



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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Dear Council Member,

You are hereby summoned to attend a full Town Council meeting
of the Fishguard and Goodwick Town Council **on Tuesday 2nd March 2021, at 7pm.**
Due to COVID-19 Restrictions (Wales), the meeting will be held virtually.

The Mayor, **Cllr. Jackie Stokes**, will be in the Chair.

Cath. Bannister
C. Bannister
Town Clerk/Responsible Financial Officer

AGENDA

PUBLIC SESSION: CLLR. STOKES

Before the Town Council goes into session and before business commences, the public session offers members of the public, the opportunity to comment on items on this agenda or to propose future agenda items.

Members of the public, will be limited to a strict timescale for their comments or question. Members of the public can liaise with their local Town and County Councillors at any time, not just at meetings.

PUBLIC PRESENT:

On the evening.

COUNTY COUNCILLORS PRESENT:

On the evening

STANDING ORDERS TO BE ADOPTED

- 1. 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) will be asked to each read out and sign their declaration to office to the Town Clerk and the Councillors present.
- 2. APOLOGIES: CLLR. STOKES**
To formally record apologies for absence and to record the attendance of those Town Councillors present:
- 3. 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:
- 4. 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.
- 5. CLERKS REPORT: TOWN CLERK**
Follow up actions taken by the Clerk from the last meeting.
On the evening:
- 6. 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.
Planning Committee – Cllr. Stokes
Finance Committee – Cllr. Mason
Governance Committee – Postponed due to not being quorate.
Events Committee – Cllr. Stokes
- 7. 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.
- 8. 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
- 9. ACCOUNTS PACKAGE: CLLR. STOKES**
The Clerk has researched an accounts package and is interested in SCRIBE.
The cost of the accounts package is as follows
Subscription fee - £39 a month, billed annually £468
A one off set up fee - £297
Total £ 765 exc. VAT.

Total payable before 31.3.21 would be £918.00 incl. of VAT and £561.60 annually from 2022.

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.

10. 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.

11. 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.

12. 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.

13. 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.

14. 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.

15. 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.

16. 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.

17. 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

18. 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.