

**Minutes of the Monthly Meeting of the Council on Monday 12th May 2025 in the Memorial Hall at 7.00pm**

**Present:** Mayor Cllr DJ Griffiths, Deputy Mayor Cllr S Foster, Cllr ES Evans, Cllr MC Gray, Cllr FD John, Cllr B Lloyd, Cllr S Minas, Cllr BT Price, Cllr S Sehmi, & Cllr RJ Thornton, with S Mann (Clerk), JS Foster (Deputy Clerk), & W Mann (RFO).

- 1 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 were received and approved from Cllrs W Chant, & R Price.
- 2 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. No interests were declared.
- 3 Confirmation of Minutes for:**
  - a. Second Monthly Meeting of the Council on Monday 28th April 2025 were RESOLVED to be approved.
- 4 Public Representations:** Members of the public may address the Council regarding matters already listed on this agenda only, in accordance with Section 48 of the Local Government and Elections (Wales) Act 2021 and Standing Orders section 7. This is distinct from formal presentations by invited speakers on specific agenda items. Public representation is limited to 20 minutes total; 3 minutes per speaker; directed to Chair only. Public participation in debate is not permitted as Council meetings are formal decision-making forums where elected Councillors deliberate and vote on behalf of the community. Questions requiring detailed responses should be submitted to the Clerk outside of meetings.

- a. A member of the community (the proposer of the initiative) spoke to the meeting with regard to item 292 Mobile Sauna Proposal. The community member reiterated the assistance with health conditions that are helped by using a sauna.

## **5 Mobile Sauna Proposal - Whitesands Beach**

To consider correspondence from a local resident proposing a community-led mobile sauna initiative at Whitesands Beach to operate exclusively during off-season periods. The proposal outlines a hybrid model offering free/discounted access to local residents and paid service for visitors, supporting both community wellbeing and sustainable off-season tourism. The sauna would be trailer-based and designed to complement existing beach use without interfering with peak-time activities. The community member requests the opportunity to submit a formal tender and work collaboratively with the Council to ensure compliance with all environmental, planning, and community guidelines. Cllr S Foster raised the associated planning application requirements. Cllr S Minas referenced links to other Pembrokeshire operators, including PAVS. The Clerk agreed to respond with details about planning permissions and car park regulations. No decision was made pending further information at the next meeting.

## **6 National Eisteddfod 2026 - Financial Contribution**

To consider correspondence from the St Davids Peninsula Appeal Committee requesting a financial contribution toward the local fundraising target of £6,000 for St Davids as part of the overall £20,000 target for the Peninsula area for the National Eisteddfod returning to Pembrokeshire in 2026. To discuss potential contribution options, which could be divided between the current and next financial years. The RFO reported good reserves despite no surplus, with nine months of reserves required. Cllr B Lloyd suggested offering free city hall use. Cllr MC Gray noted Siop y Bobol's original establishment for the 2002 Eisteddfod and suggested it could resume fundraising for this purpose. Cllr ES Evans proposed gathering

additional information before the next meeting. No decision was made pending further information at the next meeting.

#### **7 Heritage Exhibition Proposal**

To consider correspondence from a representative of Dolen Cymru and MENCAP requesting a meeting with the Mayor regarding a potential partnership on a Heritage Lottery funded project. The proposal involves displaying an exhibition and QR tabs for an online exhibition titled "Heritage of Wales as an outward looking nation," celebrating the 40-year history of Wales-Lesotho linking. The organisations would like to arrange a meeting to discuss this proposed partnership further. The meeting RESOLVED to invite representatives including Ysgol Penrhyn Dewi, to a future meeting for feasibility discussion.

#### **8 Letter of Congratulations - Youth Welsh Boxing Champion**

To consider the proposal by Cllr ES Evans to send a formal letter of congratulations from St Davids City Council to the youth Welsh boxing champion in recognition of their recent achievement and to acknowledge their representation of the community at a national level. RESOLVED to be approved.

#### **9 Bryn Teg Play Area - Condition Report**

To consider the proposal by Cllr ES Evans to send formal correspondence to the appropriate Pembrokeshire County Council representative regarding the serious disrepair of Bryn Teg play area, highlighting community concerns about safety and requesting information on planned maintenance or refurbishment timelines. RESOLVED to be approved.

#### **10 Councillor Skills Audit**

To consider the proposal by Cllr S Foster to undertake a comprehensive skills audit for all councillors to identify areas of expertise, professional knowledge, and special interests that could benefit the Council's work and committee assignments, with the aim of better utilising members' capabilities in service to the community.

Cllr S Foster highlighted working background and experience that could contribute to committees and working groups. Cllr ES Evans proposed linking the skills profile to training modules in the adopted council training and development policy. RESOLVED: the Clerk was instructed to formulate a template skills profile document similar to councillor election descriptions and to proceed with relevant training modules from the development policy.

## **11 Accounts**

RESOLVED to approve:

- a. Internal Audit for March 2025
- b. Financial Statements for April 2025

Financial Report		April-25	
<b>Balance @ Bank on</b>	<b>30-Apr-25</b>		<b>£136,005.38</b>
<b>LGA 1972 SEC 137 25/26 £16927</b>		<b>LGA 1972 Sec 214 Cemetery Maintenance</b>	
Last month's donations		£0.00	Total donated 25/26
2025 / 2026	Total	£0.00	£0.00
Balance available		£16,927.00	
<b>Income</b>			
City Hall			£670
Whitesands ( <i>Includes Café Rent (£2100)</i> )			£25,218
Market			£0
St Justinians			£2,000
Finance			£20,000
Events			
<b>TOTAL</b>			<b>£47,888</b>
<b>Expenditure</b>			
			<b>£100+ Items</b>
City Hall		£2,915	£2,583
Whitesands		£21,472	£21,345
Office & Administration		£6,943	£6,630
Admin Staff Costs (Inc Hall Manager)		£7,624	£7,624
Street Furniture		£0	£0
Play Area		£0	£0
Events		£143	£0
Finance		£299	£254
Market		£710	£710
St Justinians		£200	£200
<b>TOTAL</b>		<b>£40,306</b>	<b>£39,346</b>
<b>Addendum of Items of £100 plus Value is Attached</b>			



## 12 Planning

- a. **NP/25/0204/FUL** Extension of main dwelling on the footprint of adjacent single-storey outbuilding, following its demolition. Chapel House, Berea, Haverfordwest, Pembrokeshire, SA62 6DJ. The City Council RESOLVED to support application in principle pending further review. Concerns were raised about insufficient information available. The Clerk was instructed to query issues regarding a contribution.
- b. **NP/25/0226/FUL** Change of use of shop/cafe to cafe with extension to house disabled WC - part retrospective. The Mill Cafe, 9A, New Street, St Davids, Haverfordwest, Pembrokeshire, SA62 6SW. The City Council considered the proposal was deemed unlikely to have a detrimental visual or environmental impact on the surrounding area. RESOLVED to support the application.

### Any Other Business

Items for information only:

- Cllr BT Price reported concerns about low councillor attendance at VE Day Cathedral Evensong Service.
- Cllr FD John reported builders parking on Cross Square causing traffic issues; preventative signage needed and building contractor notified.
- Cllr MC Gray reported continued dog fouling in Memorial Garden; urgent signage needed.
- Cllr RJ Thornton reported on fire risk assessment lecture attendance.
- Cllr S Foster mentioned community housing meeting at Ty Pereren.

Items for next agenda:

- Cllr S Foster requested Glasfryn allocation policy update from County Cllr BT Price regarding "50 and over" stipulation.
- Cllr S Minas indicated caretaker house working group report forthcoming.

There being no further business the meeting closed at 9:05pm

Signed .....

Date .....

Chair