

**Minutes of the Monthly Meeting of the Council on Monday 4<sup>th</sup> March 2019 in the Council Chamber at 7.00pm**

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

**558 Apologies for Absence:** JG Lloyd and BT Price.

**559 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.

**560 Confirmation of Minutes for:-**

560.1 The Council Monthly Meeting on Monday 4<sup>th</sup> February 2019 were RESOLVED to be approved.

560.2 The Second Meeting of the Month on Monday 18<sup>th</sup> February 2019 were RESOLVED to be approved.

**Matters Arising**

**561 RUGBY 7s** Members were joined by Mrs Bethan Goodson to request a financial contribution towards rugby tops and training tops for year 11 pupils of Ysgol Penrhyn Dewi to compete in a rugby tournament. It was RESOLVED to donate £500 towards the rugby kit for the upcoming Rosslyn Park National Schools Sevens tournament.

**562 ST DAVIDS YOUTH CLUB** Members were joined by Mr Steve Davies, Service Manager at Pembrokeshire Youth to discuss the future provision of Youth Services in St Davids.

562.1 Mr Davies provided members with the following report:

St. David's Youth Club

*Operates Thursday evenings 7pm-9pm during term-time for 34 weeks of the year.*

*Current Senior Youth Worker (KW) plus 2 regular staff (EL & SR).*

*Additional member of staff (CB) re-deployed from Letterston due to numbers attending.*

*Cost of current delivery; £4,965*

*Premises provided by City Council free of charge.*

*Average attendance is 45-50 young people. The current provision is a broad offer to young people including informal sport, art & crafts, group activities & access to trips. Young people respond well to the service being offered.*

*To meet required budget savings the LA has agreed to a new delivery model of 'After School Clubs' at each of the 7 secondary school sites; delivery will begin from September 2019. In parallel the LA will continue funding the current Youth Clubs until 31<sup>st</sup> March 2020. The Youth Service is to use this time to explore the development of alternative delivery models with communities based on two current models;*

*Volunteer delivery model; Pembrokeshire Youth provide ongoing training and support but there is no cost to the LA in terms of delivery staff time.*

*Community funded model; Community Council provide the premises and pay the Local Authority for delivery staff time and Pembrokeshire Youth deliver the service through a Service Level Agreement and are responsible for safe staffing level, safeguarding etc.*

It was RESOLVED to review the Club's membership numbers in November 2019 prior to considering whether the Council would be in a position to finance the delivery of the Youth Club provision.

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

563.1 Public meeting to discuss future of Scout Hut on Wednesday 6<sup>th</sup> March at 7.00 pm in City Hall.

563.2 Defibrillator and CPR training on Wednesday 13<sup>th</sup> March 2019 at 7.00pm at St Davids Fire Station. The Clerk advised members that an additional training date would be confirmed in due course.

**564 NOMINATIONS FOR MAYOR ELECT**

- 564.1 It was unanimously RESOLVED to appoint Cllr Chant as Mayor Elect of St Davids. NB Cllr Chant is to be formally appointed as the Mayor of St Davids at the annual meeting of the City Council on 13th May 2019.
- 564.2 Date and venue for Civic Reception. It was RESOLVED to hold the Civic Service at St Davids Cathedral followed by a reception at the City Hall. Cllr Williams suggested that it might be considerate to avoid holding the service on Father's Day. It was RESOLVED to ascertain whether the service could be held on an alternative date.

**565 TRAFFIC MATTERS**

- 565.1 Nun Street/Whitesands road – John Beynon letter of 26th February 2019 was received. It was RESOLVED to write to Pembrokeshire County Council as Highway Authority requesting that the debris be removed. It was further RESOLVED to write to Mr Beynon thanking him for his letter and to accept his offer of installing a bench at the site.
- 565.2 Flashing sign – the Clerk advised members that this matter would be included as an item on the agenda for the subsequent meeting of the City Council.
- 565.3 Traffic mirror at the south end of New Street opposite the junction with High Street. The Clerk confirmed that no response had been received to date.
- 565.4 Temporary closure of Coast Path at St Nons –Anthony Richards e-mail of 27<sup>th</sup> February 2019 was received. It was RESOLVED to support the temporary closure.
- 565.5 Bus stop improvements:
- 565.5.1 Caerfarchell bus shelter – copy e-mail of 22<sup>nd</sup> January 2019 from Gary Meopham to Pearl Kaill and land registry office copy relating to the land at Caerfarchell, Solva were received and the matter RESOLVED to be left in abeyance until the legal owner of the land was established.
- 565.5.2 New Street, South end – Owen Roberts e-mails of 28<sup>th</sup> February 2019 and 4<sup>th</sup> March 2019 respectively were received and it was RESOLVED to request that a slim line shelter as contained in Mr Roberts' se-mail be approved by Pembrokeshire County Council's StreetCare Department.

**566 CHRISTMAS LIGHTS**

- 566.1 Tender agreement for 2019 - 2021. It was RESOLVED to approve the advert below and to place it in the next available edition of the County Echo. It was further RESOLVED to investigate the possibility of extending the tender period to five years.

## ST DAVIDS CITY COUNCIL

**NOTICE OF PUBLIC TENDER for****INSTALLATION and REMOVAL OF CHRISTMAS STREET LIGHTING DISPLAY**

I give notice that Tenders are invited for the period 2019 – 2021  
Tender information is available from the Clerk and is to be returned by  
4.00pm on Monday 1<sup>st</sup> April 2019

Clerk – Miss Heidi Gray, St Davids City Council, City Hall, High Street, St Davids, Pembrokeshire SA62 6SD 01437 721137 or  
[clerk@stdavids.gov.uk](mailto:clerk@stdavids.gov.uk)

**567 PUBLIC TOILETS**

- 567.1 St Justinians toilet provision – Clive Hayes e-mail of 27<sup>th</sup> February 2019 confirming that a meeting of the PBOA was to take place on Tuesday 5<sup>th</sup> March was received.
- 567.2 Internal lights at Bryn Road – the Clerk reported that no response had been received to date.

- 568 POLICE AND CRIME COMMISSIONER** The Clerk reported that a response to the City Council's request that the Commissioner attend a meeting, was still awaited.

**569 COUNCIL PROPERTY**

569.1 City Hall floor – Colin Hutt e-mail of 21<sup>st</sup> February 2019 confirming that Flooring Solutions Ltd are available to refurbish the floor in the week commencing 29<sup>th</sup> October 2019 pending formal confirmation in September was received.

569.2 Fountain on Cross Square – The Clerk advised members that Mr Adrian Roberts was now back at work following his recent illness and would confirm a start date in due course.

569.3 Maes Y Dre street sign – Mr Rob Rees of Llanrhian is to undertake a site visit with the Clerk in order to ascertain whether it would be possible to repair the sign.

**570 WAUN FAWR**

570.1 Safety lighting – The Clerk reported that a site visit with Dragon's Breath took place on Friday 1<sup>st</sup> March 2019 at Waun Fawr and that the solar lights were to be installed in the week commencing 8<sup>th</sup> April 2019.

570.2 Tree planting – it was RESOLVED to confirm a date for the event following the arrival of the trees and to advertise the event It was RESOLVED to PCC Ecologist – Ask Emma. Ask YFC/Welsh Bac students. Make a poster and circulate asap.

**571 OPEN SURGERY** Cllr Alan York letter (not dated) was received and his request to hold a weekly surgery on Tuesday evenings (5.30pm-6.30pm) in the Memorial Hall commencing on 2<sup>nd</sup> April 2019 was RESOLVED to be approved and advertised in the St Davids City News and on the City Councils website and social media page.

**Accounts**

**572** The Responsible Finance Officer reported that the Internal Audit for January 2019 had been completed successfully.

**573** The accounts for February 2019 were RESOLVED to be approved and permission was granted to pay.

## INCOME AND EXPENDITURE FEBRUARY 2019

BLANCE AS AT 27/02/2019		£				
	Current A/c	24478.45				
<b>INCOME</b>	Car Park	2300.00				
	City Hall	146.00				
	Cafe	600.00				
	Market stalls					
	Ice Cream tender	5300.00				
	Donation Xmas Tree	1000.00				
	<b>Total</b>	<b>9346.00</b>				
	LGA 1972 SEC 137 2018/19 £11624		LGA 1972 Sec 214 Cemetery			
	Last month's donations	1250.00	Total donated 2018/19	1400		
	2018/19 total	5350.00				
	Balance available	6274.00				
<b>PAYMENTS</b>		£				
	Admin	3019.83	Salaries: Clerk,Asst & RFO			
			Nest Pensions			
		84.25	Internet/telephone			
		5785.96	PCC - Election exps			
		182.75	Wales Audit			
		58.00	Framing			
	Whitesands	285.00	Attendant's commission			
		791.64	Printing tickets			
		432.00	Repairs			
		158.67	Elec/phone			
	Playground					
	Skate Park					
	Hall & House	79.24	Caretaker's salary			
		125.00	Cleaning windows etc			
		1218.38	Heat & light			
		21.35	D/D Boiler service etc			
		238.28	Supplies			
	Mayor's Expenses	266.33	Travel (train tickets)			
	St Justinians	153.60	Toilet hire			
			Toilet cleaning			
	Miscellaneous	2819.82	New Market stalls			
		104.20	Poo bags			
		350.00	Benches work			
		1553.00	Newsletter printing			
		331.00	Subscription			
			PCC ( Council tax (3))			
		120.64	Dwr Cymru			
	<b>Total</b>	<b>18178.94</b>				

**574 Finance****574.1 DONATIONS:****574.1.1 Requests**

574.1.1.1 Urdd National Eisteddfod e-mail of 21<sup>st</sup> February 2019 was received.

**574.1.2 Thanks**

574.1.2.1 Wales Air Ambulance letter of 22<sup>nd</sup> February 2019 was received.

**Correspondence:**

**575** Pembrokeshire County Council e-mail of 11<sup>th</sup> February 2019 Draft Street Trading Policy was received.

**576** Hywel Dda Community Health Council e-mail of 21<sup>st</sup> February 2019 Wales GP out of hours survey 2019 was received.

**577** Claire Davies e-mail of 22<sup>nd</sup> February 2019 Request to borrow the market stalls for Parc Y Capel fete was **RESOLVED** to be approved subject to the City Council's policy: *Market stalls can only be loaned/hired out to non- profit local organisations for a fee of £20 per stall and only under the supervision of the Council's market stall manager who would be responsible for delivering, erecting, disassembling and returning them for a set fee to be negotiated between himself and the hirer.*

**578** Margaret Mills letter of 27<sup>th</sup> February 2019 Offer to donate bench to City Council to be situated at St Nons. Photo of proposed bench and location plan were received and **RESOLVED** to be approved.

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

579.1 St Davids Christmas Tree Association. Nothing to report.

579.2 St Davids Day Celebration Group. Cllr George, praised the St Davids Day 'absolutely marvellous events' and confirmed that £680 was raised in aid of the Welsh Air Ambulance by the Siop Y Bobl ladies and Cymafa Ganu donations. It was **RESOLVED** to write a letter of thanks to Blas Y Tir for the daffodils.

579.3 St Davids Day Centre for the Elderly. Cllr Williams reported that 17 people attended the recent session and that £350 had been raised in donations at the Cawl Competition.

579.4 St Davids Peninsula Tourist Association. Cllr Evans presented members with the Minutes of the Tourist Association meeting on Wednesday 16<sup>th</sup> January 2019 and confirmed that the next meeting was to take place on Wednesday 20<sup>th</sup> March 2019..

579.5 Porthclais Harbour Authority. Cllr John, confirmed that he Authority would be hosting a music event this year and were to meet on Wednesday 6<sup>th</sup> March..

579.6 St Davids - Matsieng Lesotho Link. Mr Evans confirmed that a lent lunch was to take place on Friday 8<sup>th</sup> March at 12noon in the City Hall to raise funds for the Group.

579.7 Youth Drop In. Nothing to report.

579.8 Ysgol Penrhyn Dewi Governor. Cllr Halse reported that the Annie – The Musical was very successful and offered his thanks to the councillors that came along to support the performance. The financial pressures that the school is to experience are 'pretty acute.'

579.9 St Davids Community Forum. Cllr Sehmi reported that the Memory Cafe was to meet on Wednesday 6<sup>th</sup> March.

579.10 Porthstinan Boat Owners Association. Meeting on Wednesday

579.11 Porthmawr Surf Life Saving Club. Cllr York reported that he attended the recent AGM. The future of the building is currently being discussed. The numbers of children attending the Nippers is decreasing, due to the cost of parking. And he had advised the SLSC to write to the Council requesting a concessionary fee.

579.12 Bws Y Bobl. Cllr Williams reported that all passengers entitled to a bus pass must carry their pass with them from now on in order to claim free travel. It was **RESOLVED** to obtain a copy of the official information and put on the Council's facebook page.

579.13 Music and Arts Festival. Nothing to report.

579.14 Re-discovering Ancient Connections. Nothing to report.

579.15 Coffee and Chat. Cllr John reported that the scheme was running well.

579.16 One Voice Wales. Nothing to report.

**580 County Councillors report:**

580.1 Cllr Lloyd reported that the date for instigating a judicial review relating to the Glasfryn Road development had now passed without the NOPI group progressing the matter and as such the building work could now commence.

580.2 Cllr Sehmi asked if any progress with the business plan to develop the rugby club had been made? Cllr Lloyd advised that a public meeting would be held in April.

**Planning:**

**581** NP/19/0079 Change of use from DI use (Well-being Centre) to AI use (Retail) at 38 Nun Street, St Davids, SA62 6NT. The City Council considered that the development would help to sustain the economic and social well-being of the local community. It was RESOLVED to support the application.

**582** NP/19/0090 Proposed replacement chimneys at Treleddy Fawr Farm, St Davids, SA62 6PP. 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**

**583** Cllr Evans requested that an update about the RNLI original boathouse is included as an item on the agenda for a subsequent meeting of the council.

**584** Cllr Evans informed members that the annual Penknife Club pancake race was taking place on Tuesday 5<sup>th</sup> March 2019 at 4.30pm the Bishops.

There being no further business the meeting closed at 9.15 pm

Signed .....  
Chair

Date .....

**Minutes of the Second Monthly Meeting of the Council on Monday 18<sup>th</sup> March 2019 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, BT Price, BS Sehmi, RT Thornton, S Williams, AC York with CH Gray, JE Foster (Clerks) and PL Evans (Responsible Finance Officer).

**585 Apologies for Absence:** There were none.

**586 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.

586.1 Cllr York declared a prejudicial interest in relation to Item 597.1.1 and left the Council Chamber while the item was discussed.

**Matters Arising**

**587 DIARY DATES** Members were reminded of the following events:

587.1 Cymanfa Ganu on Sunday 24<sup>th</sup> March 2019 at 6.30pm in Capel Croesgoch.

587.2 Open surgery after work – every Tuesday from 5.30pm to 6.30pm in the Memorial Hall.

**588 POLICE AND CRIME COMMISSIONER** The Clerk confirmed that Mr David Llewellyn would attend the meeting of the City Council on Monday 15<sup>th</sup> April 2019.

**589 COUNCIL PROPERTY**

589.1 Orientation maps – Vic Moulder e-mail of 12<sup>th</sup> March 2019 was received. The Deputy Clerk advised members that a site visit with Vic Moulder of Sigma Display had been undertaken and that the maps would be updated in due course. Quotes for fixing the orientation map display cases would be provided at a subsequent meeting of the Council.

589.2 Council benches – Christopher Taylor e-mail of 20<sup>th</sup> February 2019 was received. It was RESOLVED to contact Pembrokeshire County Council as Highway Authority to determine whether the bin situated opposite 'Y Bont' could be relocated to a more suitable position.

589.3 New printer/photocopier – quotes received from Glyn Edwards and John Beedan were received. It was RESOLVED to purchase a new Toshiba printer/photocopier from Glyn Edwards at a cost of £2238.75.

589.4 Youth Drop in centre - Melanie Hayes e-mail of 9<sup>th</sup> March 2019 together with Liz Griffiths e-mail of 13<sup>th</sup> March 2019 and Leisure Direct quote for a pool table trolley submitted by Cllr Thornton were received. It was RESOLVED to investigate whether a cheaper alternative could be sourced through Haverfordwest Coin Machines.

589.5 Commercial Valuation of council property – required for insurance purposes on the advice of Came & Co. It was RESOLVED to defer the valuation of the property until May/June for insurance renewal in September.

**590** Members were joined briefly by Ms Jude Parr and Mr Geraint Michael who introduced himself as the newly appointed project manager for Community Energy Pembrokeshire, a locally owned sustainable energy action force funded from EU money for rural developments. Mr Michael asked whether any members would be prepared to join the CEP as City Council representatives. It was RESOLVED to include the request as an Item on the agenda of the Annual Meeting of the Council in May 2019. Cllr Chant advised Mr Michael to contact Ateb regarding the eco-friendly social housing project in: Square and Compass that utilised solar energy. Cllr Evans asked whether the Group was planning on working with the local secondary schools. Mr Michael confirmed that he had recently contacted Mr Haynes at YPD and hoped to develop the contact. The Mayor thanks Ms Parr and Mr Michael for attending and they then left the meeting.

**591 TRAFFIC MATTERS**

- 591.1 Street name signs - Maes Y Dre. It was RESOLVED to defer this tem until the meeting of the City Council in May.
- 591.2 Flashing speed sign on A487 at St Davids approach – Darren Thomas e-mail of 4<sup>th</sup> March 2019 was received. It was RESOLVED to request that the sign be included as a highway improvement as part of the GLasfryn Road development.
- 591.3 Bus engines continuously running in New Street. Richard Bros e-mail of 18<sup>th</sup> March 2019 confirming that drivers had been instructed to switch off their engines when stationary was received. Cllr Evans informed members that some of the shuttle bus services had been cut recently.

**592 PUBLIC TOILETS**

- 592.1 Internal lights at Bryn Road toilets – the Clerk informed members that a response was still awaited.
- 592.2 St Justinians - Toilet provision. Andrew Westman e-mail of 14<sup>th</sup> March 2019 confirming that the PBOA had agreed to contribute £2683.20 towards the costs of the toilet provision was received.

**593 COMMUNITY TREE PLANTING**

- 593.1 The Deputy Clerk reported that the tree saplings had arrived and the planting event was due to take place at 10.00am on Saturday 23<sup>rd</sup> March 2019. It was RESOLVED to distribute the remaining tree saplings locally.

**594 WHITESANDS**

- 594.1 Lost Cove Surf Competition – Pete Bounds e-mail of 3<sup>rd</sup> March 2019 was received.
- 594.2 Cost of parking at Whitesands for Porthmawr SLSC members – Porthmawr Surf Lifesaving Club letter of 7<sup>th</sup> March 2019 was received. It was RESOLVED to discuss this matter with Mr Lavin, car park attendant at Whitesands and to include the matter an item on the next agenda.

**Finance**

**595 FINANCIAL RISK ASSESMENT** The Responsible Finance Officer reported that the Annual Financial Risk Assessment had been updated and completed satisfactorily. It was RESOLVED to be approved.

**596 ASSET REGISTER** The Responsible Finance Officer reported that the Asset Register had been updated. It was RESOLVED to be approved.

**597 DONATIONS****597.1 Requests**

- 597.1.1 Cruse Bereavement Care letter of 28<sup>th</sup> February 2019 was received and it was RESOLVED to donate £50.
- 597.1.2 Pembrokeshire Federation of Young Farmers' Club letter of 7<sup>th</sup> March 2019 was received and it was RESOLVED to allow one free use of the City Hall premises in lieu of a donation.

**597.2 Thanks**

- 597.2.1 St Davids Cathedral Festival e-mail of 21<sup>st</sup> February 2019 was received.
- 597.2.2 Tenovus Cancer Care letter of 4<sup>th</sup> March 2019 was received.
- 597.2.3 Julia Horton-Powdrill e-mail of 8<sup>th</sup> March 2019 was received.



**Correspondence:**

- 598** Christopher Taylor letter of thanks 7<sup>th</sup> March 2019 was received.
- 599** Mike Cavanagh e-mail of 7<sup>th</sup> March 2019 Rediscovering ancient connections update was received.
- 600** Claire Jones letter of 11<sup>th</sup> March 2019 Appointment of Community Council member of the Standards Committee was received.
- 601** Sarah Thurbon e-mail of 13<sup>th</sup> March 2019 Welcome to Pembrokeshire Guide was received. It was RESOLVED to forward a copy of the information to the St Davids Peninsula Tourist Association. Cllr Price informed members that a recent report had cited St Davids as one of the UK’s most dog friendly cities.

**Planning:**

- 602** NP/19/0102 Erection of 1.8m high close boarded fence between proposed footway & car park at Ocean Haze Hotel, St Davids, SA62 6QN. It was RESOLVED to approve. 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.
- 603** NP/19/0119 Pollarding of 2 lime trees at front of property at 24 New Street, St Davids, SA62 6SS. It was RESOLVED to approve. 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.
- 604** NP/19/0135 Removal of existing porch extension and replace with new porch on east elevation. Install 3 no. rooflights to rear (west) elevation at Yr Hen Ysgol, Treleddy Fawr, St Davids, SA62 6PP. It was RESOLVED to approve. 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**

- 605** Cllr Price reported that the Public Access Defibrillator was not in working order.

There being no further business the meeting closed at 8.10pm

Signed .....

Date .....

Chair