

**Minutes of the Second Monthly Meeting of the Council on Monday 17th March 2025 in the Memorial Hall at 7.00pm**

**218 Present:** Mayor Cllr BS Sehmi, Cllr W Chant, Cllr ES Evans, Cllr S Foster, Cllr MC Gray, Cllr FD John, Cllr B Lloyd, Cllr S Minas, Cllr BT Price, Cllr R Price (left meeting 8.10pm), & Cllr RJ Thornton, with S Mann (Clerk), & JS Foster (Deputy Clerk).

**219 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 DJ Griffiths.

**220 Declarations of Interest:** Members were requested to identify any personal, pecuniary (financial), or prejudicial interests that might affect their decision-making on agenda items. Members were reminded that they should withdraw from discussions where their interest could reasonably be viewed by a member of the public, with knowledge of the facts, as significant enough to prejudice judgment. This procedure maintains public confidence in the Council's decision-making process.

- a. Declarations made:
  1. Cllr BT Price declared a prejudicial interest in item 227
  2. Cllr R Price declared a pecuniary interest in item 227

**221 Confirmation of Minutes for:**

- a. The minutes of the Monthly Meeting of the Council on Monday 3rd March 2025 were RESOLVED to be approved with amendments agreed with regard to numbering and typo errors.

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

- a. A member of the community spoke regarding Item 223 (Publication of Council Meeting Supporting Documents), noting that as a community member, they were unable to view the reference documents mentioned in the agenda. They suggested

that more information could be made available online while understanding that sensitive personal information would need to be redacted.

- b. A representative of a regional business spoke regarding Item 227 (Whitesands Parking Tariff Structure), expressing concern about recent parking fee changes and lack of communication with businesses. They explained that they operate throughout Pembrokeshire, selecting different beaches daily depending on weather conditions at various coastal locations across the county.
- c. A representative from the water sports education sector spoke regarding Item 227 (Whitesands Parking Tariff Structure), expressing concerns about the significant increase in fees for educational providers (£20 per day) which would make operating at Whitesands unviable for local providers. They noted that several activity providers had indicated they would take their business elsewhere if the fees remained at this level.
- d. A representative from a regional community forum spoke regarding Item 227 (Whitesands Parking Tariff Structure), offering to help coordinate stakeholder input from the adventure activity sector. They highlighted the economic, safety, and educational benefits that activity providers bring to Whitesands, noting that the current fee structure could result in loss of these businesses and subsequent parking revenue.

### **223 Publication of Council Meeting Supporting Documents**

The Council considered a formal request from community member regarding the publication of additional supporting documents referenced in council meeting agendas. The Council noted that while transparency is important, resource implications must be considered, in light of:

- a. Schedule 12 of the Local Government Act 1972 requiring documents relating to meeting business be published electronically "*in so far as reasonably practicable*".

- b. Data protection requirements necessitating redaction of personal information (NALC May 2022).
- c. One Voice Wales advice on implementation considerations.
- d. Comparative analysis showing SDCC's disproportionately higher meeting frequency and duration compared to similar councils.

RESOLVED: That Council refers the matter to the Staffing Committee for review and recommendation, noting that any decisions with staffing resource implications would need to be considered in a confidential session, with Council to consider the administrative, transparency, and resource implications to determine the most appropriate approach for SDCC.

#### **224 Committee Structure Review**

The Council considered a restructuring of council committees based on the committee review findings. The review clearly demonstrated that several committees meet infrequently and could be more efficiently managed as Working Groups, reducing administrative burden while maintaining effective oversight.

Following discussion, it was RESOLVED:

- a. To maintain the Finance Committee, General Purposes Committee, Market Committee, and Staffing Committee as formal committees, as these were deemed core to the Council's functions.
- b. To convert the less frequently meeting committees (Caretaker House Committee, Community Engagement Committee, Grants Committee, Hall Committee, and Scout Hut Committee) into Working Groups.
- c. To instruct the Clerk to prepare a revised committee meeting schedule for the core committees for consideration and adoption at the Annual Meeting in May.
- d. To note that all committees, whether formal or converted to Working Groups, would continue to meet as frequently as required to fulfil their functions.

### **225 St Justinians Working Group Report**

The Council received the St Justinians Working Group report and discussed developments affecting boat operations at St Justinians, including the RNLI slipway closure and parking restrictions. The meeting discussed possibilities including the sale of the old Lifeboat Station to allow the PBOA to operate like a Harbour Authority. Cllr MC Gray noted that PCNPA had previously granted permission for a car park which SDCC operated for an entire season. The Clerk agreed to check historical records regarding this permission.

The Council discussed options for addressing access issues, including potential use of an additional field (which has an existing covenant) and pontoon/access to the slipway.

The Council noted:

- a. The RNLI has informed stakeholders they are closing the slipway, citing health and safety concerns.
- b. Boat operators believe they have established access rights not acknowledged by the RNLI.
- c. A 2016 study estimated boat trips and associated tourism bring approximately £9.7 million to St Davids' economy.
- d. A floating pontoon accessible via tenders was being considered as a short-term solution.
- e. The PBA (Porthstinian Boat Association) was exploring options.

RESOLVED:

- f. That SDCC act as conduit for pre-planning advice.
- g. That SDCC formally request PCNPA to grant temporary permission for use of the agricultural field for parking beyond the 28-day rule to support local boat operators during the 2025 season, and to submit a pre-application planning enquiry for car parking at the field.
- h. That the Clerk coordinate the next St Justinians Working Group meeting.

**226 Whitesands Surf Competition Parking Requirements**

To receive update from Pembrokeshire Surf School regarding parking requirements for the Welsh Interclubs "Wilkinson Sword" (March 22-23, 2025) and the annual kids' competition (October 4-5, 2025), and to consider appropriate arrangements for these events. The meeting noted that no further updates had been received.

**227 Whitesands Parking Tariff Structure 2025**

To review stakeholder feedback on the newly implemented 2025 parking tariff structure at Whitesands, particularly regarding the introduction of separate fees for daily educational (£20) and commercial (£40) operators, and to consider proposals for potential modifications to the current fee structure. Following representations from activity providers during the public session, the Council acknowledged concerns about the impact on local businesses and educational activities, and noted the financial context of Whitesands, including the significant increase in non-domestic rates from £7,624 to £32,034 between April 2022 and March 2026.

**RESOLVED:**

- a. To temporarily suspend the Council's 17th February 2025 Resolution 201.c which established the differentiated fee structure for educational and commercial vehicles.
- b. To instruct the ticket attendant to revert to the 2024 price tariff (which did not include differentiation between educational/commercial and non-educational/commercial cars) until the next Council meeting.
- c. To form a Whitesands Working Group consisting of Councillors MC Gray, FD John, B Lloyd, S Minas, and R Price, along with stakeholders with interests in using Whitesands for educational/commercial purposes.
- d. For the Working Group to hold a meeting by the end of March to review all issues including the financial context of Whitesands Carpark, with the understanding that this expedited timeline is necessary to ensure the Working Group's findings and

recommendations can be included in the agenda for the City Council's April 7th meeting.

- e. For the Working Group to prepare a report to inform the City Council's decision on 7th April regarding the finalisation of the Whitesands Parking Tariff Structure 2025.

### **228 Whitesands Working Group**

To consider establishing a working group as proposed by Cllr R Price, with particular focus on:

- a. Defining specific objectives and deliverables for the working group.
- b. Setting a clear timeframe for the group to complete its work.
- c. Determining the scope of matters to be examined (commercial units development, car park management options for 2026 onwards) while establishing boundaries regarding employment-related discussions, particularly concerning the ticket attendant position.
- d. Agreeing on the reporting format for recommendations to be presented to the City Council upon completion.

The meeting noted that a Whitesands Working Group had already been established under the previous item (Whitesands Parking Tariff Structure 2025).

RESOLVED: To instruct the Clerk to formulate a standardised St Davids City Council Working Group Reporting Form to be used by this and all future working groups when submitting recommendations to Council.

### **229 Whitesands Beach House Cafe - External Wall Repairs**

To consider the two quotations received for remedial work to the exterior plaster/dashing of the cafe front wall.

RESOLVED: To accept the quote from AJD Landscaping for £1,422.95 to repair the front wall of the cafe.

**230 Whitesands - Wildwater Sauna Proposal**

RESOLVED: Further to deferred item 213.b. from the 3rd March meeting, the Council reconsidered Wildwater Sauna's proposal for placement at Whitesands Beach, located in the single parking space adjacent to the front of the main car park, at a fee of £300. The Council approved the proposal as presented, acknowledging that the proposed location would not adversely affect visibility for safety purposes, given the off-season nature of the placement.

**231 Memorial Playing Field Equipment Review**

The meeting reviewed the Deputy Clerk's comprehensive inventory assessment of play equipment at the Memorial Playing Field.

RESOLVED:

- a. To note that immediate safety issues had been addressed.
- b. To schedule a site visit with Councillors and the Deputy Clerk to assess equipment replacement priorities.
- c. To proceed with identifying and upgrading play equipment utilising the following funds:
  1. Redirected Enhancing Pembrokeshire funding: £28,936 grant.
  2. Council match funding: £10,851.
  3. Total available: £39,787.
- d. Clerk to confirm Nun Street S.106 funding availability for potential additional resources.

**232 Bryn Teg Play Area - Enhancing Pembrokeshire Funding Options**

The meeting considered information received from PCC confirming that Enhancing Pembrokeshire funds cannot be allocated to the PCC-owned Bryn Teg Play Area unless SDCC agrees to lease the site from PCC. The meeting noted that any potential leasing arrangement would require a comprehensive feasibility study to assess financial implications, ongoing

maintenance costs, and impact on existing SDCC assets and responsibilities before serious consideration, particularly given current financial constraints.

RESOLVED:

- a. To arrange a site visit to Bryn Teg Play Area on the same occasion as the Memorial Playing Field visit – See above.
- b. To request further information from PCC Property Department regarding potential lease terms and potential asset transfer.
- c. To focus initially on completing the Memorial Playing Field improvements before considering Bryn Teg as an additional project.

### **233 Transport for Residents to Doctor's Surgery**

Councillors S Foster and BT Price reported from Peninsula Working Group, and Cllr RJ Thornton reported on issues expressed by members of the community struggling with appointments being too frequent versus public transport availability. The Council discussed issues faced by residents without cars accessing the doctor's surgery, including unreliable bus scheduling and appointment times being changed, creating difficulties for patients relying on public transport.

It was reported that:

- a. Several community members have approached Councillors with concerns about difficulties accessing medical appointments at the doctors' surgery.
- b. Particular challenges exist for those relying on public transport.
- c. Issues were reported regarding the variability of appointment scheduling which creates access difficulties for residents relying on public transport.
- d. The council discussed the referral of patients to Newcastle Emlyn Surgery for certain medical services not available locally.
- e. Cllr B Lloyd reported on Peninsula Care's plan to introduce a community coordinator.

It was noted that the Peninsula Care Initiative has progressed to the second round of lottery funding. If successful, the three-year plan would provide coordinators for St

Davids, Llanrhian and Solva who would help organise volunteers for services including medical transport.

- f. It was noted that PACTO (Pembrokeshire Association of Community Transport Organisations) representatives were originally scheduled to attend the February 3rd meeting, their attendance at the April 7th meeting has been confirmed, where Wyndham Williams from PACTO will provide input on community transport options.
- g. The meeting discussed several potential approaches to address these concerns, including working with the surgery on appointment scheduling and exploring volunteer transport options. The Council will consider potential solutions after the discussion with PACTO representatives at the April 7th meeting.

#### **234 Ysgol Penrhyn Dewi Non-Campus Anti-Litter Poster Campaign Update**

Following the Council's resolution in December 2024 to approve the installation of winning student anti-litter poster designs on foam board throughout St Davids (Ref: Min. 114b. 2nd Dec 2024), Cllr Evans to present the top three posters received from YPD for Council review and determination of next steps for implementation. This item was deferred to the next meeting as the posters had not yet been received.

#### **235 CCLA Public Sector Deposit Fund Investment**

To consider the Finance Committee members' recommendation to agree in principle to invest a portion of the Council's general reserves in the CCLA Public Sector Deposit Fund. Members to note that a specific recommendation regarding the amount to be invested will be presented following the Finance Committee's meeting in April 2025, at which time the 2024/2025 year-end figures will be available for assessment.

The Council considered the Finance Committee members' recommendation to invest a portion of the Council's general reserves in the CCLA Public Sector Deposit Fund. It was noted that while the interest rate is not high, it is higher than the current account, and the RFO had confirmed it was a secure investment option.

RESOLVED: To agree in principle to invest part of the Council's general reserves in the CCLA Public Sector Deposit Fund, with the Finance Committee to review and propose a specific amount for Council approval following their meeting in April 2025.

**236 Planning**

- a. **NP/25/0086/FUL:** Proposed Rear Extension and Internal Works at 5 Brynteg, St Davids, SA62 6SQ. The City Council RESOLVED to support the proposal deemed unlikely to have a detrimental visual or environmental impact on the surrounding area.

**Any Other Business**

Items for information only:

- Cllr B Lloyd: Scout Hut progress update – Clerk confirmed updated Scout Hut Heads of Terms received from PCC for April cabinet meeting.
- Cllr FD John: Reported faulty traffic mirror on New Street.

Items for the next agenda:

- Cllr S Foster: National Eisteddfod 2026 local funding targets
- Cllr FD John: Letter of thanks to WI and Cross Square flowers volunteers.
- Cllr FD John: Newsletter content

There being no further business, the meeting closed at 8:50pm.

Signed ..... Date .....

Chair