



Fishguard & Goodwick Town Council  
Town Hall  
Market Square, Fishguard SA65 9HE  
Clerk: Ms Rachel Thomson  
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The **MINUTES** of Full Council meeting  
of the Fishguard and Goodwick Town Council at 7:00pm on Tuesday 1<sup>st</sup> November 2022  
The meeting was held in the Town Hall meeting room and was multilocational.

Cllr. McCarney was in the Chair

Clerk: ...*Rachel Thomson*  
Rachel Thomson

## MINUTES

### PUBLIC SESSION - CLLR. McCARNEY

Before Town Council business commences, the public session offers members of the public, the opportunity to **comment on items on this agenda, or to bring concerns to the Council**. Members of the public will be limited to three minutes 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: Fishguard & Goodwick Community Forum represented by Maggie Stringer and Vikki Ford: Provided brief outline of the work of the Forum and distributed a leaflet.

#### County councillors present.

Cllr Gwynn present. Cllr Ryan attended briefly but technical issues

### STANDING ORDERS TO BE ADOPTED

#### 1. Apologies.

To formally record apologies for absence and to record the attendance of Town Councillors.

Those present: Cllr McCarney, Cllr Elcock, Cllr Stokes, Cllr Shaw, Cllr Allison, Cllr Morgan, Cllr Tyrrell, Cllr Murphy and Cllr Gwynn. Cllr Ryan technical issues.

Apologies: None received

Absent without apology: Cllr Thickitt

#### 2. Declarations of interest.

An opportunity for Councillors to declare a personal or pecuniary interest in any of the items listed below.

None declared

#### 3. Minutes of the previous meeting

To approve the minutes of the previous meeting, held on Tuesday 4<sup>th</sup> October 2022, as a true and accurate record of the meeting.

Cllr Shaw proposed to accept the minutes as a true and accurate record, Cllr Stokes seconded.

4. **Clerks report.**

On the evening: Clerk reported that Cllr Elcock had completed the digital survey on behalf of the Town Council, as requested at the previous meeting.

5. **Councillor Update**

On the evening

Cllr Shaw: Purcell medal update: Medals framed & mounted, and arrangements have been made for ceremony to display them at the Stena Ferry Terminal on Saturday 12<sup>th</sup> November.

Cllr Morgan: report already distributed to all councillors re Biodiversity Duty Reporting & OVW conference. Cllr Morgan advised that he would bring draft Biodiversity report to the next meeting.

Cllr Stokes: Missing statue presented by Princess Ann to FGTC has been located in the tapestry room at Fishguard Town Hall. Still to establish ownership & value for Asset register.

Cllr Stokes: Benches & Planters – Meeting was held with the blacksmith who confirmed that 3 planters are ready. Agreement made to complete the remaining outstanding. Request for suggestions for bench locations

Cllr McCarney: Report from Twinning Committee – agreement is between the Town Councils rather than the committees (Cllr Allison to check for written agreement). Arrangements are in hand for 2023 visit to Fishguard - it is expected for Town Council to provide a lunch

Cllr McCarney: Informed councillors that Ysgol Bro Gwaun are hosting national YFC competition on 19.11.22, Cllr McCarney to attend as Mayor.

Cllr McCarney: Draft Remuneration report – Deadline for consultation 01.12.22. Clerk will re-circulate report. Councillors to respond with comments to Cllr McCarney by end of following week - 11.11.22

Cllr McCarney: Following on from the Parrog verge discussion, Cllr McCarney reported that she has contacted SWTRA regarding the wildflowers and bulbs and can confirm that planting & seeding should be completed before the year end.

6. **Budget update and review - Clerk**

The most recent budget has been circulated, are there any questions or comments. Cllr Allison queried the report, requesting greater breakdown and clarification on some items. Clerk explained it was a summary report but agreed to follow up with more detailed report.

7. **Invoices for Payment**

The following invoice missed the latest Finance Meeting, but as it is a local business the Clerk would like to make payment.

Royal Oak     £350             Mayor's Civic Service

Payment proposed by Cllr Stokes, seconded by Cllr Murphy

8. **An opportunity to ask questions regarding the committee meetings held last month**

Finance             17.10.2022

Events              18.10.2022

Governance       18.10.2022

No questions asked

9. **To Propose Acceptance of the prepared Training Plan: Cllr Stokes**

Cllr Stokes has prepared the Training Plan and is seeking approval for it to be implemented.

Cllr Murphy complimented report, Cllr McCarney thanked Cllr Stokes for her work on the report. Motion to accept Training Plan proposed by Cllr Shaw, seconded Cllr Allison.

**10. To agree a plan for the banners on the square: Cllr Stokes**

Cllr Stokes proposal to set regular dates for the banners to be put up and taken down. Proposes to ask PCC to enter into an agreement and price for them doing so using their MEWP

Cllr Stokes suggested to set regular weeks of the year to put up then take down the banners. Some discussion as to whether should be PCC or more locally done.

Proposal made by Cllr McCarney for Cllr Stokes to set up a meeting with PCC to discuss possible agreement and to establish costs, and to bring to the next meeting.

Cllr Tyrrell has offered to carry out the task through his own company and will provide a quote to the Town Council. Proposed by Cllr Allison, seconded by Cllr Shaw.

**11. To authorise signing of the Service level Agreement for Play Areas**

Following up from the previous meeting, and in response to the requested queries being put to PCC, it is proposed that the Agreement now be signed.

Cllr Stokes proposed signing the agreement, seconded by Cllr Shaw, unanimous agreement.

**12. To discuss parking issues: Cllr Allison**

Complaints are being received re loading and disabled parking bays.

Cllr Allison highlighted the lack of short-term parking for residents, in particular for the elderly and disabled, and also for access to local businesses. Also commented that the square is a conservation area, but CADW were not consulted during the planning of the new road layout, or the installation of the banner poles. Cllr Allison proposed that the Council write to SWTRA and invite them to a meeting to discuss the parking issues and the road layout. Cllr Shaw seconded, and everyone in favour.

**13. Alternative means to provide multi-locational access for remote attendance at meetings**

Cllr McCarney would like the council to discuss alternative means of providing multi-locational access to council meetings, to enable a more user friendly and more accessible system.

Discussion to improve the technology for meetings in the meeting room, and to improve remote access at Council meetings. Cllr Shaw suggested getting quotes for installing a professional system, this would also increase rental options of the room.

Cllr Allison proposed idea, Cllr Tyrrell seconded. Cllr Allison to investigate options and will bring update to the next meeting.

**Date of next meeting:** Tuesday 6<sup>th</sup> December 2022

**Time meeting closed:** 20.48

**Meeting Reference:** TC/11/01

**Signed By:** ..... **Date:** .....

**Position:** .....