

To the Members of St Davids City Council

15th November 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 20th November 2023 at 7.00pm for the transaction of the business set out in the agenda below.

Yours faithfully,



S. Mann Clerk

AGENDA

Second Monthly Meeting of the Council on Monday 20th November 2023 in the Memorial Hall at 7.00pm.

1 Apologies for Absence:

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 Monthly Meeting of the Council on Monday 6th November 2023. **REFERENCE 1**

4 Public Representations: Members of the public in attendance are given reasonable opportunity to make representations about items of business to be discussed.

5 Matters Arising

5.1 Following the resignation of Councillor Caroline Plant with effect from 30th October 2023 consideration that the City Council writes formally to thank Caroline for her contribution.

5.2 Nun Street, Glasfryn Road & Carnhedryn. Correspondence between County Councillor Bethan Price and PCC Senior Traffic & Road Safety Engineer providing update with regard to issues raised within St Davids Ward. **REFERENCE 2**

5.3 Lloyds Bank. Consideration that SDCC writes letter of thanks to the staff of St Davids Branch following closure 27th November 2023.

5.4 Remembrance Service. Consideration of a letter of thanks to bugle player.

6 Council Property

6.1 City Hall Fire Safety Regulations Review. **REFERENCE 3**

6.2 City Hall Annual Gas Service – quotation received for L.T.H.W heating boiler replacement. **REFERENCE 4**

6.3 Cross Square Market. Alternative arrangement of the storage of Council Market Stalls held hitherto in outbuildings situated in the car park that belongs to Lloyds Bank St Davids and due to close November 27th 2023. The anticipated logistical challenges and associated costs involved in setting up market stalls notwithstanding the proximity with Cross Square of any eventual alternative storage location is understood to be in excess of twice the current rate. It is anticipated that given the age and condition of the existing market stalls that replacement options to be considered must include whether to replace the stalls entirely to overcome these challenges & whether to review market format to include independent pitch allocations whereby stallholders are responsible for supplying, erecting, and dismantling of their own stalls.

6.4 Whitesands Commercial Trading. See Clerk's report on PCNPA correspondence regarding trading concessions. **REFERENCE 5**

7 Whitesands Annual Review

7.1 Responsible Finance Officer report Whitesands car park receipts. *See below*

7.2 Approval of Accounts and report from the Responsible Finance Office. *See below*

7.3 Approval of commission to be paid to Messrs G and R Nash. As shown in the report. *See below*

7.4 Retain current pricing structure for 2024. *See below*

7.5 Permission to purchase tickets and residents' passes for the 2024 season.

RFO REPORT WHITESANDS CAR PARK RECEIPTS

We had anticipated at the start of the season that the visitors who had "found" Pembrokeshire post-covid in the 2021 and 2022 seasons might desert us for the foreign holidays they had enjoyed prior to covid and the figures for this season does tend to imply that this is indeed what happened.

In my mid-term budget in August, I had anticipated that the overall visitor numbers at the end of the season might be as low as 135000 and as you can see from the figures it was even lower! However, in that mid-term review I anticipated - because council had agreed pre-season to the increase in ticket prices - that despite the decrease in visitor numbers the income drop compared with the 2022 season would not be material. As you can see from the figures these presumptions have largely been vindicated.

The figures show that the visitor numbers slumped to only just over 130,000 but net receipts held its own at almost £130000 against the previous season of £132000. This is despite a huge increase in the annual nondomestic rates charges for Whitesands which has increased from £7624 to £15171 from April 2023.

One pleasing aspect to note is that year by year card receipts have increased as a % proportion of the total takings year by year since 2021 - when it was only 10% - to 21% in 2022 and up to 31% in the 2023 season. With the new WiFi set-up this year we have not experienced the problems that hampered card-payments in the past and so I am sure that this has contributed to this along with the general increasing trend in making card-payments.

As a conclusion then I think that it is probably wise to anticipate that the visitor numbers for this year will represent a level that we should realistically expect going forward and that future income from Whitesands will be similar to this year.

Will Mann

RFO, 15th November 2023

WHITESANDS BAY CAR PARK		Season 2023
<i>CURRENT RATES</i>	Activity Summary:	
£6	Cars (Main Car Park)	25860
£4	Cars 3pm	6770
£6	Cars (Overflow field)	2670
£20	Minibuses	50
£30	Buses	18
£5	M/Cycles	37
£4	Disabled	1164
	People count	130370
£15	Number of Residents Passes issued	552
£65	Number of Season Tickets issued	179
£40	Number of Disabled Tickets issued	23
£25	Number of Weekly Tickets issued	120
Income:	Gross Receipts	£225,091.00
	VAT	£37,515.17
	Net	£187,575.83
Detail	Residents passes	£8,280.00
	Season tickets	£11,635.00
	Disabled season tickets	£920.00
	Weekly tickets	£3,000.00
Expenses:	Commission	-£34,213.80
	Printing	-£1,278.00
	Resurfacing/ fencing	£0.00
	PCC	-£15,171.26
	Sundries (Includes WiFi Set up)	-£618.00
	Nash Bros	-£6,568.20
	Total	-£57,849.26
	Overflow Field	
	(Figures included above)	
	Cars	2670
	Income	£16,020.00
	Less VAT	-£2,670.00
	Less commission	-£2,403.00
	Net	£10,947.00
	Due to Nash Bros 60%	£6,568.20
	Council 40%	£4,378.80
	Total	£10,947.00
	SUMMARY:	
	Gross takings	£225,091.00
	Less VAT	-£37,515.17
	Less Expenses	-£57,849.26
	Net Income	£129,726.57

WHITESANDS CARPARK TICKET PRICES for 2023		
TICKET		Cost
DAY TICKETS	CAR	£6
	CAR after 3pm	£3.50
	CAR DISABLED	£4
	MOTORBIKE	£5
	MINIBUS	£20
	COACH	£30

SEASON TICKETS	CAR	£65
	CAR DISABLED	£40
	COMMERCIAL (PER BAY)	£500
RESIDENT'S PASS		£15
WEEKLY TICKET (CAR / CAR DISABLED & MOTORBIKE)		£25

8 Council Business

8.1 Multi Location Meetings Policy. Section 47 of the Local Government and Elections (Wales) Act 2021 requires that all community councils must make and publish arrangements for its meetings to enable people who are not in the same place to meet. **REFERENCE 6**

8.2 Training Plan 2022-2027. Section 67 of the Local Government and Elections (Wales) Act 2021 requires that all Town & Community Councils must make and publish a Training Plan setting out its proposals in relation to the provision of training for Councillors and Staff.

REFERENCE 7

8.3 2023 Staff Pay Award – for approval. **REFERENCE 8**

9 Donations

9.1 Annual Donations

9.1.1 Tretio, Berea & Caerfarchell chapels (£200)

9.1.2 St Davids cemetery (£800)

9.1.3 Royal British Legion (£100)

10 Correspondence

10.1 Email dated 24th October from Lifeboat Treasurer requesting to use City Hall venue free of charge – as in 2022 - for the Lifeboat Christmas Bingo Fundraiser on 6th December 2023.

REFERENCE 9

10.2 Email dated 25th October from Group Manager and Head of Western Division for Mid and West Wales Fire and Rescue Service offering to present proposals for the future of the communities it serves – closing date for consultation period 15th January 2024.

REFERENCE 10

10.3 Email dated 14th November from Chair of Haverfordwest & City of St Davids Squadron of the RAF Air Cadets inviting the Mayor or another representative of SDCC to attend the presentation and awards ceremony 20th April 2024. **REFERENCE 11**

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

11 NP/23/0557/TCA Removal of Elm tree. The Bunker, Yewdale Cottage, 8 Quickwell, St Davids, SA626PD.

AOB

Items for information only:

Items for the next agenda: