



Fishguard & Goodwick Town Council Cyngor Tref Abergwaun ac Wdig

Town Hall, Fishguard, Pembrokeshire, SA65 9HE
Neuadd Y Dre, Abergwaun, Sir Benfro SA65 9HE

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The **MINUTES** of the Annual Meeting and the Mayor Making Ceremony, followed by a brief Town Council meeting held in the Town Hall, Fishguard on Tuesday 7th May 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

60/19 NOMINATION OF INCOMING MAYOR AND THE ACCEPTANCE OF OFFICE: TOWN CLERK

Cllr. Ryan will accept the office of Town Mayor that will be made to him by the Town Council.

Cllr. Ryan made his declaration of acceptance to the Town Clerk and the Town Council and was duly elected as Mayor of the Fishguard and Goodwick Town Council.

61/19 NOMINATION OF INCOMING DEPUTY MAYOR AND THE ACCEPTANCE OF OFFICE: TOWN CLERK

Cllr. Stokes will accept the office of Deputy Town Mayor that will be made to her by the Town Council.

Cllr. Stokes made her declaration of acceptance to the Town Clerk and the Town Council and was duly elected as Deputy Mayor of the Fishguard and Goodwick Town Council.

62/19 INCOMING MAYORS SPEECH: CLLR RYAN

Cllr. Ryan will outline his intentions for the forthcoming year in office and he will announce his chosen charities.

I'm honoured to have been chosen to represent the people and town council of Fishguard and Goodwick, our wonderful twin towns for another year.

I'd like to thank everyone across the twin towns and the wider area for their support during my first year particularly my friends and family, the past mayors the town councillors and clerks past and present, our county councillors and the new friends I've made along the way.

We are a great community filled with so many fantastic groups and organisations; During the last year we have continued to regenerate our Twin Towns with team work and joint working, if we continue to work together in this manner, we will have a bright future as a community.

During this year I have raised £2750 for my Mayors Charities; Paul Satori and MDUK will receive £900 each, Rainbow Support Centre will receive £600 and The Lota Project will receive £350.

63/19 MAYORS CHAPLAIN: TOWN CLERK

The Reverend Jonathan Parker has agreed to be the Mayors Chaplain during his term of office.

The Reverend Parker accepted the office of Mayors Chaplain.

Before the Town Council meeting commenced, the Reverend Parker led the Town Council in prayer.

64/19 APPOINTMENT OF THE MAYORS GUARDS: TOWN CLERK

The Town Clerk will appoint the Mayors Guards to Cllr. Ryan.

Explorers/Scouts: Taran Parker

Sea Cadets: Able Cadet Thomas Purbrick

Army Cadets: Cadet Lance Corporal Justin Haden.

Taran Parker and Able Cadet Thomas Purbeck, accepted the office of Mayors Guard.

Justin Haden was offered the office of Mayors Cadet, in his absence.

The Mayor thanked the Cadets and wished them well in their year in office as the Mayors Guards and representatives of the Town Council

65/19 APPOINTMENT OF TOWN COUNCIL COMMITTEES: CLLR RYAN

Cllr. Ryan will form new committees for the Town Council for the period 2019/20.

These were confirmed as:

1. Finance Committee – Cllrs. Mason, Stokes, McCarney, Ryan, Lawton and Thickitt
2. Governance Committee – Cllrs. Thickitt, Stokes, Ryan and McCarney
3. Planning Committee – Cllrs. Perkins, Price, Stokes, Evans, Ryan, Lawton and McCarney
4. Events Committee – Cllrs. Stokes, McCarney, Lawton, Pepper, Murphy and Ryan

Each Committee will elect a Chair and a Vice Chair at their inaugural meeting.

66/19 DELEGATE AUTHORITY TO THE INDIVIDUAL COMMITTEES: CLLR RYAN

Committees can have budgets allocated to them.

Each committee will be responsible for making decisions and carrying those decisions forwards.

It was resolved to delegate authority to the relevant committees, subject to their Terms of Reference.

67/19 APPOINTMENT OF TOWN COUNCILLORS TO OUTSIDE BODIES: CLLR. RYAN

The Town Council is represented at external committees, by Town Councillors and the Clerk. It was resolved to accept the following:

1. Town Team: Cllrs. Stokes, Ryan and Mccarney
2. The Cruise Ships Committee now referred to as Fishguard Bay Welcome: Cllr. Perkins and McCarney
3. One Voice Wales Area Committee: Cllr. Ryan and the Town Clerk
4. Additional Community Governor at Ysgol Wdig: Cllr. McCarney
5. FGTC Representative on the Chamber of Trade and Tourism (new role): Cllr. McCarney

It was resolved to accept these appointments

68/19 RESPONSIBLE FINANCIAL OFFICER: CLLR RYAN

To re-affirm the Town Clerk as the responsible financial officer for the Fishguard and Goodwick Town Council for the accounting period 2019/20

It was resolved to confirm the Town Clerk as the Responsible Financial Officer for the accounting period 2019/20.

69/19 THE ANNUAL ACCOUNTS FOR THE PERIOD 2018/19: CLLR. RYAN

The full Town Council accounts for the period 2018/19 have been submitted for internal inspection by the Town Councils appointed internal auditor, William Marshall Accountants.

The audited accounts were presented to the Town Council.

It was resolved to accept the accounts which now need preparing for the external auditor.

70/19 RE-AFFIRM THE BANKING MANDATE: CLLR RYAN

The Town Council has four current authorised signatories.

The Clerk/RFO has authority to make all payments.

Town Council payments are done by BACS transfer.

It was resolved to accept the current banking mandate.

71/19 TO AGREE FINANCIAL REGULATIONS FOR THE PERIOD 2019/20: CLLR. RYAN

To agree that Financial Regulations are adopted for the period 2019/20.

It was resolved to accept the current Financial Regulations

72/19 TO AGREE THE STANDING ORDERS FOR THE PERIOD 2019/20: CLLR. RYAN

To agree that Standing Orders are adopted for the period 2019/20.

It was resolved to accept the current Standing Orders

73/19 TO AGREE THE INSURANCE POLICY: CLLR RYAN

The insurance policy is due for renewal in June.

To record that the policy has been adopted. The policy is due for renewal on 1.6.19 with the existing terms and conditions.

It was resolved to accept the current insurance policy. No additional matters are required for cover.

The Reverend Parker led the Town Council in prayer.

74/19 APOLOGIES: CLLR RYAN

To formally record apologies for absence, offered by Town Councillors and to record the names of those Councillors who attended the meeting.

Apologies were received from Cllr. Malone Hallet and Shaw

Those Councillors present were:

Cllrs. Ryan, Stokes, McCarney, Price, Evans, Thickitt, Perkins, Lawton, Pepper and Murphy.

75/19 MEMBER INTEREST: CLLR. RYAN

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

No declarations of interest were made.

76/19 MINUTES OF THE PREVIOUS MEETING: CLLR. RYAN

To record the minutes of the previous meeting held on 2.4.19, as a true and accurate

record of the meeting.

It was resolved to accept the previous minutes as a true and accurate record of the meeting held on 2.4.19.

77/19 CONTINUING WITH THE TOWNS FREE WI-FI SCHEME: CLLR. RYAN

The costs for this scheme have been supported by PCC since it was introduced in 2016. As from 1.6.19, the Town Council agreed to take on the running costs for the next three years.

The costs were discussed.

The agreement is for a three year period with the following associated costs:

The costs are:

There are 12 access points.

£195 per access point, for 3 years = $12 \times 195 =$ £2,340 or

£100 per year, for 3 years at £100 per year = £1,200 or £3,600 (for the three years)

Maintenance £100 per access point, per year = £1,200 or £3,600 for 3 years

Splash (landing) page - £350 per system, per year.

For 3 years, the upfront costs would be: £6,990

Annually (but tied into a 3 year agreement) the upfront costs would be: £2,750

There was a healthy debate for and against the system.

Standing orders were dropped at 7:45pm to allow consultation with members of the public present. They were re-adopted again at 7:47pm

It was resolved to further investigate the costs and to see if comparative costs for the free WiFi system could be researched.

78/19 LETTER OF SUPPORT FOR SEA TRUSTS BID FOR GRANT FUNDING: CLLR. STOKES

Sea Trust are applying for grant funding and have asked the Town Council to support them by way of a letter, in their bid for this.

Does the Town Council agree?

It was resolved that the Clerk contacts Sea Trust to find out how much they are asking for and subject to them not asking for an extraordinary portion of the Enhancing Pembrokeshire Fund, the letter should be written.

The Clerk will ascertain details from PCC with regards to the amount available and will email all Cllrs. with the information before sending the letter.

79/19 CORRESPONDENCE: CLLR RYAN

1. Thank you letter from CRUSE Bereavement Pembrokeshire for the grant of £100 - noted
2. Thank you from Paul Stonhold of Aberjazz for the grant of £700 - noted

80/19 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.

Please be advised 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 urgent business to discuss, the meeting was closed at 7:55pm.