

**Minutes of the Monthly Meeting of the Council on Monday 9<sup>th</sup> November 2020 in the City Hall at 7.00pm**

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

**77 Apologies for Absence:** BT Price

**78 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.

**79 Confirmation of Minutes for:-**

79.1 The Council Monthly Meeting on Monday 5<sup>th</sup> October 2020 were RESOLVED to be approved.

**Matters Arising**

**80 NEWSLETTER** The following options regarding the newsletter were presented to the Council. It was RESOLVED to defer the publishing of the newsletter until after Christmas.

80.1 Option 1 – Full edition in colour (24 pages) - £1100

80.2 Option 2 – Reduced edition in colour (8 pages) - £400

80.3 Option 3 – Postpone a newsletter until next year.

**81 FLOWERS DISPLAYS 2021** Neil McCarthy e-mail of 28<sup>th</sup> October 2020 containing a quote of £525.80 for the 2021 flower display was received and RESOLVED to be approved.

**Accounts**

**82** The Responsible Finance Officer reported that the Internal Audit for September 2020 had been completed successfully.

**83** The accounts for October 2020 were RESOLVED to be approved and permission was granted to pay.



**84 Finance****84.1 DONATIONS:****84.1.1 Requests**

84.1.1.1 Cerebal Palsy Cymru letter of 16<sup>th</sup> October 2020 was received.

**84.1.2 Thanks**

84.1.2.1 St Davids and Solva Food Pod letter of 15<sup>th</sup> October 2020 was received.

**84.1.3 Annual Donations**

84.1.3.1 Tretio, Berea, Caerfachell chapels. It was RESOLVED to donate £200.

84.1.3.2 St Davids cemetery. It was RESOLVED to donate £800.

84.1.3.3 British Legion. It was RESOLVED to donate £50.

84.1.3.4 Podiatry service. Members were advised that the service was not currently in operation due to Covid restrictions.

84.1.3.5 Co-Responder. It was RESOLVED to donate £1000.

**84.2 FINANCIAL REVIEW TO MARCH 2021 – Members were provided by the following report by the Responsible Finance Officer.**

*Now that we have dealt with the Whitesands Review we can look at our financial situation as we go forward through the winter months to the start of the new season of 2021, when hopefully income will recommence. We all agree that we were very fortunate with the returns from the reduced season at Whitesands in the circumstances. I have done a strict budget on a monthly basis taking in to account only essential but necessary expenditure. In total we have lined up expenditure totalling £76k (to include Christmas, VAT, (this week) Council Tax, heat and light, salaries, payment to Nash Bros) as well as day to day costs. Income of course will be the monthly rental monies from the Café of £8k net. So total net £68k. We will need to be very careful with no unnecessary expenditure, so that we can remain solvent until the start of income again. We are setting off with a balance of £107k, so should be left with a balance of approx. £35k at the end of February 2021.*

**84.3 EXTERNAL AUDITORS REPORT – Members were provided with the following report by the Responsible Finance Officer.**

*I am pleased to confirm that we have received an unqualified report from the External Auditor. The only comment that was made relates to the Council's reserves which are lower than they have been in previous years, though in light of this years' reduced income that is to be expected. I anticipate that future audits will be more in depth and we will be inspected by the Auditor in the office and have to provide records of all transactions relating to the Council's finances.*

**85 ANNUAL REVIEW OF WHITESANDS 2020** – Members were provided with the following report by the Responsible Finance Officer.

*In years gone by, it has been possible to make direct comparisons with the previous year's figures, - not so this year. 2020 has been for all of us an 'annus horribilis' in many ways regardless of our stations in life.*

*This year, this Council has been put under pressure in many ways, not least being the threat of difficulties unforeseen when the pandemic raised its head.*

*The 'Whitesands Season' had started off in a buoyant fashion, sales of Residents Passes and Season Tickets were good and the forecasts for Easter trading and for the forthcoming summer season very encouraging, with early bookings being good.*

*All that came to a grinding halt on 23<sup>rd</sup> March, and there was no financial activity until 6<sup>th</sup> July when the restrictions were eased and we were able to commence trading once again.*

*Although we cannot make direct comparisons with previous years figures, we can see that the period from 6<sup>th</sup> July to closure on 23<sup>rd</sup> October, the figures were very encouraging and reflected the huge number of visitors to the peninsula at that time. Our estimate of visitor numbers at 105k shows that Whitesands was a very popular destination in this unusual year. We were aware that those who regularly travelled to the continent and warmer climes for their vacations (the bucket and spade brigade) were unable to do so and places like Pembrokeshire and Cornwall were the beneficiaries.*

*Total Car Park takings were £126k and sales of Residents Passes and Season Tickets amounted to £11440. It is notable that the Overflow field took more than last year, even with the shorter season which shows the greater concentration of visitor numbers at the height of this season. This will mean a payment of £7777.50 to the Nash Brothers. Also, we do now have a payment machine installed at Whitesands, although interestingly, virtually all customers have paid in cash this year.*

*Peter Lavin has once more done a fine job looking after our interests at Whitesands and has achieved a commission of £20795.90. This amount includes of course, his paying for the additional help needed to man the operation at the height of the season.*

*Outgoings have been nominal, the major items being the Attendant's Commission and the Council Tax of £6826, plus of course the VAT at £23k. The resultant net gain is £78k, as against £112k for 2019, which will be needed to sustain day to day Council operations throughout the period up until 1<sup>st</sup> March when hopefully we will be able to recommence trading normally. Councillors will recall that we were asked by the County Council in the previous financial year to consider contributions to the life guarding and rubbish collection and blue flag status at Whitesands. Deliberations regarding those items were not finalised and no amounts have been paid out in this financial year for those items because of the pandemic.*

*Of course, the Café and Visitor Centre is very much part of the Whitesands complex and part of our income stream, and I am pleased to report that the rental from the Café has been received properly and correctly throughout the period.*

*Early on in the Season I had been minded to suggest that ticket prices be increased for 2021, but in view of the ongoing difficulties which are continuing to be experienced, and are unlikely to be resolved in the short term, I recommend that the present pricing structure for the Car Park be maintained for another year.*

Paul Evans

Responsible Finance Officer 27<sup>th</sup> October 2020.

**CYNGOR DINAS TYDDEWI**

**ST DAVIDS CITY COUNCIL**

WHITESANDS BAY CAR PARK			Season 2020		Season 2019	
<b>Activity Summary:</b>						
	Cars	(Main Car Park)	17291		24733	
	Cars 3pm		1122		1427	
	Cars	(Overflow field)	3794		3740	
	Minibuses		3		76	
	Buses				14	
	M/Cycles		12		22	
	Disabled		4502		6750	
	People count		104960		144684	
<b>Income:</b>						
	(Gross)	inc S/T	138116.00		189979.00	
	VAT		23019.34		31663.17	
	<b>Net</b>		<b>115096.66</b>		<b>158315.83</b>	
	Residents passes £5400		Number of passes issued 360			
	Season tickets £4440		Number of tickets issued 74			
	Disabled season tickets £240		Number of tickets issued 6			
	Weekly tickets £1120		Number of tickets issued 56			
<b>Expenses:</b>						
	Commission		20795.90		28839.60	
	Printing		1092.48		1114.5	
	Resurfacing/ fencing					
	PCC		6826.00		8191.50	
	Sundries		217.80			
	Nash Bros		7777.50		7667.00	
	<b>Total</b>		<b>36709.68</b>		<b>45812.60</b>	
<b>SUMMARY:</b>						
	Gross takings		138116.00		189979.00	
	<b>Less</b>					
	VAT	23019.34		31663.17		
	Expenses	36709.68	59729.02	45812.60	77475.77	
	<b>Net Income</b>		<b>78386.98</b>		<b>112503.23</b>	
<b>Overflow Field</b>						
	(Figures included above)					
	Cars		3794		3740	
	Income		18970.00		18700	
	Less VAT	3161.67		3116.67		
	Less commission	2845.50	6007.17	2805.00	5921.67	
	<b>Net</b>		<b>12962.83</b>		<b>12778.33</b>	
	Due to Nash Bros 60%		7777.70		7667.00	
	Council 40%		5185.13		5111.33	
	<b>Total</b>		<b>12962.83</b>		<b>12778.33</b>	

85.1 The accounts and report from the Responsible Finance Officer were RESOLVED to be approved.

85.2 Commission of £7777.50 was RESOLVED to be approved in respect of the overflow field and was permission was granted to pay Messrs G and R Nash.

85.3 The following charges were applied in the 2020 season. It was RESOLVED to retain the current pricing structure for 2021.

TICKET PRICES for 2020		
TICKET		Cost
DAY TICKETS	CAR	£5
	CAR after 3pm	£4
	CAR DISABLED	£4
	MOTORBIKE	£4
	MINIBUS	£15
	COACH	£20

SEASON TICKETS	CAR	£60
	CAR DISABLED	£40
	COMMERCIAL	£400
RESIDENT'S PASS		£15

85.4 It was RESOLVED to grant permission to purchase tickets and residents' passes for the 2021 season.

**86 Employment Contract (W Mann)** *The following item is a matter of contract and under section 100 (A) of the Local Government Act 1972, the item could be considered at the end of the meeting when the public and press be excluded from the meeting for this item on the grounds that it involves the likely disclosure of exempt information is advised.*

**Correspondence:**

- 87** PCNPA and PCC letter of October 2020 Pembrokeshire Local Development Plan & Pembrokeshire Coast National Park Local Development Plan 2 Joint Supplementary Planning Guidance on Archaeology and Biodiversity. It was RESOLVED that the Clerk would extract the elements of the Plan relevant to St Davids and compile them in a report to be submitted as an agenda item for the 18<sup>th</sup> January 2021.
- 88** Barry Glazier copy letter to Wales Penalty Processing Partnership of 14<sup>th</sup> October 2020 containing a Penalty Charge Notice was received.
- 89** One Voice Wales e-mail of 15<sup>th</sup> October 2020 Nominated area representatives. It was RESOLVED that Cllr Richard Thornton would continue to represent the City Council.
- 90** Dan Shaw e-mail of 27<sup>th</sup> October 2020 Understanding Welsh Places Festival was received.

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

- 91.1 St Davids Christmas Tree Association. Cllr Evans confirmed that an outdoor Festival of Christmas Trees was to take place from 25<sup>th</sup> November until 20<sup>th</sup> December 2020.
- 91.2 St Davids Day Celebration Group. Nothing to report.
- 91.3 St Davids Day Centre for the Elderly. Cllr Williams reported that the group had recently enjoyed a Fish & Chips delivery and were to receive a Christmas hamper.
- 91.4 St Davids Peninsula Tourist Association. Cllr Evans reported that he group was to meet next week.
- 91.5 Porthclais Harbour Authority. Nothing to report.
- 91.6 St Davids - Matsieng Lesotho Link.
- 91.7 Youth Drop In. Cllr John reported that the Club was due to resume meeting on Thursday.
- 91.8 Ysgol Penrhyn Dewi Governor. Cllr Halse reported that the school was extremely busy and that the staff had been amazing in their support of the students especially Years 10 and 11 who had had a particularly rough time.
- 91.9 St Davids Community Forum. Nothing to report.
- 91.10 Porthstinan Boat Owners Association. Nothing to report.
- 91.11 Porthmawr Surf Life Saving Club. Nothing to report.
- 91.12 Bws Y Bobl. Nothing to report.
- 91.13 Music and Arts Festival. Nothing to report.
- 91.14 Re-discovering Ancient Connections. Nothing further to report
- 91.15 Coffee and Chat. Nothing to report.

- 92 County Councillors report:** Owing to the Government restrictions County Councillor Lloyd was unable to be present at the meeting.

**Planning:**

- 93** NP/20/0439 Re-build of existing wall and new steps (to replace timber steps) at 47, Goat Street, St Davids, Haverfordwest, Pembrokeshire, SA62 6RQ. 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.
- 94** NP/20/0440 Re-build of existing wall and new steps (to replace timber steps) at 47, Goat Street, St Davids, Haverfordwest, Pembrokeshire, SA62 6RQ. 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.

**95** NP/20/0454 Widen front gateway at Penberi Cottage, St Davids, Haverfordwest, Pembrokeshire, SA62 6QL 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.

**96** NP/20/0484 Internal alterations in association with change of use from closed hotel to (returning to) a single dwelling with staff quarters at St David's Court, St Davids, Pembrokeshire, SA62 6BN. 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:**

**97** Membership of the SLCC was RESOLVED to be renewed at a cost of £202.

**Additional business:**

**98** Cllr John requested that an enquiry be made to PCC with a view to removing the posts/barriers at the Bryn Teg entrance to the footpath leading from Warpool Court to Caerfai Road in order to allow wheelchair / pushchair access.

**99** Cllr John informed the Council that Dragon Wifi may be able to provide grant assistance to upgrade the internet provision at Whitesands.

**100** Cllr Evans informed members that funding assistance may be available to provide SUPs from Carnwchwrn to Solva.

There being no further business the meeting closed at 8.15pm

Signed .....  
Chair

Date .....



**Minutes of the Second Meeting of the Council on Wednesday 25<sup>th</sup> November 2020 in the City Hall at 7.00pm**

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

**101 Apologies for Absence:** Cllr Evans, Cllr Chant.

**102 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.

**Matters Arising**

**103 CITY COUNCIL CHRISTMAS EVENTS** The majority of the City Council’s Christmas events including the Christmas lighting ceremony, civic reception and senior citizens lunch had to be cancelled due to Covid 19 restrictions. It was RESOLVED that

103.1 The window competition would proceed with the Mayor judging the both business and residential windows on 20<sup>th</sup> December 2020.

103.2 The Community Award would be presented to the winning recipient in January 2021 with nominations being read by Members at the meeting of 4<sup>th</sup> January 2021.

103.3 A reduced size Christmas edition of the City News featuring a letter from the Mayor would be published (time permitting) with copies left at CKs Supermarket, Oriol Y Parc, Ocean Haze, Gwyn Davies Butchers, Window on Wales, St Davids Bookshop, the National Trust Shop, the Food Pod and Ysgol Penrhyn Dewi as well as online and social media. Alternatively an A4 flyer containing the Mayor’s letter would be printed should there not be sufficient time to publish the News.

**104 STAFF APPRAISAL REVIEWS 2019** The Mayor confirmed that the appraisal forms were available to read in the council chamber and encouraged each of the Councillors to read them. It was RESOLVED that the Staff Committee comprising the Mayor Cllr Sehmi, Deputy Mayor Cllr York, Cllr Halse, Cllr John and Cllr Price would meet in 2021.

**Planning**

**105 NP/20/0352** Proposed conversion and extension of barns to self-catering holiday accommodation at Porthmawr Ganol, Whitesands, St Davids, Haverfordwest, Pembrokeshire, SA62 6SP. 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.

**106 NP/20/0439** Re-build of existing wall and new steps (to replace timber steps) at 47, Goat Street, St Davids, Haverfordwest, Pembrokeshire, SA62 6RQ. The Clerk confirmed that the application had been withdrawn.

**107 NP/20/0440** Re-build of existing wall and new steps (to replace timber steps) at 47, Goat Street, St Davids, Haverfordwest, Pembrokeshire, SA62 6RQ, The Clerk confirmed that the application had been withdrawn.

There being no further business the meeting closed at 8.15pm

Signed .....  
Chair

Date .....