



## FISHGUARD AND GOODWICK TOWN COUNCIL

### The MINUTES of the: Mayor Making Ceremony followed by the Annual Meeting

and a brief full Town Council Meeting,

which was held in the Town Hall, Fishguard on Tuesday 8<sup>th</sup> May 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*

### MAYOR MAKING CEREMONY AND ANNUAL MEETING

#### **50/18 OUTGOING MAYORS ADDRESS: CLLR. WYER**

The outgoing Mayor, Cllr. Wyer, told the Town Council how proud she had felt in her role as Mayor for the last year and thanked everyone for their support.

She also passed on her congratulations to Cllr. Ryan for his new role as Mayor.

#### **51/18 VOTE OF THANKS TO THE RETIRING MAYOR: CLLR. RYAN**

Cllr. Ryan thanked Cllr. Wyer for her hard work and stated that he firmly believed that they had made a good partnership together. Her hard work was a credit to the Town Council and she had helped take the Town Council to a better place.

#### **52/18 NOMINATION OF INCOMING MAYOR AND ACCEPTANCE OF OFFICE: TOWN CLERK**

The Mayor made his declaration to the office of Town Mayor and the Clerk witnessed his signature.

Cllr. Ryan then made a short speech.

I'm honoured to have been elected to the position of Mayor of Fishguard and Goodwick for this coming year.

I'd like to say thank you to my family and friends for all their support; my fellow town councillors for putting their trust in me and the outgoing Mayor Cllr Wyre for supporting me during my year as Deputy Mayor.

I'd also like to thank former mayors Alex Alison, Janet Bennet Howells, Joe D'cruz and Gwilym Price for their support over the years and for the examples they set during their times as Mayor.

I'm proud to call Fishguard and Goodwick my home and I will work every day to improve our twin towns and make them an even better place to live.

My charities and good courses for the year are the Paul Satori Foundation, the Rainbow Centre, The Lota Project and Muscular Dystrophy UK.  
During my year as Mayor I will strive to improve communications between the council and the people of our twin towns and to make the town council more transparent.  
The Town Council will continue to work with and support the chamber of trade, the community forum, our local county councillors and our fantastic local charities and community groups to improve our twin towns.

**53/18 MAYORS CHAPLAIN: TOWN CLERK**

Reverend Christopher Brown was unable to attend the Mayor Making Ceremony. However, he asked that the Town Council record him as being delighted to accept the post of Mayors Chaplain.

Noted and recorded.

**54/18 APPOINTMENT OF THE MAYORS GUARDS: TOWN CLERK**

The Clerk thanked outgoing guard, Leading Cadet Jake Thomson, representing the Sea Cadets as the Mayors Guard for the last twelve months.

The Clerk welcomed the following Mayors guards:

Able Cadet Evie Jones representing the Sea Cadets

Cadet Lance Corporal Justin Haden representing the Army Cadets

Finlay Davidson representing the Sea Scouts.

**55/18 APPOINTMENT OF TOWN COUNCIL COMMITTEES: CLLR RYAN**

Cllr. Ryan formed the following committees:

Finance Committee – Cllrs. Mason, Wyer, Stokes, Ryan and Davidson

Governance Committee – Cllrs. Thickitt, O'Connor and Ryan

Planning Committee – Cllrs. Perkins, Ryan, Wyer and Price

Events Committee – Cllrs. Stokes, Pepper, Ryan, O'Connor and Davidson

**56/18 DELEGATION OF AUTHORITY TO INDIVIDUAL COMMITTEES: CLLR RYAN**

Each committee formed, has an appropriate budget allocated to it. Each committee is then free to make their own decisions in order to progress projects and events.

It was resolved that this way of managing the committee would continue.

Referral to full council would be required, should a proposed project take the committee over budget.

The precept budget and the annual audited accounts must be referred to full council as a matter of course.

**57/18 APPOINTMENT OF TOWN COUNCILLORS TO OUTSIDE BODIES: CLLR RYAN**

In order for the Town Council to be represented fairly throughout the local community, the following Councillors will represent the Town Council on the following groups:

Town Team – Cllrs. Ryan, Cllr. Stokes and ???

Cruise Ships Committee – Cllr. Perkins

One Voice Wales Area Committee – Cllr. Ryan and ???

**58/18 RESPONSIBLE FINANCIAL OFFICER: CLLR. RYAN**

It was resolved to continue with the Town Clerk as the Responsible Financial Officer for the Town Council.

**59/18 ANNUAL ACCOUNTS: CLLR RYAN**

The annual accounts have been prepared and are with the internal auditor, in

preparation for sending them through to Grant Thornton. They will be taken to the full council meeting in June for signing off.

**60/18 RE-AFFIRM THE BANKING MANDATE: CLLR RYAN**

It was resolved to stay with HSBC Bank for the next financial year and to keep arrangements as they have been previously.

**61/18 TO ACCEPT UPDATED FINANCIAL REGULATIONS: CLLR RYAN**

It was resolved to accept the financial regulations for the period 2018/19

**62/18 TO ACCEPT UPDATED STANDING ORDERS: CLLR RYAN**

It was resolved to accept the standing orders for the period 2018/19

**63/18 TO ACCEPT THE INSURANCE POLICY: CLLR. RYAN**

It was resolved to stay with the current Insurance providers, for the period 2018/19. However, AON have passed all Town and Community business through to BHIB Insurance Brokers.

BHIB Insurance Brokers will provide the policy for the next 12 months.

**64/18 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 questions from the public.

**COUNTY COUNCILLORS PRESENT:**

Councillor Pepper – Congratulated the new Mayor, Cllr. Ryan and thanked the outgoing Mayor, Cllr. Wyer.

Cllr. Pepper reminded those present that the scheduled meetings for the changes in the NHS, Hywel Dda, are being held in Letterston Memorial Hall at 2pm and 7pm on Tuesday 15<sup>th</sup> May.

Ruby the community bus is available to use.

Cllr. Davies – Congratulated Cllr. Ryan and thanked Cllr. Wyer.

Cllr. Davies re-iterated the importance of attending the consultations.

**PCC LIAISON OFFICERS PRESENT:**

Both liaison officers had tendered their apologies for the meeting.

**MINUTES OF THE FULL TOWN COUNCIL:**

**65/18 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

**66/18 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.

**67/18 MINUTES OF THE PREVIOUS MEETING: CLLR. WYER**

To record the previous meeting minutes held on 3.4.18, as a true and accurate record of the meeting.

It was resolved to accept the minutes of the meeting held on 3.4.18 as a true and accurate record of the meeting.

**68/18 CLERKS REPORT:**

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

The Clerk will update you on the following matters:

Action:	Outcome:
Cllr. Vacancies update	All three posts are now out to advert. Two are for expressions of interest and one is calling for an election in Goodwick. The closing date for expressions of interest is 18.5.18
Youth Councillor Vacancies	Will be advertised by the end of this week. The delay was due to the absence of the Clerk

**69/18 CHANGES IN SERVICE PROVISION BY PCC: CLLR RYAN**

The Pembrokeshire County Council have circulated an "Access to Services Phase One Consultation". The email had previously been circulated to all Cllrs. who were asked to complete the form from themselves. However, the Town Council needs to make a response as an entity.

The one and only option for Fishguard and Goodwick, is to re-locate the current customer services and Tourist Information centre, upstairs to the library.

There was a heated debate which was fuelled by the belief that the proposal was a "done deal" and regardless of consultation, the decision had already been made.

There were many unanswered questions. For example:

How do the elderly, who can't climb stairs or who don't like lifts, access the customer services?

There was a belief that 40p in every £1 paid in via the post office, would be kept by the post office. Is this accurate?

Can the post office cope with the extra custom? Bearing in mind Barclays bank is closing in a few days time and the queues are already out of the door without the

added pressure of two more businesses sending customers to them.  
What will happen to the staff currently employed in the centre?  
Will the library space have to be reduced in order to accommodate the service?  
The Town Council is paying to keep the library open on a Friday. Do we now withdraw that offer as the service would be open anyway if the customer services relocated there?

It was resolved that the Clerk would compile a response from comments made and questions asked and will circulate it to all Cllrs. for approval and accuracy, before the response is made to the County Council.

**70/18 SECOND HOME COUNCIL TAX LEVY: CLLR. WYER**

Cllr. Wyer reminded the Town Council that there is £23k available to FGTC under the second homes council tax levy and that Sinead Henehan had pledged to assist with bids for this funding.

Meanwhile, Cllr. Kilminster (PCC) is holding two separate sessions with regards to accessing the funding. These will be at 2pm and 6pm on Tuesday 16<sup>th</sup> May in County Hall.

Cllr. Perkins and Cllr. Ryan have agreed to attend the 2pm session.  
All Cllrs. were urged to attend.

**71/18 CORRESPONDENCE: CLLR RYAN**

A very positive response was received from Mid and West Wales Fire Service in response to the letter sent from FGTC and the withdrawal of the fire service as first responders.

The fire chief for operations, Mr. Quin, has offered to attend the Town Council meeting in June to discuss this and other matters.

It was resolved that the Clerk will invite Mr. Quin to attend the next meeting.

**72/18 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 Clerk will need to be advised before the start of the meeting.

*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 to the next full town meeting as an agenda item.*

There being no further business to discuss, the meeting was closed at 7:45pm.