



Fishguard & Goodwick Town Council
Town Hall
Market Square, Fishguard SA65 9HE
Clerk: Ms Rachel Thomson
Tel: 01348 874406
Email: clerk@fishguardgoodwick-tc.gov.wales

Dear Council Member,

The **Minutes** of the Full Council meeting
of the Fishguard & Goodwick Town Council held at 7:00pm on Tuesday 4th July 2023.
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.

North Pembrokeshire trade & Tourism: Andy Anderson from NPTT gave a short presentation on the work of the Chamber and NPTT. Reported on a survey of members who want more footfall and better parking, also organising a Food Festival and hoping to establish a Tourist Information centre in Fishguard.

Public present.

On the evening: Jeremy Martineau.

County councillors present.

Cllr Pat Davies: Advised that the Planning Application for the Ship & Anchor had been approved, there will be 12 apartments for disabled people, but no car parking. Also updated regarding the vacant land around the Co-Op with the possibility of a new Health Centre, this is awaiting a decision of the Health Board.

Cllr Jordan Ryan: Advised there had been a successful meeting on regeneration.

Cllr Nicola Gwynn: Nothing to report.

Minutes: Since the Clerk could not attend the meeting, the Chair proposed that Cllr Morgan would take the minutes. This was agreed unanimously.

STANDING ORDERS TO BE ADOPTED

1. Apologies.

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

Present: Cllrs McCarney, Shaw, Allison, Murphy, Stokes, Morgan, Tyrrell, Gwynn, Elcock and Ryan.

Apologies: Cllrs Hughes and Davidson.

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 20th 2023, as a true and accurate record of the meeting.

One councillor thought the minutes did not reflect the discussion of the meeting, but it was agreed to approve the minutes as a true and accurate record. Proposed Cllr Stokes, seconded Cllr Murphy, 7 in favour and 1 against.

To approve the minutes of the Governance meeting held on Tuesday 11th April 2023. Due to a change in committees following the AM it has not been possible to sign off these minutes.

The four councillors present at this meeting agreed the minutes were a true and accurate record.

4. Clerks report.

On the evening: Clerk absent so no report.

5. Councillor Update

On the evening

Cllr Stokes – Goodwick Senior Citizens Group had a trip to Tenby.

Cllr Stokes – requested feedback on the Town Map left for inspection in the Clerk's office.

Cllr Stokes – Update on planters & benches. On the 12 still pending, 9 needed. adopters, in addition the 3 benches pending needed locations. Prospective adopters and bench location ideas to go to Cllr Stokes or Julia Moffett. Cllr Stokes also clarified the fact that the planters and benches were provided by the former Town Team, with funding from PCC.

Cllr Murphy – Updated that excellent work by PCC in dealing with vegetation clearance issues.

Cllr Murphy – Advised he had been approached by a London Swing band who want to play in Fishguard. Aberjazz suggested as a suitable opportunity.

6. Councillor Action List Update:

Update on live Action List.

Cllr Gwynn – Goodwick surgery sign is rusty and can't be unbolted, it is due to be cut off.

Cllr Stokes – Insurance valuations – No luck with Scoltan Manor so has requested Clerk contact insurers. Cllr Allison will speak to Military Museum in South Pembrokeshire for advice.

Cllr Stokes – Some Christmas lights in Goodwick require new brackets and consent of property owners, Cllr Gwynn has offered to draft letter and deed of easement for relevant building owners.

Cllr Ryan – Still trying to get PCC to take responsibility for fitting electric connections required to the new lamp posts in Lower Town, in order to have the Christmas lights.

Cllr Stokes – commented that the dog fouling signs on the Parrog have no legal effect and it was agreed that they should be removed.

7. Budget update and review - Clerk

The most recent budget has been circulated, are there any questions or comments. No comments or queries.

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

Finance 19.06.2023
Planning 19.06.2023
Events 20.06.2023
Governance 20.06.2023

There were no comments or queries on the committee meeting minutes.

9. Financial Regulations Review:

To review and adopt the draft Financial Regulations prepared by the Clerk.
There was a request to provide a tracked changes version of the document. The review was deferred to the next meeting, after consideration by the Governance Committee.

10. Terms of Reference Review:

To review and adopt the Terms of reference for the Committees prepared by the Clerk.
There was a request to provide a tracked changes version of the document. The review was deferred to the next meeting, after consideration by the Governance Committee.

11. Grant Policy:

To review and adopt the Grant Policy, updated by the Clerk.
There was a request that the assessment form previously removed during review by the Governance Committee be re-introduced . The policy will go back to Governance for further review.

12. Grant Applications:

To consider 3 grant applications that have previously been considered at the latest meeting of the Finance Committee. The Finance Committee recommend support of all 3 applications, with the full amounts requested being granted by the Full Council.

Fishguard Music Festival: £1,500

F&G Community Events – New Years Eve Party: £1,500

North Pembrokeshire Trade & Tourism – Food Festival: £1,500

It was agreed to support all 3 applications in full. Proposed by Cllr Allison and seconded by Cllr Tyrrell - unanimous

13. Road Layout:

To discuss and resolve action plan on future of the Town Square banner poles.
Should this go out for public consultation?
Due to time constraints, it was agreed to defer discussion to the next Town Council meeting.

14. Community Litter Pick:

To discuss if the council wishes to be involved in, and potentially organise a regular Community Litter Pick. It was agreed at the latest meeting of the Finance Committee that the council will purchase 20 litter pickers which will be stored in the Town Council office.

It was agreed that Cllr Ryan would organise community litter picks in July, August and September. Proposed Cllr Ryan, seconded Cllr Morgan – unanimous.

15. Goodwick Moor carpark:

To discuss and to decide whether to proceed with obtaining costs for toilet/waste facilities in or near Goodwick carpark.
Due that the land in question was on PCC land, and that any development of facilities could impact on any commercial opportunities, it was agreed the Town Council would not proceed with this initiative. Proposed Cllr Allison seconded Cllr Shaw – unanimous.

16. Planning Aid Networking Event:

Networking Event 12th July 2023: Affordable Housing – Meeting Community Needs in Wales. Cllr McCarney would like to attend this event at a cost of £44. Planning Aid Wales Training events no longer have a budget. Request to approve cost. Cllr McCarney is no longer planning to attend this event so it did not need discussion.

17. Remuneration 2023-2024:

Annual payment of £156 reimbursement for extra costs of working from home, plus an additional £52 towards consumables. (Details page 10 Independent Remuneration Panel Annual Report February 2023): To discuss and formerly agree the £156 payment (individual opt out option at a later date), which will be paid annually in March 2024. Also discuss and agree if the £52 be paid as a lump sum, or only if supported by invoices.

Due to time constraints, it was agreed to defer this item to the next meeting.

18. Town Maps: Cllr McCarney

The current maps that are freely available to tourists were previously purchased by the former Town Team organisation. The existing stock (stored and circulated by the Chamber) is depleted, and a reprint is required. Proposal that the Town Council should pay for this reprint at a cost of £582 for 10,000 maps.

It was agreed that the Town Council would pay for the reprint of the Town Map, on the basis that the Town Council logo will appear on the map. Clerk to action.

Proposed Cllr Shaw, seconded Cllr Elcock – unanimous.

19. Standing Orders:

To review the Draft Standing Orders, these are based on the new Model provided by One Voice Wales and have been prepared by the Clerk with consultation with the Mayor and Vice Mayor.

There was a request to provide a tracked changes version. It was decided to review at the next meeting, following review by the Governance Committee.

20. Annual Report:

To review the Draft Annual Report prepared by the Clerk and Mayor. This has been prepared following guidance from LG&E Act 2021 Welsh Gov Statutory Guidance. Due to time restraints, it was agreed to defer this item to the next meeting of the Full Council.

21. Flags:

It has been noted that the flags in the car park on the Parrog are looking worse for wear, after only 3 months. Should the council purchase another set for the summer season.

It was agreed to purchase a second set of flags. Proposed Cllr Shaw, seconded Cllr Stokes – unanimous.

22. Amphitheatre: Cllr Elcock

Cllr Elcock to provide update on proposed land asset transfer.

Cllr Elcock updated that the area proposed for asset transfer from PCC to the Town Council would be the triangle of land including the Gorsedd Circle and the proposed amphitheatre site. If this goes ahead, the Town Council would be responsible for maintenance and grass cutting of the area. It was agreed in principle to proceed with the asset transfer, following a public consultation. Proposed Cllr Tyrrell, seconded Cllr Shaw.

23. Website Provider:

The website contract is due to expire in December 2023. To discuss whether to remain with Webadept, or if alternate provider be considered.

Due to time constraints, this item was deferred to the next meeting.

24. Phone & Broadband:

The Council is no longer tied into a contract. To discuss alternative provision.
Due to time constraints, this item was deferred to the next meeting.

25. Challenge Wales Triathlon: Cllr McCarney

Should the Town Council send a letter to Challenge Wales, thanking them for hosting a successful event and listening to concerns from 2022. (This is in addition to the formal feedback being provided by the Clerk).

Due to time constraints, this item was deferred to the next meeting.

26. Parrog Wood Sculptures: Cllr Tyrrell

To discuss the condition of the wood sculptures on the Parrog, and the proposal that a request be sent to PCC informing them of the condition, and the need to repair, replace or remove them.

Due to time constraints, this item was deferred to the next meeting.

27. Pembrokeshire Nature Partnership: Cllr Gwynn

To discuss the grant funding available via the Pembrokeshire Nature Partnership and consider whether the council should bid for funds.

Due to time constraints, this item was deferred to the next meeting.

28. Town Appearance: Cllr Tyrrell

Discuss and agree a proposal to enhance the appearance of the towns using lights/bunting or other suggestions.

Due to time constraints, this item was deferred to the next meeting.

Date of next meeting: Tuesday 5th September 2023

Time meeting closed: 9.02pm

Signed:

Date:

Position: