



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 5th March 2024
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.

Presentation: Small World Theatre to make presentation on the Fishguard & Goodwick Trails project.

Two members from Small World Theatre and a representative from PCC gave a short presentation and took questions on the Trails project, updated on the public consultation and outlined the timetable going forward.

Public present.

On the evening: Representative from North Pembrokeshire Trade & Tourism updated on the empty Dive Centre, Goodwick (further delay sourcing tenant). Also advised the council of a new booklet in circulation from the Community Rail Partnership "Southwest Wales without a car".

County councillors present.

On the evening:

Cllr Gwynn: Confirmed delay on tenant for Dive Centre, Goodwick. Also advised Council of receipt of email outlining a trial scheme for motorhomes and campers to charge for overnight stops in a number of Pembrokeshire car parks. Goodwick moor car park is listed as one that would be affected.

Cllr Ryan: Nothing PCC 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, Morgan, Shaw, Hughes, J Davidson, Churchill, Tyrrell, O Davidson, Gwynn, Murphy and Cllr Ryan (online).

Apologies: Cllr Allison (work commitment) and Cllr Elcock (unwell). It was resolved to accept these apologies.

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 6th February 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 Morgan, seconded Cllr Hughes.

4. **Clerks report.**

On the evening:

- 1) The Town Council has received 2 thank you letters for grants awarded to local organisations, Fishguard Folk Festival and Fishguard Sea Cadets.
- 2) Nomination form for Mayor & Deputy Mayor to be sent to all councillors this week.
- 3) Councillor Remuneration forms will be sent to all councillors this week.
- 4) Grant budget – due to a grant underspend being returned to the Town Council, there is still a budget available to consider the applications on this agenda.
- 5) Following a query from Cllr Tyrrell, the Clerk can confirm the flagpoles will not need lowering for the upcoming maintenance, and the contractor will send their RAMS prior to work commencing.
- 6) Bathing Water project 2024: As resolved at the last meeting (TC/24-02) the Clerk has submitted the first stage (EOI) of the Enhancing Pembrokeshire Grant process, she also advised the council the grant was limited to 80% of the project costs.
- 7) Website – Clerk has advised the council that she has taken over management of the 'What's On' page on the council website.

5. **Councillor Update**

On the evening

Cllr Tyrrell: 1) NPTT meetings – has already circulated the notes to all Cllrs and welcomes any questions.

2) Last Invasion Re-enactment Event: This event will not now take place in 2024, but it is hoped that it can be arranged for the summer of 2025.

Cllr Morgan: 1) Local train services continue to improve.

2) Transport for Wales and the Transport focus group are hoping this continues and the hope is to now get in place the additional previously promised services.

Cllr Shaw: 1) Twinning WG – is waiting to hear back from the Mayor of Pembroke with a proposed meeting date, who has experience in the Twinning process and has offered advice.

2) Newsletter: Is waiting on translation prior to printing. Has obtained two printing quotes which will be sent to the Clerk for consideration at the next Finance meeting.

3) D-Day Celebrations: This is being discussed by the Royal British Legion, will update at next TC meeting.

Cllr McCarney: 1) Lota Park – has obtained update from Cllr Davies. The tree planting in Lota Park is complete, and there are still some dead trees to be removed. There is also the wildflower area to be completed in the next budget period.

6. Councillor Action List Update:

Update on live Action List.

The Action List was reviewed and updated.

7. Working Group Update:

TC&RWG: 1) Had a meeting outside the Town Hall to discuss the current poor state of the frontage, and a number of issues and defects were noted.

2) PCC Regeneration officer has responded to correspondence and advised she is currently in PCC meetings on the subjects of regeneration and public consultations and will update the Town Council and make arrangements for a meeting on the subject of a public consultation.

8. Budget update and review - Clerk

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

No comments or questions were noted.

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

Finance 19.02.2024

Planning 12.02.2024

Governance 20.02.2024

Events 20.02.2024

No comments were noted.

10. Christmas Lights Tender:

The current 3 year contract has ended. Resolve that the Clerk should proceed with the tender process for 2024 onwards and send out the prepared letter of invite and supporting documents to the updated list of contractors, and to promote via Facebook.

It was resolved that subject to agreed amendments to the documents, the Clerk would proceed with the tender process. Proposed Cllr Murphy, seconded Cllr Tyrrell, unanimous.

11. Town Centre & Regeneration Working Group (TC&R WG):

Resolve to agree The Terms of Reference Working Group.

It was resolved to adopt the TC&RWG Terms of Reference. Proposed Cllr Hughes, seconded Cllr Morgan, unanimous.

12. Newsletter Working Group:

Resolve to agree the Terms of Reference for the Newsletter Working Group.

It was resolved to adopt the Newsletter Terms of Reference. Proposed Cllr Morgan, seconded Cllr Hughes, unanimous.

13. Town Map Payment:

Resolve if the Town Council agree to make a payment of £400 to the designer of the Town Map presented at the February Town Council meeting (TC/24-02), in acknowledgement of the work and expense invested.

Standing orders were suspended at 8.32 to enable a MOP to comment on this subject and were reinstated at 8.34.

It was resolved to make the payment of £400 to the designer of the Town map, in recognition of the work and expense invested. Proposed Cllr Churchill, seconded Cllr

Tyrrell, majority in support.

14. Surfers against Sewage and Plastic Free Status for Fishguard & Goodwick:

Discuss and resolve if the Town Council are prepared to pass a motion of the 3 statements below:

1: Fishguard & Goodwick Town Council will lead by example and phase out single-use plastic items from its premises and operations.

2: Fishguard & Goodwick Town Council will encourage plastic free initiatives in the area, promoting campaign and supporting events.

3: Fishguard & Goodwick Town Council will name a representative of the council to sit on the Plastic Free Community Steering group.

Resolve whether to pass this motion, and if appropriate to nominate a representative.

It was agreed that there was not enough information provided to make a decision on this motion. It was resolved that Cllr Tyrrell would join the Plastic Free Steering Group as Town Council representative and update the council. Proposed Cllr Shaw, seconded Cllr Murphy, unanimous.

15. Asset Register:

Review the Asset Register, updated by the Clerk and resolve to adopt.

It was resolved to adopt the updated Asset Register. Proposed Cllr Shaw, seconded Cllr Hughes, unanimous.

16. Financial Vires:

In order to correct overspends on certain budgets, the RFO requests the Town Council resolve to approve the following vires to bring cost codes back into budget:

1: £6000 from Election costs and £5000 from Christmas lights to Rent which is overspent due to back rent.

2: £1900 from Civic Events, £1300 from Training and £1700 from Floral Displays to Town Maintenance which is overspent due to the Marine Walk Noticeboards.

It was resolved to approve the proposed vires as outlined. Proposed Cllr Murphy, seconded Cllr Morgan, unanimous.

17. 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.

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

18. 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.

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

19. Grant Application – Aberjazz £1500:

This application has been reviewed by the Finance Committee with the recommendation it be supported for the full amount. Discuss and resolve whether to support the application.

It was resolved to support this application for the full amount requested. Proposed Cllr Hughes, seconded Cllr J Davidson, unanimous.

20. Grant Application – Canlolfan Plant Jig-So Children's Centre £1495:

This application has been reviewed by the Finance Committee with the recommendation it be supported for the full amount. Discuss and resolve whether to support the application.

It was resolved to support this application for the full amount requested. Proposed

Cllr J Davidson, seconded Cllr Tyrrell, unanimous.

21. Fishguard School Crossing Patrol Consultation:

Discuss and resolve a Town Council response to the Fishguard SCP consultation. After discussion, it was resolved that the Clerk would prepare a response to this consultation based on the comments raised, this would be agreed with the Chair before submission. Proposed Cllr Morgan, seconded Cllr Murphy, unanimous.

22. Sustainable Farming Scheme Consultation:

Discuss and resolve a Town Council response to the SFS Consultation. It was resolved the council should respond to the consultation, and the response would state that the Town Council is NOT in favour of the Sustainable Farming Scheme proposed by the government. Proposed Cllr Tyrrell, seconded Cllr Murphy, majority in favour of this motion. Clerk to action.

23. TC&RWG:

Resolve that the Town Council will invite a representative from North Pembrokeshire Trade & Tourism to join the Town Centre and regeneration Working Group. It was resolved that the Town Council would invite a representative from North Pembrokeshire Trade & Tourism to join the Town Centre and Regeneration Working Group. Proposed Cllr Morgan, seconded Cllr Murphy, unanimous. Clerk to action.

24. Town Centre Benches: Cllr Morgan

Resolve that the Town Centre and Regeneration Working group investigate possible locations and associated licence requirements and costings for placing benches on Fishguard square.

It was resolved that the Working Group make initial investigations regarding possible locations for additional benches and associated licence requirements and costings on Fishguard Square. Proposed Cllr Morgan seconded Cllr Gwynn, unanimous.

25. Annual Report:

Resolve if the Clerk and Chair produce a draft Annual Report, or if there is a councillor who would like to take on this task.

It was resolved that the Clerk and Chair would produce a draft Annual Report for the year ending 31st March 2024. Proposed Cllr Tyrrell, seconded Cllr Shaw, unanimous.

26. Yacht Club Defibrillator box:

Resolve if the Town Council should replace the defibrillator box at the Yacht Club in Lower Town at a cost of £395.

It was resolved that the Town Council would arrange the replacement of the defibrillator box at the Yacht Club in Lower Town. Proposed Cllr Murphy, seconded Cllr Hughes, unanimous. Clerk to action.

27. 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.

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

28. 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.

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

29. Litter Picks:

Resolve if the Town Council should organise community litter picks in 2024.
Due to time constraints, it was agreed to defer this item until the next Town Council meeting.

Date of next meeting: Tuesday 2nd April 2024

Time meeting closed: 9.35pm

Signed:

Date:

Ref: TC/24-03