



Fishguard & Goodwick Town Council
Cyngor Tref Abergwaun ac Wdig
Town Hall, Market Square, Fishguard SA65 9HE
Neuadd Y Dre, Abergwaun, Sir Benfro SA65 9HE
Clerk/Clerc: 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 2nd April 2024
The meeting was held in the Town Hall meeting room and was multilocational.

Due to illness

Cllr. ~~McCarney~~ Shaw was in the Chair

Clerk: ...*Rachel Thomson*
Rachel Thomson

Minutes

PUBLIC SESSION – CLLR SHAW

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.

Presentation: Càr Y Môr – gave a presentation and took questions about their work and future plans, including a proposed new site in Fishguard Bay.

Public present.

On the evening: Representative from the Chamber of Trade updated the council on plans to invite prospective candidates for an upcoming general election to meetings, following the restructuring of the electoral boundaries, and welcomed contributions from the council.

County councillors present.

On the evening: Cllr Ryan – Nothing PCC to report.

STANDING ORDERS WERE ADOPTED at 7.36pm

1. **Apologies.**

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

Present: Cllrs Shaw, Hughes, Tyrrell, Allison, Churchill, Murphy and Cllr Ryan (online).

Apologies received: Cllrs O Davidson (work), McCarney (unwell), Morgan (unwell), Gwynn (holiday) and J Davidson (unwell).

Absent without apology (Cllr Elcock)

2. **Declarations of interest.**

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

None were declared.

3. **Minutes of the previous meeting**

To approve the minutes of the previous meeting, held on Tuesday 5th March 2024, as a true and accurate record of the meeting.

It was resolved to accept the minutes as a true and accurate record. Proposed Cllr Hughes, seconded Cllr Murphy, unanimous.

4. **Clerks report.**

On the evening:

1) The Town Council have received 2 thank you messages for grants received.

These are Cwmni Mara and Aberjazz. Aberjazz advised the Town Council are now the second biggest funder of the festival.

2) Mayor's Award presentation will take place on Friday 19th April at 6.30, all councillors welcome.

3) Yacht Club defibrillator box will be replaced Tuesday 9th April 3pm.

5. **Councillor Update**

On the evening

Cllr Tyrrell: Re-enactment now provisionally planned for 18th and 19th July 2025. HMS Wales re-enactors primary participants, still hope to engage with the other group. HMS Wales may bring some specialist French re-enactors too and may be able to significantly help with the uniforms.

Cllr Shaw: 1) POINT event 3rd April 10-3 – invited all Cllrs to attend.

2) RBL meeting 3rd April – hope to update on any D Day plans after this meeting.

6. **Councillor Action List Update:**

Update on live Action List. The list was reviewed and updated.

7. **Working Group Update:**

Newsletter WG: The first letter is now with the printers.

Twinning WG: The Mayor of Pembroke will attend the next WG meeting (5.04.24) as he has previous experience in twinning.

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

The most recent Receipts & Payments report has been circulated, are there any questions or comments.

No concerns raised.

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

Finance 18.03.2024

Planning 11.03.2024

Governance 19.03.2024

Events 19.03.2024

No comments noted.

10. **Town Centre Bunting: Cllr Tyrrell**

Discuss and resolve if the Town council should hang bunting on the Christmas light wires, and for the TC&RWG to obtain costings.

It was resolved that the TC&RWG would obtain costings for bunting to be hung on the light wires in place on West Street. Proposed Cllr Hughes, seconded Cllr Churchill, unanimous.

11. Community Speedwatch Group in Fishguard & Goodwick: Cllr Hughes

Resolve if the Town Council should support the formation of a community speedwatch group in Fishguard and Goodwick.

It was resolved this should be an item on the next Newsletter to gauge public opinion and interest. Proposed Cllr Murphy, seconded Cllr Allison, unanimous.

12. Financial Risk assessment Schedule:

This schedule has been reviewed by the Governance Committee with a recommendation to adopt. Review and resolve to adopt the schedule.

It was resolved to adopt the Financial Risk assessment Schedule, Proposed Cllr Tyrrell, seconded Cllr Allison, unanimous.

13. Concerns and Complaints Policy:

This policy has been reviewed by the Governance Committee with the recommendation to adopt. Review and resolve to adopt the policy.

It was resolved to adopt this policy. Proposed Cllr Allison, seconded Cllr Hughes, unanimous.

14. Grant Application:

Fishguard Sports AFC: £1500

This application has not been reviewed at the Finance meeting, due to time constraints.

It was resolved to support this application for the full amount requested. Proposed Cllr Tyrrell, seconded Cllr Churchill, unanimous.

15. Litter Picks:

Resolve if the Town Council should organise community litter picks in 2024.

It was resolved that this item should be actioned by the Events Committee and that it go onto the next agenda. Proposed Cllr Allison, seconded Cllr Churchill, unanimous.

16. One Voice Wales Membership:

Resolve to renew the One Voice Wales membership for 2024-25 at a cost of £1162 based on 2836 chargeable dwellings @ £0.41p per dwelling.

It was resolved to renew this membership. Proposed Cllr Allison, seconded Cllr Hughes, unanimous.

17. Review of Meeting Room Charges:

Resolve to keep the room free of charge for community, non-profit groups and to agree room rate for business use effective from May 2024.

It was resolved to maintain the existing arrangements and charges for the use of the Town Council meeting room. Proposed Cllr Allison, seconded Cllr Tyrrell, unanimous.

18. Fishguard Library Financial Contribution Contract:

Review the Draft Agreement for the previously agreed contribution to the library services (TC/23-12), including proposal of staged payments in line with the receipt of the precept, and resolve to sign this contract.

It was resolved to sign the proposed agreement. Proposed Cllr Alison, seconded Cllr Murphy, unanimous.

19. PCC and Small World Theatre Trails Project:

Resolve to maintain contact with Small World Theatre regarding the proposed Trails project for Fishguard and Goodwick and nominate a Town Councillor to represent the council and to communicate with Small World Theatre on this subject.

It was resolved to contact Pembrokeshire Council to request that one Town Councillor be an official representative on the administration of this project.

Proposed Cllr Tyrrell, seconded Cllr Allison, unanimous.

20. Regional Transport Plan for South West Wales:

Resolve to agree a response of initial comments to the two questions in the correspondence circulated with the agenda.

It was resolved that rather than a council response, councillors should respond to the two questions as individuals if they so wish. Proposed Cllr Allison, seconded Cllr Churchill, unanimous.

21. Remuneration: Councillor allowance 2024-2025:

Annual payment of £156 reimbursement towards extra household expenses.

Resolve to agree this mandatory payment (individual opt out option at a later date), and that the payment will be paid pro rata for councillors who join or leave the council during the financial year, and which will be paid in March 2025.

It was resolved to acknowledge and agree this mandatory payment. Proposed Cllr Tyrrell, seconded Cllr Hughes, unanimous.

22. Remuneration: Consumables payment 2024-2025:

Resolve if the £52 consumable payment continue to be paid as a lump sum or for full amounts supported by individual invoices and that any lump sum will be paid pro rata for councillors joining or leaving the council during the financial year, and which will be paid in March 2025.

It was resolved to pay the lump sum for consumables, proposed Cllr Tyrrell, seconded Cllr Allison, unanimous.

23. D Day Flags: Cllr Murphy

Resolve if the Town Council should purchase 4 D-Day remembrance and military flags to be flown on the Parrog on D-Day weekend and then annually at remembrance.

It was resolved that the following flags be considered: Red Ensign, Tri-service and Royal British Legion. Cllr Murphy and Clerk to source costings for consideration at the next Town Council meeting.

24. Twinning Group Terms of Reference:

This Terms of Reference has been reviewed by the Governance Committee with a recommendation to adopt. Review and resolve to adopt this Terms of Reference.

It was resolved to adopt this Terms of reference. Proposed Cllr Allison, seconded Cllr Churchill, unanimous.

25. Financial Reserves Policy:

This policy has been reviewed by the Governance Committee with the recommendation to adopt. Review and resolve to adopt this policy.

It was resolved to adopt this policy, proposed Cllr Tyrrell, seconded Cllr Murphy, majority in favour.

26. Notice board and What's On Policy:

This policy has been reviewed by the Governance Committee with a recommendation to adopt. Review and resolve to adopt this policy.

It was resolved to adopt this policy. Proposed Cllr Hughes, seconded Cllr Murphy, unanimous.

Date of next meeting: Tuesday 7th May 2024

Time meeting closed: 8.37pm

Signed:

Date:

Position:

Ref: Tc/24-03