

Minutes of the Monthly Meeting of the Council on Monday 6th November 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 BT Price, Cllr RJ Thornton, Cllr S Williams, with S Mann (Clerk), JE Foster (Deputy Clerk) & W Mann (RFO).

107 Apologies for Absence: Cllrs JT Jeremy & N Walsh.

108 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.

Cllr BT Price declared a prejudicial interest in item 113.1 and left the meeting while this item was discussed.

109 Confirmation of Minutes for:

109.1 Second Monthly Meeting of the Council on Monday 23rd October 2023 were RESOLVED to be accepted.

110 Public Representations from members of the public in attendance about any business to be discussed:

Mr Alan York was in attendance & commented on:

Item 111.1 Scout Hut Structural Survey & remedial maintenance works required can be carried out by volunteers and consequently an inexpensive undertaking.

111 Matters Arising

111.1 Scout Hut. Structural Survey dated 26th October 2023 commissioned by SDCC ahead of the proposed asset transfer of the community-built hut and PCC land on which it stands – further to item 68.5. The report based on an inspection on 12th October did not include a ground investigation, opening up of the structure, testing of drains or other site services. The conclusion of the report that the building is structurally adequate & includes advisory that repairs outlined are carried out. The meeting also reviewed a Summary of Business Plans Presented to Council in August Extraordinary Meeting. It was RESOLVED that further information was needed ahead of council's decision on acquiring the Scout Hut including PCC asset transfer contract stipulated in Proposed Heads of Terms of Lease to Occupy. It was also requested that Mr York provide an updated Scout's Business Plan to reflect confirmed bookings 2024 for consideration in conjunction with SDCC financial budget 2024.

111.2 Bryn Road Toilets. PCC commissioned Site Inspection report dated 13th October 2023 as requested by SDCC to further inform consideration for the proposed freehold asset transfer of the public convenience from April 2024 – further to item 68.4. The conclusion of the report that the building is in good condition with no concerns structurally based on

observations made was noted by the meeting and it was RESOLVED that further details were needed to fully inform the decision to acquire the public toilets including an asbestos register; confirmation on presence of RAC; legionnaires risk assessment; electrical tests & specifics pertaining to the imposition of covenant restrictions against the land's use and development in the future to ensure the transfer promotes economic & social / environmental wellbeing. The profile of anticipated cost of adoption as prepared by the RFO was also duly noted.

111.3 Porthclais Pollution. Correspondence from Cyfoeth Naturiol Cymru & Dwr Cymru Welsh Water confirming the site is meeting flow compliance & recent investments on site including instrumentation upgrades to optimise management of site, a thickener unit to improve sludge processing, and civils repairs to maintain general site condition. The meeting considered the response submitted by Dwr Cymru Welsh Water was inconsistent with the reports of specific incidents at Porthclais & recent nationwide news coverage of decline in environmental performance across Wales. It was RESOLVED that the Clerk pursue the matter and request full statistical report.

111.4 Lloyds Bank St Davids Branch Closure November 27th 2023.

111.4.1 Free to Use ATM. Correspondence received from Stephen Crabb MP confirming that a site has been identified for the ATM and negotiations with an operator are progressing well & information on the opening date to follow. The report was noted by the meeting.

111.4.2 Lloyds Community Banker. Proposition received to provide transitional banking support to the community to be held in City Hall premises following the St Davids branch closure. Lloyds Community Bankers do not provide cash services but can provide limited services such as account balance, direct debit, standing order and bill payment enquiries for both personal and business account customers. The meeting RESOLVED to support the proposal.

112 Council Business

112.1 Casual Vacancy. The meeting noted that Councillor Caroline Plant resigned as Councillor with immediate effect from 30th October 2023 and that the PCC Monitoring Officer has been notified. Clerk confirmed the instigation of proceedings to advertise the casual vacancy to be displayed as soon as practicable after the date on which the vacancy is deemed to have occurred.

113 Council Property

113.1 Gudel Wall. Quotations were received for the required works and the meeting RESOLVED to proceed with the proposal from Mr Idwal Phillips at a cost of £2,850.00.

- 113.2 EcoDewi. Proposal received from EcoDewi to transform the area around the St Davids City sign and entrance on the Fishguard road into a welcoming, properly managed wildflower verge thriving with pollinators demonstrating St Davids Bee Friendly City Status. The meeting RESOLVED to support the proposal by offering EcoDewi maintenance of the grass verge for a trial period until end of June 2024. It was also RESOLVED that maintenance of the box at the entrance-sign be delegated to Cllr FD John.
- 113.3 Bee Friendly City. Email dated 24th October from EcoDewi requesting that the City Council take steps to ensure that its public spaces are managed to enhance and promote the care of pollinators to fulfil its pledge to be a Bee Friendly Community. The meeting RESOLVED that the Clerk pursue options for Bee Friendly native species for incorporation in forthcoming seasons.
- 113.4 City Hall. Report following the Annual Gas Service of the Heating Boiler & Cooker detailing equipment poor condition & recommendation to replace boiler and domestic range cooker fitted and canopy replaced. The meeting RESOLVED that the Clerk obtain quotations accordingly.

114 Correspondence

- 114.1 Letter of thanks dated 3rd October for providing the City Hall venue free of charge for Coffee Morning fundraising event in aid of Shalom House Palliative Care & Macmillan Cancer Support was noted by the meeting.
- 114.2 Letter thanking the Mayor and St Davids City Council for the flowers, letter and cards of congratulations on their Blue Sapphire Anniversary & invitation to the Civic Service was noted by the meeting.
- 114.3 Email dated 1st November from St Davids Festival of Ideas Director and Organiser requesting to use the Memorial Hall – free of charge one day per week until Christmas - as a base location for engaging with community to gather evidence in support of the 2024 event. The meeting RESOLVED to support the request subject to existing hall availability.

115 Accounts

- 115.1 The Responsible Finance Officer reported that the Internal Audit for September 2023 had been completed successfully.
- 115.2 The accounts for October 2023 were presented by the Responsible Finance Officer and it was RESOLVED to be approved with permission to pay.

Financial Report			October-23		
Balance @ Bank on	31-Oct-23			£204,273.72	
LGA 1972 SEC 137 22/23 £12738			LGA 1972 Sec 214 Cemetery Maintenance		
Last month's donations		£500.00	Total donated 23/24	£0.00	
2023 / 2024	Total	£500.00			
Balance available		£12,238.00			
Income					
City Hall				£617	
Whitesands (<i>Includes Café Rent (£2100)</i>)				£15,668	
Market				£979	
Finance (Cryswdig)				£333	
TOTAL				£17,597	
Expenditure					
				£100+ Items	
City Hall (ex Hall Manager Salary)		£1,850		£1,398	
Whitesands		£3,785		£3,728	
Office & Administration		£1,493		£1,025	
Admin Staff Costs (Inc Hall Manager)		£10,141		£10,116	
Street Furniture		£134		£0	
Play Area		£38		£0	
Events		£0		£0	
Finance		£793		£793	
Market		£660		£660	
St Justinians		£690		£690	
TOTAL		£19,584		£18,410	
Addendum of Items of £100 plus Value is Attached					

ADDENDUM TO FINANCIAL REPORT TRANSACTIONS £100 PLUS											
											MONTH
											Oct-23
	Hall	White Sands	St Furniture	Office Admin	Admin Staff	Play Area	Events	St Justinians	Finance	Market	
£106 Catering Supplies	£106										
£165 Pest Control	£165										
£180 Fire & Safety Checks	£180										
£206 Council Tax	£206										
£269 Utilities	£269										
£472 Non Domestic Rates	£472										
£439 Attendants Fees	£439										
£446 Attendants Fees	£446										
£540 Attendants Fees	£540										
£617 Attendants Fees	£617										
£1,686 Non Domestic Rates	£1,686										
£120 Dep Clerk Training				£120							
£133 Printer Contract				£133							
£148 Structural Surveyor				£148							
£174 Microphone				£174							
£450 Clerks Training				£450							
£10,116 Salaries Pensions & Tax / NI				£10,116							
£240 Toilets & Cleaning								£240			
£450 Toilets & Cleaning								£450			
£293 Bank Charges									£293		
£500 Contribution to Carnival									£500		
£165 Attendants Fees										£165	
£165 Attendants Fees										£165	
£165 Attendants Fees										£165	
£165 Attendants Fees										£165	
£18,409	£1,398	£3,728		£1,025	£10,116	£0	£0	£690	£793	£660	

116 County Councillors Report

Cllr Bethan Price confirmed that an update on traffic matters in St Davids will be included in a report on correspondence with Pembrokeshire County Council at the next full council meeting on Monday 20th November.

Cllr Price also confirmed with the meeting of the recently launched County Councillor Facebook page.

117 Reports from Members representing the Council:

117.1 Bws y Bobol: In use.

117.2 Coffee and Chat: High attendance.

117.3 EcoDewi / Bee Friendly: See item 113.3.

117.4 Grants Development Committee: Meeting tbc.

117.5 Music and Arts Festival: Recent Boia Festival very successful.

117.6 One Voice Wales: Recent meeting to be reported on by Cllr RJ Thornton.

117.7 Oriol Y Parc: Nothing to report.

117.8 Police Surgery: Progressing well.

117.9 Porthclais Harbour Authority: Forthcoming Senior Citizen lunch time event.

117.10 Porthstinian Boat Owners Association: Nothing to report.

117.11 Porthmawr Surf Life Saving Club: Forthcoming Annual Meeting.

117.12 St Davids Befrienders: Progressing.

117.13 St Davids Celebrations Group: Nothing to report.

117.14 St Davids Christmas Tree Association: Progressing.

117.15 St Davids Day Centre for the Elderly: Whitesands visit / Table Top event.

117.16 St Davids Matsieng Lesotho Link: Meeting next week.

117.17 St Davids Peninsula Tourist and Traders Association: Meeting this week.

117.18 St Davids RFC: Currently undertaking Floodlight Appeal.

117.19 Youth Drop In: High attendance.

117.20 Ysgol Penrhyn Dewi Governor: Currently undertaking Christmas preparations.

Planning: Details of these can be found on the PCC NPA website.**118 NP/23/0541/FUL** Demolition of existing bungalow. Erection of new dwelling – dormer bungalow.

118 Nun Street, (Formally 3 Mount Gardens), St Davids. SA626BS. 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.

AOB

Items for information only:

- Deputy Clerk: Requested confirmation of Councillor attendance at forthcoming Remembrance Parade & Service Sunday 12th November.

Items for the next agenda:

- Cllr FD John: Market update required – Clerk confirmed inclusion for 20th November meeting.

There being no further business the meeting closed at 8.55pm

Signed

Date

Chair