeting of the Council on Monday 15<sup>th</sup> April 2019 in the Council Chamber at 7.00pm**

**Present:** Mayor MJ Chant, Deputy Mayor FD John, ES Evans, DHJ George, DJ Griffiths, 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).

The meeting was preceded by a visit from Police and Crime Commissioner Dafydd Llywelyn of Dyfed-Powys Police who addressed the concerns of the City Council namely the lack of rural policing, the lack of Automatic Plate Recognition, CCTV and a dedicated time for the public to meet with either a PCSO or PO in St Davids. Commissioner Llywelyn reassured Members that he would look into the matters raised by the Council and respond formally in due course. The Commissioner also advised the Council that there may be scope for funding towards the provision of a Detached Officer to assist the Youth Service and suggested that the Clerk contact his office to make an application.

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

**45 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.

- 45.1 Cllr Griffiths declared a prejudicial interest in relation to Item 58 and left the Council Chamber whilst the item was discussed.
- 45.2 Cllr Price declared a personal interest in relation to Item 58.

**Matters Arising**

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

- 46.1 Mayor's Charity Concert on Friday 26<sup>th</sup> April 2019 at 7.30pm at St Davids Cathedral.
- 46.2 Naas Rugby Club Annual Tour to St Davids. Reception at St Davids Rugby Club on Friday 19<sup>th</sup> April 2019 at 2.30pm. It was RESOLVED to donate £250 towards provision of buffet.

**47 PUBLIC TOILETS** Internal lights at Bryn Road – Jonathon Mills e-mail of 5<sup>th</sup> April 2019 was received.

**48 TRAFFIC MATTERS**

- 48.1 Traffic mirror at the south end of New Street opposite the junction with High Street has been installed.
  - 48.1.1 Cllr Sehmi confirmed that the mirror at the Goat Street / Catherine Street junction had not been replaced and it was RESOLVED to report this to PCC again.
- 48.2 Coach parking and congestion at Cross Square – Owen Roberts e-mail of 11<sup>th</sup> April 2019 was received and it was RESOLVED to request a copy of the meeting that took place in January.

**49 YOUTH DROP IN CENTRE**

- 49.1 Pool table trolley – Haverfordwest coin machines – Mr Slater has agreed to donate the trolley in time for the return of the Youth Club on Thursday 2<sup>nd</sup> May 2019. It was RESOLVED to write a letter of thanks to Mr Slater once the trolley had been received.

**50 PCC PUBLIC CONSULTATIONS**

- 50.1 St Davids Sports Hall – proposal to reduce opening hours. The Clerk confirmed that a cooperate response had been submitted. It was RESOLVED to share the post again on Facebook and also to promote the fitness facilities in Waunfawr.

**51 COUNCIL WEBSITE**

- 51.1 Online booking system. It was RESOLVED to proceed with the online booking system and to accept Webadep't's quote of £324 to install the system.

**52 Finance**

## 52.1 DONATIONS:

52.1.1 Requests52.1.1.1 Cancer Research Wales letter of 4<sup>th</sup> April 2019 was received.52.1.2 Thanks52.1.2.1 Paul Satori letter of 27<sup>th</sup> March 2019 was received.**Correspondence:**

**53** Becky Lloyd e-mail of 8<sup>th</sup> April 2019 Art Trail for St Davids Arts and Music festival 2019 was received. It was RESOLVED to include an article in the Summer Edition of the St Davids City News.

**54** Sinead Henehan e-mail of 8<sup>th</sup> April 2019 Pembrokeshire Town WiFi scheme renewal was received. It was RESOLVED that the City Council would not undertake financial responsibility for providing the wiifi. It was further RESOLVED to forward the information to the St Davids Peninsula Tourist Association with a view to consider making a financial contribution.

**Planning:**

**55** NP/19/0153 Change of use of C3 Dwelling/house to Mixed Use comprising A1 shop, A3 canteen and B1 business, including single storey extensions to front and rear to provide canteen, porch, kitchen and toilet facilities at The Mount, 66 New Street, St Davids, SA62 6SU.

55.1 Please see Christine Martin letter (not dated) was received.

55.2 Please see John Mansfield and Julia Horton-Mansfield letter contained within e-mail of 9<sup>th</sup> April 2019 was received.55.3 It was RESOLVED to defer the Item following a site visit of the property on Tuesday 23<sup>rd</sup> April at 6.30pm and a meeting to be held in the Council Chamber following the site visit.

**56** NP/19/0162 Extension to existing camping site, toilet & shower facilities at Whitesands Camping Site, Whitesands Bay, St Davids, SA62 6PS. The City Council considered that the proposal was deemed unlikely to have a detrimental visual or environmental impact on the surrounding area. It was unanimously RESOLVED to support the application.

**57** NP/19/0180 Change of use of existing toilet and storage building to office and part demolition with new built amenity block at Rhosson Ganol, St Davids, SA62 6PY. The City Council considered that the proposal was deemed unlikely to have a detrimental visual or environmental impact on the surrounding area. It was unanimously RESOLVED to support the application.

**Clerk's Business:**

**58** North Pembrokeshire Transport Forum membership renewal. It was RESOLVED to renew the membership at a cost of £12.00.

The following Items were requested to be included on a subsequent meeting of the City Council:

**59** Cllr Thornton – second homes tax.

**60** Cllr Evans – removal of the builders skip in the limited waiting bay in New Street.

There being no further business the meeting closed at 8.25pm

Signed .....

Date .....

Chair



**Minutes of the Third Monthly Meeting of the Council on Tuesday 23<sup>rd</sup> April 2019 in the Council Chamber at 7.00pm**

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

The meeting was preceded by a site visit to The Mount, 66 New Street, SA62 6SU at 6.30pm

**61 Apologies for Absence:** DB Halse, PL Evans (Responsible Finance Officer)

**62 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.

62.1 Cllr Evans declared a personal interest in relation to Item 64.

62.2 Cllr Thornton declared a personal interest in relation to Item 64.

**Planning:**

**63 NP/19/0153** Change of use of C3 Dwelling/house to Mixed Use comprising A1 shop, A3 canteen and B1 business, including single storey extensions to front and rear to provide canteen, porch, kitchen and toilet facilities at The Mount, 66 New Street, St Davids, SA62 6SU. Please see the following items of correspondence in relation to the above application.

63.1 Laura Ward letter (not dated) was received.

63.2 Heather Bennett letter (not dated) was received.

63.3 Suzie Lawrence letter (not dated) was received.

63.4 Helen and Denzil Jeremy letter of 11<sup>th</sup> April 2019 was received.

63.5 Bernard and Kathleen Mathias e-mail of 12<sup>th</sup> April 2019 was received.

63.6 Anne and Tom Sharp letter of 13<sup>th</sup> April 2019 was received.

63.7 Sue De Silva e-mail of 14<sup>th</sup> April 2019 was received.

63.8 Jenny Tripp Black e-mail of 14<sup>th</sup> April 2019 was received.

63.9 Caroline and Nick Sidonio e-mail of 14<sup>th</sup> April 2019 was received.

63.10 William Wint e-mail of 14<sup>th</sup> April 2019 was received.

63.11 Andy Middleton e-mail of 14<sup>th</sup> April 2019 was received.

63.12 Louise Diggle e-mail of 14<sup>th</sup> April 2019 was received.

63.13 Diana Powell e-mail of 14<sup>th</sup> April 2019 was received.

63.14 Jonathon and Maggie Rose letter of 14<sup>th</sup> April 2019 was received.

63.15 Mary and Patrick de Broux letter of 14<sup>th</sup> April 2019 was received.

63.16 Liz and Mike Hodson letter of 14<sup>th</sup> April 2019 was received.

63.17 Lisa Sayner letter of 14<sup>th</sup> April 2019 was received.

63.18 Claire Davies e-mail of 15<sup>th</sup> April 2019 was received.

63.19 TYF Group letter of 15<sup>th</sup> April 2019 was received.

63.20 Tim Rees e-mail of 15<sup>th</sup> April 2019 was received.

63.21 Rodney and Annie Haig letter of 16<sup>th</sup> April 2019 was received.

63.22 Andy Dixon e-mail of 15<sup>th</sup> April 2019 was received.

63.23 BG & LRH Griffiths e-mail of 15<sup>th</sup> April 2019 was received.

63.24 Stephen Weston copy e-mail of 12<sup>th</sup> April 2019 was received.

63.25 Clare Wimperis e-mail of 16<sup>th</sup> April 2019 was received.

63.26 Copy of Glen Peters e-mail of 16<sup>th</sup> April 2019 was received.

63.27 Copy of Nick Ashby e-mail of 16<sup>th</sup> April 2019 was received.

63.28 Mary Heaney e-mail of 17<sup>th</sup> April 2019 was received.

63.29 Pat Thomas letter of 17<sup>th</sup> April 2019 was received.

63.30 Rob Scourfield e-mail of 18<sup>th</sup> April 2019 was received.

63.31 Jane Rees-Baynes letter (not dated) was received.

63.32 WJA & EI Williams letter of 21<sup>st</sup> April 2019 was received.

63.33 John & Julia Mansfield letter of 23<sup>rd</sup> April 2019 was received.

The City Council considered that by employing 9 full time equivalent staff the proposed commercial and educational development would help to sustain the economic and social well-being of the local community.

By a vote of 6:5, it was RESOLVED to support the application subject to the development being screened and landscaped sympathetically and sensitively in order to ensure that no aspect of the proposal would adversely impact on the privacy or enjoyment of the residents of the adjoining properties and to take measures such as triple glazed windows, an adequate ventilation system etc to mitigate the impact of the commercial kitchen on the neighbouring houses such as noise, cooking fumes, emptying bottles etc.

There being no further business the meeting closed at 7.45pm

Signed .....  
Chair

Date .....