



Fishguard & Goodwick Town Council Cyngor Tref Abergwaun ac Wdig

Town Hall, Fishguard, Pembrokeshire, SA65 9HE

Neuadd Y Dre, Abergwaun, Sir Benfro SA65 9HE

Clerk/Clerc: Catherine Bannister

Tel: 01348 874406

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The **MINUTES** Town Council Meeting

held virtually, under COVID-19 Regulations (Wales)

at 7pm on **Tuesday 2nd March 2021**

The 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 those present, with regards to previous actions and ideas proposed by the public during this session, should there be any.

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:

No members of the public were present

COUNTY COUNCILLORS PRESENT:

Cllr. Pepper was present for part of the meeting by audio link only.

Apologies were received from both Cllrs. Davies and Doolan



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STANDING ORDERS TO BE ADOPTED

30/21 TOWN COUNCILLOR CO-OPTION/S: TOWN CLERK

Following on from the advertisement of the two Town Councillor vacancies in Goodwick and Fishguard North West, the Town Council will need to vote in the two applicants.

The co-optees, Christopher Sturman (Goodwick) and Rachel Owen (Fishguard North West) both read out and signed their declaration to office to the Town Clerk and the Councillors present.

The Clerk welcomed them both to the Town Council

31/21 APOLOGIES: CLLR. STOKES

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

Apologies were received from Cllrs. Porter, Mason and Ryan. Their apologies were accepted by the Town Council.

Those Cllrs. who were recorded as absent were: Cllr. Thickitt,

Those Cllrs. present were Cllrs: Stokes, McCarney, Price, Murphy, Shaw, Davies, Sturman, Owen, Gwynn and Perkins

32/21 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:

No Member interests were declared.

33/21 MINUTES OF THE PREVIOUS MEETING: CLLR. STOKES

To record the previous meeting minutes, held on 2.2.21, as a true and accurate record of the meeting.

Cllr. McCarney noted that at Minute reference 21/21, there was a typing error and that the actual amount remaining to be paid across to the Fishguard Invasion Trust Centre, was £6k and not £16k as minuted.

It was resolved that the above amendment be recorded in the minutes of this meeting.

34/21 CLERKS REPORT: TOWN CLERK

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

On the evening:

Flag Purchases	What extra flag do we purchase? NHS? Following a discussion, the Clerk advised that she will liaise outside of the meeting in preparation of purchasing the flags.
Remuneration	Please can I have a response either way, yes or no, by Thursday of this week
Christmas Lights Tender	Expressions of Interest will be sent out before the end of this week.

35/21 REPORTS: CLLR. STOKES.

The Chairman's 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 since the last meeting.

The reports were read out.

Planning Committee – Cllr. Perkins

Finance Committee – Cllr. Stokes in the absence of Cllr. Mason

Governance Committee – Postponed due to not being quorate.

Events Committee – Cllr. Stokes

36/21 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. Stokes advised the Town Council that the PCC will commence their bathing water quality testing in Goodwick from May through to September. The results will be fed back to us through Natural Resources Wales.

There were no other Cllr. updates.

37/21 ADDITIONAL COMMUNITY GOVERNOR HOLY NAME CATHOLIC SCHOOL: CLLR. STOKES

The Town Council has been asked to put forward a new nomination for the position of Additional Community Governor by 11 April 2021.

Please discuss

There were no volunteers for the post of additional community governor. The Clerk will update PCC accordingly.

38/21 ACCOUNTS PACKAGE: CLLR. STOKES

The Clerk has researched an accounts package and is interested in SCRIBE.

It is hoped that it will be of benefit to the Town Council as well as saving hours of valuable work time each week.

Please discuss.

It was resolved that the Town Council goes ahead and purchases the SCRIBE accounting system to the value of £918.00 incl. of VAT The Clerk/Responsible Financial Officer, (RFO) will order the package.

39/21 URGENT PAYMENT OF INVOICES: CLLR. STOKES

Cllr. McCarney is starting a new training course in March. Payment was required in advance of the commencement date. The Clerk paid the invoice of £75 in advance of authorisation, under powers granted in 6.4 of current financial regulations and is now looking for authorisation for this spend.

Please discuss.

It was resolved to accept that this payment was authorised correctly in advance.

40/21 LIBRARY PAYMENT: CLLR STOKES

The Town Council has received notification that the PCC have applied for, and received, funding towards payments for services that they have not been able to deliver due to COVID-19. The amount they have been awarded covers the £11k we pay annually towards the library Friday opening. No payment will be required until February 2022. The PCC have asked if we might consider extending our agreement with them by 12 months, until 2025.

Please discuss.

There was a long discussion with regards to the benefits of supporting PCC with the Friday opening of the library and the opportunities available to the local community. It was resolved not to agree to extend the agreement until 2025, but to review the matter when the agreement is drawing to a close in 2024.

The Clerk will liaise with PCC

41/21 VIREMENT TO COVER GRANT FUNDING PAYMENT: CLLR STOKES

Now that the £10k payment has been made to the Fishguard Last Invasion Trust, the internal budget under grant applications has now been exceeded by £2,740.00 for the year 2020/21.

The Clerk is looking for authority to transfer £3,500 from the Civic Events budget to cover the overspend internally. It will leave a balance of 290.71 in the Civic Events budget and £760 in the Grant Funding Budget.

Please discuss.

It was resolved that the Clerk/RFO should make the necessary adjustments to amend the internal budget.

42/21 WORKWAYS: CLLR. STOKES

Workways are offering free labour to do repairs and maintenance in Fishguard & Goodwick. Should we contribute an amount to cover any material costs involved? If we do support them financially, how much to we reserve on their behalf.

Please discuss.

It was discussed and lots of suggestions for repairs were made. It was resolved that £2k be allocated to this project, with quarterly reviews of the spends.

43/21 PROBATION SERVICE: CLLR STOKES

The Probation Service would like to form a partnership with the Town Council so that

we can advise them of suitable work within the community for their service users.
Please discuss.

It was resolved to support this project and to support is financially from the funding as at minute reference 21/21

44/21 TELEPHONE BOX AND BUS SHELTER DAMAGE: CLLR. STOKES

Damage to the bus shelter has been quoted as £232.65 and the replaced glass in the phone box at Dyffryn, has broken again. The previous repair cost £74.45. Will the Town Council authorise the cost of both repairs.
Please discuss.

It was resolved to pay for the work to the bus shelter, but concerns were raised over the phone box as this was the second time it had happened in 12 months. Cllr. Stokes will make some enquiries and report back at the next meeting.

45/21 CORRESPONDENCE RECEIVED: CLLR STOKES

All correspondence is emailed out upon receipt, wherever possible.

1. Letter from Miss Hazel Davies, 2 Victoria Avenue, Fishguard complaining about the lack of gritting in the Parc Y Shwt car park.

The letter had previously been circulated to all Cllrs. and the content noted. This is a matter for PCC and the Clerk had advised accordingly in her response.

46/21 DATES OF THE NEXT MEETINGS: CLLR. STOKES

It is proposed that all meetings are scheduled to start at 7pm, unless otherwise agreed:

6th April 2021

4th May 2021 – Annual Meeting and Mayor Making Ceremony

1st June 2021

47/21 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.

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 8:03pm.