



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,

You are hereby summoned to attend a Full Council meeting of the Fishguard & Goodwick Town Council at 7:00pm on Tuesday 5th December 2023. The meeting will be held in the Town Hall meeting room and will be multilocational. Please ask the Clerk if you require an online link.

Cllr. McCarney will be in the Chair

Clerk: ...*Rachel Thomson*
Rachel Thomson

Agenda

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.

Mid and West Wales Fire & Rescue service: Consultation for the service draft 2040 plan.

Public present.

On the evening:

County councillors present.

On the evening:

STANDING ORDERS TO BE ADOPTED

1. **Apologies.**

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

2. **Declarations of interest.**

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

3. **Minutes of the previous meeting**

To approve the minutes of the previous meeting, held on Tuesday 7th November 2023, as a true and accurate record of the meeting.

4. **Clerks report.**

On the evening:

5. **Councillor Update**
On the evening
6. **Councillor Action List Update:**
Update on live Action List.
7. **Budget update and review - Clerk**
The most recent budget has been circulated, are there any questions or comments
8. **An opportunity to ask questions regarding the committee meetings held last month**

Finance	20.11.2023
Planning	27.11.2023
Governance	21.11.2023 and 17.10.23
Events	21.11.2023
9. **Fishguard Library Financial Contribution request:**
Following the presentation in November (TC/23-11) from the PCC Library Services, discuss and resolve to support one of the 3 options outlined for the support of library services from April 2024.
10. **Data Protection Policy:**
To review the Track Change version of the Data Protection Policy updated by the Clerk. The Governance Committee have previously reviewed this document and recommend the Full Council resolve to accept the changes and adopt the final version.
11. **Health and Safety Policy:**
To review the Track Change version of the Health and Safety Policy updated by the Clerk. The Governance Committee have previously reviewed this document and recommend the Full Council resolve to accept the changes and adopt the final version.
12. **Clerk Lone working arrangements:**
The review of the Health & Safety policy by the Governance Committee raised concerns regarding the lone working arrangements in the Clerk's office, also the lack of a dedicated Clerk mobile phone. Discuss options and resolve appropriate action.
13. **Independent Remuneration Panel for Wales (IRPW) Draft Annual Report 2024:**
To review the Draft Report circulated by the Clerk with the agenda and agree any feedback.
14. **PCC Rent Memorandums:**
Discuss and resolve to accept the Clerk sign and return the retrospective Rent memorandums which are in line with the lease of the Town Council offices in the Town Hall.
15. **Draft Budget and Precept 2024-2025:**
To review the draft Budget for 2024-2025 prepared by the Clerk. This budget has been reviewed by the Finance Committee and recommend the Town Council approve the Budget. Resolve to approve the budget and agree the Precept request 2024-2025.
16. **Grant Application:**
North Pembrokeshire Trade & Tourism – Coast to Coast advert 2024. The grant application has been reviewed by the Finance Committee with the recommendation

that the Town Council support it.

17. Councillor allowance for councillors resigning mid-term:

Following discussion at the Finance meeting (F/23-11/9): Resolve that councillors resigning during the year should be able to receive the pro rata figure for the councillor allowance and consumable payment at the time of leaving rather than in the following March, on request by the resigning councillor.

18. 2023/24 Local Government Services Pay Agreement:

Resolve to accept the Local Government Pay Agreement and agree the pay award be implemented and back dated to 1st April 2023 as per the agreement.

19. Pembrokeshire Community Review:

Discuss and agree any feedback to this consultation on behalf of Fishguard & Goodwick Town Council.

20. Royal British Legion (RBL):

Resolve to agree a figure to pay for the 3 wreaths provided by the RBL for Remembrance Sunday (cost to produce £25 each).

21. January Town Council meeting:

Decide if the Full Council meeting scheduled for Tuesday 2nd January 2024 should be moved to Tuesday 9th January.

22. Should Fishguard & Goodwick Town Council consider twinning with Rosslare?: Cllr Shaw

Resolve whether the Town Council should pursue twinning options with Rosslare.

23. Banner Poles on Fishguard Square:

Following a response from SWTRA/Welsh Government to the Clerks letter in August 2023, that in theory some/all of the banner poles could be removed; resolve to form a working party to address how to consult the community on this matter to get a public opinion, prior to a final decision by the Town Council.

Date of next meeting:

Time meeting closed:

Ref: Tc/23-12