



# 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** Town Council Meeting

held virtually, under COVID-19 Regulations (Wales)

at 6pm on Tuesday 1<sup>st</sup> September 2020

Mayor, Cllr. Jackie Stokes, was in the Chair

Cllr. Jackie Stokes – *J. Stokes*

Cath Bannister, Town Clerk – *C. Bannister*

## **MINUTES**

### **PUBLIC SESSION: CLLR. STOKES**

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.

The press reporter from the County Echo was present.

### **COUNTY COUNCILLORS PRESENT:**

There were no County Councillors present.

**82/20 APOLOGIES: CLLR. STOKES**

To formally record apologies for absence and to record the attendance of those Town Those Councillors sending their apologies were:  
Cllr. Thickitt – working, Cllr. Shaw – working, Cllr. Davies - illness  
Those Councillors present were:  
Cllrs. Mason, McCarney, Stokes, Ryan, Pepper, Porter, Price, Murphy, Perkins (joined at 6:20pm) and Gwynn (joined at 6:25pm).

**83/20 MEMBER INTERESTS: CLLR. STOKES**

To formally record any personal or pecuniary interests that a Town Councillor may have in any of the agenda items listed below:  
There were no declarations of interest made.

**84/20 MINUTES OF THE PREVIOUS MEETING: CLLR. STOKES**

To record the previous meeting minutes, held on 7.7.20, as a true and accurate record of the meeting.  
It was resolved to accept the minutes of the meeting held on 7<sup>th</sup> July, as a true and accurate record of the meeting.

**85/20 CLERKS REPORT: TOWN CLERK**

Follow up actions taken by the Clerk from the last meeting.  
On the evening:

|                             |  |
|-----------------------------|--|
| Defibrillators              | We are still waiting for them to be installed. Would someone please volunteer to assist in attaching them to their chosen locations?<br>Cllr. Mason will liaise with the Clerk re. installation.   |
| StarLeaf                    | Contract signed and paid for on 27 <sup>th</sup> August.<br>Updated version now installed.   |
| Wi-Fi                       | Cllr. Stokes is progressing  |
| Christmas Lights Contract   | Festive Lighting have now offered a refund of £209.92 on this years invoice (2020-2021), due to there being an issue with the lights out on the Town Hall for several days.<br>The Contract is due for renewal during 2021. The Clerk is progressing Expressions of Interest. Will walk the sites of the Trunk Roads with SWTRA to see if the design/layout of the lights can be changed, altered or improved. |
| Bank Balances as at 28.8.20 | General Account - £48,484.91<br>Reserve Account - £35,967.30<br>Projects Account - £17,000<br>Mayors Charity Account - £4,084.32<br>Christmas Account - £ 14,068.56  |

**86/20 REPORTS: CLLR. STOKES.**

The Chairs of the following committees, will give a brief feedback to the Town Council with regards to their committees and the matters they have reviewed and undertaken.

- Planning Committee – The Clerk on behalf of Cllr. Edward Perkins
- Governance Committee – The Clerk on behalf of Cllr. Thickitt
- Events Committee – Cllr. Stokes

**87/20 TOWN COUNCILLOR UPDATE SESSION: ALL**

An opportunity for Town Councillors to update the Town Council with regards to what has happened, what is happening and if anything needs attention, within the community that they represent.

Cllr. Price – that the war memorial planter had been damaged by vandals. It was agreed that the Town Council would purchase a replacement planter. This item will be resolved at the full council meeting on 6.10.20. Meanwhile, the Clerk will make enquiries about a replacement planter.

Cllr. Pepper – The regeneration meeting was a success. The signage project is the first project.

Cllr. Stokes – A huge thank you from Theatr Gwaun for the grant funding. The heating system is now ready to be replaced. The theatr will commence family friendly cinema screenings soon, with COVID-19 restrictions being fully observed.

**88/20 BANNER POLES IN FISHGUARD SQUARE: CLLR. STOKES**

Cllr. Stokes will update the Town Council with regards to the banner poles in the square area.

The Welsh Govt. are keen for the poles to be adopted by the TC and have offered to purchase a set of default banners.

What should the banners promote (local heritage, local sights).  
Please discuss.

There was a general discussion with regards to the banner poles. It was resolved that further questions need to be asked of Welsh Government and SWTRA. This matter will further be discussed on 6.10.20 when further discussions have taken place.

**89/20 RECENT CAR PARK CHARGING INCREASE: CLLR. STOKES**

The PCC have recently increased their car parking charges in Fishguard and Goodwick. These charges will be implemented soon – 9<sup>th</sup> September.

There is concern amongst Councillors that there was no consultation with some questions being asked: Why have the charges been increased at this time of COVID-19? Can the Town Council intervene on behalf of the community?

There was a general discussion with regards to the recent car parking charge increase. It was resolved that Cllr. Murphy will draft a letter of objection to PCC and will forward to the Clerk so that it can be sent on behalf of the Council

**90/20 ADOPTION OF MEMBERS GOVERNANCE DOCUMENTS: CLLR. STOKES**

The following documents have been reviewed and revised by the Governance committee.

They are ready for adoption and need full Council approval.

1. Members Interests Declaration document.  
It was resolved to accept the Members Interests Declaration
2. The Flag policy has also been updated to reflect the order of the flags that are flown in Goodwick and to ensure that the flags are always managed by at least two people.  
It was resolved to accept the revised flag flying policy

**91/20 PLANNING APPLICATION REFERENCE 20/0206/PA: CLLR. STOKES**

The Planning Committee objected to the above planning application. A revised application has been submitted by the applicants.

Please discuss the revised application.

The Planning Application will be sent out separately to all Councillors for information.

Cllr. Perkins had previously drafted a response, objecting to the current plans. This had previously been circulated to all Cllrs.

There was a general discussion with regards to the traffic flow disruption associated with the proposed new build.

It was resolved for the report to be accepted.

The Clerk will follow this up.

**92/20 FINANCES OUTSTANDING: CLLR STOKES**

The following invoices require payment.

As the Finance committee will not be sitting again until 28<sup>th</sup> September, can approval be given to pay the following:

1. £955 to PCC for the refurbishment of the cannons via Norman Industries.
2. £960 to Fishguard Garden Centre for the rental of the lock up storage container.
3. £3,389.18 to Fishguard Garden Centre for the summer planting displays, incl. 3no. full hanging, 64 no. half hanging, 11no. troughs, 6 large half troughs and the erection of replacement brackets.  
The maintenance (watering and feeding), take down and disposal, will be invoiced separately at the end of the season.
4. £129.08 to SSE for the supply of power for the Christmas lights display 2019/20.

It was resolved to pay all the above invoices.

**93/20 COVID-A9 EMERGENCY FUNDING: CLLR. STOKES**

An emergency fund was set up to assist community groups for the distribution of food parcels and associated equipment at the commencement of lockdown in late March.

To date, £1750 has been paid out between April and June.

Can this fund now be closed down?

It was resolved to close this fund down. Groups requiring further assistance, will be encouraged to apply by the usual grant funding scheme.

**94/20 CORRESPONDENCE RECEIVED: CLLR STOKES**

All correspondence is emailed out upon receipt, wherever possible.  
No outstanding mail received at the time of sending the Agenda out.

There was no correspondence to share.

**95/20 URGENT MATTERS: CLLR STOKES**

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 being no further business to discuss, the meeting was closed at 7:16pm**