

**Minutes of the Monthly Meeting of the Council on Monday 15<sup>th</sup> November 2021 in the City Hall at 7.00pm.**

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

**274 Apologies for Absence:** MJ Chant, ES Evans, DJ Griffiths and County Councillor D Lloyd.

**275 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.

275.1 Cllr Halse declared a personal interest in relation to Item 286.I.I.

275.2 Cllr Thornton declared a personal interest in relation to Item 286.I.I

275.3 Cllr Price declared a prejudicial interest in relation to Item 297 and left the meeting while the Item was discussed.

**276 Confirmation of Minutes for:-**

276.1 The Council Monthly Meeting on Monday 4<sup>th</sup> October 2021 were RESOLVED to be approved.

276.2 The "In Committee" minutes of the Council Monthly Meeting on Monday 4<sup>th</sup> October 2021 were RESOLVED to be approved.

276.3 The Second Meeting of the Council on Monday 18<sup>th</sup> October 2021 were RESOLVED to be approved.

### **Matters Arising**

**277 RESIDENTS GROUP** The Clerk confirmed that the Swn Y Mor properties were allocated this week to applicants with a St Davids connection. Liz Taylor e-mail of 2<sup>nd</sup> November 2021 was received and it was RESOLVED to await confirmation from County Councillor Lloyd that a meeting with representatives from Ateb and the Local Housing Authority had been convened.

### **278 TRAFFIC MATTERS**

278.1 One way system – the Clerk informed Members that a response was still awaited from Mr Steve Benger in respect of a date for holding a public consultation.

278.2 Active Travel Consultation – Kate Hatton e-mail of 10<sup>th</sup> November 2021 was received and it was RESOLVED that Cllr York would attend the webinar.

278.3 Speeding traffic in Berea – Cllr Lloyd e-mail of 8<sup>th</sup> November containing speed limit and traffic monitoring review was received. It was RESOLVED to request the same signs that the Highway Authority proposes to install in Berea are also installed in Rhodiad Y Brennin.

278.4 It was further RESOLVED to request that a similar speed monitoring exercise be undertaken in respect of the traffic travelling along Glasfryn Road.

**279 SEWAGE TREATMENT WORKS AT PORTHCLAIS** The Deputy Clerk confirmed that request has been made for a representative of Dwr Cymru to attend a subsequent Council meeting; however, confirmation of a representative's attendance in person (as oppose to via Zoom) was still awaited.

### **280 COUNCIL PROPERTY**

280.1 Waun Fawr

280.1.1 Proposed pump track – the Deputy Clerk confirmed that a quote was still awaited from Matt Broome following his recent site visit.

280.1.2 Car park area – The Clerk confirmed that the Section 106 monies have been received in relation to the improvements to the site entrance, namely turfing the ground and installing a footpath from the gate to the skate ramp. It was RESOLVED to wait until confirmation from Pembrokeshire County Council as to whether funding would be allocated in respect of the proposed pump track before instructing the contractor to proceed with the works. It was further RESOLVED to ensure that the gate to the site was kept locked, save for emergency access to the playing field only.

## 280.2 City Hall

280.2.1 Commercial dishwasher – David Rees e-mail of 20<sup>th</sup> October 2021 containing a quote for repairing the dishwasher together with a technical note advising that it would be more cost effective to replace the dishwasher rather than repair it, was received. It was RESOLVED to obtain three quotes for a replacement machine.

## 280.3 St Davids Memorial Playing Field

280.3.1 Storks Nest – Lappset quote for £145 to replace damaged hanging hand loop was received and RESOLVED to be approved.

280.3.2 Springy Grasshopper (Toddler seesaw) – Lappset quote for £258 for replacement spring was received and RESOLVED to be approved.

280.3.3 The above parts would require fitting by a Lappset engineer at a cost of £700 and it was RESOLVED to grant permission to pay.

## 280.4 Market

280.4.1 Stalls – The Deputy Clerk informed Members that a quote for new market stalls was still awaited from Weather Weave.

280.4.2 Booking criteria – it was RESOLVED that the Clerk would draft the wording to be included on the Market Booking Form that would form the basis of a policy to be implemented in the case of demand for stalls out stripping supply.

280.5 The Clerk reported that all of the street signs and the fountain on the Cross Square had been cleaned. It was RESOLVED to request that the entrance sign to St Davids on the A487 Haverfordwest road be replaced by a single sign.

## 281 CHRISTMAS EVENTS

281.1 Community Award 2021 – it was RESOLVED to include the item on the agenda for the Council monthly meeting on Monday 13<sup>th</sup> December 2021.

281.2 Christmas Tree Lighting – Fiona Phillips e-mail of 11<sup>th</sup> November 2021 Advising that the production had been postponed due to the increasing threat of Covid 19 in Pembrokeshire was received.

282 FLOWER DISPLAYS 2022 Neil McCarthy e-mail of 8<sup>th</sup> November 2021 cost of flowers for 2022 was received and it was RESOLVED to proceed with the order of flowers for the Memorial Gardens at a cost of £548.

283 STAFF MATTERS. 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**

**284** The Responsible Finance Officer reported that the Internal Audit for September 2021 had been completed successfully.

**285** The accounts for October 2021 were RESOLVED to be approved and permission was granted to pay.



**286 DONATIONS:****286.1 Requests**

286.1.1 Ysgol Penrhyn Dewi VA letter of 20<sup>th</sup> October 2021 was received and it was RESOLVED to donate £1500.

286.1.2 Nan George letter of 9<sup>th</sup> November 2021 Request for a Siop y Bobol weekly table top and clothes rail sale in the City Hall was received and it was RESOLVED refuse to approve the request presently owing to the booked events taking place. It was further RESOLVED to review the situation in the New Year.

**286.2 Annual Donations**

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

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

286.2.1.3 It was RESOLVED to donate £50 to the Royal British Legion.

286.3 Mr Paul Evans – It was RESOLVED to donate £100 to both Eco Dewi and to the St Davids Befrienders in lieu of a gift for Mr Evan's retirement as Responsible Finance Officer.

**Correspondence:**

**287** Emma Thornton e-mail of 24<sup>th</sup> October 2021 Developing a sustainable future for tourism in Pembrokeshire – we need your help was received and it was RESOLVED to write a letter of support.

**288** Dafydd Llywelyn - Dyfed-Powys Police and Crime Commissioner letter of October 2021 public consultation on policing priorities and the Police Precept level was received and it was RESOLVED the Clerk would send a corporate response on behalf of the City Council.

**289** Becky Shaw e-mail of 5<sup>th</sup> November 2021 – Introduction as St Davids Cathedral Festival Administrator was received.

**290** Sue Denman e-mail of 9<sup>th</sup> November 2021 UK renewal bid together with the Together for Change ten point plan was received.

**291** One Voice Wales e-mail of 11<sup>th</sup> November - Delivery of bereavement care in Wales was received.

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

292.1 St Davids Christmas Tree Association. Cllr Price reported that the Festival of Trees and Wreaths was set to go ahead in the City Hall and that hopefully Father Christmas could make a short appearance at the lighting ceremony.

292.2 St Davids Day Celebration Group. Nothing to report.

292.3 St Davids Day Centre for the Elderly. Cllr Williams reported that the group were planning to deliver a Christmas package to its members shortly before Christmas.

292.4 St Davids Peninsula Tourist and Traders Association. Cllr Evans informed Members that there was nothing further to report since the Association last met on 22<sup>nd</sup> September 2021.

292.5 Porthclais Harbour Authority. Nothing to report.

292.6 St Davids - Matsieng Lesotho Link. Cllr Thornton reported that the next meeting was to take place on 24<sup>th</sup> January 2022.

- 292.7 Youth Drop In. Nothing to report.
- 292.8 Ysgol Penrhyn Dewi Governor. Cllr Halse reported that Covid had made things very difficult at the school and that continuity was presenting a significant challenge owing to both pupils and staff absence.
- 292.9 St Davids Community Forum. Cllr Sehmi reported that a meeting to formally disband the group was to take place on 6<sup>th</sup> December 2021.
- 292.10 Porthstinan Boat Owners Association. Nothing to report.
- 292.11 Porthmawr Surf Life Saving Club – Stu Penfold e-mail of 5<sup>th</sup> November 2021 thanking the Council for their support over the season was received.
- 292.12 Bws Y Bobl. Nothing to report.
- 292.13 Music and Arts Festival. Nothing to report.
- 292.14 Re-discovering Ancient Connections. Nothing to report.
- 292.15 Coffee and Chat. Cllr John reported that everything was going well and the group were busy making a wreath for the Festival of Christmas Trees and Wreaths.
- 292.16 St Davids Befrienders. Cllr York reported that the Dewisland People's Shed was opening on Tuesday 7<sup>th</sup> December 2021.
- 292.17 One Voice Wales. Cllr Thornton reported that the group met on 28<sup>th</sup> October 2021. In January 2022 a workshop to launch a 'Toolkit for Council's' online would take place and that the organisation was set to employ a Digital Officer.
- 292.18 Eco Dewi/Bee Friendly. Cllrs Thornton and York were due to meet with Mr Jeremy Wadia on Thursday 18<sup>th</sup> November 2021.
- 292.19 Grants Funding Committee. Nothing to report.

**Planning:**

- 293** NP/21/0336/FUL Change of use of the provision of the existing campsite to the provision of 11 no. camping pods, 15no. touring caravan pitches, 11 no. tent pitches and the provision of a shed as a reception and small farm shop – Camp Site, Glan Y Mor, Ffordd Caerfai, St Davids, Haverfordwest, Pembrokeshire, SA62 6QT. 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.
- 294** NP/21/0648/RES Reserved Matters - Details of the appearance, landscaping, layout and scale. Access determined under outline consent Land to the East of Glasfryn Road, Glasfryn Road, St Davids, SA62 6QF. 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.
- 295** NP/21/0680/FUL Temporary access to existing private track Field Tracks, Nine Wells to Solva, Solva, Haverfordwest, Pembrokeshire, SA62 6FD. 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.
- 296** NP/21/0683/FUL Installation of "rapid" electric vehicle charge posts and associated equipment at Oriel Y Parc Car Park, The Grove, St Davids, Haverfordwest, Pembrokeshire, SA62 6NW. 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.
- 297** NP/21/0045 Certificate of lawfulness for the use of the land for camping for up to 23 units at Rhosson Farm, St Justinians, 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 RESOLVED to support the application.

**Clerk's Business**

**298** SLCC Membership renewal - it was RESOLVED to grant permission to renew the Clerk's membership at a cost of £234.

There being no further business the meeting closed at 8.30pm

Signed .....  
Chair

Date .....

**Minutes of the Second Monthly Meeting of the Council on Monday 29<sup>th</sup> November 2021 in the City Hall at 7.00pm.**

- 299 Present:** Mayor AC York, Deputy Mayor FD John, ES Evans, DB Halse, JG Lloyd, BT Price, BS Sehmi, RT Thornton, S Williams, with CH Gray (Clerk) JE Foster (Deputy Clerk) and W Mann (Responsible Finance Officer).
- 300 Apologies for Absence:** MJ Chant, DJH George, DJ Griffiths,
- 301 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**

- 302 ANNUAL REVIEW OF WHITESANDS 2021** The following report was present to the Council by the Responsible Finance Officer:

*The figures for the 2021 year make good reading. We have benefited from a surprising “back lash” to the Covid 19 restrictions on foreign travel resulting in probably more people holidaying in St Davids than perhaps we would normally have anticipated.*

*I have provided comparative figures in this report so that councillors can compare the 2021 season against the last “normal” season of 2019 and the “covid - restricted” season of 2020.*

*I have also provided some diagrams to illustrate the 2019, 2020 and 2021 comparison as an “easy to read” quick guide.*

*One cautionary footnote is that there is no guarantee that the extra visitors of 2021 will come back in 2022. If foreign travel restrictions are not imposed in 2022 and if those would-be foreign travellers opt for a foreign holiday rather than returning to St Davids then the “boom” of 2021 might not be repeated.*

*Wil Mann*

*Responsible Finance Officer*

*23rd November 2021*

		<b>WHITESANDS BAY CAR PARK</b>		
<b>Activity Summary:</b>		<b>Season 2021</b>	<b>Season 2020</b>	<b>Season 2019</b>
	Cars (Main Car Park)	32,750	17,291	24,733
	Cars 3pm	1,436	1,122	1,427
	Cars (Overflow field)	5,550	3,794	3,740
	Minibuses	41	3	76
	Buses	0		14
	M/Cycles	21	12	22
	Disabled	7,759	4,502	6,750
	People count	193,956	104,960	144,684
	Number of Residents Passes issued	152	360	573
	Number of Season Tickets issued	97	74	122
	Number of Disabled Tickets issued	6	6	16
	Number of Weekly Tickets issued	132	56	86
<b>Income:</b>	<b>Gross Receipts</b>	<b>£238,523</b>	<b>£138,116</b>	<b>£189,979</b>
	VAT	£39,754	£23,019	£31,663
	Net	£198,769	£115,097	£158,316
<b>Detail</b>	Residents passes	£2,280	£5,400	£5,730
	Season tickets	£5,820	£4,440	£7,660
	Disabled season tickets	£240	£240	£640
	Weekly tickets	£2,640	£1,120	£1,640
<b>Expenses:</b>	Commission	-£35,778	-£20,796	-£28,840
	Printing	-£1,046	-£1,092	-£1,115
	Resurfacing/ fencing	£0	£0	£0
	PCC	-£9,148	-£6,826	-£8,192
	Sundries	£0	-£218	£0
	Nash Bros	-£11,378	-£7,778	-£7,667
	<b>Total</b>	<b>-£46,370</b>	<b>-£36,710</b>	<b>-£45,813</b>
	<b>Overflow Field</b> (Figures included above)			
	Cars	£5,550	£3,794	£3,740
	<b>Income</b>	<b>£27,750</b>	<b>£18,970</b>	<b>£18,700</b>
	Less VAT	-£4,625	-£3,162	-£3,117
	Less commission	-£4,163	-£2,846	-£2,805
	<b>Net</b>	<b>£18,963</b>	<b>£12,963</b>	<b>£12,778</b>
	Due to Nash Bros 60%	£11,378	£7,778	£7,667
	Council 40%	£7,585	£5,185	£5,111
	<b>Total</b>	<b>£18,963</b>	<b>£12,963</b>	<b>£12,778</b>
	<b>SUMMARY:</b>			
	<b>Gross takings</b>	<b>£238,523</b>	<b>£138,116</b>	<b>£189,979</b>
	Less VAT	-£39,754	-£23,019	-£31,663
	Less Expenses	-£46,370	-£36,710	-£45,813
	<b>Net Income</b>	<b>£152,399</b>	<b>£78,387</b>	<b>£112,503</b>

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

302.2 It was RESOLVED to approve the commission amount of £11378 to be paid to Messrs G and R Nash and permission was granted to pay.

302.3 It was RESOLVED to retain the current pricing charges for the 2022 season (with day tickets being reduced by 25% from 1<sup>st</sup> March to the Easter school holidays and for the whole month of October.

TICKET PRICES for 2022		
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

302.4 Permission to purchase tickets and residents' passes for the 2022 season was RESOLVED to be approved.

302.5 It was RESOLVED to extend of all of the City Council's current tender agreements for an additional 12 months at the rate set in 2020 to take into account the impact that closure due to Covid 19 had on the car park, café and concessions.

### 303 DWR CYMRU

303.1 Rhys Evans e-mail of 18<sup>th</sup> November 2021 Sewage works at Porthclais was RESOLVED to be approved and acknowledged and to leave the request to meet with Mr Evans in abeyance for the present time following Mr Perry's e-mail below.

303.2 Peter Perry e-mail of 25<sup>th</sup> November 2021 Update regarding the St Davids water and sewerage services was RESOLVED to be received and acknowledged with thanks.

### 304 CHRISTMAS EVENTS

304.1 Christmas Tree Lighting – Cllr Price e-mail of 25<sup>th</sup> November 2021 containing the event schedule was received.

### 305 CITY HALL

305.1 Commercial dishwasher – the Deputy Clerk informed Members that quotes were awaited from CSE, Nisbetts and Amman Catering Equipment Ltd.

**306** DONATION OF ROYAL DOULTON CROCKERY SET Miss Michaela Watts-Evans and family very kindly donated 100 pieces of crockery to the City Council. It was RESOLVED to write a letter of thanks to Ms Watts-Evans expressing the Council's appreciation for the generous gesture.

**307** STAFF MATTERS.

307.1 Present caretaker. It was RESOLVED that under section 100 (A) of the Local Government Act 1972, the public and press were to be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information

307.2 Future Caretaker – Further to the minute reference 115 taken at the meeting of 5<sup>th</sup> July 2021:

*“The staff committee met on Thursday 1<sup>st</sup> July 2021. It was RESOLVED that the Committee would meet again to ascertain whether the role would incorporate managing the hall bookings.”*

It was RESOLVED that the Staff Committee would meet imminently and finalise the job description.

**Finance**

**308** DONATIONS:

308.1 Requests

308.1.1 Marie Curie e-mail of 20<sup>th</sup> November 2021 was received and it was RESOLVED to donate £100.

308.1.2 Urdd National Eisteddfod e-mail of 24<sup>th</sup> November 2021 was received and it was RESOLVED to donate £100.

**309** SECTION 137 MONIES – Judith Cole letter of 24<sup>th</sup> November 2021 setting the Section 137 expenditure limit for 2022-23 at £8.82 per elector was received.

309.1 St Davids currently has 1531 registered electors meaning the total S.137 expenditure will be circa £13,503.42.

**310** ENHANCING PEMBROKESHIRE GRANT

310.1 Sinead Henehan e-mails of 22<sup>nd</sup> and 23<sup>rd</sup> November 2021 confirming that the application for £37,616.80 for a pump track at Waun Fawr playing field has been received by Pembrokeshire County Council was received.

310.2 Pump track at Waun Fawr –West Wales Trails Ltd quote and a copy of a design example was received.

**Correspondence**

**311** Stu Penfold e-mail of 21<sup>st</sup> November 2021 Porthmawr SLSC – Welsh Champions was received and it was RESOLVED to support the event and to grant permission for the Club to use a section of the overflow field as a security pen.

**312** Sinead Henehan e-mail of 24<sup>th</sup> November 2021 Become a Changemaker today was received.

**Planning**

**313** NP/21/0631/ADV Erection of an interpretation panel in the corner of the car park St Nons Retreat, St Davids, 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.

There being no further business the meeting closed at 8.00pm

Signed .....  
Chair

Date .....