

To the Members of St Davids City Council

30th August 2023

Dear Member,

You are hereby summoned to attend a meeting of St Davids City Council, convened by the Mayor, Councillor ES Evans, to be held in the Memorial Hall, High Street, St Davids on Monday 4th September 2023 at 7.00pm for the transaction of the business set out in the agenda below.

Yours faithfully,



S. Mann Clerk

AGENDA

Monthly Meeting of the Council on Monday 4th September 2023 in the Memorial Hall at 7.00pm.

1. **Apologies for Absence:** Cllrs C Plant (Leave).
2. **Declarations of Interest:** Members are requested to identify any declarations of personal or prejudicial interests that they might have in relation to items on the agenda.
3. **Confirmation of Minutes for:**
 - 3.1 Second Monthly Council Meeting on Monday 17th July 2023. **REFERENCE 1**
4. **Matters Arising**
 - 4.1 Newsletter. Solva & St Davids Newsletter: Memorandum of Understanding (MoU) & Newsletter Advertising Policy. The MoU is an agreement made between SDCC & SCC to associate themselves in a partnership to produce, publish and circulate a joint community newsletter and to establish the terms of that cooperation between both parties. **REFERENCE 2 & REFERENCE 3**
 - 4.1.2 Letter dated 31st July from former St Davids City News editorial assistant Mr Christopher Taylor wishing to clarify the role played in his involvement with the publication over the past decade & urging the City Council to reconvene an independent newsletter dedicated solely to the activities and aspirations of the St Davids community. **REFERENCE 4**
 - 4.2 City Hall Disability Access Ramp. Please see quotations received for the required works. **REFERENCE 5 & REFERENCE 6**
 - 4.3 Caretaker House Refurbishment of City Hall. Please see proposals received to repurpose the City Hall premises. **REFERENCE 7 & REFERENCE 8**

4.4 Bryn Road Toilets Progress Report. Confirmation received from PCC Property Department that the April 2024 freehold transfer timeline & a conditional structural survey at PCC's cost.

REFERENCE 9

4.5 Scout Hut Asset Transfer – PCC have accepted the Expression of Interest was intended to be made as a sole tenancy and has prepared a Heads of Terms that reflects this. See progress report including Heads of Terms **REFERENCE 10** Revised Business Plan (Primary Plan & Secondary Plan) following further information from scouts **REFERENCE 11** & Gift to the Community document prepared by Mr Alan York **REFERENCE 12**

4.5.1 Email dated 16th August from community member in support of SDCC acquisition of the Scout Hut. **REFERENCE 13**

4.5.2 Email dated 17th August from community member in support of SDCC acquisition of the Scout Hut. **REFERENCE 14**

4.6 Lloyds Bank. Proposed closure of St Davids Branch and impact that this will have on the community and businesses that rely on the bank. Please note reference to the Financial Services & Markets Act 2023. In all of the correspondence to all parties the clerk has asked that the powers and intentions of this Act be given some consideration. The Act received Royal assent on 29th June and gives new powers, in particular to act where it is found or anticipated that there will be shortages in cash access services which would have significant impacts on local areas. Please see Clerk's correspondence with the Financial Conduct Authority (FCA) Executive Casework Unit in relation to the bank branch closures and industry voluntary scheme which assesses community needs and makes recommendations on the need for banking hubs in communities **REFERENCE 15** Correspondence with Stephen Crabb MP **REFERENCE 16** & Correspondence with the Post Office **REFERENCE 17**

4.6.1 Lloyds Bank Working Group. The working group consisting of members of St Davids City Council & Solva Community Council, along with members of the community met in August to formulate a joint response including raising public awareness by means of social media with the aim of promoting objections to the proposed closure. **REFERENCE 18**

5. Council Property

5.1 Cross Square Market. Email dated 22nd August from West Wales Properties Managing Director advising the council to seek alternative arrangements for the storage of its Market Stalls as pre-application for the conversion of the building into residential accommodation has been submitted and the bank has a responsibility to hand back the bank and buildings at the back with full vacant possession. **REFERENCE 19**

5.2 Whitesands. Email dated 1st August from Whitesands Beach House Tenants requesting to cease the analogue telephone line in readiness for the digital switchover 2025.

REFERENCE 20

6. Correspondence

6.1 Email dated 19th July from PCNCA regarding the recently installed Memorial Wall at St Davids Airfield and is the City Council willing to offer its mandate of support on the basis that it is of significant community importance and wider public interest. **REFERENCE 21**

6.2 The clerk's office has been made aware of a forthcoming Coffee Morning in the City Hall 30th September to raise funds for Macmillan Cancer – for which the council might agree to support free of charge.

6.3 Email dated 22nd August from St Davids Festival of Ideas requesting to speak with the City Council in readiness for the event in March 2024. **REFERENCE 22**

6.4 Email dated 23rd August requesting permission to pitch a catering concession outside the City Hall during the forthcoming Boia Festival October 27th – 29th. **REFERENCE 23**

7. Accounts

7.1 Internal Audit for June & July.

7.2 Financial Statements for July & August 2023.

Financial Report			July-23																					
Balance @ Bank on	31-Jul-23			£175,786.19																				
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="3" style="text-align: left;">LGA 1972 SEC 137 22/23 £12738</th> <th colspan="2" style="text-align: left;">LGA 1972 Sec 214 Cemetery Maintenance</th> </tr> </thead> <tbody> <tr> <td>Last month's donations</td> <td></td> <td style="text-align: right;">£0.00</td> <td>Total donated 23/24</td> <td style="text-align: right;">£0.00</td> </tr> <tr> <td>2023 / 2024</td> <td>Total</td> <td style="text-align: right;">£0.00</td> <td></td> <td></td> </tr> <tr> <td>Balance available</td> <td></td> <td style="text-align: right;">£12,738.00</td> <td></td> <td></td> </tr> </tbody> </table>					LGA 1972 SEC 137 22/23 £12738			LGA 1972 Sec 214 Cemetery Maintenance		Last month's donations		£0.00	Total donated 23/24	£0.00	2023 / 2024	Total	£0.00			Balance available		£12,738.00		
LGA 1972 SEC 137 22/23 £12738			LGA 1972 Sec 214 Cemetery Maintenance																					
Last month's donations		£0.00	Total donated 23/24	£0.00																				
2023 / 2024	Total	£0.00																						
Balance available		£12,738.00																						
Income																								
City Hall				£1,975																				
Whitesands				£34,627																				
Events				£125																				
Market				£1,188																				
TOTAL				£37,915																				
Expenditure																								
				£100+ Items																				
City Hall (ex Hall Manager Salary)		£1,706		£1,374																				
Whitesands		£8,002		£7,906																				
Office & Administration		£1,333		£811																				
Admin Staff Costs (Inc Hall Manager)		£7,102		£7,102																				
Street Furniture		£1,136		£1,136																				
Play Area		£35																						
Events		£885		£885																				
Finance		£249		£249																				
Market		£825		£825																				
TOTAL		£21,273		£20,288																				
Addendum of Items of £100 plus Value is Attached																								

Financial Report			August-23																					
Balance @ Bank on	29-Aug-23			£193,829.01																				
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Last month's donations		£0.00	Total donated 23/24	£0.00																				
2023 / 2024	Total	£0.00																						
Balance available		£12,738.00																						
Income																								
City Hall				£546																				
Whitesands				£26,000																				
Events				£0																				
Market				£1,333																				
TOTAL				£27,879																				
Expenditure																								
				£100+ Items																				
City Hall (ex Hall Manager Salary)		£1,777		£1,380																				
Whitesands		£7,368		£7,255																				
Office & Administration		£1,821		£1,529																				
Admin Staff Costs (Inc Hall Manager)		£5,896		£5,896																				
Street Furniture		£0																						
Play Area		£242		£115																				
Events		£44																						
Finance		£173		£173																				
Market		£875		£825																				
St Justinians		£1,380		£1,380																				
TOTAL		£19,576		£17,173																				
Addendum of Items of £100 plus Value is Attached																								

8. County Councillors Report:**9. Reports from Members representing the Council:**

- 9.1 Bws y Bobol:
- 9.2 Coffee and Chat:
- 9.3 EcoDewi / Bee Friendly:
- 9.4 Grants Development Committee:
- 9.5 Music and Arts Festival:
- 9.6 One Voice Wales:
- 9.7 Oriel Y Parc:
- 9.8 Police Surgery:
- 9.9 Porthstinian Boat Owners Association:
- 9.10 Porthclais Harbour Authority:
- 9.11 Porthmawr Surf Life Saving Club:
- 9.12 St Davids Befrienders:
- 9.13 St Davids Celebrations Group:
- 9.14 St Davids Christmas Tree Association:
- 9.15 St Davids Day Centre for the Elderly:
- 9.16 St Davids Matsieng Lesotho Link:
- 9.17 St Davids Peninsula Tourist and Traders Association:
- 9.18 St Davids RFC:
- 9.19 Youth Drop In:
- 9.20 Ysgol Penrhyn Dewi Governor:

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

- 10 NP/23/0313/FUL** New access and associated works. Y Gorlan, 77 Nun Street, St Davids, SA626NU.
- 11 NP/23/0325/LBA** Replacement Windows. Archdeaconry, The Close, St Davids, SA626PE.
- 12 NP/23/0446/LBA** Decommissioning of bank branch premises to closure. Decommissioning works include external branding and ATM removal, internal FF&E removal. Lloyds Tsb Bank Plc, 10-11 Cross Square, St Davids, SA626SE.

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

- 13 23/0354/PA** Conversion of existing barn to a four-bedroom dwelling. Cruglas, Solva, SA626XX.

AOB

Items for information only:

Items for the next agenda: