

Minutes Monthly Meeting of the Council on Monday 6th June 2016 in the Council Chamber at 7.00pm

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

107. Apologies for Absence: County Councillor BD Lloyd.

108. 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.

109. Confirmation of Minutes for:-

109.1 The Council Monthly Meeting on Monday 9th May 2016 were RESOLVED to be approved.

109.2 The "In Committee" Minutes for the Second Meeting of the Month on Monday 9th May 2016 were RESOLVED to be approved were RESOLVED to be approved.

109.3 The Second Meeting of the Month on Monday 23rd May 2016 were RESOLVED to be approved.

109.4 The "In Committee" Minutes for the Second Meeting of the Month on Monday 23rd May 2016 were RESOLVED to be approved.

Matters Arising

110. CITY HALL

110.1 Stage curtains. Thomas Kneale & Co e-mail of 2nd June 2016 advising that they do not supply stage curtains was received together with verbal confirmation from Dyfed Cleaning that they do not spray curtains with fire retardant. It was RESOLVED to seek the advice of Torch Theatre's technical department.

111. POST BOX AT COCHYN ROWND Following a recent site visit the Royal Mail had agreed to install a new post box adjacent to the recycling bin in front of the Garden Nursery in High Street.

112. WHITESANDS

112.1 Quote to for electricity supply to attendant's hut and ticket machines - Western Power to conduct a site visit week commencing 13th June.

113. WAUNFAWR

113.1 Results of youth survey. 27 replies had been received with the vast majority of respondents requesting the installation of a skate park and swimming pool.

113.2 It was RESOLVED to invite Committee Members of St Davids Rugby Club to a following council meeting on 20th June.

113.3 Design and budget of proposed equipment at Waunfawr. It was RESOLVED contact Sinead Henahan, Community Regeneration officer at Pembrokeshire County Council to seek advice regarding grant funding.

113.4 Petition for skate park. 274 signatures had been received on a petition for a skate park in St Davids. It was RESOLVED to invite youngsters to attend a meeting of the Council on 4th July 2016.

114. MEMORIAL PLAYING FIELD

114.1 Lapsett confirmed that the replacement tractor springer for the toddler area would be installed on 27th June 2016.

114.2 Huw Devonald quote of £120 to replace the rotten fence posts on in the toddler area was RESOLVED to be approved.

114.3 The Clerk reported that the recycling bin had been ordered.

114.4 Pembrokeshire County Council were due to conduct a site visit in the week commencing 6th June to advise where any additional equipment and benches could be situated as well as to offer any recommendations regarding the entrance gate.

115. PUBLIC ACCESS DEFIBRILLATOR Date for refresher training. No correspondence had been received from Welsh Ambulance Trust.

116. CHRISTMAS STREET LIGHTS TENDERS FOR 2016-2018 This item This item being a matter of contract was RESOLVED to be deferred to the end of the meeting when under section 100 (A) of the Local Government Act 1972, it was agreed that the public and press be excluded from the meeting for this item on the grounds that it involves the likely disclosure of exempt information.

117. ST DAVIDS MARKET

117.1.1 Annual cleaning and tidying of stall equipment and shed. It was RESOLVED to pay Mrs Nanette Billeau £100 to undertake the work.

117.1.2 Erection and dismantling of stalls on weekly basis. The Clerk reported that the vast majority of regular traders had verbally agreed to a small price increase to contribute towards the cost of employing someone to erect and dismantle the stalls. It was RESOLVED to pay £30 per week for the stalls to be put up by 8am and taken down at 4pm each week and to offer the current care taker first refusal. It was further RESOLVED to increase the price of the stall hire by £2 per week to £17 once a suitable person had been found to undertake the work and the service was in place.

Accounts

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

119. Accounts for May 2016.

INCOME AND EXPENDITURE MAY 2016			
Balance as at 31/05/2016		£	
	Current A/c	199262.58	
INCOME	Car Park	13997.00	
	City Hall	641.06	
	Cafe	2277.40	
	Market stalls	255.00	
	Total	17170.46	
LGA 1972 SEC137 for 2016/17 is £10840			LGA 1972 Sec 214 Cemetery
	Last month's donations	1000	Total donated 2016/17 Nil
	2016/17 total	1200	
	Balance available	9640	
PAYMENTS		£	
	Admin	1622.40	Salaries: Clerk & RFO
			NIC & IT
		90.43	Internet/telephone
		120.00	Internal Auditor
		111.84	Advert re Xmas lighting
	Whitesands	2159.55	Attendant's commission
	Playground		
	Hall & House	96.57	Caretaker's salary
		1857.71	Heat & light
		7883.00	Bal of painting
		18.32	D/D Boiler service etc
		1419.60	Outside lighting
		70.00	Window repairs
	Mayor's Expenses	361.28	Pemb/Tenby & Brecon
	St Justinians	231.84	Toilet hire
	Miscellaneous	221.20	PCC - Quickwell toilets
		90.43	Phone
		45.00	Stationery
		988.00	PCC (3 properties)
		65.58	Dwr Cymru -(2props)
		122.37	Queen's birthday party
	Total	17575.12	
Minutes 2016 / 2017		25	

Finance**120. DONATIONS**120.1 Donation Request

120.1.1 St Davids Memory Cafe e-mail of 27th May 2016. It was RESOLVED to donate £100.

120.2 Thanks

120.2.1 St Davids Fire & Rescue Station letter of thanks (not dated) was received.

Correspondence:

- 121.** Play Wales e-mail of 18th May 2016 Playday Campaign 2016 to take place on 3rd August 2016 was received with further details to be presented at the next meeting.
- 122.** Mathew Watkins e-mail of 1st June 2016 invitation to join Community Forum re: Mental Health Services for Young People in Pembrokeshire was received.
- 123.** Gracie Divall e-mail of 1st June 2016 Invitation to Sustainability Seminar was received.
- 124.** CAB Pembrokeshire e-mail of 2nd June 2016 Invitation to local AGM was received. Cllr Taylor confirmed that would attend on behalf of the Council
- 125.** Darren Thomas letter of 7th June 2016 Temporary road closure at Fachellich was received. It was RESOLVED that the Clerk would send an electronic copy to Cllr Evans to include on the City Council's facebook page.
- 126.** Gareth King e-mail of 6th June 2016 Parking at Whitesands was received and it was RESOLVED to allow 4 free parking spaces at Whitesands car park from 13th to 17th June 2016.

127. Reports from Members representing the Council:-

- 127.1 St Davids Carnival Association. Cllr Rose reported that the carnival is due to take place on Saturday 27th August and that the Save Our School campaign had donated spare poster boards to the Association. The next meeting is to take place on 26th June at 4pm in the Grove Hotel.
- 127.2 St Davids Christmas Tree Association. Nothing to report.
- 127.3 St Davids Day Celebration Group. Cllr James reported that the date of the 2017 Eisteddfod had been confirmed.
- 127.4 St Davids Day Centre for the Elderly. Cllr Williams reported that the group had recently enjoyed a visit to the archaeological dig at St Patricks Chapel and that the AGM was to take place on Tuesday 7th June at 2pm in the Grove Hotel.
- 127.5 St Davids Peninsula Tourist Association. Cllr Evans reported that the next meeting was to take place on 13th July at 7.30pm in the Memorial Hall.
- 127.6 Porthclais Harbour Authority. Cllr John reported that a defibrillator had been fitted at the harbour.
- 127.7 St Davids - Matsieng Lesotho Link. Nothing to report.
- 127.8 Youth Drop In. Cllr Rose reported that the Club was running well. Cllr James reported that the Club had grown in popularity.
- 127.9 Ysgol Bro Dewi Governor. Cllr Halse reported that the governing body were in the process of recruiting an acting head for a two year position.
- 127.10 Planned Community Forum. Nothing to report.
- 127.11 Porthstinan Boat Owners Association. Cllr Chant reported that progress in establishing the Association as a Co-Operative was incredibly slow. Cllr James reported that the PCF were holding a drop in session on 23rd June from 2pm to 9pm in the Memorial Hall.
- 127.12 Porthmawr Surf Life Saving Club. Cllr Gray reported that the Club was running well and that the youth surfers were very heavily involved in all aspects of the club's activities.
- 127.13 Community Land Trust. Nothing to report.

128. Mayor's report:

128.1 The Mayor reported that he had attended two concerts at he Cathedral festival on behalf on the City Council as well as the official opening of the Wellbeing Centre.

Planning:

129. NP/16/260 Single story rear extension and front porch at 63 Heol Dewi, SA62 6NZ. The City Council considered that the proposal was deemed unlikely to have a detrimental visual or environmental impact on the surrounding area. It was **RESOLVED** to support the application.

There being no further business the meeting closed at 8.35pm

Signed
Chair

Date

Second Meeting of the month on Monday 20th June 2016 in the Council Chamber at 7.00pm

Mayor CT Taylor, Deputy Mayor BT Price, DJO Chant, ES Evans, DJH George, DB Halse, MGD James, FD John, JG Lloyd, S Williams with CH Gray (Clerk).

133 Apologies for Absence: Cllr MC Gray and Mr Paul Evans, Responsible Finance Officer.

134 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.

Matters Arising

135 WAUNFAWR Members were joined by Mr Colin Reynolds and Major John Williams of St Davids RFC Committee to discuss the possibility, and implications of, installing recreational facilities adjacent to the rugby pitch at Waunfawr. Mr Reynolds informed members that the Committee would welcome any additional equipment being installed at the playing field in particular outdoor gym equipment that would encourage participation in sports and fitness activities. The Committee agreed that the safe access to the site was probably through the Club's car park but were concerns as to whether the Club's public liability insurance would cover people crossing their land to get to the equipment. Mr Reynolds confirmed that he would investigate the matter and contact the Clerk in due course. It was RESOLVED that the Clerk would investigate the cost implications of installing pavement to the site along the west side of the Whitesands road following on from Nun Street as well as a defined pedestrian route in the car park of the Rugby Club. Mr Reynolds informed members that the Committee was in the process of trying to obtain funding to refurbish the Clubhouse and if successful this would alter to footprint of the building which could affect the route of the footpath. Mr Reynolds and Major Williams confirmed that a cardio bundle similar to the one advertised by HAGS Equipment for a price of £6986 would be ideal and it was RESOLVED that the council would install the equipment subject to resolving the issues surrounding site access and public liability insurance.

136 CITY HALL

136.1 The Clerk confirmed that the automated doors for disabled access had been installed.

136.2 TMS Quote of ££1453.00 for additional fire doors in the kitchen and Memorial Hall.

136.3 Disabled access toilets. Wes Spees e-mail of 13th June 2016 explaining the legislation relating to hand basins was received.

136.4 Portable display sign. It was RESOLVED to purchase an A frame display board at a cost of £70.79 + VAT.

137 ST JUSTINIANS

137.1.1 Councillors were reminded of Pembrokeshire Coastal Forum's drop in session from 2pm to 9pm on Thursday 23rd June in the Memorial Hall.

138 YOUTH CLUB Liz Griffiths e-mail of 15th June 2016 was received and it was RESOLVED to appoint Cllr Glenys James as a council representative for the Youth Club. Cllr James reported that owing to the large increase in members the Club it was not practical to use the Drop In centre for activities when the City Hall was unavailable. At present the youth worker, Kevin Williams was able to hold outdoor activities but this option was only possible in fine weather. Cllr James proposed that the council could contribute towards the cost of hiring alternative premises for the Youth Club to use when the City Hall was unavailable, such as the Sports Hall, Scout Hut or Rugby Club. It was RESOLVED to unanimously support the proposal pending confirmation of costs. It was further

RESOLVED that on 23rd June 2016 Cllr James would meet with Kevin Williams and Liz Griffiths, Senior Youth Worker to discuss alternative venues/activities for the Youth Club when the City Hall was unavailable and to remind the Club's leaders to ensure that the hall is not damaged by the Club's members.

- 139** MEMORIAL PLAYING FIELD The Clerk reported that:
- 139.1 A new recycling bin had been installed.
 - 139.2 Adjustments had been made to the gate to reduce the gap underneath it.
 - 139.3 An inspection had taken place and the Clerk is awaiting the recommendation from the Safety Officers to advise whether / where additional equipment and seating could be installed.
- 140** CHRISTMAS STREET LIGHTING The Clerk confirmed that the contract had been signed and a schedule of payment agreed by both parties.
- 141** CASUAL VACANCY The Clerk reported that following the resignation of Keeley Rose, Mr Glynne Morgan, Electoral Services Manager at Pembrokeshire County Council had instigated proceedings to advertise the casual vacancy and that posters advertising the vacancy were on display at the City Hall, Belmont House and CKs Supermarket.

Correspondence:

- 142** John Evans e-mail of 13th June 2016 Thanks to Council in respect of tea party was received.
- 143** Dick Venebles e-,mail of 13th June 2016 Grandad's Tour de Wales was received.
- 144** Rebecca Evans e-mail of 6th June 2016 Changing Coast Photo Brackets was received an it was RESOLVED to grant permission for a photo bracket to be installed at Whitesands car park.

Any other business:

- 145** Cllr Taylor thanked councillors for attending his civic service and suggested that in future it may be wise to avoid holding the event on Father's Day.
- 146** The following items were requested to be included as items for discussion on the next agenda:
- 146.1 Questionnaires for visitors to Whitesands. (Cllr Williams)
 - 146.2 Stage curtains. (Cllr Williams)
 - 146.3 Market stalls. (Cllr Williams)
 - 146.4 Staff appraisals. (Cllr James)
 - 146.5 Hall bookings. (Cllr John)
- 147** Cllr Evans asked whether letters of congratulations had been sent the schools following their success at the Urdd Eisteddfod. The Mayor confirmed that they had.

There being no further business the meeting closed at 8.00pm

Signed

Chair

Date