

Minutes of the Monthly Meeting of the Council on Monday 6th January 2025 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, Cllr MC Gray, Cllr FD John, Cllr B Lloyd, Cllr S Minas, Cllr R Price, & Cllr RJ Thornton, with S Mann (Clerk), JS Foster (Deputy Clerk), & W Mann (RFO).

119 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 BT Price.

120 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:
 - Cllr MC Gray declared a personal interest in item 123a.
 - RJ Thornton declared a personal interest in item 139a.

121 Confirmation of Minutes for:

- a. Monthly Meeting of the Council on Monday 2nd December 2024 were RESOLVED to be approved.

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

- a. A member of the public made representations regarding item 131 the Whitesands Carpark Ticket Prices, commenting that lower fees at the Whiteands carpark during the off-season (due to less favourable weather) encouraged shorter stays. The member provided a detailed document with suggested changes to increase revenue at the carpark and requested its circulation to Councillors after the meeting.

123 Matters Arising**a. Glasfryn Phase 2 – Local Lettings Policy**

To consider PCC's decision to include Llanrhian in first round allocations, contrary to the agreed Local Lettings Policy (September 2024). The Clerk confirmed no response had been received regarding the policy change agreed during the PCC visit. RESOLVED to continue awaiting response.

b. Bryn Road Public Convenience Asset Transfer – Update

To receive an update on correspondence with PCC's Head of Law and Governance and Cabinet Member for Residents' Services regarding the historical context of the site and its consideration under PCC's Community Asset Transfer Policy 2024-2030, particularly in relation to covenant restrictions. The anticipated response regarding the asset transfer had not been received - *See below*

c. Bryn Road Public Convenience Operational Costs 2025-26

To review and consider PCC's proposed increase in annual operational costs from £13,554.00 to £14,272.45, comprising a CPI uplift of £279.85 and increased contract charges of £438.60. An extension to PCC's response deadline has been requested to 7th January 2025 – *See below*

Both items considered together. The anticipated response regarding asset transfer not received. RESOLVED to direct the Clerk to inform PCC that SDCC cannot respond to operational costs increase (from £13,554.00 to £14,272.45) until receiving and reviewing response regarding covenant restrictions pertaining to the asset transfer.

124 Council Tax Precept Submission 2025/26

- a. PCC has set the tax base for the St Davids area as being a band "D" equivalent of 1485.39 for the financial year 2025/26, and confirmed key dates for the 2025/26

precept process. The meeting acknowledged the RFO's advice that the Finance Committee will provide precept recommendations at the next meeting.

125 Enhancing Pembrokeshire Grant - Memorial Playing Field Project

- a. Following the project change request to reallocate Pump Track funding, RESOLVED to:
- Direct Clerk to enquire if Bryn Teg Play Area can share pump track grant funds.
 - Prepare inventory and questionnaire of existing items for public consultation at upcoming events.

126 Welsh Government Planning Consultations

- a. Two consultations considered:
- Promoting a Resilient and High Performing Planning Service (deadline: 17th January 2025)
 - Preserving Trees and Woodlands - New Regulations (deadline: 14th February 2025)

RESOLVED to approve Council's response, focusing on planning fee increases and tree protection measures.

127 UNESCO Learning Cities Network - Invitation

- a. To consider an invitation from Swansea UNESCO Learning City to attend the launch of their year-long celebration and the UNESCO Learning Cities UK Network on Friday 24th January 2025, and to discuss potential interest in joining the UNESCO Global Network of Learning Cities. RESOLVED to approve Cllr B Lloyd to liaise with YPD regarding potential attendance at the January 24th 2025 Swansea event.

128 St Davids Care initiative

- a. Collaboration between Solva Care and St Davids City Council to provide volunteer-driven social support services for older residents across the Peninsula, will be fully funded subject to the successful acquisition of grant funding, and the Council is requested to approve the project, which will be managed by a dedicated coordinator and offer services such as befriending, dog walking, prescription pick-ups, shopping, transportation, and inclusive community activities. RESOLVED to:
- i. Approve project document wording
 - ii. Display at January 11th public engagement event
 - iii. Include bus service (Bws y Bobol) enquiry on next agenda regarding:
 - Shop y Bobol charity involvement clarification
 - Clarification on SDCC's approximate £30,000 contribution
 - Service status and potential reinstatement

129 Whitesands Trading

- a. Change of Use Planning Permission Update

RESOLVED to direct Clerk to:

- i. Investigate required planning classification for car park trading
- ii. Determine SDCC planning approval requirements
- iii. Provide January 20th meeting update

- b. Request for Disabled Trader Parking Bay

RESOLVED to inform community member of unchanged situation, with updates pending.

130 Whitesands Annual Review

RESOLVED to approve:

- a. Responsible Finance Officer report Whitesands car park receipts. *See below*
- b. Approval of Accounts and report from the Responsible Finance Office. *See below*

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

RFO REPORT WHITESANDS CAR PARK RECEIPTS FOR THE 2024 SEASON

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 continue to desert us for foreign and other holidays again this year and the figures for this season do tend to imply that this is indeed what happened. Also of course the weather during the season was disappointing to say the least.

The “pre-covid” visitor numbers for the preceding four years was approximately 145000 and so I think we can say that the impact of covid is over in terms of visitor numbers and that it does look like that the declining 2023 and 2024 figures are more representative of the numbers we should anticipate going forward.

What you will note from the details below is that the decision to increase ticket prices in 2023 has continued to offset the impact on income of the steep decline in the visitor count.

The “bottom line” figure of course is Net Surplus and as you can see when you compare this figure with last year – despite a similar visitor-count - it has declined. The decline is largely due to the dramatic increase in Non-Domestic Rates; the result of a national revaluation exercise conducted by Valuation Office Agency in 2021 / 2022.

These revisions were implemented with effect from April 2022 and were introduced on a “sliding scale” to provide some transitional relief. This has meant a graduated increase in the councils Non-Domestic Rates annual bill from £7624 to to £24258 in 2024. In 2025 the transitional relief will end, and annual charges will increase finally by a further £7776. This 2025 figure of approximately £32034 will be the “new norm”!

Based upon this increase alone, even if income and visitor counts remain constant - net surplus will fall by approximately a further £8000 in 2025.

One pleasing aspect to note is that year by year card receipts have increased as a % proportion of the total takings since 2021 - when it was only 10% - to 56% for this 2024 season. The WiFi set-up that the clerk arranged last year has overcome all of the issues that hampered card-payments in the past and so I am anticipating that the increased card-payment proportions will continue going forward.

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. However, our costs will inevitable increase again next year and so I am anticipating that the Net Income for 2025 will again decline.

Summaries of the figures are included below.

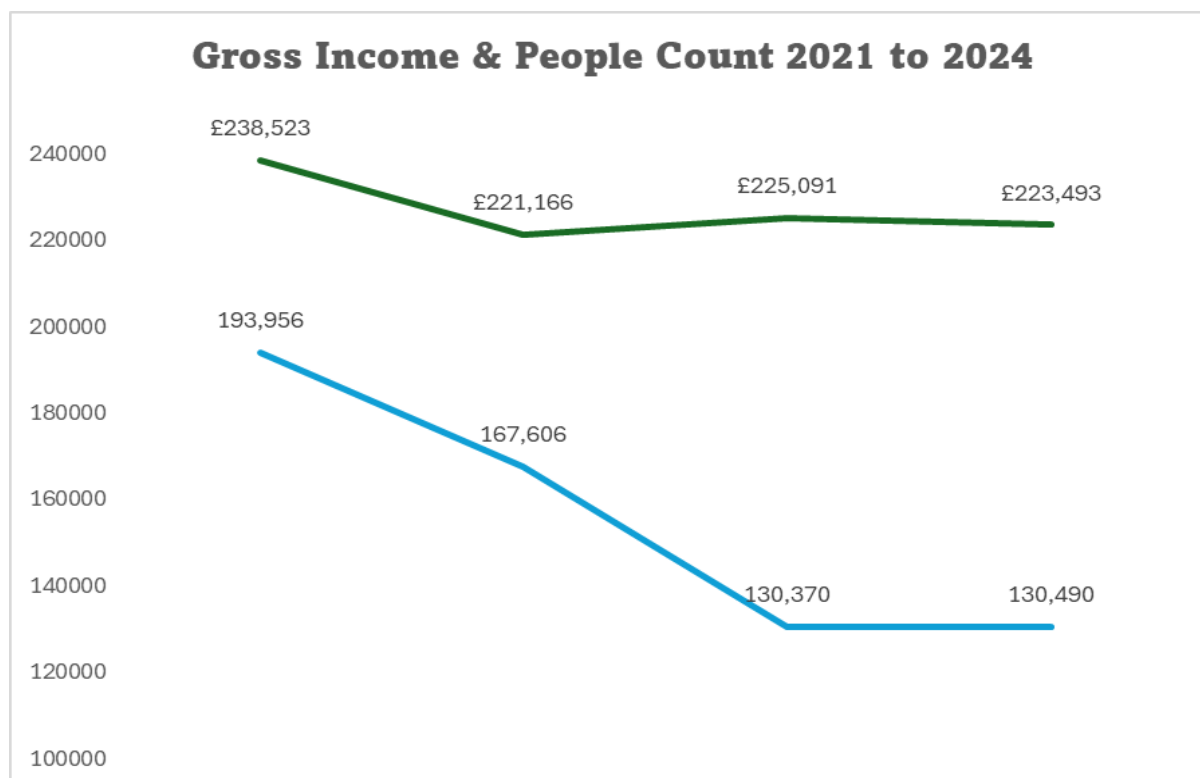
Will Mann

RFO

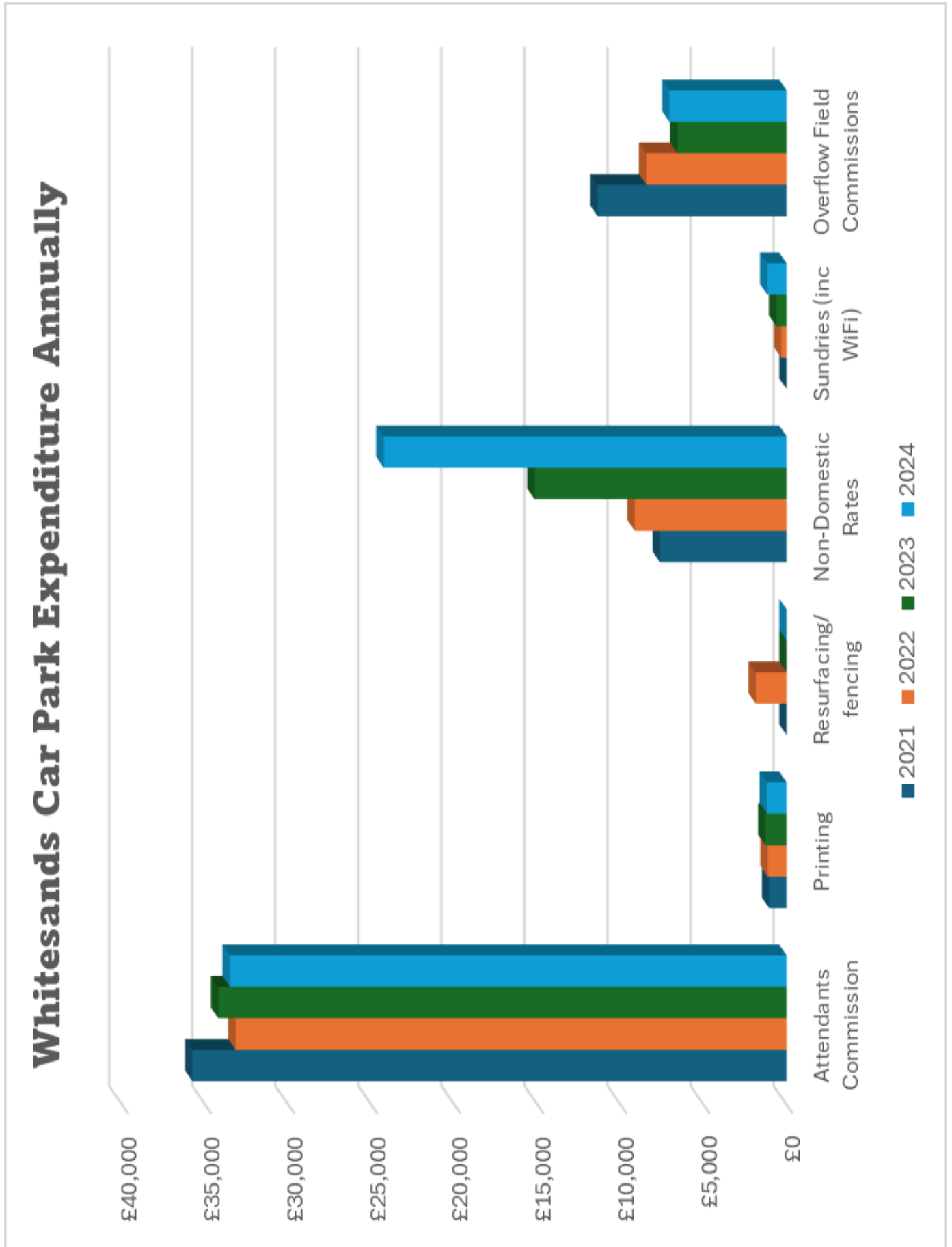
13th December 2024

WHITESANDS BAY CAR PARK 2024 - ANNUAL INCOME & EXPENDITRE REPORT

People count	130490		
<i>CURRENT RATES</i>	Activity Summary:		
£6	Cars (Main Car Park)		£152,790
£6	Car Overflow Field		£17,220
£4	Disabled		£26,708
£20	Minibuses		£1,280
£30	Buses		£240
£5	Motorcylcels		£65
£6	Cars (after 3pm)		£0
£15	Residents Passes		£8,445
£65	Seasons Tickets		£12,350
£40	Season tickets Concessions		£920
£25	Weekly Tickets		£3,475
Income:	Gross Receipts		£223,493.00
	VAT		£37,248.83
	Net		£186,244.17
Expenses:	Commission		-£33,513.45
	Printing		-£1,182.00
	Resurfacing/ fencing		£0.00
	PCC		-£24,258.00
	Sundries (Includes WiFi)		-£1,154.00
	Overflow Field		-£7,060.20
	Total		-£67,167.65
	Overflow Field		
	(Figures included above)		
	Income		£17,220.00
	Less VAT		-£2,870.00
	Less commission		-£2,583.00
	Net		£11,767.00
	Due to Overflow Field Owners 60%		£7,060.20
	Retained by Council 40%		£4,706.80
	Total		£11,767.00
	SUMMARY:		
	Gross takings		£223,493.00
	Less VAT		-£37,248.83
	Less Expenses		-£67,167.65
	Net Surplus		£119,076.52



	SEASONS April to October			
	2021	2022	2023	2024
Gross Receipts	£238,523	£221,166	£225,091	£223,493
VAT	-£39,754	-£36,861	-£37,515	-£37,249
Net Income	£198,769	£184,305	£187,576	£186,244
Less Expenditure				
Attendants Commission	-£35,778	-£33,175	-£34,214	-£33,513
Printing	-£1,046	-£1,133	-£1,278	-£1,182
Resurfacing/ fencing	£0	-£1,856	£0	£0
Non-Domestic Rates	-£7,624	-£9,148	-£15,171	-£24,258
Sundries (inc WiFi)	£0	-£320	-£618	-£1,154
Overflow Field Commissions	-£11,378	-£8,446	-£6,568	-£7,060
Total Expenditure	-£55,826	-£54,078	-£57,849	-£67,168
Net Surplus	£142,943	£130,227	£129,727	£119,077
<i>People Count</i>	<i>193,956</i>	<i>167,606</i>	<i>130,370</i>	<i>130,490</i>



131 Whitesands Carpark Ticket Prices

RESOLVED to:

- Retain 2024 season prices for 2025 with modifications:
 - i. New commercial day rate for commercial vehicles/minibuses at £40
 - ii. Increase coach price from £30 to £40
- Direct Clerk to investigate Solva electoral roll access for resident pass extension
- Approve purchase of tickets and resident passes

WHITESANDS CARPARK TICKET PRICES 2025	
DAY TICKETS	
Cars	£6
Cars (after 3pm)	£4
Disabled Badge Holders	£4
Motorbikes	£5
Minibus	£20
COMMERCIAL RATES	
Coaches, Minibuses & Commercial Vehicles	£40
WEEKLY TICKETS	
Cars / Motorbikes (includes Disabled Badge Holders)	£25
SEASON TICKETS	
Cars	£65
Disabled Badge Holders	£40
Commercial Bay	£1,000
Residents	£15

132 St Justinians Annual Review

RESOLVED to:

- Acknowledge successful season operation
- Note net council cost of £2,100
- Submit early application for 2025 season provision
- Commend RFO for seamless management

St Justinians Portaloo Provision 2024 Season

The Clerk's office has had no reports of any problems or issues regarding the provision for this year and I have attached a summary of receipts and payments below.

As directed by council I arranged with the boatowners at the start of the season that their contributions to the cost of the provision would be made on the basis of 50% at commencement and the remaining balance payable at the end.

I am pleased to report that the boatowners have cooperated fully in this arrangement and as you can see from the details of costs below all contributions have been received in full.

The net cost to the council for the provision was £2100.

Subject to any significant changes - and if agreed by council - I will make the recommended provision arrangement for 2025.

W Mann

RFO

13th December 2024

ST JUSTINIANS TOILET PROVISION 2024 SEASON			
ACTUAL COST SUMMARY EXCLUDING VAT			
PORTALOO PROVISION		TOILET CLEANING & SERVICING	TOTAL
	£1,820	£4,280	£6,100
ACTUAL COST SUMMARY INCLUDING VAT			
PORTALOO PROVISION		TOILET CLEANING & SERVICING	TOTAL
	£2,184	£5,136	£7,320
AGREED BOAT OWNERS APPORTIONED SHARE			
BOAT OWNERS SHARE		(Two Thirds)	£4,880
PAYMENTS RECEIVED FROM BOAT OWNERS			
BOAT OWNER PAYMENTS (INCLUDING VAT)			£4,800
NET COST TO COUNCIL FOR THE PROVISION			
NET COST TO COUNCIL			£2,100

133 Accounts

RESOLVED to approve:

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

Financial Report		December-24	
Balance @ Bank on	18-Dec-24		£157,696.92
LGA 1972 SEC 137 24/25 £16485		£16,485.00	
Last month's donations		£300.00	
2024 / 2025	Total	£3,800.00	
Balance available		£12,685.00	
LGA 1972 Sec 214 Cemetery Maintenance			
	Total donated 24/25		£1,200.00
Income			
City Hall			£735
Whitesands (<i>Includes Café Rent (£2200)</i>)			£2,200
Market (Refund - Stall-Holder overpayment)			-£100
Finance (Precept)			£16,666
TOTAL			£19,501
Expenditure			
			£100+ Items
City Hall (ex Hall Manager Salary)	£1,203		£974
Whitesands	£0		£0
Office & Administration	£1,589		£1,340
Admin Staff Costs (Inc Hall Manager)	£8,249		£8,249
Street Furniture	£0		£0
Play Area	£0		£0
Events	£7,549		£7,307
Finance	£300		£300
Market	£235		£235
St Justinians	£0		£0
TOTAL	£19,125		£18,405
Addendum of Items of £100 plus Value is Attached			

134 Council Administration

- a. Motion to purchase Laptop/Tablet for Clerks deferred to January 20th meeting.
Clerk to provide options report.

135 St Davids Day 2025

RESOLVED to approve:

- a. Council Dinner - Sunday March 2nd (lunch)
- b. Council Market - Saturday March 1st
- c. Window Competition - Saturday February 22nd
- d. Cawl Competition - Format to be determined (City Hall venue vs business-only crawl)
- e. Cymanfa Ganu - Sunday February 23rd

136 Correspondence

- a. Email from community member dated 6.12.24 regarding the removal of street lighting in Berea- RESOLVED to write to PCC explaining jurisdiction and requesting decision rationale.
- b. Letter dated 10.12.24 from local resident regarding wire anchor points on buildings in St Davids and concerns over insurance coverage and installation procedures, & Clerk's response dated 11.12.24 - RESOLVED to approve Clerk's response to community member.

137 Reports from Committees

- a. Caretaker House Committee – *See below*
- b. City Hall Committee – *See below*
- c. Community Engagement Committee – *See below*
- d. Finance Committee – *See below*
- e. General Purposes Committee – *See below*
- f. Grants Development Committee – *See below*

- g. Market Committee – *See below*
- h. Scout Hut Committee – *See below*
- i. Staffing Committee – *See below*

All committees to schedule next meetings except Staffing Committee (scheduled for January 10th).

138 Reports from Members representing the Council

Notable updates:

- Coffee and Chat: Reported member's passing
- One Voice Wales: Cllr RJ Thornton to attend next meeting
- Pembrokeshire Peninsula Stakeholder Group: Meeting January 28th
- St Davids Festivals: Tir a Mor Festival March 28-30th
- St Davids Peninsula Tourist and Traders Association Networking event
January 9th
- Youth Drop In: Meeting January 7th

139 Planning

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:

- a. **NP/24/0625/FUL** Change of use of the first floor flat (C4 to C3) and second floor flat (A1 to C3) to single family dwellings, with associated internal and external alterations. 1 High Street, St Davids, SA62 6SA.
- b. **NP/24/0626/LBA** Change of use of the first floor flat (C4 to C3) and second floor flat (A1 to C3). 1 High Street, St Davids, SA62 6SA.
- c. **NP/24/0551/FUL** Division of existing farmhouse to form 1no. 2bed and 1no. 3 Bed Property, conversion of existing outbuildings for residential use 5no. 1, 2 & 3 bed units. Upper House, Llandrudion, Solva, SA62 6UG.

- d. **NP/24/0662/FUL** Loft conversion with roof lights at the rear elevation. 50 Pen-y-garn, St Davids, SA62 6QY.

Any Other Business

Items for information:

- Dog fouling issues at Memorial Gardens (Cllr MC Gray)
- Courthouse St David's parking issues (PCC jurisdiction)
- Oriel y Parc meeting reminder January 14th (Cllr ES Evans)
- St Davids skate park lighting maintenance needed (Cllr W Chant)
- Christmas lighting storage review requested (Cllr FD John)

Items for next agenda:

- Projector purchase options

There being no further business the meeting closed at 9.40pm.

Signed

Date

Chair