

To the Members of St Davids City Council

27th November 2024

Dear Member,

You are hereby summoned to attend a meeting of St Davids City Council, convened by the Mayor, Councillor BS Sehmi, to be held in the Memorial Hall, High Street, St Davids on Monday 2nd December 2024 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 2nd December 2024 in the Memorial Hall at 7.00pm.

Members of the public wishing to attend on a remote basis should notify the Clerk to the Council in advance so that guidance can be provided on how to attend the meeting.

- 1 **Apologies for Absence.** Members are requested to directly inform the Clerk of any absences, in order to formally register their apologies and keep an accurate record of attendance.
- 2 **Declarations of Interest:** Members are requested to declare both pecuniary interests (financial interests) and non-pecuniary interests (personal or prejudicial 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.
- 3 **Confirmation of Minutes for:**
 - a. Monthly Meeting of the Council on Monday 4th November 2024. **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**
 - a. **Together for Change Wellbeing Action Plan.** Update: Initial youth consultation held at YPD Dewi Campus using Lego methodology. Public engagement events scheduled

for City Hall on January 11th (3-7pm) and January 25th (time TBC). Non-Campus consultation to follow. Further training available for councillors and clerks.

REFERENCE 2

- b. **Oriel y Parc Development Plans.** PCNPA has confirmed: no breakdown in relationship with Amgueddfa Cymru, no plans to close gallery, continued investment in facility, and masterplan development in progress. A consultation meeting with City Council has been scheduled for early 2024. **REFERENCE 3**
 - c. **Bryn Road Public Convenience Asset Transfer.** 1972 Conveyance located, documenting gift of land from Parish Council to HRDC. While August/September 1971 correspondence confirms both councils agreed to include a reversionary clause, this condition appears to have been omitted from the final conveyance. **REFERENCE 4**
 - i. **Motion:** To approve legal review of the discrepancy between the reversionary clause agreed in 1971 correspondence and its omission from the 1972 Conveyance, including investigation of solicitors' archived records regarding this omission.
- 6 **Highway Management Consultation.** PCC's proposed waiting restrictions for St Davids area under Traffic Variation Order 29. **REFERENCE 5.1 / 5.2**
- a. **Motion:** To consider and approve SDCC's response (consultation deadline: December 4th).
- 7 **Local Development Plan Consultation.** PCC's draft Supplementary Planning Guidance for tourism accommodation development, assessing landscape capacity for caravans, camping, and chalets. **REFERENCE 6**
- a. **Motion:** To consider and approve SDCC's response (consultation deadline: December 16th).
- 8 **St Davids Sports Hall.** PCC has confirmed they cannot fund a £1.2-1.5m artificial pitch due to budget constraints and population size. **REFERENCE 7**

- a. **Motion:** To consider PCC's response regarding artificial pitch provision and determine next steps, including potential collaboration with St Davids RFC and Solva FC on external funding opportunities through the Cymru Football Foundation.

- 9 **Community Land Trust (CLT) Development.** Following SDCC's approval on September 2nd to establish a CLT with PLANED's assistance, decisions are now required on governance structure and community engagement. PLANED's funding for CLT registration ends February 28th, 2025.

REFERENCE 8

- a. **Motion:** To approve:
 - i. Payment of legal fees for CLT creation and registration
 - ii. Proposed governance structure and decision-making framework
 - iii. Community engagement strategy and timeline

- 10 **Market Review 2024.** Analysis of comparable local markets shows stall rates ranging from £15-£25. Current projected market surplus for 2024 season is £4,445, based on total income of £9,510 against costs of £5,065, including storage, repairs, and attendant commissions.

REFERENCE 9.1 / 9.2

- a. **Motion:** To approve increase of weekly market stall rate to £27.50 for 2025 season, based on comparative market analysis and operational costs.

11 Christmas Events 2024.

- a. **Civic Reception** - Friday 5th December.
 - i. Review nominations and select winner of Community Award to be presented at reception.
- b. **Senior Citizens Christmas Lunch** - Wednesday 15th December.
 - i. Record councillor availability to serve refreshments, following tradition. Full attendance list required to ensure appropriate support for the event.

12 Training and Development Policy. Section 67 of the Local Government and Elections (Wales)

Act 2021 requires that all Community Councils must make and publish a Training Plan for councillors and staff. **REFERENCE 10**

- a. **Motion:** To approve and adopt the updated Training and Development Policy.

13 Administrative Matters

- a. National Local Government Annual Pay Award 2024. The Staffing Committee has reviewed the nationally-determined local government pay award for 2024 – *further to item 93.a.*

- i. **Motion:** To approve implementation of the national pay award as recommended by the Staffing Committee.

- b. **Display Screen Equipment (DSE) Eye Care Provision.** In accordance with Health and Safety (Display Screen Equipment) Regulations 1992, staff are entitled to eye tests and basic spectacles if required specifically for DSE work.

- i. **Motion:** To approve provision of eye tests and prescription glasses for staff in accordance with Health and Safety (Display Screen Equipment) Regulations 1992. **REFERENCE 11**

14 Accounts

- a. Internal Audit for October 2024.
- b. Financial Statements for November 2024.

Financial Report			November-24	
Balance @ Bank on	27-Nov-24			£171,721.79
LGA 1972 SEC 137 24/25 £16485		£16,485.00	LGA 1972 Sec 214 Cemetery Maintenance	
Last month's donations		£0.00	Total donated 24/25	£1,200.00
2024 / 2025	Total	£3,670.00		
Balance available		£12,815.00		
Income				
City Hall				£1,015
Whitesands (<i>Includes Café Rent (£2100)</i>)				£5,320
Street Furniture (Bryn Teg Goal Posts) Section 106 monies				£1,411
St Justinians				£2,067
Market				£2,208
TOTAL				£12,021
Expenditure				
			£100+ Items	
City Hall (ex Hall Manager Salary)		£2,263		£1,877
Whitesands		£582		£522
Office & Administration		£8,147		£7,960
Admin Staff Costs (Inc Hall Manager)		£1,925		£1,925
Street Furniture		£0		£0
Play Area		£986		£986
Events		£7,565		£7,469
Finance		£1,200		£1,200
Market		£110		£110
St Justinians		£860		£860
TOTAL		£23,638		£22,909
Addendum of Items of £100 plus Value is Attached				

15 Correspondence

- a. Ysgol Penrhyn Dewi Non Senedd School Pantomime Trip Funding Request (Dated: 24.11.24). **REFERENCE 12**
 - i. **Motion:** To approve £1,200 contribution to YPD for student attendance at Torch Theatre pantomime on December 11th.
- b. Ysgol Penrhyn Dewi Non-Campus Anti-Litter Poster Campaign Request (Referencing student letters dated: 22.10.24). **REFERENCE 13**
 - i. **Motion:** To approve installation of winning student anti-litter poster designs on foam board throughout the St Davids, following school competition.
- c. RNLI Christmas Bingo - Hall Hire Fee Waiver Request (Dated:11.11.24). **REFERENCE 14**
 - i. **Motion:** To approve free use of City Hall for RNLI Christmas Bingo fundraising event.

16 County Councillors Report

17 Reports from Committees

- a. Caretaker House Committee:
- b. City Hall Committee:
- c. Community Engagement Committee:
- d. Finance Committee:
- e. General Purposes Committee:
- f. Grants Development Committee:
- g. Market Committee:
- h. Scout Hut Committee:
- i. Staffing Committee:

18 Reports from Members representing the Council

- a. Coffee and Chat:
- b. EcoDewi / Bee Friendly:

- c. One Voice Wales:
- d. Pembrokeshire Peninsular Stakeholder Group:
- e. Police Surgery:
- f. Porthclais Harbour Authority:
- g. Porthstinian Boat Owners Association:
- h. Porthmawr Surf Life Saving Club:
- i. St Davids Befrienders:
- j. St Davids Christmas Tree Association:
- k. St Davids Day Celebrations Group:
- l. St Davids Day Centre for the Elderly:
- m. St Davids Festivals:
- n. St Davids Matsieng Lesotho Link:
- o. St Davids Peninsula Tourist and Traders Association:
- p. St Davids RFC:
- q. Youth Drop In:
- r. Ysgol Penrhyn Dewi Governor:

19 Planning

- a. **NP/24/0289/FUL** Installation of air source heat pump adjacent to building & ground mounted solar array in adjacent field. Upper Clegyr, St Davids, SA62 6QN
- b. **NP/24/0584/FUL** Proposed two storey side extension, loft conversion, internal alterations, removal of garage and external works. 102, Nun Street, St Davids, SA62 6NX
- c. **NP/24/0603/TCA** Conservation Area Tree Works Application Reduce canopy of Sycamore tree by 25 percent & selective thinning to remove dead. 61, Goat Street, St Davids, SA62 6RQ

- d. **NP/24/0594/FUL** Minor enlargement of front porch & side extension with a small extension to rear to create a larder. Danygarn, Rhodiad, SA62 6PL
- e. **NP/24/0607/FUL** Provision of mobility scooter parking on pavement with new dropped kerb. 17, Goat Street, St Davids, SA62 6RF
- **Any Other Business**

Items for information only / Items for the next agenda