

Minutes of the Monthly Meeting of the Council on Monday 5th December 2016 in the Council Chamber at 6.30pm

Present: Mayor CT Taylor, Deputy Mayor BT Price, DJO Chant, ES Evans, DJH George, MC Gray, DB Halse, MGD James, FD John, JG Lloyd, RT Thornton, S Williams with JE Foster, CH Gray (Clerks) and PL Evans (Responsible Finance Officer).

Also present was County Councillor DB Lloyd

340 Apologies for Absence: None.

341 Declarations of Interest: Members were requested to identify any declarations of personal or prejudicial interests that they might have in relation to items on the agenda.

342 Confirmation of Minutes for:-

342.1 The Council Monthly Meeting on Monday 7th November 2016 were RESOLVED to be approved.

Matters Arising

343 COMMUNITY AWARD Nominations for the 2016 community award were received. It was RESOLVED to present Mrs Gwen Lyons with the award for 2016.

344 DIARY DATES Members were reminded of the following events:

344.1 Senior Citizens' Christmas Lunch on Wednesday 7th December 2016 at 11.45am in the City Hall.

344.2 Children's Christmas Pantomime on Tuesday 13th December 2016 at 1pm in the City Hall.

344.3 Window Lights Competition - judging to take place on Thursday 15th December 2016.

344.4 Christmas Civic Reception on Friday 16th December 2016 at 7pm in the City Hall.

344.5 Monthly meeting of City Council on Monday 9th January 2017 at 7pm in the Council Chamber.

344.6 School Council reps from Ysgol Dewi Sant to attend meeting on Monday 23rd January 2017.

344.7 Paul Edey, Community Forum to attend meeting on Monday 6th February 2017.

344.8 David Swan, Group Manager of Mid and West Wales Fire and Rescue Service to attend meeting on Monday 20th February 2017.

345 ST DAVIDS 3-16 VA SCHOOL Comments from Councillors following the public meeting on Monday 21st November 2016.

345.1 Cllr Evans expressed her concerns about the buildings at the Solva site, and that as Ysgol Bro Dewi was in a better condition, it may not receive the same amount of money as the other two sites.

345.2 Cllr Evans reminded members that the playing field at Ysgol Bro Dewi needed maintenance.

345.3 Cllr James stated that Ysgol Dewi Sant required funding to sort out the buildings.

345.4 Cllr Lloyd informed members that Alan Walters was the designated Officer to help Ysgol Dewi Sant following their Estyn inspection and that he worked alongside the staff in order to help turn the school around. Alan Walters also worked with Ysgol Solfach after they were put into special measures.

345.5 Cllr Evans stated that it would be sad to lose the two top years of the primary school.

- 345.6 Cllr Price stated that Ysgol Bro Dewi could accommodate all the pupils and that it was not necessary for pupils to travel to Solva.
- 345.7 Cllr Lloyd replied that the proposal for years 5 and 6 to be located at the Solva site, separate to the other pupils, was educationally unviable. The Solva site was retained in the same passion as Ysgol Dewi Sant.
- 345.8 Cllr Lloyd informed members that the Temporary Governing Body would have the final say on these matters.
- 346** MEMORIAL GARDEN Daffodils – Ken Richards email of 8th November 2016 confirming that bulbs were planted in October was received.
- 347** BWS Y BOBL Recruitment of volunteer drivers. It was RESOLVED to include an article in the next edition of the St Davids City newsletter and to put an advert in the local newspaper.
- 348** SKATE PARK
- 348.1 The Clerk informed members that formal letters had been sent to St Davids RFC and the governing body of Ysgol Dewi Sant, to investigate the possibility of installing skate equipment at Waunfawr and the school respectively. No response had been received to date.
- 349** WAUNFAWR
- 349.1 The Clerk informed members that a wooden bench in memory of Richard Evans had been ordered from Mathias Hardware. The Clerk reported that they were unable to purchase a recycled plastic bench due to the cost.
- 349.2 Safety inspection of fitness equipment. Neil McCarthy email of 2nd December 2016. It was RESOLVED to pay Pembrokeshire County Council to carry out the safety inspections of the new fitness equipment at Waun Fawr.
- 349.3 Fitness equipment – Angela Massey email of 4th November 2016. The Clerk reported that the HAGS fitness rower was faulty and so the company had been contacted to rectify the issue. The replacement piece for the fitness rower had been received and would be installed imminently.
- 350** MEMORIAL PLAYING FIELD
- 350.1 The Clerk informed members that the replacement top section of the Sinio seesaw had been installed.
- 350.2 Repair of gate in toddler area. The Clerk informed members that Pembrokeshire County Council were not able to undertake the repairs. It was RESOLVED to contact the suppliers to fix the gate.
- 351** HIGHWAY MATTERS
- 351.1 Glasfryn Road roundabout. David Rees email of 11th November 2016.
- 351.1.1 Members were joined by David Rees, Landscape Architect from Pembrokeshire County Council.
- 351.1.2 It was RESOLVED to have a stone engraved with an image in the centre of the roundabout. Locally sourced gravels and coastal plants would surround the stone. The image to be engraved would be decided at the next meeting of the City Council on Monday 9th January 2017.
- 351.2 Green spaces on Bryn Road. Rob Scourfield email of 18th November 2016 was received.
- 351.3 Tourist directional signs. Ben Blake letter of 15th November 2016 was received.
- 351.4 Robert Tims email of 29th November 2016. It was RESOLVED to write to Mr Tims to advise him that these issues are being addressed by the Highways Department of Pembrokeshire County Council.

- 351.5 Safe routes in the community scheme. Sue Lewis emails of 7th and 23rd November 2016. It was RESOLVED to support the application for the safe routes scheme in St Davids.
- 351.6 Parking in Goat Street – no changes proposed by Highway Authority.
- 351.7 20mph speed limit Nun Street – approved by Highway Authority with possible inclusion of pedestrian crossing from Town Hall lane. It was RESOLVED to support the inclusion of a pedestrian crossing from Town Hall lane.
- 351.8 Co-ordinated deliveries in City Centre – recommendation by Highway Authority that City Council facilitate meeting with local businesses was received.
- 351.9 Car parking in Ysgol Bro Dewi – recommendation by Highway Authority that school car park be utilised as parking for local residents during school holidays. The Clerk informed members that a letter had been sent to Ysgol Bro Dewi in order to determine whether their site could be utilised for parking. It was RESOLVED to wait for a formal response from the school.

352 CITY HALL

- 352.1 Youth Drop In Centre. The Clerk informed members that the tender advert had been submitted to the Western Telegraph at a cost of £139.80 plus VAT.
- 352.2 The Clerk reported that the stage curtains had been ordered and that they were due to be fitted imminently.

353 NEWGALE Emyr Williams emails of 28th November and 1st December 2016 respectively were received. Cllr Evans agreed to attend the Drop-in Session on Tuesday 13th December 2016.

354 ANNUAL REVIEW OF WHITESANDS CAR PARK

- 354.1 The Responsible Finance Officer presented the annual car park accounts together with his report both of which were received with thanks from the Mayor and Council. The report is summarised below.

WHITESANDS CAR PARK REVIEW 2016 For this season it was agreed to an all round increase in our charges and this increase is reflected in all the figures for 2016. The total number of vehicles was down by some 2800 on the previous season. Whilst the period of July, August, September and October was very good and better than 2015, the season got off to a slow start due to the exceptionally early Easter and the cold weather which continued until Whitsun. Hence the noticeable reduction in numbers.

The sale of Residents Passes and Season Tickets continues to grow and helped to boost the takings at the start of the season. Last year £8355; this year £12451. The increased charges seem to have been accepted with few complaints, and the reduction in fees after 3pm and the introduction of the Weekly Ticket has been seen as a worthwhile innovation, giving our clients more choice. The gross income including the season tickets increased by £25147 to £187k, and the commission paid to Peter Lavin increased accordingly to £28486. Peter has done a first class job for the Council again this year. This year's figures include the cost of partially resurfacing the car park back in 2015. You will recall that the invoice was not received until this financial period. After VAT and the other overheads the net income was £105830, an increase of £8k on the previous year.

The overflow car park numbers were also down, but the income was compensated by the general price increase. There is therefore a sum of £7484.55 due to the Nash Bros which will need to be authorised before payment is made. We do keep a record of visitor numbers provided by Peter. Obviously this can only be a guesstimate due to the flow of people coming and going throughout a given day, but these are substantially down on 2015 from 153k to 142k.

A proposal to reduce the daily rate to £3 out of season was not RESOLVED to be approved. It was RESOLVED to reduce the weekly ticket to £20 and to maintain all other ticket prices for the 2017 season.

It was RESOLVED to approve the sum of £7484.55 to Messers Nash and to grant permission to pay.

354.2 Safety bollards adjacent to grass verge opposite Ffynnon Feiddog. It was RESOLVED to ask Pembrokeshire County Council to install safety bollards at Whitesands at a cost of £500.

354.3 Tender Adverts for Ice Cream Kiosk and Croeswdig Field were RESOLVED to be approved.

WHITESANDS BAY CAR PARK

Season 2016

Season 2015

Activity Summary:

Cars (Main Car Park)	25683		29522	
Cars 3pm	2359			
Cars (Overflow field)	3711		3905	
Minibuses	106		158	
Buses	19		24	
M/Cycles	33		39	
Disabled	4775	36686	5909	39557
People count	141910		153999	

Income:

(Gross) inc S/T	187044.00		161897.00	
VAT	31174.00		26982.84	
Net	155870.00		134914.16	

Residents passes £4376	Number of passes issued 547
Season tickets £7320	Number of tickets issued 122
Disabled season tickets £480	Number of tickets issued 12
Expenses: Weekly tickets £275	Number of tickets issued 11

Commission	28486.60		24697.05	
Printing	899.95		715.36	
Resurfacing/ fencing	7344.00			
PCC	5824.00		5754.00	
Sundries			261.50	
Nash Bros	7484.55		6404.20	
Total	50039.10		37832.11	

SUMMARY:

Gross takings	187044.00		161897.00	
Less				
VAT	31174.00		26982.84	
Expenses	50039.10	81213.10	37832.11	64814.95
Net Income	105830.90		97082.05	

Overflow Field

(Figures included in above)

Cars		3711		3905
Income		18255.00		15620.00
Less VAT	3042.50		2603.34	
Less commission	2738.25	5780.75	2343.00	4946.34
Net		12474.25		10673.66
Due to Nash Bros 60%		7484.55		6404.20
Council 40%		4989.70		4269.46
Total		12474.25		10673.66

Accounts

355 The Responsible Finance Officer reported that the Internal Audit for October 2016 had been completed successfully.

356 The accounts for November 2016 were RESOLVED to be approved and permission to pay was granted.

357 CITY COUNCIL DEBIT CARD - It was RESOLVED that by virtue of The Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from discussions on this item on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

INCOME AND EXPENDITURE NOVEMBER 2016			
Balance as at 28/11/2016		£	
	Current A/c	232504.76	
INCOME	Car Park	428.00	
	City Hall	936.26	
	Cafe	1821.92	
	Market stalls	60.00	
	Total	3246.18	
	LGA 1972 SEC137 for 2016/17 is £10840		LGA 1972 Sec 214 Cemetery
	Last month's donations	2050	Total donated 2016/17
	2016/17 total	3700	1400
	Balance available	7140	
PAYMENTS		£	
	Admin	2970.42	Salaries: Clerk, Asst & RFO
		157.80	Stationery/office supplies
		91.50	Internet/telephone
		240.00	Rialtas (Annual fee re accounts package)
		574.84	New laptop computer
		55.00	Stamps
	Whitesands	604.20	Attendant's commission
	Playground		
	Hall & House	262.84	Caretaker's salary
		554.90	Gas
		115.00	Blind for Hall
		20.45	D/D Boiler service etc
	Mayor's Expenses	52.65	Travel
	St Justinians	231.84	Toilet hire & cleaning
	Miscellaneous	10237.54	Fitness equipment
		1743.60	Tony Morris fire doors etc
		1150.00	Newsletter
		988.00	PCC (3 properties)
		100.88	Dwr Cymru -(2props)
		40.00	LITE -Additional equip re hall lighting
		235.50	Supplies re Xmas lunch
		17765.00	VAT
	Total	38191.96	
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358 Donations:

- 358.1 1st St Davids Sea Scouts letter of 21st November 2016. It was RESOLVED to donate £250.
 358.2 RAFA Club. It was RESOLVED to donate £100.

Correspondence:

- 359** Jenny Captao email of 7th November 2016 Bus Survey Consultation. It was RESOLVED for the Clerk to send a collective response on behalf of the City Council.
360 Sarah Worby email of 11th November 2016 Have your say on our future plans – event invitation was received.
361 Ross Evans email of 15th November 2016 LDBCW Publication – Electoral Reviews: Policy and Practice. It was RESOLVED to defer this item to a subsequent meeting of the City Council on Monday 9th January 2017.
362 Lyn Jenkins email of 28th November 2016 Increased Business Rates was received. It was RESOLVED for two representatives of the City Council to attend the meeting.
363 Civic Amenity and Recycling Centre Christmas opening hours was received.

364 Reports from Members representing the Council:-

- 364.1 St Davids Carnival Association. Nothing to report.
 364.2 St Davids Christmas Tree Association. Cllr Price reported that the Christmas Tree Lighting had been a successful event and that lots of volunteers had helped on the night. It was a great community effort. Cllr Price further informed members that the remaining Father Christmas chocolates would be donated to Siop Y Bobl.
 364.3 St Davids Day Celebration Group.
 364.3.1 St Davids Day programme for 2017 was received.
 364.3.2 Date for market – letter from stall holders (not dated – received 1st December 2016). It was RESOLVED to have a market on Saturday 25th February 2016 at the usual cost of £20. It was further RESOLVED to have a market on St Davids Day at no cost to the market stall holders.
 364.3.3 Venue for St Davids Day Dinner. It was RESOLVED to have the dinner at Crug Glas.
 364.4 St Davids Day Centre for the Elderly. Cllr Williams reported that they had enjoyed a Christmas lunch at the George in Solva.
 364.5 St Davids Peninsula Tourist Association. Cllr Evans provided members with the following report:

Meeting 9th November 2016, 7.30, Memorial Hall

- Newgale shingle bank update: as per City Council update 7th Nov.
- CKs Post Office: as per City Council update 7th Nov.
- St Davids Peninsula Carnival: Emma to pass concerns regarding it being on a Saturday to the Carnival Committee when they next meet.
- Treasurers Report: Cath Orchard is now Treasurer & gave a statement of account, which will be audited by Paul Evans in time for the AGM.
- Broadsheet 2017: Printed & available.
- Sandchurch Comp 2017: This will be held on 8th August. Emma to update posters in due course.
- St Davids Public Wifi: This is now up & running thanks to connection points at OYP, Ma Simes, & the City Council. 1000 Islands & Etcetera will also host connection points in the near future - many thanks again to those businesses involved.
- A Sense of Place: 5000 copies will be printed once proofing is finished, & it will be available to members & local businesses to purchase/sell early in 2017.
- Mobile App: WebAdept are currently developing this, with funding applied for from WG & Planed.
- Photographic Competition: An overall winner was chosen from the past year & the winning picture will be displayed at OYP soon, hopefully before their Christmas Fayre.

- AOB: Emma reported on Festival of Christmas Trees & Lighting Ceremony, Soap Box Derby idea & Tourist Awards. Ian Panton reported that 2017 was the Year of Legend & OYP had a number of events planned. Jenn Jones made members aware of the consultation on landscaping the new roundabout at the south end of Glasfryn Road.

- AGM: 23rd Nov, 6.30, Memorial Hall, followed by a meal in Y Glennydd.

364.6 Porthclais Harbour Authority. Cllr John informed members that their AGM was this evening and that the bench would be purchased imminently.

364.7 St Davids - Matsieng Lesotho Link. Cllr Taylor informed members that they were continuing to progress the rugby academy project for the Matsieng schools and that there would be a full report in due course. Cllr Taylor further informed councillors that the annual Bring and Buy Coffee Morning would take place on Saturday 14th January 2017 at the City Hall and that everyone would be very welcome to attend.

364.8 Youth Drop In. Several complaints regarding noise and some damage to the hall had been received. Cllr John agreed to attend a few of the Youth Club sessions.

364.9 Ysgol Bro Dewi Governor. Cllr Halse informed members that the minutes from their meeting were on the table. Cllr Halse reported that the pupils of YBD had attended the event at Shalom this evening and that the nativity was taking place on Friday 9th December 2016. The atmosphere in the school was very good at the moment and the standards continued to remain high.

364.10 Planed Community Forum. Cllr Halse informed members that a meeting would be held in the new year.

364.11 Porthstinan Boat Owners Association. Cllr Chant provided members with a report, a copy of which is attached to these minutes.

364.12 Porthmawr Surf Life Saving Club. Cllr Gray reported that there had been a few issues with regards to the costs of running the club.

364.13 Community Land Trust. Nothing to report.

364.14 Bws Y Bobl. Nothing further to report.

365 County Councillor’s report:

365.1 Cllr Lloyd informed members that a Premier Inn may be coming to St Davids and that they would be putting in a planning application in the New Year. The Premier Inn would be located opposite the St Davids Assemblies building if permission is granted from the National Parks.

There being no further business the meeting closed at 9.25pm

Signed
Chair

Date