



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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The **MINUTES** of the Town Council Meeting which was held virtually, under current COVID-19 Regulations (Wales) at 7pm on **Tuesday 7th December 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:

Jeremy Martineau updated the Town Council with regards to the proposals for the revised car parking and waiting areas at Goodwick train station. Further enquiries can be made at jeremy.m@talktalk.net

COUNTY COUNCILLORS PRESENT:

None in attendance.

County Cllr. Davies did forward her apologies.

STANDING ORDERS TO BE ADOPTED

150/21 APOLOGIES: CLLR. STOKES

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

Apologies: Cllrs. Ryan, Mason, McCarney, Shaw, Thickitt and Gwynn

Those Cllrs. present were: Cllrs. Stokes, Price, Porter, Perkins, Sturman, Murphy and Owen,

Those Cllrs. who were absent without notice: Cllr. Davies

151/21 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:

No declarations of interest were made.

152/21 MINUTES OF THE PREVIOUS MEETINGS: CLLR. STOKES

To record the minutes of a previous meeting, held on 2.11.21, as a true and accurate record of the meeting.

It was resolved to accept the minutes of the meeting held on 2.11.21, as a true and accurate record of the meeting.

153/21 CLERKS REPORT: TOWN CLERK

Follow up actions taken by the Clerk from the last meeting and information updates.

<p>Police Update</p> <p>Christmas Lights Update and reporting faults.</p>	<p>Pc Aled Harries is unable to join us this evening but will join us Jan/Feb. – workload dependant. Do the Cllrs. have any questions you would like to ask so that he can formulate a response to you in the short term?</p> <p>The new lights will be replaced/installed over two days next week, 13/14 Dec. Please report faults to myself via email, with the exact location and the details of the fault.</p>
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154/21 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

There were no comments with regards to the circulated minutes.

155/21 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

communities that they represent.

Cllr Perkins:

Updated the Council with regards to the Citizen Led Recovery Seminar no. 6.

Discussions took place with regards to second homes in the locality and the possible re-grading of dwellings into permanent homes and property to let out.

They also discussed Youth and the fact that 16 year olds will be eligible to vote in 2022. There was a general discussion about how the Town Council might assist with helping the youth understand more about voting.

156/21 TOWN COUNCIL OBJECTIVES WORKING GROUP: CLLR. STOKES

The Clerk has drafted a Terms of Reference for the working group and this has been circulated with this Agenda for consideration by Council. It has been suggested that 5 Cllrs. sit on the group. Cllrs. Stokes, McCarney, Owen and Gwynn have expressed an interest. Who else would like to join the group? Please discuss.

Cllr. Murphy volunteered to join the group, now confirmed as:
Cllrs. Murphy, Gwynn, Stokes, McCarney and Owen

It was resolved to accept the Working Group Terms of Reference subject to two amendments which the Clerk agreed to make.

157/21 DISCIPLINARY POLICY: CLLR. STOKES

Can the updated Disciplinary policy now be agreed by full council? Attached with this Agenda. Please discuss

It was resolved to accept the Disciplinary policy. The Clerk will progress.

158/21 LETTER OF SUPPORT TO OCEAN LAB: CLLR STOKES

Cllr. Stokes is asking the Town Council to send a letter of support to the Ocean Lab in support of their application for funding. Please discuss.

It was resolved that the Clerk write a letter of support to Ocean Lab.

159/21 PURCHASE OF HIGH-POWERED PRESSURE WASHER: CLLR. STOKES

Will the Town Council support the purchase of a high-powered industrial jet washer? It is intended to be used at least twice a year by the handyman. Please discuss.

Councillors objected to the purchase of a jet washer. They saw this jet washing streets a Unitary authority responsibility. Various ideas were shared, including entering into a service agreement for extra cleans.

The Clerk will progress this matter and report back at the next meeting.

160/21 REPLACEMENT BANNER: CLLR. STOKES

The damaged banner will need replacing ready for the spring/summer season. The quoted price to do this is £140. Can the Town Council support this? Please discuss

Town Councillors objected to this purchase and believed that the reason the banner

became damaged, was due to faulty or weak fastenings.
Cllr. Stokes will pursue this matter with Cardi-Banners and report back at the next meeting.

161/21 CHAIR AND VICE CHAIRS ALLOWANCE: CLLR. STOKES

Can the Town Council review the current allowances for the Chair and Vice Chair for the accounting period 2022/23. The review is in line with the Independent Remuneration Panel for Wales instructions. Please discuss.

The Clerk advised the Council the reason that allowances are paid to members with special responsibilities.

It was resolved to keep the following annual allowances:

Chairman £1500

Vice-Chairman £500

162/21 FACE TO FACE MEETINGS: CLLR. STOKES

This matter was discussed in September, as at item reference 130/21 and it was resolved that the matter would be further discussed in a few months time. No formal IT progress has been made, just ideas formed, as at the time of this Agenda being sent out. Please discuss.

There was a long discussion. Some Cllrs. are ready to return to face to face meetings, others are not. Current Legislation states that where a Council returns to face to face meetings, there must be provision in place to allow remote access to those meetings. Advice from OVW is that remote meetings should be held for as long as possible.

The Clerk will progress the IT options available to the Town Council.

163/21 AUTHORISING PAYMENT OF INVOICES: CLLR. STOKES

Financial Regulations 4.1 clearly states that full council is the only body that can authorise expenditure above £500. Financial Regulations 5.2 clearly states that a schedule of all invoices shall be authorised by the Finance Committee. Can Council clarify that this is the procedure they would like to follow or does Council wish to authorise invoices over £500. Please discuss.

It was resolved to leave matters as they are and for full council to authorise expenditure and for Finance committee to authorise the payment of the respective invoices.

164/21 INTERNAL AUDITOR: CLLR. STOKES

The Town Council needs to engage the services of an accountant in January. We currently use the services of William Marshall & Co. to carry out our internal audit. Does the Town Council agree to continue to use Marshalls or should consideration be made to using another company? Please discuss.

It was resolved to request Marshall and Co. to remain as internal auditors to the Town Council. The Clerk will progress.

165/21 WAITING RESTRICTIONS ON MANOR WAY: CLLR. STOKES

New waiting restrictions are proposed for Manor Way. Details emailed separately and with this Agenda. Please discuss.

There were no comments made that contradicted the proposals and it was resolved to accept them. The Clerk will progress.

166/21 CORRESPONDENCE SENT/RECEIVED: CLLR STOKES

All received correspondence is emailed out upon receipt, wherever possible.

1. A letter of thanks to the Goodwick Brass Community Band for their superb performances at the two Christmas lights switch on events.
2. A letter of thanks from the Wales Air Ambulance for the grant funding of £150 in November.

The above two letters were noted.

167/21 DATES OF THE NEXT MEETINGS: CLLR. STOKES

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

4th January 2022

1st February 2022

1st March 2022

5th April 2022

168/21 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 8:09pm