



# Fishguard & Goodwick Town Council Cyngor Tref Abergwaun ac Wdig

Town Hall, Fishguard, Pembrokeshire, SA65 9HE  
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The **MINUTES** of the full Town Council Meeting  
held in the Town Hall, Fishguard on Tuesday 4<sup>th</sup> June 2019 at 7pm

Cllr. Jordan Ryan was in the Chair.

Cllr. Jordan Ryan – *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*

## **MINUTES**

### **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 members of the public present who wished to make comment.

### **COUNTY COUNCILLORS PRESENT:**

There were no County Councillors present.

### **PCC LIAISON OFFICERS PRESENT:**

There were no Liaison officers present.

**STANDING ORDERS ADOPTED**

**81/19 APOLOGIES: CLLR. RYAN**

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

Apologies were received from Cllrs:

Cllr. Perkins – work commitment

Those Cllrs. present were Cllrs: Ryan, Lawton, Murphy, Pepper, Thickitt, Shaw, Evans, Price, McCarney, Stokes and Mason

**82/19 MEMBER INTERESTS: CLLR. RYAN**

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

There were no expressions of interest.

**83/19 MINUTES OF THE PREVIOUS MEETING: CLLR. RYAN**

To record the previous meeting minutes held on 7.5.19, as a true and accurate record of the meeting.

It was resolved to accept the minutes of the meeting held on 7.5.19 as a true and accurate record of the meeting.

It was noted that Cllrs. Lawton and Shaw were not noted as being members of the Governance Committee. The Clerk recorded this and will amend the mailing list.

**84/19 CLERKS REPORT: TOWN CLERK**

Actions from the last meeting:	A letter has been sent from the Town Council to the Sea Trust, in support of their Enhancing Pembrokeshire Grant bid.
Link Officer Scheme	The Link Officer Pilot scheme has now been discontinued by PCC. More information will follow outlining how the PCC will support town and community councils going forwards.
Bunting	The bunting is now up in Lower Town. Thank you to Cllr. Mason and to Paul Butler the Harbour Master. We have permission from PCC to display it in Goodwick but are still waiting for Cllrs. to volunteer to put it up.
Training	New Councillor Training is not being carried out by One Voice Wales. There will be a training session for all Town Councillors at the next full council meeting. This will also be a refresher session for the longer serving Cllrs.
Town Councillor Vacancy	There is still a vacancy in Fishguard North East. The closing date for this is midday on Tuesday 18 <sup>th</sup> June.

**85/19 REPORTS: CLLR. RYAN**

Previously circulated by email, the minutes from the following meetings.

These minutes are for information and Councillor comments, in order for them to be referred back to the relevant committees for approval:

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

Finance Committee - Cllr. Mason

Planning Committee – Cllr. Ryan

Events Committee – Cllr. Stokes

Town Team – Cllr. Ryan

**86/19 TOWN COUNCILLOR UPDATE SESSION: ALL**

This agenda item allows Councillors to update the Town Council on projects/events that they are working on as well as about community events occurring in their local area.

**Cllr. Evans** – Raised concerns with regards to the state of the board walk in Goodwick. Cllr. Stokes advised the FGTC that this matter was under review and discussions were scheduled for the future with regard to replacing the walk.

**Cllr. Pepper** – Raised concerns with regards to irregular and improper bin collections on The Slade. There was a discussion with regards to this. The view of the FGTC was that the bin collection service was generally a good service – not without fault, but good. The Clerk offered to assist Cllr. Pepper by writing to PCC to outline the issues that had been raised with him if he wished to take the matter further.

There was also a problem with parking in the same area and could double yellow lines be put up? The Clerk advised Cllrs. to take parking issues to their local PCC Councillors.

**Cllr. Stokes** – It will be the Centenary of the infamous Charterhouse lifeboat rescue on 6<sup>th</sup> September 2020.

**Cllr. McCarney** – Parking issues in Goodwick. Advised to pass details through to her local PCC Councillor, Cllr. Doolin.

**Cllr. Malone Hallett** – Ysgol Bro Gwaun will be holding a Bro Fest and require financial assistance. Advised that the school contact the Clerk for a funding form ASAP.

**87/19 FREE WI-FI IN FISHGUARD AND GOODWICK: CLLR. RYAN**

It was resolved at the previous meeting, that further enquiries would be made with regards to the FGTC continuing with the Towns free Wi-Fi, now that the cost is down to the FGTC, after the three year trial paid for by PCC.

Cllr. Lawton read out a thoroughly researched and positive prepared a report to the Councillors, outlining the different options available to the Town Council.

There was a long discussion with regards to the various options.

The following was resolved:

To carry on offering the free WiFi for the next 3 years, under the following terms:

That a 3 year licence is paid for: £2,340.00

That 3 years for the Splash Page is paid for: £1,050.00

12 months maintenance (initially) is paid for: £1,200.00

The following was also resolved:

That a small working group from FGTC would form to get regular statistical data with regards to usage, in order to analyse the effectiveness of the system.

To send out mailers, advertising local events to encourage visitors to the area.

As the Chamber of Trade had expressed an indifference to the WiFi during recent discussions with them, it was resolved that the scheme would be wholly managed and supported by the Town Council.

Cllrs. Stokes and Murphy abstained from voting. All other Councillors agreed to the resolution.

The Clerk will liaise with Cllrs. to get the task and finish group set up.

**88/19 TOWN COUNCILLOR ALLOWANCES: CLLR. RYAN**

With the introduction of the new Remuneration Allowances that are compulsory for Town Councillors (they can opt out), the Finance Committee had suggested the following:

All allowances, other than mileage and expenses, will be paid at the end of the financial year. All allowances will be paid UNLESS Councillors opt out. This must be done on an annual basis.

Cllr. Allowances - £150 for over 6 months service and £75 for under 6 months service (compulsory payment – Cllrs. **MUST** opt out if they don't want it)

Mayors Allowance - £1500 plus £150 compulsory payment (Cllrs. **MUST** opt out if they don't want it)

Deputy Mayors Allowance - £500 plus £150 compulsory payment (Cllrs. **MUST** opt out if they don't want it)

Mayors Expenses – up to £200 initially (to be reviewed). For expenses incurred as a direct result of being the Mayor.

Special Allowances – up to £500, plus £150 compulsory payment, for a special responsibility. Can the FGTC identify special responsibility?  
It was resolved to return to this particular allowance at a later date.

Mileage – 45p a mile providing proof of business use is added to the claimants insurance certificate.  
Can be claimed when on official town council business only (ie. travelling to outside training) and cannot for attending council meetings and local events.

It was resolved that the above allowances be approved.

#### **89/19 ANNUAL AUDIT: CLLR RYAN**

The annual accounts had previously been prepared and have been inspected and returned, by the internal auditor, William Marshall.

The return is now ready to send off to the external auditor but need to be signed off as completed, by the Chair and the Responsible Financial Officer (The Clerk).

The return was signed in the presence of Cllrs.

It was resolved to accept the financial accounts for the period 1.4.18 to 31.3.19

#### **90/19 PROPOSED SEISMIC SURVEY: CLLR. STOKES**

It was reported that the proposed seismic survey, scheduled for Cardigan Bay, home to the UK's biggest population of dolphins and other cetaceans, had been postponed.

Cllr. Stokes asked the Town Council to further support the decision to postpone indefinitely, by way of a letter.

There was a lively discussion with regards to the proposals.

It was resolved that a letter should be drafted to the Assembly Member, the local MP and the Department for Business, Energy and Industrial Strategy (BEIS) advising them that the Town Council fully supported the postponement and ask that they are advised of any further developments with regards to further applications for this type of work in the future.

Cllr. Stokes will advise the Clerk of the details of the letter in order that it can be sent.

#### **91/19 ENHANCING PEMBROKESHIRE GRANT: CLLR RYAN**

It was resolved that a task and finish group would be formed to take the application process further.

There was a general discussion with regards to the process and previous joint applications. There was disappointment expressed that the Town Council had not previously applied for this funding. It was noted that the Town Council was currently considering joint applications with the Town Team

It was resolved to ask the Clerk to organise a first meeting with Kevin Shales, PCC, and the following Cllrs.: Mason, Stokes, Ryan, McCarney and Evans.

The Clerk will take this matter forwards.

**92/19 CORRESPONDENCE: CLLR RYAN**

The following communications were read out to Cllrs.

1. Fly the Ensign Flag on Merchant Navy Day, 3.9.19. It was resolved to purchase the flag and to fly it. - Supported
2. Invitation from Stena to attend a light breakfast on 18.6.19 to celebrate the arrival of the cruise ship Nautica.  
Cllrs. to email the Clerk if they are interested in attending
3. Letter from PCC advising them that the trial Link Officer scheme is to be discontinued.  
The Clerk will write to thank PCC for allowing FGTC to take part in the scheme as it was a very positive experience for the Town Council.

**93/19 URGENT MATTERS: CLLR RYAN**

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.

There was no urgent business to discuss.

*Please be aware that no resolution can be reached on non-agenda items, but, they can be discussed and deferred to the relevant committee for further discussion or taken to the next full town council meeting as an agenda item.*

There being no further business to discuss, the meeting was closed at 8:35pm.