

Minutes of the Monthly Meeting of the Council on Monday 5th June 2023 in the Memorial Hall at 7.00pm.

Present: Mayor Cllr ES Evans, Deputy Mayor Cllr BS Sehmi, Cllr DJ Griffiths, Cllr FD John, Cllr B Lloyd, Cllr R Price, Cllr RJ Thornton, Cllr S Williams, with S Mann (Clerk), JE Foster (Deputy Clerk) and W Mann (RFO).

13 Apologies for Absence: Cllr JT Jeremy, Cllr C Plant (Leave), Cllr BT Price, & Cllr N Walsh.

14 Declarations of Interest:

Cllr S Williams declared a prejudicial interest in item 19.1 and took no part in the discussion.

15 Confirmation of Minutes for:

15.1 Extraordinary Meeting of the Council on Monday 2nd May 2023 were RESOLVED to be accepted.

15.2 The Monthly Council Meeting on Monday 15th May 2023 were RESOLVED to be accepted.

16 Matters Arising

16.1 Newsletter

16.1.1 Newsletter Working Group Report and Recommendations presented to full Council was received and noted by the meeting.

16.1.2 Email dated 24th May from member of St Davids community regarding an independent St Davids newsletter was received and the meeting noted that the sender had subsequently requested to retract their initial concerns on the grounds that fuller information had been provided by Cllr Lloyd ahead of the meeting.

16.1.3 Email dated 24th May from member of community expressing concerns regarding merging with Solva Newsletter was received and the meeting RESOLVED that the Clerk write to the community member explaining that the merging of Newsletters was grounded on community engagement research conducted by the 4Wards Project.

16.1.4 Email dated 26th May from local trader expressing concerns that merging newsletters will dilute how St Davids events and activities are shared was received and the meeting RESOLVED that the Clerk respond as above.

16.2 Bryn Road Toilets Asset Transfer. Approximate breakdown of costs associated with Bryn Road toilets provided by PCC in anticipation for an asset transfer from the start of the next financial year – April 2024 was received and the meeting RESOLVED that Councillors forward questions regarding the associated costs to the Clerk ahead of the

next meeting which will be attended by Katie Daly, Strategic Business Manager for PCC dealing public toilet asset transfer.

16.3 Lesotho Children Visit to St Davids. Correspondence from Cllr R Thornton regarding Council Civic Event for the children & teachers was received and the meeting RESOLVED that appropriate refreshments be provided and the Mayor, Deputy Mayor, and Cllr Thornton & Cllr Williams offer service at the event – Clerk to confirm with other Councillors who wish to attend.

16.4 Disability Access Ramp/Bridge. Email of 17th May from West Wales Care and Repair – revised quote for disabled access ramp at the rear of the City Hall together with a copy of the proposed plan was received and the meeting RESOLVED that further quotations were needed due to the high cost.

16.5 Caretaker House/Refurbishment of St Davids City Hall. Letter/quotation dated 30th May from Pembroke Design proposing a Feasibility Study to include confirmation of brief and Measured Survey of the existing building was received and the meeting RESOLVED that further quotations be obtained due to the high cost.

16.6 EcoDewi. Late agenda item request from EcoDewi to change the siting of a Swift Nesting Box from the side of the City Hall to the front. Council had previously given permission to the siting of the Swift Box on the side of the hall. Unfortunately, it was impossible to access a location on the side wall and consequently EcoDewi asked permission to site the box on the front of the hall. The meeting RESOLVED to decline this request.

17 Council Property

17.1 City Hall

17.1.1 Down Pipe. Correspondence from Cllr R Thornton regarding angling/extending the pipe to get water away from City Hall premises was received and the meeting RESOLVED that Cllr Thornton obtain the appropriate parts from local trader.

17.1.2 Hall Microphone. Correspondence from Cllr R Thornton regarding replacement lapel microphone was received and the meeting RESOLVED that Cllr Thornton research the required item.

17.1.3 St Davids Library. Request dated 24th May to install a key safe so that volunteers can be reinstated on a Saturday Morning was received and the meeting RESOLVED that the Library Service could install a key-safe – but for a key for the library only. Installation at the Library's expense.

17.1.4 Balcony Stock. Consideration of requirement for storing large amount of old Emergency Planning Kit was discussed and the meeting RESOLVED that the Clerk write to PCC to confirm the requirement.

17.2 Cross Square

17.2.1 Market. Correspondence from Cllr B Price regarding prohibiting sale of hot food at the Thursday Market was received and the meeting RESOLVED to defer the item to the next meeting.

17.3 Whitesands

17.3.1 Carpark Ticket Office WiFi. Ultrafast Fibre has been installed in the Whitesands Beach Shop & Café by Haven Communications and deployed for use of the carpark ticket office card reader. Confirmation that the signal is strong and card readers working faultlessly was received and noted by the meeting.

18 Correspondence

18.1 Letter dated 1st May from member of community regarding traffic problems at Quickwell and Pont y Penydd was received and the meeting RESOLVED that the Clerk write to PCC enquiring into whether an appropriate sign could be installed to redirect unsuitable traffic.

18.5 Email dated 12th May from Pembrokeshire Surf Club requesting to run two surfing competitions at Whitesands autumn 2023 was received and the meeting RESOLVED to approve the request.

18.9 Email dated 17th May from Cllr B Price regarding Annual Community Meeting of City Council and Mayor's Report & Clerk's Report was received and the meeting RESOLVED that the decision on whether a Mayor's Report would be included be made by the Mayor at the time of an Annual Meeting.

18.13 Letter dated 23rd May from Pembrokeshire County Council regarding Appointment of Community Council Member of the Standards Committee was received and noted by the meeting.

18.17 Email dated 25th May from member of community regarding Plastic Bunting in St Davids in celebration of recent King's Coronation Street Party event was received and the meeting RESOLVED that hiring of cherry picker for taking down the bunting be arranged by Cllr R Price.

19 Donations

19.1 Day Centre. Request from Cllr S Williams for contribution towards hiring the hall for a coffee morning 20th June was received and the meeting RESOLVED to provide the hall free of charge.

20 Staffing Matters

20.1 Caretaker. Options for reviewed Caretaker Job Description were considered and the meeting RESOLVED to approve a 30-hour working week and for the Clerk to forward to the interested parties.

20.2 RFO. Request to reclaim cost of printer ink for invoicing and monthly reports was received and approved by the meeting.

21 Mayors Business

20.1 Civic Attire. Quotation dated 9th May from Michaels Civic Robes Limited for replacement Mayoral Jabots was received and approved by the meeting.

22 Finance

22.1 Councillor Allowances. Email dated 23rd May from RFO regarding Obligatory Expenses Payments going back to 2019 was received and noted by the meeting.

23 Accounts

23.1 The Responsible Finance Officer reported that the Internal Audit for April 2023 had been completed successfully.

23.2 The accounts for April 2023 were presented by the Responsible Finance Officer and it was RESOLVED to be approved with permission to pay.

Financial Report	May-23
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Balance @ Bank on 29-May-23

£139,192.53

LGA 1972 SEC 137 22/23 £12738			
Last month's donations			£0.00
2023 / 2024	Total		£0.00
Balance available			£12,738.00

LGA 1972 Sec 214 Cemetery Maintenance	
Total donated 23/24	£0.00

Income

City Hall	£267
Whitesands	£16,991
Market	£125

TOTAL	£17,383
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Expenditure**£100+ Items**

City Hall	£2,106		£1,141
Whitesands	£3,112		£2,821
Office & Administration	£1,099		£680
Admin Staff Costs	£5,500		
Play Area	£1,931		£1,846
Events	£1,651		£1,550
Finance	£107		£107
Market	£849		£849

TOTAL	£16,355	▼	£8,037
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ADDENDUM TO FINANCIAL REPORT TRANSACTIONS £100 PLUS

MONTH **May-23**

		Hall	White Sands	St Furniture	Office Admin	Admin Staff	Play Area	Events	Justinians	Finance	Market
		101	102	104	105	106	107	108	110	111	112
112	£290 Market Stall Repairs										£290
112	£229 Sand Bags										£229
112	£165 Market Attendant										£165
112	£165 Market Attendant										£165
111	£107 Bank charges									£107	
	Coronation										
	Celebrations Road										
108	£500 Signalling							£500			
	Coronation										
	Celebrations Cherry										
108	£400 Picker for Bunting							£400			
	Coronation Celebrations										
	Charges For Waste										
108	£267 Collection							£267			
	Chrtistmas Lighting										
	Gutter Repirs to										
108	£233 National Trust Building							£233			
	coronation Celebrations										
108	£150 First Aid							£150			
	Memorial Field Service										
107	£988 Level Agreement						£988				
	Waun Fawr Service Level										
107	£628 Agreement						£628				
107	£230 Dog Signs						£230				
105	£530 HR Services				£530						
105	£150 Council Photograph				£150						
102	£1,133 Whitesands Attendant		£1,133								
102	£679 Whitesands Attendant		£679								
102	£634 Whitesands Attendant		£634								
102	£375 Whitesands Attendant		£375								
101	£442 Utilities										
101	£249 Utilities										
101	£236 Utilities										
	Annual Waste										
101	£214 disposal contract										
		£1,141	£2,821	£0	£680	£0	£1,846	£1,550	£0	£107	£849

24 Reports from Members representing the Council:

- 24.1 Bws y Bobol: Bus returned for use of the Day Centre.
- 24.2 Coffee and Chat: Attendance increasing.
- 24.3 EcoDewi / Bee Friendly: Great Big Green Week event 10th – 18th June.
- 24.4 Grants Development Committee: Next meeting tbc.
- 24.5 Music and Arts Festival: Recent Ancient Connections event great success.
- 24.6 One Voice Wales: Nothing to report.
- 24.7 Oriel Y Parc: Nothing to report.
- 24.8 Police Surgery: Progressing well.
- 24.9 Porthstinian Boat Owners Association: Nothing to report.
- 24.10 Porthclais Harbour Authority: Forthcoming Reenactment event.
- 24.11 Porthmawr Surf Life Saving Club: Nothing to report.
- 24.12 St Davids Befrienders: Progressing.
- 24.13 St Davids Celebrations Group: Nothing to report.
- 24.14 St Davids Christmas Tree Association: Meeting next Thursday 6.30pm.
- 24.15 St Davids Day Centre for the Elderly: New member / Visit to Porthgain next week.
- 24.16 St Davids Matsieng Lesotho Link: Coffee morning fundraising event next Thursday 10am.
- 24.17 St Davids Peninsula Tourist and Traders Association: Next meeting 21st June.
- 24.18 St Davids RFC: Cllr R Price to inform RFC to request use of Waunfawr Playing Field for events.
- 24.19 Youth Drop In:
- 24.20 Ysgol Penrhyn Dewi Governor: Progressing.

Planning: Details of these can be found on the PCC NPA website.

- 25 NP/23/0246/FUL** Change of use of pitch & putt area & expansion with 10 self-contained bespoke mobile lodges/caravans & car parking together with ecological enhancements. Tretio Caravan & Camping Park, St. Davids, SA626DE. The closing date for commenting on the application being later than the next council meeting 19th June it was felt that a site visit could be arranged and better informed comments be made at the next meeting.

AOB**Items for information only:**

Cllr R Thornton informed the meeting of a loose slate at Y Gudel.

Items for the next agenda:

Cllr FD John requested an update on the Cross Square fountain.

Cllr DJ Griffiths requested an update on the Scout Hut Asset Transfer.

Cllr BS Sehmi requested the Council Minutes to have a column format to include actions.

Cllrs requested Lloyds Bank closure update.

There being no further business the meeting closed at 9.30pm

Signed

Date

Chair