

Minutes of the Monthly Meeting of the Council on Monday 7th June 2021 in the City Hall at 7.00pm

Present: Mayor AC York, Deputy Mayor FD John, MJ Chant, ES Evans, DJH George, JG Lloyd, BS Sehmi, RT Thornton, with CH Gray (Clerk) and W Mann (Responsible Finance Officer).

Also present was County Councillor DB Lloyd.

64 Apologies for Absence: DJ Griffiths, DB Halse, BT Price, S Williams.

65 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.

66 Confirmation of Minutes for:-

66.1 The Council Monthly Meeting on Tuesday 18th May 2021 (minutes to be approved at second meeting of the month).

Matters Arising

67 CITY HALL CARETAKER

67.1 Job description. The Clerk confirmed that as part of the staff contingency plan a standard job description for a Caretaker for the City Hall was currently being revised.

68 ONE WAY SYSTEM Stephen Benger e-mails of 21st and 28th May 2021 update on the proposed temporary one way system together with copies of the proposed layout plan was received and it was RESOLVED to suggest to the Highway Authority that any public consultation regarding the permanent introduction of a one way system be held in the City Hall.

68.1 Mr Russ & Mrs Ann Evans e-mail of 17th May 2021 Nun Street speed limit was received and RESOLVED to be forwarded to both the Highway Authority and the police.

69 ST DAVIDS CITY NEWS The Clerk confirmed that the deadline for newsletter submissions was Monday 14th June 2021.

70 WHITESANDS CAR PARK

70.1 The Clerk confirmed that the card payment machine was now operating at the car park.

70.2 Signage- photos of current signs at Whitesands were received and it was RESOLVED to be repainted.

71 ST DAVIDS MEMORIAL PLAYING FIELD

71.1 Rocking Horse – the Deputy Clerk had undertaken a site visit with Dafydd Williams from Wicksteed on Friday 28th May 2021 a quote was awaited.

72 SUSTAINABLE DEVELOPMENT FUND – COMMUNITY CLIMATE CHANGE Information sheet was received. It was RESOLVED to enquire whether it would be possible to receive funding for an electric car charger at Whitesands car park and solar panels for the City Hall.

73 RE-OPENING CITY HALL PREMISE Guidance was received from Pembrokeshire County Council following a site inspection by Geraint Lewis, Public Protection officer. The City Hall is a licensed premises and as such can lawfully accommodate up to 30 people indoors.

- 74** ST JUSTINIANS – Toilet provision. The Clerk confirmed that two toilets had been installed since the Bank holiday weekend. Payment was still awaited from the PBOA for the contribution towards the toilet provision in 2020. It was RESOLVED to install a further two toilets during the school summer holidays.
- 75** MAYORAL HONOUR BOARD The Deputy Clerk is confirmed that the board would be collected from Sigma Display on 8th June and displayed in the Council Chamber.

Accounts

- 76** The Responsible Finance Officer reported that the Internal Audit for April 2021 had been completed successfully.
- 77** The accounts for May 2021 were RESOLVED to be approved and permission was granted to pay.

INCOME AND EXPENDITURE MAY 2021

| Balance as at 31/05/2021 | | £ | | | | | |
|--------------------------------------|----------------------------|-----------------|----------------------------------|---|------|--|--|
| | Current A/c | 61727.14 | | | | | |
| INCOME | Car Park | 14424.59 | | | | | |
| | City Hall | | | | | | |
| | Cafe | 2400.00 | | | | | |
| | Job Retention Scheme | 1627.25 | | | | | |
| | Donation (Xmas Tree) | 300.00 | | | | | |
| | Market stalls | 800.00 | | | | | |
| | Total | 19551.84 | | | | | |
| LGA 1972 SEC 137 20/21 £12738 | | | LGA 1972 Sec 214 Cemetery | | | | |
| | Last month's donations | | | Total donated 20/21 | 1200 | | |
| | 2020/21 total | 500.00 | | Berea Chapel chq returned hence reduction | | | |
| | Balance available | 12238.00 | | | | | |
| PAYMENTS | | £ | | | | | |
| | Admin | 3574.53 | | Salaries: Clerk, Asst & RFO | | | |
| | | 183.46 | | Nest Pensions | | | |
| | | 82.57 | | Internet/telephone | | | |
| | | 106.80 | | Website | | | |
| | | 29.99 | | Computer maintenance | | | |
| | | 11.99 | | Zoom licence | | | |
| | | | | NIC & IT | | | |
| | | 59.99 | | Microsoft licence | | | |
| | Whitesands | 2019.40 | | Attendant's commission | | | |
| | | 735.60 | | Printing tickets | | | |
| | Playground | | | | | | |
| | Skate Park | | | | | | |
| | Hall & House | 237.60 | | Caretaker's salary | | | |
| | | 892.78 | | Heat & Light | | | |
| | | 25.81 | | D/D Boiler service etc | | | |
| | | 34.97 | | Sign | | | |
| | | 50.19 | | Supplies | | | |
| | Mayor/Councillors expenses | | | | | | |
| | St Justinians | | | | | | |
| | Miscellaneous | | | | | | |
| | | 73.89 | | Dwr Cymru | | | |
| | | 1246.00 | | PCC (Council Tax (2 months)) | | | |
| | | 196.80 | | Courses re new RFO | | | |
| | | 300.00 | | Market stalls | | | |
| Minutes 2021 / 2022 | Total | 9862.37 | 16 | | | | |

Correspondence:

- 78 Sally Holland letter of 17th May 2021 Summer of Fun for children and young people was received and it was RESOLVED to suggest that the Porthmawr SLSC Nipper training be included as an activity.
- 79 Jennifer Gowney letter of 18th May 2021 Complaint regarding allocation of stalls at St Davids Thursday Market together with a copy of Mrs Gowney's booking form was received. It was RESOLVED to honour the booking confirmed in 2021 and to review the booking system at the end of the season.
- 80 Hywel Dda e-mail of 20th May 2021 Building a healthier future after COVID – 19: Have your say was received.
- 81 Darren Thomas e-mail of 21st May 2021 West Wales Rail Consultation was received and it was RESOLVED to submit a corporate response welcoming improvements to rail services and in particular sustainable travel.
- 82 Dawn Meredith e-mail of 21st May 2021 RSPB Fundraising at St Davids was received and it was RESOLVED to permit the organisation to have a stand outside the City Hall at a mutually agreeable time.
- 83 Marc Owen letter of 25th May 2021 Variation of Off Street Parking Places including the Statement of Reasons and the Draft Variation Order was received. It was RESOLVED not to support the year round charge for parking in St Davids car parks or the increase in charges proposed.
- 84 Tracy Gilmartin e-mail of 2nd June 2021 Local Places for Nature is back! Apply for a free garden package today was received and it was RESOLVED to apply for a package and to forward the information to local groups.

85 Reports from Members representing the Council:-

- 85.1 St Davids Christmas Tree Association. Nothing to report.
- 85.2 St Davids Day Celebration Group. Nothing to report.
- 85.3 St Davids Day Centre for the Elderly. Nothing to report.
- 85.4 St Davids Peninsula Tourist and Traders Association. Cllr Thornton reported that the Sand Church Competition was due to be held on 10th August 2021 at Whitesands beach.
- 85.5 Porthclais Harbour Authority. Cllr John reported that the harbour had been incredibly busy over the May bank holiday weekend.
- 85.6 St Davids - Matsieng Lesotho Link. Nothing to report.
- 85.7 Youth Drop In. Nothing to report.
- 85.8 Ysgol Penrhyn Dewi Governor. Nothing to report.
- 85.9 St Davids Community Forum. Nothing to report.
- 85.10 Porthstinan Boat Owners Association. Nothing to report.
- 85.11 Porthmawr Surf Life Saving Club. Cllr York reported the Club was extremely appreciative of the Council's grant of parking passes and the Nippers section was very active.
- 85.12 Bws Y Bobl. Nothing to report.
- 85.13 Music and Arts Festival. Nothing to report.
- 85.14 Re-discovering Ancient Connections. Music Festival Evaluation Panel –Siobhan McGovern e-mail of 26th May 2021 was received and it was RESOLVED that Cllr Emma Evans would join the panel as a City Council representative.
- 85.15 Coffee and Chat. Nothing to report.
- 85.16 St Davids Befrienders Cllr York reported that the group was running well.
- 85.17 One Voice Wales. Cllr Thornton reported that he was unable to attend the last meeting as it clashed with a meeting of the City Council.
- 85.18 Eco Dewi/Bee Friendly – Gill Lewis e-mail 12th May 2021 Road verge and hedge cutting together with Dr Beynon e-mail of 6th June 2021 Bee friendly city and pollinating the peninsula were received and it was RESOLVED to endorse Ms Lewis concern, to erect the Bee Friendly sign

at the playing field and to cover the cost of signs at the entrances to the city from both the Haverfordwest and Fishguard road approaches.

86 County Councillors report:

86.1 Constituent Enquiry from Stephen Crabb MP – Resident Permit Scheme for Bryn Teg and Ffynnon Wen –County Councillor Lloyd e-mail of 19th May 2021 was received. Cllr Lloyd reported that he would liaise with the Clerk regarding a residents’ consultation.

86.2 Cllr Lloyd reported that the 2022 Festival of Ideas would take place in March and would include a special feature regarding the many local voluntary organisations in St Davids.

There being no further business the meeting closed at 8.50pm.

Signed
Chair

Date

Minutes of the Second Monthly Meeting of the Council on Monday 21st June 2021 in the City Hall at 7.00pm

Present: Mayor AC York, Deputy Mayor FD John, ES Evans, DJH George, DJ Griffiths, DB Halse, JG Lloyd, BS Sehmi, RT Thornton, with CH Gray (Clerk) and JE Foster (Deputy Clerk).

87 Apologies for Absence: MJ Chant, BT Price, S Williams, W Mann (Responsible Finance Officer)

88 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.

88.1 Cllr Evans declared a personal interest in relation to Item (107).

Matters Arising

89 ECO DEWI Members were joined by Jeremy Wadia who gave short presentation outlining the aims of the group and requesting Council support. The Clerk confirmed that at the Annual Meeting of the City Council in May 2021, Cllr Chant, Cllr Thornton and Cllr York had been appointed as Council representatives and would liaise with the group. The Council confirmed its commitment to the Bee Friendly and pollinator scheme and would endeavour to support the group in any way that it could.

90 STAFF

90.1 OFFICERS – The furlough scheme has now ceased and the Clerk and Deputy Clerk to resume full time hours from Monday 5th July.

90.2 CARETAKER As part of the staff contingency plan a summary of the present Caretaker's duties was received by members in order to help formulate a Job Description. It was RESOLVED that the Staff Committee would meet on Thursday 1st July 2021 at 10.00am in the Memorial Hall. The Clerk agreed to e-mail all members of the Staff Committee details of the meeting and to include all the relevant correspondence relating to the position of caretaker.

91 TRAFFIC MATTERS

91.1 Fishguard / St Davids road speed limit – Cllr Evans e-mail of 11th June 2021 was received. The concern had been recently passed to the police and Highway Authority.

91.2 Traffic & Highways Community Works Fund – Darren Thomas e-mail of 11th June 2021 together with funding criteria document and Cllr Evans e-mail of 17th June 2021 Land Train were received. Suggestions for funding included - Flashing speed indicators on Fishguard road with flashing smiley faces / rumble strips on Fishguard road approach to St Davids / crossing from Nun Street pavement to Waun Fawr skate park entrance / speed monitors in Rhodiad. It was RESOLVED to include a Funding Committee item on the next agenda with a view to the committee holding an individual meeting on the second Monday of the month from September onwards.

92 SEWAGE TREATMENT WORKS AT PORTHCLAIS Copy e-mails of 13th January 2021 from Rhys Evans of Dwr Cymru to Robin Stenham regarding the sewage works associated with Glasfryn Road, St Davids development were received. It was RESOLVED to invite a representative of Dwr Cymru to attend a meeting of the City Council in July. Furthermore, it was RESOLVED to ascertain whether Condition 12 in relation to the upgrade of the St Davids Wastewater Treatment Works contained within the original application had been discharged by the Planning Authority.

- 93** ST DAVIDS CITY NEWS Members were advised that due to the number of submissions, the publication had now been increased to 16 pages and that the finished publication would be sent to press on Friday 25th June 2021.
- 94** COUNCIL PROPERTY
- 94.1 City Hall - Booking forms have been amended to include Covid precautions. It was RESOLVED for the City Hall premise to remain closed for June and July and to re-open on 1st August 2021.
 - 94.2 Whitesands car park –
 - 94.2.1 The Clerk reported that the card reader appeared to be working without problems at the moment. Cllr John informed Members that the car park attendant had informed him that the battery life was short. IT was RESOLVED to invest in a power bank.
 - 94.2.2 Proposal to utilise space in front of café by PCNPA Wardens – Ian Meopham e-mail of 18th June 2021 confirming that the space was no longer required was received. It was RESOLVED to Obtain a quote from AJD Landscaping for replacement sleepers?
 - 94.3 Fountain – the Clerk reported that a site visit was confirmed with A John Plumbing on Friday 25th June.
 - 94.4 Waun Fawr pump track – Samantha Milne, Project Co-ordinator of Morgan Construction confirmed to attendance at the Council meeting on Monday 5th July 2021.
- 95** Orientation maps and finger posts – orientation maps are currently being revised and finger posts have not been to date. Janet O’Toole e-mail of 17th June 2021 National Park Discovery points map panels together with Jeremy Martineau e-mail of 18th June 2021 were received and it was RESOLVED to approve the installation subject to ascertaining the cost involved.
- 96** MAYORAL HONOUR BOARD The board has been completed by Sigma Display and was hung in the Council office on Sunday 20th June 2021. The information was received by members.

Correspondence:

- 97** G Riley e-mail of 5th June 2021 St Davids – What is happening? Was received.
- 98** Partick Nash e-mail of 5th June 2021 Minutes from meeting of Festival of Ideas was received.
- 99** Ruth Jones e-mail of 8th June 2021 Invitation to following meeting of Ancient Connections on 7th July 2021.
- 100** Dr Amanda Goodhall e-mail of 8th June 2021 Musical fund raising event was received and it was RESOLVED to suggest that the event be held at Waunfawr as oppose to the Cross Square.
- 101** Kelly John e-mail of 10th June 2021 Focus on Play within Pembrokeshire together with Tracy Gilmartin e-mail of 10th June 2021 Community Play – Free seminar was received and it was RESOLVED to support an event at the Memorial Playing field and to suggest that free events take place there for children throughout the summer holidays.
- 102** Tegryn Jones letter of 10th June 2021 Consultation on future of the National Park. It was RESOLVED to include this item on the agenda for the subsequent meeting of the City Council on Monday 5th July 2021.
- 103** Claire Bates e-mail of 11th June 2021 Invitation to members to attend a private preview of Land/Sea by Mike Perry was received and RESOLVED to be forwarded to Members electronically.
- 104** Bruno Peek e-mail of 11th June 2021 The Queen’s Platinum Jubilee beacon together with guide to taking part was received.
- 105** Bernadette Vallely-Hay e-mail of 15th June 2021 Your Plant Needs You! A guide to saving the earth was received and it was RESOLVED to grant permission for the publishers to hold a launch event outside the City Hall at a mutually agreeable time.

Planning:

- 106** NP/21/0246/FUL Conversion of the existing barn to ancillary accommodation without altering the exterior, adding a shower/wc room internally with stud walls, a kitchen/dining area and a small wood burning stove at Glan Yr Afon, Rhodiad, St. Davids, Haverfordwest, Pembrokeshire, SA62 6PJ. 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. 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.

- 107** 21/0217/PA Extend main house roof across garage, add dormers to front and rear roof slopes and change part of garage/utility to a flat roof at Pen Y Bont, Solva, Haverfordwest, Pembrokeshire, SA62 6XX. 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.

Any other business

- 108** Cllr John expressed his concerns with regards to the number of TYF vans parked along Bryn Road obstructing the highway and it was agreed that the Clerk would have a polite word to ask the staff to park considerately.
- 109** Cllr George enquired as to when the library service would be returning to St Davids. The Clerk confirmed that the library would remain closed for the foreseeable future. It was agreed to include an article in the summer edition of the St Davids City News advising local residents that owing to the Covid pandemic and in line with Government guidelines, the library in St Davids would remain closed. Furthermore, that the delivery of the library service would be reconsidered once the restrictions permit.
- 110** Cllr John reminded members of the previous request to remove the barriers at the Bryn Teg footpath to allow better access for wheelchairs and pushchairs. The Clerk agreed to follow up this request with Pembrokeshire County Council.

There being no further business the meeting closed at 9.15 pm.

Signed
Chair

Date