



# 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 7<sup>th</sup> June 2022, at 7pm** to be held in the Town Hall, Fishguard.

The meeting will be a multi locational meeting and anyone wishing to attend, may do so in person.

If you wish to attend virtually, please contact the Town Clerk for a meeting link.

The Mayor, **Cllr. Sharon McCarney**, will be in the Chair.

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

## **AGENDA**

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

Before Town Council 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:

### **POLICE UPDATE:**

On the evening

## **STANDING ORDERS TO BE ADOPTED**

- 1. APOLOGIES: CLLR. McCARNEY**  
To formally record apologies for absence and to record the attendance and non-attendance of Town Councillors.
- 2. DECLARATIONS OF INTEREST: CLLR. McCARNEY**  
To formally record any personal or prejudicial interests that a Town Councillor present, may have in any of the agenda items listed below.
- 3. MINUTES OF THE PREVIOUS MEETING: CLLR. McCARNEY**  
To record the minutes of a previous meeting, held on 1.2.22, as a true and accurate record of the meeting.  
*Cllr McCarney will sign the previous minutes for which a paper copy is retained for Governance purposes.*
- 4. CLERKS REPORT: TOWN CLERK**  
On the evening  
Last Invasion Tapestry Parade.
- 5. REPORTS: CLLR. McCARNEY.**  
The following committee minutes from the preceding month, 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
- 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 communities that they represent.
- 7. AUDITED GENERAL ANNUAL RETURN: CLLR. McCARNEY**  
The internal audit has been carried out by Ashmole Accountants in Haverfordwest. The audit outcomes have been circulated to all Councillors. The Chairman and the RFO now need to sign them at full council in order for the RFO to send them off to Welsh Government for Audit.
- 8. CO-OPTION OF COUNCILLORS TO THE TOWN COUNCIL: CLLR. McCARNEY**  
There are currently six co-option vacancies. One of the six vacancies is a Casual Vacancy. In order to co-opt new Councillors, the Town Council will need to hold an extraordinary meeting in order to interview the candidates. Councillors will now need to agree a date for the interviews.
- 9. OBJECTIVES WORKING GROUP FEEDBACK – CLLR. McCARNEY**  
Feedback from the latest working group session. Does full Council agree to allow the working group to re-form as their work is incomplete and the Terms of Reference have expired.  
Please discuss.
- 10. RETROSPECTIVE PAYMENT AUTHORISATIONS: CLLR. McCARNEY**  
Two payments have been made by the Clerk/RFO, in order to avoid late payment charges under point 5.5 of Financial Regulations. These are for:  
HMRC Contributions - £463.60  
NEST Pensions - £124.09

Can retrospective authorisation now be given for these two payments.

- 11. REQUEST FOR FUNDING FOR THE FISHGUARD IN BLOOM COMPETITION: CLLR. McCARNEY**  
 £350 has been allocated in this years budget for this event. Is Council agreeable for the funds to be allocated? Are there any volunteers to set up a small working group to progress this popular event?
- 12. LETTER TO HYWEL DAA HEALTH BOARD: CLLR. McCARNEY**  
 There are discussions with regards to the closing of the emergency department at Withybush General Hospital? Should the Town Council write a letter of disapproval to this suggestion? Please discuss.
- 13. COUNCILLOR TRAINING SESSIONS: CLLR. McCARNEY**  
 There is a change in training requirements which will form part of a public document. Training is to be encouraged.  
 Code of Conduct Training needs to be undertaken every two years.
- 14. FISHGUARD AND GOODWICK PLAYGROUNDS: CLLR. McCARNEY**  
 The Pembrokeshire County Council has approached the Town Council with a view to the Town Council taking over the costs of the playground inspections and public liability insurance for the following playgrounds:  
 Goodwick Moor, Lower Town, Lota Parc. If the Town Council were to enter a three year agreement, the total costs would come in at:  
 £1,884.00 for year 1,  
 £1,923.00 for year 2  
 £1,962.00 for year 3.  
 This was discussed in March and further information has now been received.
- 15. RE-NEWAL OF THE TOWNS FREE WI-FI SYSTEM: CLLR. McCARNEY**  
 The latest 3 year agreement is due to expire in June 2022. The quotes to renew are:  
 1 year - £1,232.76, 3 years - £2,465.16 and 10 years - £9,785.28.  
 Please discuss.
- 16. AUTHORISATION OF INVOICE TO INTERNAL AUDITOR: CLLR. McCARNEY**  
 Ashmoles Accountancy firm in Haverfordwest stepped in at very short notice to carry out the internal audit. The audit has been concluded and their invoice, totalling £1,554.00 has been received. Can this be authorised for payment. Please discuss.
- 17. FREQUENCY OF COMMITTEE MEETINGS: CLLR. McCARNEY**  
 A review of the frequency of some of the committee meetings is required. Please discuss.
- 18. RESURFACING OF THE A487 AT LOWER TOWN: CLLR. McCARNEY**  
 Proposed works over a 5 week period, three days a week, in September, will cause disruption to many people, especially residents of Lower Town. SWTA have asked for feedback of local residents. How can this be achieved? Please discuss.
- 19. GRANT FUNDING APPLICATIONS: CLLR. McCARNEY**  
 The Town Council has received two applications, both requesting over £500. The Council need to review the applications and to make a decision with regards to awarding funding. Both applications and supporting documents, have been previously circulated at all.
1. Aberjazz - £1,500.00  
 To cover most of the cost of the following elements of the parade.

Quotes attached for the following :-  
Wonderbrass – the marching band - £1,000  
Francesca Word Salad Welsh workshops and performance - £430  
Hire of Market Hall - £200

2. New Years Eve - £1,500.00 towards the costs of the annual event.

**20. CORRESPONDENCE SENT/RECEIVED: CLLR McCARNEY** All received correspondence is emailed out upon receipt, wherever possible.

1. None received at the time of sending out the Agenda

**21. DATES OF THE NEXT MEETINGS: CLLR. McCARNEY**

Meetings will be held in the Town Hall and will commence at 7pm, unless otherwise advertised.

5<sup>th</sup> July 2022

August – The Town Council does not meet in August.

6<sup>th</sup> September 2022

4<sup>th</sup> October 2022

1<sup>st</sup> November 2022

6<sup>th</sup> December 2022

3<sup>rd</sup> January 2023

7<sup>th</sup> February 2023

7<sup>th</sup> March 2023

4<sup>th</sup> April 2023

2<sup>nd</sup> May 2023 – Annual Meeting

**22. URGENT MATTERS: CLLR McCARNEY**

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.*