



FISHGUARD AND GOODWICK TOWN COUNCIL

The MINUTES of the:
Full Town Council meeting which was held in the Town Hall, Fishguard on
Tuesday 5th June 2018 at 7pm

Cllr. Jordan Ryan (Mayor) in the Chair.

MINUTES OF: FULL TOWN COUNCIL

Cllr. Jordan Ryan – Mayor – *J. Ryan*

Cath Bannister, Town Clerk – *C. Bannister*

The Pembrokeshire County Council will be abbreviated and referred to as PCC within these minutes.

The Fishguard and Goodwick Town Council will be abbreviated and referred to as FGTC within these minutes

Prior to the start of the Town Council meeting, the Mayor welcomed Deputy Chief Fire Officer (DCFO) Quin to the meeting.

DCFO Quin was in attendance, in response to a letter sent to the Mid and West Wales Fire Service with concerns the Town Council had about the withdrawal of the first responder service.

After a very informative presentation by the fire officer, and a few questions were answered, the Mayor thanked DCFO Quin for his presentation.

PUBLIC SESSION: CLLR. RYAN

The public session offers members of the public, the opportunity to comment on items on this agenda or those previously requested and agreed.

The public will be limited to two minutes per comment or question.

The Mayor will update with regards to previous actions and ideas proposed by the public during this session.

This session will also allow County Councillors to update the Town Council and those members of the public present, on matters of interest and for the Pembrokeshire County Council Liaison Officer to update the Town Council.

PUBLIC PRESENT:

There were no public present.

COUNTY COUNCILLORS PRESENT:

There were no County Councillors present.

PCC LIAISON OFFICERS PRESENT:

David Popplewell, reminded the Town Council with regards to the consultation period for the Local Development Plan which has been extended until mid August.

73/18 DECLARATION TO OFFICE OF TWO NEW CLLRS.: CLERK

Cllrs. Carson-Clash and Lawton, made their declarations to office as Town Councillors in the presence of the Town Clerk.
The Mayor welcomed them to the Town Council

74/18 APOLOGIES: CLLR. RYAN

To formally record apologies for absence and to record the attendance of Town Councillors:

Apologies were received from Cllrs. Davidson and Cllr. Thickitt, both with work commitments

Those Councillors present were:

Cllrs. Ryan, Wyer, Perkins, Price, O'Connor, Stokes, Pepper and Mason

75/18 MEMBER INTERESTS: CLLR. WYER

To formally record any personal or pecuniary interests that a Town Councillor may have in any of the agenda items listed:

No interests were declared.

76/18 MINUTES OF THE PREVIOUS MEETING: CLLR. WYER

To record the previous meeting minutes held on 8.5.18, as a true and accurate record of the meeting.

It was resolved to accept the minutes of the meeting held on 8.5.18 as a true and accurate record of the meeting.

77/18 MAYORS UPDATE: CLLR. RYAN

Before telling you what I did in May, I'd like to give a quick update on what I did in April.

April was a quiet month compared to the rest of year but I still had much to do including helping prepare for the Twinning visit and my weekly meeting with the Clerk and Mayor.

The Twinning Events were a great success and enjoyed by everyone who took part. The civic reception on the Saturday was brilliant. Thank you to the Cllrs. and volunteers who helped make it so successful. Your hard work was very much appreciated. Our friends from Loctudy enjoyed a fun packed few days including visiting the Sunderland museum in Pembroke Dock and enjoying local activities such as kayaking and a pirate and smugglers tour.

I attended the Pembroke Dock Civic Service at the beginning of May and had my weekly meeting with the Clerk and the Mayor as well as attending our normal committee members.

Since our last meeting, I have attended the Civic Services in Tenby, Pembroke and Haverfordwest.

I've welcomed four cruise ships, including our first two big ships of the season. Thank you to Cllr. Stokes and Cllr. Price for standing in for me at the other cruise ship visits.

We held the first meeting of our group for the commiseration of the 100th Anniversary celebrating the end of First World War on the [11th November](#), including the string of lights projects.

78/18 CLERKS REPORT:

Follow up actions taken by the Clerk from the last meeting.

The Clerk will update you on the following matters:

Outcomes from the last town council meeting:

Response to the on line consultation and a letter has been sent to PCC with regards to the relocation of the Customer Services dept. to the library area.

Mike Cavanagh, PCC has emailed the Clerk and offered to attend a Town Council meeting to discuss the proposals and what impact it will have upon the library.

The Clerk has invited him to attend the June meeting, but no confirmation has been received.

Current Councillor vacancy end dates:

Goodwick – 5th June No interest
Youth Cllrs – 1st June No interest
The Clerk will re-advertise all vacancies

Town Council Committees:

There are vacancies on the planning committee. They meet at 5:30pm on the 4th Monday of each month.

Training.

If you are booked onto any OVW Training courses and fail to attend or by cancelling with less than two weeks notice, the Town Council will still be charged.

Please endeavour to attend training sessions wherever possible as they are a good way to learn and a great way of meeting Cllrs. and Clerks from other Town and Community Councils.

Town Council website.

The new website is well under way and should be ready to be launched in about 4 weeks time.

I have emailed work to date to you but will keep you informed.

General Data Protection Regulation (GDPR)

New guidelines are now in place.

The FGTC would appear to be compliant. However, PCC have offered all town and community councils the opportunity to have a compliance check made of the business by their Data Protection Officer.

I have requested that FGTC is subject to such a compliance check.

Changes to the current legislation are being made which means that Town and Community Councils will not now need to employ a Data Protection Officer.

79/18 REPORTS: CLLR. RYAN

Previously circulated by email, the minutes from the following meetings. These minutes are for information and comments in order for them to be referred back to the relevant committees for approval:

A short verbal update was given by the Chair/Vice Chair, of the following committees that had met.

Events Committee – Cllr. Jana Davidson (Vice Chair)

Planning Committee – Cllr. Ryan

The future of the Governance Group.

The Governance Group was established, in order for the Town Clerk to take instruction with regards to which policies and procedures needed to be written, reviewed and updated.

This has been done.

How does the Governance Committee proceed?

It was resolved that the Governance Committee would meet quarterly, with a meeting to be scheduled before the summer break at the end of July.

80/18 FINANCIAL ACCOUNTS: CLLR. RYAN

The Town Councils annual accounts, for the period 1.4.17 through to 31.3.18, have been with the internal auditor since mid April.

The accounts were signed off by the Responsible Financial Officer and the Chairman.

The notice of submission of accounts has been displayed for the members of the public information.

81/18 BEE FRIENDLY: CLLR. RYAN

The Town Council resolved to support the Bee Friendly Town Scheme and to roll it out throughout the twin towns.

The first meeting has been scheduled for 2pm on Tuesday 12th April.

Anthony Rogers from PCC and Julia Moffett representing the Greening Group will be attending the first meeting in order to identify a way forwards.

All Town Cllrs. are welcome to attend in order that a working party can be set up to take the project forwards.

82/18 SECOND HOME COUNCIL TAX LEVY – ENHANCING PEMBROKESHIRE GRANT: CLLR. RYAN

Cllr. Ryan recently attended a meeting at County Hall with regards to the levy and how the twin towns might be able to bid for funding from this source. There is up to £23k available. At the last Town Council meeting, Cllrs. were asked to email suggestions and ideas to the Clerk, as to how the funds could be spent in such a way that there will be an immediate benefit to the community.

There was a general discussion with regards to establishing the criteria for the funding. Cllr. Ryan will progress this matter by arranging a further meeting and inviting the Regeneration manager and Town Cllrs. to attend.

83/18 FLAGS AND BUNTING: CLLR RYAN

The first supply of bunting for the towns has been purchased but needs putting up ASAP. Who can assist with this task? Equipment needed will consist of a high ladder.

After a general discussion, it was resolved that the Clerk will write a risk assessment for the putting up of the bunting and try to organise two people to do this.

84/18 HYWEL DAA – OUR BIG NHS CHANGE: CLLR. RYAN

Cllr. Ryan would like to open a discussion with regards to the proposals.

Cllr. Perkins gave an unbiased report back from his attendance at the recent consultation with the board.

He did find the figures confusing and a bit baffling.

There was a lively, general discussion with regards to personal opinions about the proposals and suggestions.

It was resolved that the Clerk will send a letter to the board, as scribed by Pembroke Town Council

85/18 BATTLES OVER UPDATE: CLLR. RYAN

The first meeting has been held and was very well attended and extremely positive.

The next meeting is scheduled for 6pm on Tuesday 19th June with the main community and youth groups leaders and representatives from the schools.

Cllr. Ryan will update the Council with the initial proposals and will be happy to accept Cllr. volunteers onto the group.

There was great support for this project. Cllr. Ryan will update at the next TC meeting.

86/18 COMMUNITY DOG WATCH SCHEME: CLLR. RYAN

The PCC has detailed a guide to the community dog watch scheme. Emailed to Cllrs. 30.5.18
Is this something that the Town Council would like to progress?

Please discuss:

The correspondence was read out in brief.

It was agreed that some kind of scheme should or could be set up in Fishguard and Goodwick.

It was resolved to ask the Clerk to contact PCC for a presentation to be made at a future TC meeting.

87/18 FISHGUARD IN BLOOM: CLLR RYAN

The Events committee have decided to run the event again for 2018. This time, they would prefer some ward Cllr. inclusion to reach people who might not be aware of the event. Cllr. Ryan will outline the plans. When will the event be held?

Cllr. Ryan updated the Town Council with regards to the event, which will be scheduled for July. The Town Councillors will be asked to check their own areas and to nominate some beautiful gardens and plant displays, as well as asking people to nominate themselves or their friends and neighbours.

It was resolved that Cllr. Ryan will progress this event.

88/18 CRUISE SHIPS: CLLR. DAVIDSON

Cllr. Davidson would like Cllrs. representing the Mayor/Town Council, to be easily identifiable to the cruise ships visitors. Cllr. Davidson would like to discuss her ideas with the Town Council.

There was a responsive discussion and it was resolved that a few sashes would be sourced and purchased. This would allow Town Councillors representing the Town Council, to be easily identifiable to the cruise ship passengers.

89/18 CORRESPONDENCE: CLLR RYAN

1. PCC – Byelaws made pursuant to section 6 of the Town Police Clauses Act 1889 as incorporated with the Public Health Act 1875 with respect to omnibuses - noted
2. Seafarers UK – Fly the red ensign on Merchant Navy Day 30th September request - noted
3. Response letter from PCC with regards to the proposed relocation of the customer service desk/TIC
This letter had been received after the agenda had been sent out but was circulated to all Cllrs. and advised it would be added to the agenda.
The content was discussed in length and it was resolved to send a further response, advising the PCC of the concerns of the Town Council.

90/18 URGENT MATTERS: CLLR WYER

Any matters that have come to the attention of the Town Council after the Agenda has been circulated, can be discussed here.

The Chair and the Town Clerk will need to be advised before the start of the meeting.

Invoices that need paying due to the Finance committee not sitting:

There being no further business to discuss, the meeting was closed at 9:05pm