

Minutes of the Monthly Meeting of Council on Monday 2nd December 2024 in the Council Chamber at 7.00pm.

Present: Mayor Cllr BS Sehmi, Deputy Mayor Cllr DJ Griffiths, Cllr W Chant, Cllr ES Evans, Cllr S Foster (attended the meeting at 7:10pm), Cllr MC Gray, Cllr FD John, Cllr B Lloyd, Cllr S Minas, Cllr BT Price, & Cllr RJ Thornton, with S Mann (Clerk), JS Foster (Deputy Clerk), & W Mann (RFO).

101 Apologies for Absence: Members were requested to directly inform the Clerk of any absences, in order to formally register their apologies and keep an accurate record of attendance.

- a. Apologies received for approval: Cllr R Price.

102 Declarations of Interest: Members were 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.

- a. Declarations made:
 - i. Cllr ES Evans declared an interest in Item 106 due to employment with Pembrokeshire County Council.

103 Confirmation of Minutes for:

- a. Monthly Meeting of the Council on Monday 4th November 2024 were RESOLVED to be approved.

104 Public Representations from members of the public in attendance about any business to be discussed: None.

105 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. Cllr B Lloyd proposed a meeting with interested councillors (date to be confirmed).

- 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. The meeting acknowledged a consultation meeting with City Council has been scheduled for January 2024.
- 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.
- i. The meeting RESOLVED to direct the Clerk to forward all relevant correspondence to PCC Electoral Services, Rhian Young, and PCC Cabinet Member for Residential Services, Rhys Sinnott & postpone the motion to initiate a legal review of the discrepancy between the reversionary clause agreed upon in 1971 correspondence and its absence from the 1972 Conveyance, pending a response from PCC members.
- d. **Highway Management Consultation.** PCC's proposed waiting restrictions for St Davids area under Traffic Variation Order 29. The meeting RESOLVED to approve the proposals:
- i. High Street: No parking allowed on the south side between numbers 22/24 and 10 meters east. This change makes the restriction year-round. (Reason: Prevents parking outside businesses)
- ii. Catherine Street: No parking on the southeast side from Ramsay Gardens northeast for 15 meters. (Reason: Improves visibility)
- iii. Ysgol Penrhyn Dewi School Access Road: No parking around the traffic island in front of the school entrance. (Reason: Prevents obstruction of turning movements)

106 Local Development Plan Consultation. PCC's draft Supplementary Planning Guidance for tourism accommodation development, assessing landscape capacity for caravans, camping, and chalets. Members noted Carnhedryn is a split settlement between Pembrokeshire Coast National Park and Pembrokeshire County Council mandate. Cllrs S Foster, RJ Thornton, M Gray and B Sehmi volunteered to review planning guidance on Monday 9th December, to consider an SDCC response (consultation deadline: December 16th).

107 St Davids Sports Hall. PCC has confirmed they cannot fund a £1.2-1.5m artificial pitch due to budget constraints and population size.

- a. The 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 was RESOLVED to be supported. Cllr B Lloyd volunteered to liaise with St Davids RFC and Solva FC regarding contacting SDCC for support.

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

- a. The meeting RESOLVED to approve the following with assistance from PLANED:
 - i. Develop a governance structure and decision-making framework to support grant funding for the CLT's creation and registration, eliminating the need for SDCC to pay legal fees.
 - ii. Community Engagement and CLT Development:
 1. Conduct a housing needs survey to identify the specific needs of the community and inform the CLT's purpose.
 2. Develop and implement a community engagement strategy to involve residents in the CLT's development, including public meetings, workshops, and social media.

3. Issue a public notice inviting individuals to apply for board positions, and distribute posters and flyers through the newsletter.

109 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. The meeting RESOLVED to retain the £25 weekly market stall hire rate for 2025 season.

110 Christmas Events 2024

a. **Civic Reception - Friday 6th December.**

- i. Community Award 2024. The meeting reviewed the nominees for the Community Award 2024 and, through a unanimous vote, selected the winner. The winner will be invited to the Civic Reception on the 6th of December, and presented with the award.

b. **Senior Citizens Christmas Lunch - Wednesday 11th December.**

The meeting reviewed Councillor availability to serve refreshments, following tradition. Councillors volunteered to attend Senior Citizens Christmas lunch service to ensure appropriate support for the event.

111 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.

- a. The meeting RESOLVED to approve and adopt the updated Training and Development Policy.

112 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. The meeting RESOVLED 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. The motion to approve provision of eye tests and prescription glasses for staff in accordance with Health and Safety (Display Screen Equipment) Regulations 1992 was RESOLVED to be approved at a cost of £100. The meeting also RESOLVED to direct the Clerk to develop appropriate policy with assistance from Cllr ES Evans using PCC examples.

113 Accounts

- a. RESOLVED to approve:
 - i. Internal Audit for October 2024.
 - ii. 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	
Last month's donations			£0.00	
2024 / 2025	Total		£3,670.00	
Balance available			£12,815.00	
LGA 1972 Sec 214 Cemetery Maintenance				
			Total donated 24/25	£1,200.00
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				

ADDENDUM TO FINANCIAL REPORT TRANSACTIONS £100 PLUS												
									MONTH	Nov-24		
		Hall	White Sands	St Furniture	Office Admin	Admin Staff	Play Area	Events	St Justinians	Finance	Market	
£6,623	Insurance Annual Charge				£6,623							
£5,565	Christmas Lights Remote Switc							£5,565				
£1,750	Civic Reception							£1,750				
£1,609	PAYE & NI											
£841	Bryn Teg Goal Area						£841					
£828	RIAL TAS Sales Ledger				£828							
£800	Section 214 Grant									£800		
£620	St Justinians Toilet Provision								£620			
£591	Utilities	£591										
£522	Attendants Commission		£522									
£424	Trade Waste Agreement Annua	£424										
£350	Council Tax	£350										
£329	Humidifiers etc	£329										
£317	Salaries, PAYE, NI & Pensions					£1,925						
£240	St Justinians Toilet Provision								£240			
£208	Councillor Allowances				£208							
£200	Section 214 Grant									£200		
£200	Section 214 Grant									£200		
£183	Caretaking Supplies	£183										
£161	Green Book				£161							
£154	Street Flowers Bulbs							£154				
£145	Grass cutting Waun Fawr						£145					
£140	Overhead Photos of City				£140							
£110	Market stall storage											£110
£22,909		£1,877	£522	£0	£7,960	£1,925	£986	£7,469	£860	£1,200		£110

114 Correspondence

- a. Ysgol Penrhyn Dewi Non Senedd School Pantomime Trip Funding Request (Dated: 24.11.24).
 - i. The meeting RESOLVED 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).
 - i. The meeting RESOLVED 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).
 - i. The meeting RESOLVED to approve free use of City Hall for RNLI Christmas Bingo fundraising event.

115 County Councillors Report

- a. Councillor Bethan Price reported on:
 - i. St Davids Waste and Recycling Centre. PCC Cabinet approved reduced opening hours/days for all waste/recycling centres throughout Pembrokeshire, rather than closure of St Davids facility.
 - ii. Bryn Road to be resurfaced January 2025 (Mitre House to Maes Elfed).
 - iii. Long-serving PCC members to retire in new year.
 - iv. PCC Councillor Randall Thomas Turner requested to visit the City Council with regarding anti-racism scheme.

116 Reports from Committees

- a. Caretaker House Committee: Next meeting TBC.
- b. City Hall Committee: Next meeting TBC.
- c. Community Engagement Committee: Next meeting first week January 2025.

- d. Finance Committee: Next meeting 10th December.
- e. General Purposes Committee: Next meeting TBC.
- f. Grants Development Committee: Next meeting TBC.
- g. Market Committee: Next meeting TBC.
- h. Scout Hut Committee: Community party scheduled 12th December.
- i. Staffing Committee: Recent meeting 21st November.

117 Reports from Members representing the Council

- a. Coffee and Chat: Well-attended.
- b. EcoDewi / Bee Friendly: Maes Glasfryn Village Green status proposal.
- c. One Voice Wales: Nothing to report.
- d. Pembrokeshire Peninsular Stakeholder Group: SDCC support needed for January 2025 questionnaire.
- e. Police Surgery: Well-attended.
- f. Porthclais Harbour Authority: Nothing to report.
- g. Porthstinian Boat Owners Association: Meeting next Thursday.
- h. Porthmawr Surf Life Saving Club: Winter training ongoing.
- i. St Davids Befrienders: Progressing.
- j. St Davids Christmas Tree Association: Successful event 30th November.
- k. St Davids Day Celebrations Group: Recent meeting well-attended.
- l. St Davids Day Centre for the Elderly: Recent events including table top sale (£600 raised).
- m. St Davids Festivals: Tir a Mor festival March 2025.
- n. St Davids Matsieng Lesotho Link: Coffee Morning fundraiser January 2025.
- o. St Davids Peninsula Tourist and Traders Association: Recent AGM.
- p. St Davids RFC: Recent floodlights installation.
- q. Youth Drop In: PCC cuts including closure of St Davids Youth Club

- r. Ysgol Penrhyn Dewi Governor: Progressing.

118 Planning

- a. The City Council considered the proposals were deemed unlikely to have a detrimental visual or environmental impact on the surrounding area. RESOLVED to support all applications:
- i. 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
 - ii. 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
 - iii. 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
 - iv. 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
 - v. 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

- Cllr MC Gray reported litter and dog fouling issues.
- Members suggested Newsletter working group meeting to discuss distribution (date TBC).
- Cllr S Foster reported Bryn Road toilets disabled access needs repair.
- Members requested update on Grove Hotel planning application and diseased trees removal proposal.

There being no further business the meeting closed at 9.25pm.

Signed

Date

Chair