

**Minutes of the Monthly Meeting of the Council on Monday 4th March 2024 in the Council Chamber
at 7.00pm**

The Mayor, Cllr Emma Evans welcomed the newest member of the City Council, Councillor William Chant, to his first meeting and wished him luck for his term of office.

Present: Mayor Cllr ES Evans, Deputy Mayor Cllr BS Sehmi, Cllr W Chant, Cllr DJ Griffiths, Cllr JT Jeremy, Cllr FD John, Cllr B Lloyd, Cllr BT Price, Cllr RJ Thornton, Cllr N Walsh, with JE Foster (Deputy Clerk) and W Mann (Responsible Finance Officer).

209 Apologies for Absence: S Mann (Clerk), Cllr R Price (Leave), Cllr S Williams.

210 Declarations of Interest: Members were requested to declare both **pecuniary interests** (financial interests) and **non-pecuniary interests** (personal or other interests) that could influence their decision-making in relation to items on the agenda. This declaration ensures that other councillors and the public are aware of potential conflicts.

210.1 Cllr B Lloyd declared a personal interest in relation to Item 213.1 on the agenda.

210.2 Cllr BT Price declared a prejudicial interest in relation to Item 218.9 and left the Council Chamber whilst the item was discussed.

211 Confirmation of Minutes for:

211.1 Second Monthly Meeting of the Council on Monday 19th February 2024 were RESOLVED to be approved.

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

212.1 A member of the public expressed their concerns regarding the lack of resident only parking and requested an update regarding the proposed additional out of town parking. The individual explained that there is an increasing number of persons visiting St Davids, for both work and pleasure that park their vehicles in the residential areas rather than utilising the car parks which makes it increasingly difficult for residents to park outside their properties. Suggestion from member of the public to have allocated parking bays for residents only. It was RESOLVED to contact the individual in due course with any updates regarding these parking matters.

212.2 The individual further expressed their concerns regarding the limited availability of district nurses in the local area and that his neighbour recently was unable to arrange a home visit. Members suggested to the individual to contact Solva Care for assistance with this matter. It was RESOLVED for the Clerk to pass on the contact details of Solva Care.

213 Matters Arising

213.1 Visit from Tir â Mor Land and Sea Festival 2024. Members were joined by the Festival Organiser to discuss the details of the programme for the upcoming festival and to request assistance from the City Council in terms of the venue costs, advertising for the event and so forth. The Festival Organiser advised members that many of the events would be free of charge and that some would request only a small charge of around £5.00. The festival is for all the family and there is a diverse range of events taking place around St Davids from Friday 22nd March until Sunday 24th March. The finalised programme of events for the festival would be available online very soon.

213.1.1 Members RESOLVED to grant permission for banners advertising the festival to be placed on the railings outside the front of the City Hall and on the fence of the St Davids Memorial Playing field.

213.1.2 Members RESOLVED to grant permission for the festival organisers to erect flags outside the City Hall and on the Cross Square, on the proviso that the flags are secured safely.

213.1.3 Members RESOLVED to allow the festival to display the Porthmawr lifeboat on the Cross Square over the course of the weekend.

213.1.4 Members RESOLVED to allow one free use of the City Hall for the festival and that any additional events booked in the city hall would be charged at the community rate.

213.2 St Davids Tithe Map. Future Storage of the Tithe Map and its Schedule. The information was received by members. It was RESOLVED to proceed with the transfer of the St Davids Tithe Map and its schedules to the Pembrokeshire Archives. Members further RESOLVED for Cllr Richard Thornton to liaise with the Clerk with regards to any other potential documents that could be transferred to the archives in the future.

213.3 Festival of Seaweed. Request for complimentary access to the City Hall as a venue for holding the St Davids event 16th – 19th May 2024. Members RESOLVED for the Clerk to obtain more information about the festival and to include this as an item for discussion at the subsequent meeting of the City Council. Members further agreed to invite the festival organisers to attend the next meeting to give a presentation about their upcoming event.

213.4 St Davids Recycling Centre. Imminent proposed closure of St Davids Recycling Centre. *Note full PCC decision will not be made until 7th March.*

Please see correspondence from Cllr ES Evans & Cllr RJ Thornton & Extract from the Revised Draft Pembrokeshire County Council Budget for 2024-25.

Cllr Price together with Cllr Mark Carter and Cllr Neil Prior have been working hard to try and secure the future of the St Davids Recycling Centre and the concerns of local residents regarding the potential closure have now been raised with PCC.

Cllr Bethan Price provided members with the good news that she had finally received e-mail confirmation from Cllr Rhys Sinnett (PCC Cabinet Member for Residents Services), that the St Davids Recycling Centre would remain open for the next financial year 2024/25.

Although this is a step in the right direction, Cllr Price stressed that the facility could still be at risk of closure in the future and that a lot of work needs to be done to ensure that the facility remains open. Cllr Rhys Sinnett expressed in his e-mail to Cllr Price that PCC would need to work proactively with both the community and City Council to find a sustainable model going forward. A copy of the e-mail would be sent to the Clerk in due course.

213.5 Bryn Road Toilets. Update further to SDCC request for breakdown of the essential components included in a cleaning contract for the council's consideration.

A scheduled site visit on March 5th has been confirmed, and it will assist in evaluating the required remedial steps before an asset transfer – April 8th. Members agreed for the Deputy Clerk to attend the site visit along with Cllrs BT Price, RJ Thornton, BS Sehmi, FD John and JT Jeremy.

213.6 Erw Dewi/Dewi's Acre. Invitation to City Councillors to visit the Community Garden. Members RESOLVED to arrange a visit to the Community Garden on Monday 22nd April – time to be confirmed.

214 Committees

214.1 Committee Structure & Terms of Reference. Fundamental aspect of good governance is having robust Terms of Reference to ensure that the Council's Committees operate effectively, transparently, and in alignment with their intended purpose. Please see Clerk's DRAFT templates. It was RESOLVED to defer the item and to include this on the agenda for the next meeting of the City Council on Monday 18th March 2024.

214.2 Finance Committee Membership. Request from Cllr N Walsh to join the committee. It was RESOLVED to approve the request for Cllr Walsh to join the Finance Committee. The Deputy Clerk would provide Cllr Walsh with a copy of the agenda and correspondence for the forthcoming committee meeting.

215 Accounts

215.1 Internal Audit for January 2024 was reported to have been completed successfully.

215.2 Financial Statements for February 2024. The accounts for February 2024 were presented to the meeting and it was RESOLVED that these statements are approved.

Financial Report			February-24																					
Balance @ Bank on	27-Feb-24			£112,882.16																				
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="3" style="text-align: left;">LGA 1972 SEC 137 23/24 £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;">£1,000.00</td> </tr> <tr> <td>2023 / 2024</td> <td>Total</td> <td style="text-align: right;">£1,000.00</td> <td></td> <td></td> </tr> <tr> <td>Balance available</td> <td></td> <td style="text-align: right;">£11,738.00</td> <td></td> <td></td> </tr> </tbody> </table>					LGA 1972 SEC 137 23/24 £12738			LGA 1972 Sec 214 Cemetery Maintenance		Last month's donations		£0.00	Total donated 23/24	£1,000.00	2023 / 2024	Total	£1,000.00			Balance available		£11,738.00		
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2023 / 2024	Total	£1,000.00																						
Balance available		£11,738.00																						
Income																								
City Hall				£208																				
Whitesands (<i>Includes Café Rent (£2100)</i>)				£4,188																				
Market				£125																				
TOTAL				£4,521																				
Expenditure																								
				£100+ Items																				
City Hall (ex Hall Manager Salary)		-£610		-£900																				
Whitesands		£1,462		£1,406																				
Office & Administration		£594		£327																				
Admin Staff Costs (Inc Hall Manager)		£5,877		£5,877																				
Street Furniture		£98		£0																				
Play Area		£110		£110																				
Events		£3,619		£3,495																				
Finance		£0																						
Market		£0																						
St Justinians		£0																						
TOTAL		£11,150		£10,315																				
Addendum of Items of £100 plus Value is Attached																								

ADDENDUM TO FINANCIAL REPORT TRANSACTIONS £100 PLUS												
											MONTH	Feb-24
Hall	White Sands	St Furniture	Office Admin	Admin Staff	Play Area	Events	St Justinians	Finance	Market			
£3,200	Christmas Lights					£3,200						
£295	Christmas Tree					£295						
	Mole Treatment in											
£110	Playing Field				£110							
£5,876	Salaries & Pensions			£5,876								
£327	Newsletter		£327									
£611	Cafe Mtce	£611										
£449	Car Park Tickets	£449										
£346	Car Park Attendant	£346										
£829	Utilities											
£340	Utilities											
*	-£548	Utilities - Refund										
*	-£1,692	Utilities -Refund										
£170	Kitchen Extraction Fan	£170										
£10,315		£1,406	£0	£327	£110	£3,495	£0	£0	£0	£0	£0	
<p>* These refunds relate to a reimbursement of the accumulated credit balance in one account (£548) as a consequence of reduced usage and also to the deletion of a duplicated account that has now been resolved and reimbursed (£1692). The net result is a negative balance of costs attributed to the City Hall. This is reflected in the monthly Income & Expenditure Report.</p>												

216 County Councillors Report

216.1 County Councillor Bethan Price advised members that the Parent and Toddler Group is now back up and running again in the Youth Drop in centre every Tuesday morning from 10.00am - 12.00pm. Cllr Price further informed members that Y Gegin had kindly given a donation of £50 to help get the group started up again.

217 Reports from Committees

217.1 Caretaker House Committee: Nothing to report.

217.2 City Hall Committee: Meeting to be held on Wednesday 13th March 2024 at 3.00pm in the Youth Drop in.

217.3 Finance Committee: Meeting to be held on Wednesday 6th March 2024 at 2.00pm in the Youth Drop in.

217.4 Grants Development Committee: Meeting to be held on Tuesday 5th March 2024 at 1.00pm in the Council Chamber.

217.5 Market Committee: Meeting to be arranged to discuss stall hire fees.

217.6 Staffing Committee: Nothing to report.

218 Reports from Members representing the Council:

218.1 Bws y Bobol: PVT are managing the bus – no report at the moment.

218.2 Coffee and Chat: The group met in the Memorial Hall last week due to maintenance works at the back of the city hall. Cllr John confirmed that the group had good attendance and that it was going well.

218.3 EcoDewi / Bee Friendly: Cllr Lloyd confirmed that the next meeting was taking place on Wednesday 6th March and that a report would be provided at the next monthly meeting of the City Council.

218.4 One Voice Wales: Nothing to report.

218.5 Oriel Y Parc: Nothing to report.

218.6 Pembrokeshire Peninsular Stakeholder Group: Next meeting due to be held in April.

218.7 Police Surgery: Poster needs updating for the surgery.

218.8 Porthclais Harbour Authority: AGM was held on Wednesday 28th February 2024.

218.9 Porthstinian Boat Owners Association: Meeting to be held on Thursday 7th March at 7.00pm in the Memorial Hall. Members RESOLVED to include St Justinians Toilet Provision as an item on the agenda for the next meeting of the City Council.

- 218.10 Porthmawr Surf Life Saving Club: Cllr Lloyd informed members that the club were still carrying out their winter training sessions in the pool at Fishguard Leisure centre. Cllr Lloyd reported that the club are going to be involved with the upcoming Tir a Mor festival.
- 218.11 St Davids Befrienders: Meeting to be arranged.
- 218.12 St Davids Celebrations Group: All the events went well this year, sadly the cawl competition did not go ahead due to a lack of entrants. It was agreed for the Clerks to liaise with local businesses and request feedback as to why they chose not to enter the competition this year. Suggestions to advertise the event earlier next year and to visit local businesses in person.
- 218.13 St Davids Christmas Tree Association: Cllr Evans presented a cheque of £295 to the City Council, on behalf of the association, to cover the cost of the Christmas Tree.
- 218.14 St Davids Day Centre for the Elderly: Cllr Price reported that the day centre have good fun on a Monday and invited members to come and join in from 2.00pm – 4.00pm in the Memorial Hall. Cllr Price further reported to members that the group's choir took part in the St Davids Eisteddfod recently and received 3rd place.
- 218.15 St Davids Festivals: Cllr Lloyd reminded members that the St Davids Cathedral Festival was taking place this year from 24th to 29th May 2024.
- 218.16 St Davids Matsieng Lesotho Link: Next meetings to be held on Tuesday 5th and Wednesday 13th March 2024. Members were advised that pupils of YPD would be raising money for Lesotho on Monday 11th March 2024 by wearing green, white or blue clothing.
- 218.17 St Davids Peninsula Tourist and Traders Association: The City Council maps require updating.
- 218.18 St Davids RFC: The Club have new sponsors and new kit. Due to wet weather and pitch conditions, training is temporarily being held at Brawdy.
- 218.19 Youth Drop In: Cllr Lloyd reported that the Have your say Community Engagement event with Cwbr Youth went really well. Tom Moses will attend the next meeting of the City Council to present the feedback.
- 218.20 Ysgol Penrhyn Dewi Governor: Two meetings taking place on Tuesday 5th March 2024.

Any Other Business

Items for information only:

Cllr Bira Sehmi informed members that it was the 200th anniversary of the RNLI charity and Cllr William Chant confirmed that a service is due to be held in the Cathedral on Sunday 14th July to commemorate the anniversary.

Cllr William Chant informed members that there is numerous RNLI fundraising events taking place throughout the year and that the details of these events would be provided in due course.

Items for the next agenda:

Cllr Bethan Price requested that the bilingual 'No Dogs' signs for the Waun Fawr playing field were included as an item on the next agenda.

Cllr Frank John reminded members that the poles for the Christmas street lights required painting or replacing. It was agreed to include this as an item on a subsequent agenda.

Cllr Bethan Price requested that the bowls equipment be included as an item on the next agenda.

Cllr Frank John informed members that the bus stop adjacent to the Memorial Playing field needs painting.

Cllr Frank John requested that the black sign posts are updated.

There being no further business the meeting closed at 8.35pm

Signed

Date

Chair