

**Minutes of the Monthly Meeting of the Council on Monday 1<sup>st</sup> October 2018 in the Council Chamber at 7.00pm**

**Present:** Mayor MJ Chant, Deputy Mayor FD John, ES Evans, DJH George, DJ Griffiths, DB Halse, BT Price, BS Sehmi, RT Thornton, S Williams with CH Gray (Clerk) and PL Evans (Responsible Finance Officer).

**306 Apologies for Absence:** JG Lloyd, JE Foster (Deputy Clerk)

**307 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.

307.1 Cllr Evans declared a prejudicial interest in relation to Item 333 and left the Council Chamber while the matter was discussed.

**Matters Arising**

**308 DIARY DATES** Members were reminded of the following diary date:

308.1 South Africa Tour presentation on at 6pm on Friday 5<sup>th</sup> October 2018 at Ysgol Penrhyn Dewi – Dewi Campus.

**309 COMMUNITY ENERGY in PEMBROKSHIRE** Members were joined by Mr Benedict Ferguson, Director of CEiP to discuss the CEiP project.

Mr Ferguson informed members that Community Energy in Pembrokeshire (CEiP) is a community interest company created for the benefit of all individuals and community groups dwelling or based in Pembrokeshire. The company was formed by PLANED's Community Action Planning process during 2013. in order to deliver renewable energy projects that were identified from a study of South East Pembrokeshire, The study was funded by PLANED and delivered by Dulas.

The company's objectives are to carry out activities which benefit the community, promote all forms of energy conservation and promote all forms of sustainable, renewable energy at a cheaper price than the 5 main commercial suppliers. Where surpluses arise from trading in renewable energy CEiP will re-invest those surpluses in installations or activities that will, increase sustainability, reduce fuel poverty, reduce energy consumption, generate renewable energy, or otherwise contribute to climate change mitigation or adaptation. Mr Ferguson explained that CEiP was in the process of recruiting 3 volunteers to develop an action force to deliver renewable energy that would become available to communities. Volunteers would receive training from PAVS at Pembrokeshire College and Swansea University. CEiP were also looking to recruit a Project Manager to work 3 days a week on an 18 month contract. Mr Ferguson confirmed that the former St Davids City Eco-Group had expressed an interest in the delivery of renewable energy and he hoped that the former Tidal Energy Delta Stream project could be resurrected in Ramsey Sound.

**310 DRAFT CHARTER** Members were joined by Mr Dan Shaw, Pembrokeshire County Council Link Officer to discuss the draft charter and following a recommendation that PCC request that PCNCA publish all planning applications online it was RESOLVED to await the final draft for formal approval.

**311 CASUAL VACANCY** The Clerk confirmed that Pembrokeshire County Council had issued a Notice of Election. Should the Election Office receive nominations for at least 2 candidates than an election would be held on 1<sup>st</sup> November 2018.

**312 SKATE PARK**

312.1 Cllr Price e-mail of 27<sup>th</sup> September 2018 with photographs of the park's progress was received. It was RESOLVED to write a letter of thanks to Mr Chris Dodd.

312.2 Street lighting Kevin Shales e-mail of 19<sup>th</sup> September 2018 confirming that Expression of Interest for funding from the second homes tax had been received by Pembrokeshire County Council, but that a full application could only be submitted once the skate equipment had been fully installed, was received.

312.3 Replacement pedestrian gate. It was RESOLVED to instruct AJD Landscaping to replace the wooden gate at a cost of £436.10.

**313 TRAFFIC MATTERS**

313.1 Speed Gun – St Davids City Council letter of 4<sup>th</sup> September 2007 to Andrew Mullis confirming that the Council had contributed £250 to towards the purchase of a speed gun in 2007 was received. It was RESOLVED to request that the Highway Authority install a flashing sign that indicates a vehicle's speed (similar to the sign in upper Solva) on the A487 road to Fishguard between the Glasfryn Road and Trecenny Farm junction opposite Bwlch Carte.

313.2 Parking bay adjacent to Oriol Y Parc, High Street. Darren Thomas e-mail of 19<sup>th</sup> September 2018 was received and it was RESOLVED to approve the proposal to alter the restriction to a 30 minute limited waiting bay.

313.3 Christopher Taylor letter of 18<sup>th</sup> September 2018 regarding mini busses serving local bus companies parking in the coach bay on the Cross Square was received. It was RESOLVED to seek the advise of the Highway Authority as to how the matter could be resolved and to contact the Cathedral and PCNPA to discuss the problem of coach congestion in the summer season.

**314 FOUNTAIN ON CROSS SQUARE** Adrian Roberts e-mail of 27<sup>th</sup> September 2018 informing the Council that he was unable to complete the repairs on the grounds of ill health was received. It was RESOLVED to leave the matter in abeyance until Christmas and if Mr Roberts' health was unlikely to improve by the spring, to seek the advice of a local hot tub / swimming pool repair company.

**315 CITY COUNCIL CHRISTMAS TREE** Quotes were received from REAL Christmas Trees and Newbridge Nursery. It was RESOLVED to purchase a tree from Newbridge Nursery at a £300 + VAT. Cllr Griffiths confirmed that he would collect the tree for installation on Saturday 24<sup>th</sup> November 2018.

**316 PARTY WALL** Pembroke Design Ltd letter of 24<sup>th</sup> September 2018 advising that a party wall notice would be served imminently was received. The Clerk advised that following a site meeting with Mr Meirion Williams of Pembroke Design there appeared to be no grounds to dispute an agreement.

**Accounts**

**317 Internal Audit for August 2018.** The Responsible Finance Officer reported that the internal audit had been completed satisfactorily.

**318 Accounts for September 2018.** The Responsible Finance Officer presented the accounts for September and advised the Council that the VAT bill for the quarter that ended on 30<sup>th</sup> September would amount to £14656. It was RESOLVED to approve the accounts and grant permission to pay.



**319 Finance**

319.1 External Audit. The Responsible Finance Officer reported that the External Auditor's report had now been received. The report was qualified by two observations which can be read in the attached copy of the Report.

319.2 Insurance renewal. The Responsible Finance Officer reported that the annual insurance renewal had been received. Three quotations had been received from Came and Co as brokers offering cover comparable to the previous insurers. Ecclesiastical Insurance Co had been selected and the renewal had been confirmed to the brokers. The Responsible Finance Officer had also taken up a three year LTA. The premium had been agreed at £4939. The Council confirmed the action taken by the Responsible Finance Officer.

**319.3 DONATIONS:****319.3.1 Requests**

319.3.1.1 PATCH e-mail of 21<sup>st</sup> September 2018 was received and it was RESOLVED to donate £200.

**Correspondence:**

**320** Rod Williams letter of 8<sup>th</sup> September 2018 concerns about the future of Oriol Y Parc, together with Tegryn Jones copy letter of 13<sup>th</sup> September 2018 was received.

**321** Leslie Owen e-mail of 17<sup>th</sup> September 2018 confirming that St Davids Co-Responder had been nominated for an award was received and it was RESOLVED to write a letter of congratulations to Station 34, St Davids.

**322** Christopher Taylor letter of 8<sup>th</sup> September 2018 together with Steve Russell-Stretch copy response of 24<sup>th</sup> September regarding School Governors at Ysgol Penrhyn Dewi was received. It was RESOLVED to write to Canon Witt to confirm that the Council was still keen to support the school and continue a good working relationship.

**323** Martyn Evans e-mail of 19<sup>th</sup> September 2018 Remaking British Towns After Brexit was received.

**324** Pearl Kaill letter of 19<sup>th</sup> September 2018 Caerfachell Bus Shelter was received and it was RESOLVED to contact Pembrokeshire County Council in an attempt to establish the legal owner of the shelter.

**325** Ian Panton e-mail of 22<sup>nd</sup> September 2018 Visit Wales – The Coastal Way was received.

**326** Paula & Derek e-mail of 24<sup>th</sup> September 2018 Oriol Y Parc TIC was received.

**327** Cllr Evans e-mail of 27<sup>th</sup> September 2018 Illustrating the play equipment at Scolton Manor was received.

**328** Hywel Dda press release of 27<sup>th</sup> September 2018 was received.

**329** Kirstie Thomas e-mail of 27<sup>th</sup> September 2018 Meeting of Town & Community Councils was received and it was RESOLVED that the Clerk and Deputy Clerk would attend the meeting.

**330 Reports from Members representing the Council:-**

330.1 St Davids Christmas Tree Association. Cllr Price reported that the lighting ceremony would take place on Saturday 1<sup>st</sup> December at 5.15pm on the Cross Square.

330.2 St Davids Day Celebration Group. Nothing to report.

330.3 St Davids Day Centre for the Elderly. Cllr Williams reported that he group had lots of trips planned for the coming term and that the AGM was to take place on Tuesday 2<sup>nd</sup> October.

330.4 St Davids Peninsula Tourist Association. Cllr Evans reported that the next meeting was to take place on 14<sup>th</sup> October 2018.

330.5 Porthclais Harbour Authority. Nothing to report.

330.6 St Davids - Matsieng Lesotho Link. Nothing to report.

330.7 Youth Drop In. Cllr Price reported that the Youth Club had reconvened on 27<sup>th</sup> September 2018 Thursday and had nearly 40 members.

330.8 Ysgol Penrhyn Dewi Governor. Cllr Halse reported that despite a few teething issue the new school was up and running.

- 330.9 St Davids Community Forum. Cllr Sehmi reminded members that the Action Plan meeting was to take place at 6.30pm on Monday 29<sup>th</sup> October in the City Hall.
- 330.10 Porthstinan Boat Owners Association. Cllr Price confirmed that she would request that the City Council be included on the Association’s distribution list.
- 330.11 Porthmawr Surf Life Saving Club. Nothing to report.
- 330.12 Bws Y Bobl. Cllr George reported that all was well.
- 330.13 Music and Arts Festival. Cllr Chant reported that the next meeting was to take place on 18<sup>th</sup> October 2018.
- 330.14 Re-discovering Ancient Connections. Nothing to report.
- 330.15 Coffee and Chat. Cllr John reported that the scheme was running well.

**Planning:**

- 331 NP/18/0496 Conversion of agricultural grain silo to holiday accommodation at West Farm, St Davids, SA62 6DE. 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.
- 332 NP/18/0554 Variation of condition no. 2 of NP/17/0483/FUL for alterations and extensions with additional roof lights at Y Gorlan, 77, Nun Street, St Davids, SA62 6NU. 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.
- 333 NP/18/0558 Farm diversification scheme for change of use of traditional outbuilding to create a farm craft brewery at Upper Harglodd, St Davids, SA62 6BX. 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.

**Clerks Business:**

- 334 New notice board outside City Hall – it was RESOLVED to purchase new locks for the board and to repaint the frame.
- 335 Orientation maps – it was RESOLVED to replace all of the existing maps and purchase new ones.

**Mayors Business:**

- 336 Naas 25<sup>th</sup> twinning anniversary – as part of the anniversary celebrations the Mayor was invited to accompany St Davids RFC on their tour to Naas. It was RESOLVED to pay the mayor’s travel and accommodation expenses and to approve the cost and design of the plaque designed and produced by Mr Malcolm Gray.

**Any other business:**

- 337 Cllr George expressed his thanks for the bouquet of flowers presented by the Council to he and Mrs Nan George on their 60<sup>th</sup> diamond wedding anniversary.
- 338 Cllr John confirmed that a fundraising harvest lunch on behalf of Shine was to take place in the Memorial Hall. It was RESOLVED to waive the hire charge.
- 339 Cllr John suggested that Waunfawr would be a more suitable location for the bee and butterfly bench and it was RESOLVED to agree the suggestion to locate the bench at Waunfawr and to request that Mr Stephen Rees repair the bench at Bryn Y Garn.

There being no further business the meeting closed at 9.15pm

Signed .....  
Chair

Date .....

**Minutes of the Second Monthly Meeting of the Council on Monday 15<sup>th</sup> October 2018 in the Council Chamber at 7.00pm**

**Present:** Mayor MJ Chant, Deputy Mayor FD John, ES Evans, DJH George, DJ Griffiths, DB Halse, JG Lloyd, BS Sehmi, RT Thornton, S Williams with CH Gray, JE Foster (Clerks) and PL Evans (Responsible Finance Officer).

**340 Apologies for Absence:** BT Price

**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 3<sup>rd</sup> September 2018 were RESOLVED to be approved.

342.2 The "In Committee" Minutes of the Council Monthly Meeting on Monday 3<sup>rd</sup> September 2018 were RESOLVED to be approved.

342.3 The Second Monthly Meeting on Monday 17<sup>th</sup> September 2018 were RESOLVED to be approved.

342.4 The "In Committee" Minutes of the Second Monthly Meeting on Monday 17<sup>th</sup> September 2018 were RESOLVED to be approved.

**Matters Arising**

**343 DIARY DATES** Members were reminded of the following dates:

343.1 St Davids Community Sports Club Open Day on Saturday 27<sup>th</sup> October 2018 from 9.00am – 11.00am at St Davids Sports Hall.

343.2 Election of a Community Councillor on Thursday 1<sup>st</sup> November 2018 at City Hall.

343.3 Dementia Friendly event on Tuesday 13<sup>th</sup> November 2018 from 10.00am – 4.00pm at Canalfon Hermon.

**344 ST DAVIDS COMMUNITY FORUM ACTION PLAN** Members were joined by Anna Jones of Plened to discuss the community action plan. It was RESOLVED that the Clerk would inform Ms Jones of any updates to the information contained within the plan and that Cllr Sehmi would attend the public meeting on Monday 29<sup>th</sup> October at 6.30pm in the City Hall.

**345 SKATE PARK**

345.1 Gayle Twitchen e-mail of 9<sup>th</sup> October 2018 thanking the City Council was received.

345.2 30mph sign on Whitesands road – Cllr Griffiths requested that the sign was relocated to the Whitesands junction to slow down the traffic passing the skate park. It was RESOLVED to request that the Highway Authority relocate the sign.

345.3 Date for official opening. The official opening of Waunfawr skate park was confirmed to take place on Saturday 20<sup>th</sup> October at 11.00am. It was RESOLVED to formally invite Mr Phil Legget, of PCC, Mr Rowan Peterson, Mr Chris Dodd of Rhino Ramps, Mr Andrew Davies of AJD Landscaping, Mr David Murphy, Mr Mel Davies, and representatives of St Davids Penknife Club to the event as well as the local press and to publicise the event on the City Council facebook page.

345.4 Health and safety inspections. Written confirmation that Pembrokeshire County Council would undertake the inspections of the park together with the cost was still awaited.

**346 CITY HALL PROPERTY**

346.1 External notice boards – Greenbarnes confirmation order for replacement locks was received.

346.2 Orientation maps. The Clerk advised members that a quote for updating and replacing the maps was still awaited.

**347 CITY COUNCIL CHRISTMAS EVENTS**

347.1 Tree Lighting Ceremony

347.1.1 Road Closure – Emrys Llewelyn e-mail of 10<sup>th</sup> October 2018 was received and RESOLVED to be approved.

**348 WHITESANDS CAFÉ LEASE** This item, being a matter of contract was agreed to be deferred to the end of the meeting when under section 100 (A) of the Local Government Act 1972, it was RESOLVED 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.

**349 REMEMBRANCE EVENTS TO COMMEMORATE 100 YEARS** Members were reminded of the following dates:

349.1 British Legion Coffee morning – 10.00am on Saturday 10<sup>th</sup> November 2018 at City Hall.

349.2 Football match – 11.00am on Saturday 10<sup>th</sup> November 2018. Venue to be confirmed.

349.3 Remembrance Parade – 10.20am on Sunday 11<sup>th</sup> November 2018 at Oriel Y Parc car park.

Andy Icceton e-mail of 13<sup>th</sup> October 2018 – programme of events was received. It was RESOLVED to reserve a table at the Cross Hotel for coffee and cake.

349.4 Battle's Over – Bruno Peak letter (not dated) was received.

349.4.1 Event on Sunday 11<sup>th</sup> November 2018 at 6.00am at Bell Tower. The Mayor agreed to attend.

349.4.2 Beacon lighting on Sunday 11<sup>th</sup> November 2018 at 7.00pm on Cross Square.

349.5 Film showing – *Gathering the graves* on Sunday 11<sup>th</sup> November at 5.00pm in City Hall.

**350 CONSULTATION DOCUMENT** Delivery of housing through the planning system. Confirmation that a consultation response has been submitted was received.

**351 TRAFFIC MATTERS**

351.1 Remedial works to Glasfryn Road Roundabout due to commence at the end of October/beginning of November was received. It was RESOLVED to write to Mr Darren Thomas, Head of Highways and Construction, for all his efforts.

351.2 Coaches and transport strategy for St Davids. It was RESOLVED to convene a meeting with St Davids Cathedral, Highway Authority and PCNPA. Ben Blake e-mail of 12<sup>th</sup> October 2018 was received.

351.3 Speed sign A487 near Bwlch Carte – Trecenny junction. The Clerk advised members that a response was still awaited from the Highway Authority.

**352 BUS STOP AT CAERFARCHELL** No legal ownership identified to date. Owen Roberts e-mail of 11<sup>th</sup> October 2018 was received. It was RESOLVED for the Clerk to make enquiries with Pembrokeshire County Council as to the possibility of replacing the bus shelter.

**353 Finance**

353.1 DONATIONS:

353.1.1 Requests

353.1.1.1 St Davids RFC (verbal request). It was RESOLVED to contribute £250 towards the cost of the Naas Tour (specifically kit and tour booklet). *NB A written request was awaited.*

353.1.2 Thanks

353.1.2.1 PATCH e-mail of 4<sup>th</sup> October 2018 was received.

**Correspondence:**

- 354** Dyfed Powys Police e-mail of 28<sup>th</sup> September 2018 Crime Panel report was received. It was RESOLVED to request that Sgt Reuban Palin attend a meeting of the City Council.
- 355** Newsweek Vantage e-mail of 2<sup>nd</sup> October 2018 The future of cities was received.
- 356** Ysgol Penrhyn Dewi e-mail of 2<sup>nd</sup> October 2018 School council representatives was received and it was RESOLVED to invite the two representatives to a meeting of the Council on Monday 3<sup>rd</sup> December 2018.
- 357** Katie Murphy e-mail of 2<sup>nd</sup> October 2018 Free marketing toolkit for coastal businesses was received.
- 358** Dr Sarah Beynon e-mail of 2<sup>nd</sup> October 2018 St Davids Bee Friendly City was received.
- 359** Jeremy Martineau e-mail of 3<sup>rd</sup> October 2018 Invitation to join North Pembrokeshire Tour was received.
- 360** British Red Cross e-mail of 3<sup>rd</sup> October 2018 First Aid Course was received. The Deputy Clerk confirmed that Watch Manager Les Owen had given verbal confirmation that the Fire Service would provide defibrillator training to the council free of charge. It was RESOLVED to formally request training for the council members.
- 361** Hywel Dda e-mail of 3<sup>rd</sup> October 2018 Report re ward 3 & 4 of Witybush Hospital was received.
- 362** Mid and West Wales Fire and Rescue Service e-mail of 4<sup>th</sup> October 2018 Draft Corporate Plan 2019 – 2024 and roadshow event was received.
- 363** One Voice Wales e-mail of 5<sup>th</sup> October 2018 Subordinate Legislation Consolidation and Review (Town and Country Planning) was received and it was RESOLVED to seek clarification in relation to question 21.

**Planning:**

- 364** NP/18/0538 Demolition of section of wall to provide vehicular access, including provision of timber gates at 21 Cross Square, St Davids, SA62 6SE. 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.
- 365** NP/18/0539 Demolish section of wall in tandem with creation of vehicular access at 21 Cross Square, St Davids, SA62 6SE. 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.
- 366** NP/18/0566 NMA - Addition of high level glazing in the apex of gable end at 117 Nun Street, St Davids, SA62 6BP. 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.
- 367** NP/18/0575 Outline application for 18 affordable houses & 40 open market dwellings & associated landscaping at Land to the west & east of Glasfryn Road, St Davids. 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.
- 367.1** NP/18/0582 Erection of a 16.8m wind turbine (24.6m to blade tip) & associated infrastructure at Caerfai Ganol, Ffordd Caerfai, St Davids, SA62 6QT.
- 367.2** Chris Curtis e-mail of 11<sup>th</sup> October 2018 was received,
- 367.3** Chris Evans e-mail of 15<sup>th</sup> October 2018 was received.
- The City Council considered that the height and size of the proposed turbine would have a detrimental visual and environmental impact on the surrounding area, It was RESOLVED to refuse to support the application.
- 368** NP/18/0594 Proposed new lead clad dormer windows & Conservation style rooflights to the front elevation with one new lead clad dormer & one lead & render finished dormer window to rear elevation at Prospect Place, 60 Nun Street, St Davids, SA62 6NX. 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.

**Any other business** – the following items were requested to be included on the agenda for the next meeting.

**369** Cllr John - disabled benches in St Davids memorial park.

**370** Cllr John – card machine at Whitesands (to be included as an agenda item together with the Whitesands review).

There being no further business the meeting closed at 8.20pm

Signed .....  
Chair

Date .....