



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
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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 1st June 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

GUEST SPEAKERS:

Chief Officer, Donna Coleman & Chair Mansell Bennett from Wales NHS Trust, will present to the Council:

Hywel Dda Community Health Council is the independent voice of people who use NHS services across Carmarthenshire, Pembrokeshire and Ceredigion. The officers will explain their role and how they have connected to people and made a difference during the Coronavirus pandemic.

STANDING ORDERS TO BE ADOPTED

1. APOLOGIES: CLLR. STOKES

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

2. DECLARATIONS OF INTEREST: CLLR. STOKES

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

3. MINUTES OF THE ANNUAL MEETING: CLLR. STOKES

To record the Annual Meeting minutes, held on 4.5.21, as a true and accurate record of the meeting.

4. CLERKS REPORT: TOWN CLERK

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

5. REPORTS: CLLR. STOKES.

The following committee minutes have previously been circulated to all Town Councillors. If there are any questions with regards to their content, can they be addressed here.

Planning Committee

Finance Committee

Governance Committee

Events Committee

HR Committee

6. 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.

7. FINANCIAL ACCOUNTS FOR THE PERIOD 1.4.20 TO 31.3.21: CLLR. STOKES

The internal auditor has now checked the Town Council accounts. They are ready for the external audit and require signing off by the RFO and the Chairman.

Please discuss

8. PREVIOUSLY AUTHORISED INVOICES: CLLR. STOKES

Due to the Full Council not holding an ordinary meeting since the beginning of April as no ordinary business is conducted at the Annual meeting, the Finance Committee authorised the following invoices:

1. TOWN COUNCIL BROADBAND: CLLR MASON

The Town Council has their broadband and telephone supplied to Onecom and pay £68.65 a month. For a further £3 a month, the broadband can be upgraded to fibre link.
Please discuss.

It was resolved to upgrade to fibre at a further cost of £3 a month.

2. PLANTERS ROUND THE CANNON: CLLR. STOKES

For a one off payment of £770 (incl. of VAT) plus delivery, the Town Council could have an extra six planters around the cannon in the square.
Please discuss

It was resolved to purchase the planters. This will not change the cost of the Planting Agreement as it is a one off cost.

- 3. PURCHASE OF A FLAG FOR FRONTLINE WORKERS DAY: CLLR. MASON**
Can the Town Council Events committee, purchase a flag for the proposed frontline workers day in July? Cost £49
Please discuss.

It was resolved for the Events Committee to purchase the flag via the Clerk.

The above three items require full council approval.
Please discuss.

9. PAYMENTS THAT NEED RETROSPECTIVE AUTHORISATION: CLLR. STOKES

The invoice detailed below was received after the Finance Committee Agenda had been circulated. It has been reviewed by the Finance Committee and authorised for payment, but because it was not listed on the Finance Agenda, the Clerk made the payment under s.6.4 of the current Financial Regulations. The invoice now needs retrospective authorisation from full Council. In order for continuity to be maintained, the Insurance Policy has to be paid. It was due for renewal on 1.6.21. It was agreed at the Annual Meeting, item reference 77/21, to continue with our current insurers BHIB. Please discuss.

BHIB Insurance Renewal – £600.76

10. SECT. 137 (4) (A) LOCAL GOVERNMENT ACT 1972 EXPENDITURE FOR THE PREVIOUS FINANCIAL YEAR: CLLR. STOKES

The Town Council was permitted to spend £8.41 per elector under s.137 (subject to available funds) between 1.4.20 and 31.3.21. There were 4,382 electors registered with PCC, making £36,852.62 available under s.137. The Town Council has allocated £12,266.54 under this allowance.

Please discuss.

11. ASSET REGISTER INVENTORY: CLLR. STOKES

Can the Town Council please discuss what assets the Town Council owns, so a full, up to date list can be compiled. The Clerk will circulate the current recorded list separately.

Please discuss.

12. FINANCIAL REGULATIONS: CLLR. STOKES

The revised model Financial Regulations are now ready for adoption by the Town Council. Please discuss.

13. STANDING ORDERS: CLLR. STOKES

The revised model Standing Orders are now ready for adoption by the Town Council. Please discuss.

14. REPLACEMENT INFORMATION BOARD FOR SOLO FLIGHT: CLLR. STOKES

The board needs replacing on the plaque at a cost of £62, plus any repairs required. Can the Town Council authorise payment for this?

Please discuss.

15. RISK ASSESSMENT FOR THE CANNON ON THE SQUARE FOR THE NEW YEARS EVE CELEBRATIONS 2021: CLLR. STOKES

Is the cannon on the square a risk to revellers at the New Years Eve party in the square? Should it be behind barriers to stop people climbing on it in order to gain a better view and for health and safety reasons? Please discuss

16. BUDGET FOR FISHGUARD IN BLOOM: CLLR. STOKES

The Events committee are asking for a budget allocation of £200 towards awards for the 2021 Fishguard in Bloom event.
Please discuss

17. Wi-Fi DOCUMENTATION APPROVAL: CLLR. STOKES

Please read and discuss the final draft of the WiFi instructional guide for proposed users.

18. PLANNING AID WALES TRAINING COURSE: CLLR. STOKES

Planning Aid Wales are holding a training course. Cllr. Perkins would like the Town Council to be represented. The cost is £50 per person. Please discuss.

19. PREVIEW OF NEWLY DESIGNED WEBSITE: CLLR. STOKES

Cllr. Stokes would like your thoughts on the newly designed website to date, before any further changes are made.

20. CORRESPONDENCE RECEIVED: CLLR STOKES

All correspondence is emailed out upon receipt, wherever possible.

1. Letter from J. Martineau reference grant application.

21. DATES OF THE NEXT MEETINGS: CLLR. STOKES

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

6th July 2021

7th September 2021

5th October 2021

2nd November 2021

22. 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.