



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 5th September
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.

Public present.

On the evening: Ian Watling, the Pembrokeshire manager for the Trussell Trust described the operations of the Food Bank in Fishguard. He mentioned that there had been a big increase in demand, a lot of it caused by the price of heating oil which particularly affected rural areas. There had also been a recent drop in donations. Councillors were invited to come and see operations at Bethel on a Thursday morning.

Jeremy Martineau advised that he hoped that a Tourist Information Centre would reopen in the Town Hall during September but this depended on agreeing a lease with PCC. Three interns would be coming from Bergamo next year to help with NPTTF analysis. Ruth Jones had joined PCC and it was hoped that she would have some significant grant funding available for the Fishguard area..

County councillors present.

On the evening:

Cllr Ryan: Reported that he was dealing with an outbreak of Japanese knotweed and would report further.

Cllr Gwynn: Nothing to report.

STANDING ORDERS WERE ADOPTED

1. Apologies.

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

Present: Cllrs McCarney, Ryan (remotely), Shaw, Morgan, Murphy, Stokes, Tyrrell, Gwynn, Hughes and Allison.

Apologies received: Cllrs Elcock and Davidson..

2. **Declarations of interest.**

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

There were no declarations of interest.

3. **Minutes of the previous meeting**

To approve the minutes of the previous meeting, held on Tuesday 1st August 2023, as a true and accurate record of the meeting.

It was agreed to accept the minutes as a true and accurate record. Proposed Cllr Stokes, seconded Cllr Allison.

4. **Clerks report.**

This had been circulated.

1: Clerk advised the council that PCC had contracted for the appointment of wardens to enforce the restrictions on dogs at Goodwick Beach. Councillor Gwynn asked for a copy of the original order made by the Town Council which will be provided.

2: Following the decision by PCC to replace the street lighting in Lowertown, it was no longer straightforward to add Christmas lights. This is a separate agenda item.

3. The report by Chris Davies of Atkins on Fishguard Square was still awaited.

Councillor Allison complained about the parking in the area but it was stated that any discussion should follow receipt of the report.

5. **Councillor Update**

On the evening

Cllr McCarney: A number of cruise ships had been welcomed to Fishguard Harbour including the Aida Bella with over 2400 passengers. Cllr McCarney had also attended an NPTT meeting, the County Show, the RNLI Open Day. Aberjazz had been very successful and the Carnival had an impressive 7 floats. She had met Ruth Jones about arts funding in the area..

Cllr Allison: He had asked an auctioneer for the value of the cannons as it was thought they should be properly insured. He may seek funding from the Heritage Lottery if necessary.

Cllr Tyrrell: There was an outbreak of Japanese knotweed which Cllr Ryan has referred to PCC. He was also concerned about access to the new boardwalk on Goodwick Moor. It was suggested that Cllr Davies could look into this with PCC.

Cllr Murphy: There had been a number of traffic incidents in Lowertown which did not seem to be reflected in the police reports. It was decided to put this issue on the agenda for the October meeting to agree a letter to SWTRA about traffic control, speed control and safe pedestrian access.

Cllr Ryan: Advised the council that a community litter pick is now planned for Saturday 16th September, following the cancellation of the August one because of bad weather.

6. **Councillor Action List Update:**

Update on live Action List.

Cllr Gwynn: Goodwick surgery pedestrian sign – still waiting for removal of sign.

Cllr Allison: Asset Register valuation – to be updated

Cllr Gwynn: Easement documents for Christmas light brackets in Goodwick – still to be actioned.

Cllr Tyrrell: Dog restriction signs on Goodwick parrog -it has been decided that this matter should be looked at again, Clerk to research and will liaise with Cllr Tyrrell.

Cllr Morgan: Local Places for nature funding – Cllr Morgan advised he is currently preparing a report for the council. This had been delayed by his recent house move. He is also in discussion with Welsh Water about sewage pollution and would be attending a meeting on transport impacts of the Freeport to update the Council.

7. Budget update and review - Clerk

The most recent budget has been circulated, and there were no questions or comments.

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

Planning 14.08.23

No queries or comments received.

9. Financial Regulations Review:

To review and adopt the draft Financial Regulations prepared by the Clerk. A track change document was provided to show amendments and this was reviewed by the Full Council. A number of amendments were discussed and agreed and the Clerk would make these changes and present the revised document for approval at the next Full Council meeting.

The changes were

- 3.1 delete October and add November
- 6.11 and 6.12 computer passwords to be updated and signed
- 6.15 delete "high level of security"
- 6.23a delete so that 6.23 b,c,d become a,b,c
- 11.1 amend (i) -(vi) to (i) - (v)
- 15.1 annual financial risk assessment. Clerk to confirm what policy says.
- 14.1 Property owned - check against asset register.

10. Terms of Reference Review:

To review and adopt the Terms of reference for the Committees prepared by the Clerk.

These have been reviewed previously and are ready for adoption. Proposed Cllr Stokes, seconded Cllr Hughes - unanimous

11. Grant Policy:

To review and adopt the Grant Policy, updated by the Clerk. Councillors requested a number of amendments including reporting back, confirming that the stated objectives have been achieved and the requirement that the council logo is displayed on all publicity material so this item was deferred to a future Full Council meeting.

12. Annual Report:

Despite repeated requests, very few comments had been received. Cllr Stokes however thought that it could be improved and offered to rewrite it for the next meeting. Proposed Cllr Stokes, seconded Cllr Allison. There were two abstentions but the motion was carried.

13. Phone and Broadband Contract:

The contract had expired and the Clerk had sought some alternatives. It was decided to select XLN which was the cheapest quote received for a period of 18 months. Proposed Cllr Tyrrell, seconded Cllr Allison - unanimous.

14. Lower Town Christmas Lights:

On April 23rd the Council were advised that PCC had replaced the lights along the quay at Lower Town. This meant that the Christmas lights would not be compatible and would not work. There followed a number of vigorous discussions with PCC which resulted in a refusal to make any modifications. In order for the Christmas lights to work some alterations would be required which the Town Council would agree to fund. Some councillors thought that it was important that three tenders were obtained for this work whilst others were concerned that obtaining three tenders in

the time available would mean potentially the work would not be completed before Christmas. In order to work on the PCC streetlights, any contractor had to have a licence which Centregreat, the current Christmas lighting contractor already had. Cllr Stokes proposed that in view of the urgency a single tender contract be let to Centregreat. This was seconded by Cllr Hughes. Cllr Gwynn asked that the votes against the proposal be recorded. Cllrs Gwynn, Tyrrell and Allison voted against the proposal and all other councillors voted in favour so it was approved by a majority of seven votes.

Since the time had now reached 9.00pm it was suggested that Standing Orders be suspended in order to complete discussion of the full agenda. This was agreed unanimously. Proposed Cllr Shaw, seconded Cllr McCarney.

15. Last Invasion Celebration Parade

Cllr Stokes suggested that more detail was required before the Council could commit to funding the parade in view of the potential variations in costs. Cllr Allison offered to write a proposal for consideration at the next meeting.

16. Town Square benches:

Cllr Tyrrell said there had been a Facebook discussion on the need for more benches in the Square. It was agreed that the best approach would be for the Town Centre working group to discuss this and make some recommendations.

17. Banners:

Cllr Tyrrell referred to issues with the existing contract. It was pointed out that the contract would terminate when the banners were taken down in the near future and a new contract would be required. It was proposed that the Town Centre working group examine the requirements and make recommendations. Proposed Cllr Shaw, seconded Cllr Hughes - agreed unanimously.

18. Historical Artifacts - Tenby Museum

Cllr Tyrrell pointed out that Tenby Museum was currently holding some historical artifacts connected to the Last Invasion which rightly should be housed in Fishguard. These included some muskets and a dress which had belonged to Jemima Nicholas. Concern was expressed about a suitable place to house these and Cllr Allison agreed to present a report with photos for consideration at the next meeting.

Date of next meeting: Tuesday 3rd October 2023 **Time meeting closed:** 9.26pm

Signed:

Date:

Position:

Minute Ref: 23/09-1