



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
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Dear Council Member,

The **MINUTES** of the Full Council meeting
of the Fishguard & Goodwick Town Council held at 7:00pm on Tuesday 1st September 2026.
The meeting was held in the Town Hall meeting room and will was multilocalational.

Cllr. S Hughes was in the Chair

Clerk: ...*Rachel Thomson*
Rachel Thomson

Minutes

PUBLIC SESSION - CLLR. S Hughes

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.

One member of the public attended the meeting as an observer.

County councillors present.

Cllr Billy Shaw (gave apologies from County Cllr Pat Davies).

- 1) Fishguard War Memorial: Advised the wreaths and flowers had been removed for remedial works to the area.
- 2) Remembrance Service on the ferry: Advised of new passport requirements for anyone on the ferry.
- 3) Twinning Association: Meeting on 10th September in the Rugby Club.

Co-Option of new Town Councillor:

Co-Option of a new Town Councillor for Fishguard North-West Ward

There were two candidates and Neil Warburton was duly elected as Town Councillor for Fishguard North-West Ward.

STANDING ORDERS WERE ADOPTED at 7.10pm

1. Apologies.

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

Present: Cllrs S Hughes, McCarney, T Hughes, Molloy, Ley, Allison, Churchill, Tyrrell, Davidson, Morgan, Elcock and Murphy(online).

Absent: Cllr Gwynn – apology not accepted by Town Council.

2. Declarations of interest.

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

Cllr Tyrrell declared a personal interest in item 16 and a prejudicial interest in item 17
Cllr Allison declared a personal interest in items 16 and 17.

3. Minutes of the previous meeting

To approve the minutes of the previous meeting, held on Tuesday 21st July 2026 as a true and accurate record of the meeting.

It was resolved to accept the minutes as a true and accurate record of the meeting.

Proposed Cllr McCarney, seconded Cllr Morgan, unanimous.

4. Clerks report.

1	UKSPF Funding	PCC & UKSPF	The Town Council were awarded £2000 UKSPF Funding, towards the grant funding we provide to local events. This grant helped towards the financial support we provided for the Folk Festival, Last Invasion event and a Round Table event. The Town Council thank PCC and UKSPF as this funding enables the Town Council to assist more local Community events and projects.
2	Royal British Legion	Bin Re-location	The local RBL group requested PCC relocate the rubbish bin by the Goodwick Cenotaph, and PCC contacted the Clerk for suggested locations. The Clerk suggested 2 nearby locations which would not impede on the required pavement width and the bin has been relocated to one of these. The RBL sent an email of thanks to all those who assisted.
3	Display Board:	Previous Mayor's	- The Clerk has received several comments and requests about the displays in the TH foyer which are out of date. - The Clerk will source quotes and designs for updating this information.

5. Chair Update: Cllr S Hughes

1) Welcomed the Councillors back after recess and indicated a busy time ahead for the Town Council.

2) Highlighted the events attended by the Mayor this summer, including Civic Services along with many local community events.

3) As a Councillor, updated he is looking into bringing the Rosslare Exhibition to Fishguard (celebrating 120 years of ferry travel). Also highlighted the current Open Reach pole issues and the problems with graffiti/vandalism in the Goodwick Beach shelter.

4) Appreciate the busy lives everyone has, that we are unpaid and need to balance our time spent on council business. However, we have all put ourselves forward to represent our residents and they would reasonably expect our regular engagement. The following are suggestions to support this.

Councillor updates – You are the eyes and ears for what is going on in our towns.

Everyone should have something to say about what they have been doing as a councillor. Tell us what you have done, what issues have been discussed with you, what is on your mind?

Councillor training – sadly not compulsory but strongly recommended to support public confidence in the council

6. Councillor Update

Cllr Ley: 1) New Flats – Appreciated the recent opportunity to view the new flats.

2) UK town of Culture – opportunity to enter each year. Large investment if successful. Something Town Council could look at going forward.

3) Visited Ford Pawb event for the first time, it was good to meet people and get their views. Gathered feedback on problems of digital exclusion.

4) has received resident comments on problems with dogs off leads and dog fouling issues.

Cllr Tyrrell: Enquired who owned the small car park opposite the Co-op, Cllr Molloy advised that County Cllr had confirmed it belonged to PCC and that its current use is under review.

Cllr Molloy: has received complaints from residents that campers are parking overnight in the car park opposite the Co-op and cooking etc. Currently there are no parking restrictions in this car park.

Cllr Allison: 1) Noted that the data collection cameras agreed to be installed by Welsh Government are not yet installed. Was advised this has been chased already by the Town Clerk and will be again.

2) Lower Town Playground in poor state of repair, was advised that PCC had been informed and we are awaiting an update.

Cllr Morgan: 1) Highlighted there is currently a lot of anti-social behaviour on Tower Hill, intimidating doorstep behaviour, noted the police are aware and have increased patrols. Cllr S Hughes advised he had received an update from the police who are aware of the current problems. Clerk will raise with PCSO.

Cllr T Hughes: 1) Open reach Pole issues – finally received a response to his enquires with the confirmation that the pole is entitled to be positioned in the questioned location with all paperwork in order.

2) Resident concerns received relating to traffic safety issues on certain junctions in Goodwick.

Cllr Davidson: Updated on the Round Table Carnival which had a good turnout despite the forecasted weather. The Round Table also thanked the Town Council again for the grant support this year.

7. Councillor Action List Update:

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

8. Biodiversity Update: Cllr Morgan

Cllr Morgan updated the Council that he has been visiting a lot of local sites and is planning to meet with the PCC representatives to produce an action plan to present to the Town Council.

9. Working Group Update:

CAT WG: Advice from Cwm Arian following visit to town hall. Very positive for seeking energy efficiency grants which they will support us to prepare. New energy survey provider identified. Initial survey planned for 7th September.

Ongoing discussions with PCC. Freehold now being offered. Lottie Egerton to submit report and recommendation to PCC for October meeting of cabinet. Revised increased rental rates for library being discussed.

Public engagement events to be held w/c 28th September. Display of information about the CAT will be in the council meeting room all that week. Clerk/WG members will be in attendance, and a feedback form is being developed to capture the public's views on the CATW. All information and feedback form will also be made available online. Any suggestions for groups/locations we can visit to further engagement?

Thursday 1st October public meeting in town hall to be attended by PCC and others. Q & A session and feedback to be collected. Once all feedback has been collated it will be shared with the councillors ahead of a vote on whether to proceed with the CAT. Likely to be at the October full council meeting.

TC&RWG: No meeting due to summer recess and focus on CAT. Group to meet soon to reconsider the remit of the group and how it can be made more effective.

10. Budget update and review - Clerk

The most recent Receipts & Payments report has been circulated, are there any

questions or comments.

No comments or concerns were noted.

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

Finance 20.07.2026

Planning No meeting in July

Governance 21.07.2026

Events No meeting in July

No comments or concerns were noted.

12. Proposed Community Asset Transfer of the Town Hall: Cllr S Hughes

Pembrokeshire County Council are proposing a possible Freehold transfer of the building rather than the previously discussed leasehold transfer. Discuss and resolve a Town Council decision on the preferred way forward.

It was resolved that a Freehold transfer of Fishguard Town Hall from PCC to the Town Council would be the preferred option. Proposed Cllr Allison, seconded Cllr Ley, unanimous.

13. Town Councillor Attendance reporting: Cllr Ley

Resolve to publish on the Town Council website Councillor attendance at Full Council meetings for each Civic Year, to be updated monthly (percentage pro-rated for Councillors leaving/joining the Town Council during the year)

Cllr Ley explained that this information is already available via the minutes on the website, but this is the minimum legal requirement and felt the Council should show good governance and be more transparent with the information. After some debate, Cllr T Hughes proposed an amendment to the agenda item to include the attendance data for the Committees as well as Full Council, seconded by Cllr Allison, majority support of this amendment. It was then resolved to support the motion that Cllr attendance at Full Council and Committee meeting would be published on the website in spreadsheet form (as circulated in template form). Proposed Cllr Ley, seconded Cllr Allison, majority in favour.

14. Meetings Apology Policy:

Resolve to adopt this new policy, prepared by the Clerk in consultation with the Chair and Deputy Chair.

Subject to minor agreed amendments, it was resolved to adopt this policy. Proposed Cllr McCarney, seconded Cllr T Hughes, majority in favour.

15. Subscription Request: Cllr Tyrrell

Resolve that the Town Council subscribe to 'Grant Finder' (a subscription based service that assists organisations to find grant funding, minimum subscription is one year) at a cost of £1,020 (To be confirmed).

The Clerk advised the Town Council an accurate figure of £1,450 for the subscription had been obtained. There was general consensus that there were free avenues for grant funding available. Also queried was if quotes for other grant find agencies had been sought for comparison and due diligence. The motion was proposed by Cllr Tyrrell and seconded by Cllr Allison, the majority voted against the motion which was therefore not passed.

16. Town Councillor Representative for Last Invasion 2027: Cllr Tyrrell

Resolve to appoint a Town Councillor as representative for the Town Council on the Last Invasion of Britain 2027 coordination group.

It was resolved to propose Cllr T Hughes as Town Council Representative on the coordination group. Proposed Cllr Tyrrell, seconded Cllr Allison, unanimous.

17. Last Invasion 2027 re-enactment: Cllr Tyrrell

Resolve for the Town Council to underwrite the cost of the 2027 Last Invasion re-

enactment, limit of liability £10k.

Cllr Tyrrell left the meeting for this item as he had declared a prejudicial interest.

There was discussion about the concerns of committing a significant sum of public funds for this event without further information, such as a budget plan, detailed costings and a plan outlining potential risks to the Council and that more scrutiny and backing data was needed. The motion was proposed by Cllr Allison, there was no seconder, so the motion was not passed. It was noted that there was a lot of support for this event, but that the financial risk was currently too much. It was suggested that the item be presented again at the next Town Council meeting with a full detailed proposal and accurate costings.

18. Energy Survey Assessment and Report of Recommendation for Fishguard Town Hall:

Resolve to employ the services as quoted in the supporting documents for an energy assessment of Fishguard Town Hall, at a cost of £1,000 plus Vat.

It was resolved to proceed with the energy assessment as quoted in the supporting document at a cost of £1,000 plus Vat. Proposed Cllr McCarney, seconded Cllr Davidson, majority in favour.

19. Additional Community Governor Request: Holy Name & St Francis Catholic Primary Schools:

Resolve to agree a nominated Town Councillor for the position of Additional Community Governor for Holy Name and St Francis Catholic Primary Schools.

It was resolved to nominate Cllr Morgan for the role of Additional Community Governor for Holy Name and St Francis Catholic primary schools. Proposed Cllr McCarney, seconded Cllr Davidson, unanimous.

20. Additional Community Governor Request: Ysgol Glannau Gwaun:

Resolve to agree a nominated Town Councillor for the position of Additional Community Governor for Glannau Gwaun School.

It was resolved to nominate Cllr Churchill as Additional Community Governor for Ysgol Glannau Gwaun. Proposed Cllr T Hughes, seconded Cllr Ley, unanimous.

21. Policies for Annual Review

These policies have been reviewed by the Governance Committee with the recommendation they be adopted by Full Council: Review and resolve to adopt:

1) Flag Policy: It was resolved to adopt this policy. Proposed Cllr McCarney, seconded Cllr Davidson, unanimous.

2) Equality and Diversity Policy: it was resolved to adopt this policy. Proposed Cllr Allison, seconded Cllr T Hughes, majority in favour.

22. 2026/27 Local Government Services Pay Agreement:

Resolve to acknowledge the Local Government Pay Agreement for the Clerk and that it be implemented and backdated to 1st April 2026 as per the agreement.

It was resolved to acknowledge the Local Government Pay agreement and agreed that it be backdated to 1st April 2026 as per the agreement. Proposed Cllr Ley, seconded Cllr McCarney, unanimous.

Date of next meeting: Tuesday 6th October 2026

Time meeting closed: 9.02pm

Signed:

Date:

Position:

Ref: TC/26-09