Minutes of a Meeting of the

Finance and General Purposes Committee

held at the Town Hall, Milford Haven

on Thursday, 7th January, 2016 at 6.00 pm

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PRESENT

The Mayor (Councillor S. G. Joseph)

The Deputy Mayor (Councillor W. D. Elliott)

Councillors: Mrs. Y. G. Southwell (Chairman)

A. E. Byrne R. Gray

A. H. Miles M. J. Norman

G. Woodham MBA (Open) LL.B (Hons)

238. CHAIRMAN’S REMARKS:

The Chairman, Councillor Mrs. Y. G. Southwell, wished Members a Happy New Year.

239. APOLOGIES:

Apologies for absence were received from Councillors R. D. Evans and D. R. Sinnett.

240. MINUTES OF THE MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON THE 12TH NOVEMBER, 2015:

RESOLVED THAT the Minutes of the Meeting of

the Finance and General Purposes Committee

held on 12th November, 2015, be approved as

a correct record and that they be signed by the

Chairman.

241. INFORMATION FROM THE MAYOR:

(a) Mayor’s Engagements:

Members were informed of the Mayor’s engagements since 30th November, 2015:-

5th December - Visit of Father Christmas to the Town Hall

12th December - Christmas Cracker 2015 at Milford Marina

14th December - Milford Haven School Senior Certificate Award Ceremony

20th December - Mayor’s Carol Service at Christ Church

20th December - Carol Service at St Katharine and St Peter’s Church

(attended by Deputy Mayor)

21st December - Christmas Concert at Havenhurst

24th December - Crib Service at St. Katharine and St. Peter’s Church

(attended by Deputy Mayor)

25th December - ‘Christmas Together’ (attended by Mayor and Deputy

Mayor.

The Chairman congratulated Councillor G. Woodham MBA (Open) LL.B (Hons) on

the success of Christmas Together.

(b) Email re Safe Routes to School:

Members discussed an email from Ms. S. Lewis, Pembrokeshire County Council, in which she attached plans illustrating phase 2 of the Milford Haven bid for funding proposals. The plans are to be submitted to the Welsh Government at the end of this month via the Safe Routes in Communities scheme. These schemes are currently in the design stage only as funding has not been acquired to progress them to any detail.

Ms. Lewis advised that work has been undertaken with pupils of the Secondary School who suggested some of the proposals. There are no schemes proposed for outside the front entrance of the school because the Welsh Government has appointed consultants to review all schools fronting trunk roads with a view to introducing 20 mph speed limits. Ms. Lewis has also asked the Welsh Government to review the crossing at this location.

Ms. Lewis said that if no comments on the proposals were received by Friday, 15th January, she would assume that this Council has no objections in principle to the schemes proposed. She apologised for the limited response time, but was told just before Christmas by the Welsh Government that that bids should be submitted by 29th January.

RESOLVED THAT the Milford Haven Town Council

supports the proposed routes.

242. RECOMMENDATIONS FROM MONDAY EVENING’S MEETING OF THE PUBLIC WORKS AND PLANNING COMMITTEE:

The Clerk advised that the only financial recommendation was regarding Rate Estimates and it was RESOLVED THAT this be discussed at the relevant agenda item.

Councillor A. H. Miles joined the Meeting at this point.

243. REPORT FROM THE MEETING OF THE FACEBOOK AND WEBSITE WORKING GROUP HELD 4TH JANUARY, 2016:

The Mayor, Councillor S. G. Joseph, joined the Meeting during the discussion of this item.

Members discussed the Report of the Meeting of the Facebook and Website Working Group.

The Chairman of the Group, the Deputy Mayor, Councillor W. D. Elliott BA, explained that funding a promotion to increase the footfall on the Facebook page was more expensive than first anticipated.

A Member suggested that there might be other ways of increasing footfall without

any financial implications.

RESOLVED THAT:

1. there is to be no financial investment made in

the Council’s Facebook page at this stage;

1. this issue is to be deferred for further

discussion at the next meeting of the

Facebook and Website Working Group;

1. the “Meet your Councillor” form is to be

emailed to Members;

1. subject to the above, the Report of the

Meeting of the Facebook and Website Working

Group held on 4th January, 2016, be

recommended for approval and adoption.

244. RATE ESTIMATES 2016 – 2017:

The Clerk informed Members that, at the Public Works and Planning Sub-Committee Meeting, it was agreed to remove the sum of £14,000 shown in the rate estimates for the replacement of the Chapel roof and associated works. It was also agreed to defer discussion on the Chapel roof and associated works until the long term plans for the building are decided and, if necessary, funds can be taken from the £37,000 set aside for town regeneration.

Members were informed that even though this is the Finance and General Purposes Committee, discussion on the precept figures for the Cemetery comes within the purview of the Public Works and Planning Committee. Cemetery figures will be discussed at the Precept Meeting.

After some discussion it was RESOLVED THAT the Finance and General Purposes Committee does not support the recommendation made at Monday evening’s Meeting of the Public Works and Planning Sub-Committee.

Councillor A. E. Byrne wished it recorded that he had voted against this proposal and reserved his right to speak at Full Council.

It was FURTHER RESOLVED THAT discussion on

Procedures and Structures of Committees be

referred to the Standing Orders Sub-Committee.

Members then gave consideration to the estimates for income and expenditure for 2016- 2017 in respect of all Council services, excluding the Cemetery.

(a) Milford Haven Festivities Week:

RESOLVED THAT more publicity is to be given to

Festivities Week via the Council’s social media,

and more Councillor involvement is to be

encouraged.

(b) Public Events:

RESOLVED THAT this budget be retained at £1,500 as it

is the Queen’s 90th birthday this year and Members might

wish to fund an event to mark the anniversary.

(c) Milford Haven Round Table:

Members agreed that there should be more of a working partnership between this Council and other organisations in this town in which the Milford Haven Round Table plays an important role.

RESOLVED THAT:

(i) a representative from the Milford Haven Round Table

is to be co-opted on to the Public Events Sub-Committee;

(ii) a sum of £4,000 is to be allocated to this budget line, informed

discussions will be held with the Public Events Sub-Committee

and the Round Table throughout the year as to the Round

Table’s events;

(iii) funds are to be released to the Round Table upon the

Recommendation of the Public Events Sub-Committee.

(d) Milford Haven Town Band and Milford Haven Junior Town Band:

Councillor G. Woodham MBA (Open) LL.B (Hons) declared a personal interest in this item as he is the President of both the Milford Haven Town Band and the Milford Haven Junior Town Band. He did not participate in any discussion on this matter.

(e) Milford Haven Museum Trust:

RESOLVED THAT that this budget be increased from £7,000

to £9,000.

Councillors A. E. Byrne and A. H. Miles reserved the right to speak on this issue at the Precept Meeting.

(f) Milford Haven Sea Cadets and Royal Marine Cadets:

The Deputy Mayor, Councillor W. D. Elliott BA, declared a personal interest in this issue, as Commanding Officer of the Milford Haven Sea Cadets and Royal Marine Cadets Unit. He took no part in the discussion or the voting thereon, but provided background information when requested.

RESOLVED THAT:

(i) £5,000 be allocated for the provision of a mini bus for the Unit;

(ii) as the Sea Cadets and Royal Marine Cadets are still fundraising

for the mini bus, they will advise the deficit required before any

funds from the Town Council are released;

(iii) the funds be allocated with the caveat that the mini bus can be

used for other groups and branded to acknowledge the Town

Council’s donation.

(g) Torch Theatre:

Councillor G. Woodham MBA (Open) LL.B (Hons) declared a prejudicial interest in this issue, as he is a salaried employee of the Torch Theatre and left the room during the discussion on this item.

The Chairman, Councillor Mrs. Y. G. Southwell, declared a personal interest in this item, as she has been appointed by this Council as its Representative on the Torch Theatre Management Board.

RESOLVED THAT the grant for the Torch Theatre be increased

from £8,000 to £10,000.

(h) Milford Haven Business Circle:

Councillor G. Woodham MBA (Open) LL.B (Hons) declared a personal interest in this issue, as he is currently the Treasurer of the Milford Haven Business Circle. He took no part in the discussion or the voting thereon, but provided background information when requested.

RESOLVED THAT:

(i) the organiser of Founders’ Day from the Milford Haven Business Circle

is to be co-opted on to the Public Events Sub-Committee;

(ii) a sum of £2,000 is to be allocated to this budget line;

(iii) funds are to be released to the Milford Haven Business Circle

upon the recommendation of the Public Events Sub-Committee.

(i) Mayor’s Allowance:

Councillor W. D. Elliott BA, as Deputy Mayor/Mayor Elect, declared a personal interest in this issue, and took no part in the discussion or voting thereon.

RESOLVED THAT the Mayor’s allowance be increased from

£3,500 to £4,000.

(j) Deputy Mayor’s Allowance:

RESOLVED THAT the Deputy Mayor’s allowance be increased

from £400 to £500.

(k) Floral Displays in the Town:

RESOLVED THAT:

(i) this budget be reduced from £6,000 to £4,440;

(ii) the quotation from the Pembrokeshire County Council

regarding flowers in the town be accepted for the

financial year 2016-2017 only, with discussion regarding

future years taking place early in the year.

(l) Training for Councillors and Council Staff:

Councillor M. J. Norman declared an interest as he is employed at Pembrokeshire College and his employer is currently in discussion with the Council regarding training.

RESOLVED THAT:

(i) the budget is to be retained at £1,000;

(ii) if there is a need for additional funds to be found

throughout the year, Members are to look favourably

to finding these funds from Reserves.

(m) Website:

Members noted the recommendation made by the Facebook and Website Working Group.

RESOLVED THAT this budget is to be retained at £400.

(n) Precept Requirements for 2015-2016:

The Clerk advised that, as a result of the decisions made at the meetings of the Public Works and Planning Committee and the Finance and General Purposes Committee, the sum of the Council’s net precept requirements for 2016-2017 is £184,800.

This proposed figure is equivalent to a charge of £37.23 per annum per band “D” household.

A precept of £158,605 was served on the Pembrokeshire County Council in respect of the current financial year. This is equivalent to a charge of £32.30 per annum per band “D” household.

RESOLVED THAT a Precept Requirement of £184,800 be

served on the Pembrokeshire County Council in respect

of the financial year 2016-2017.

245. FINANCIAL ASSISTANCE:

(i) Acknowledgement of Donations:

The Clerk advised that letters of thanks had been received from Hakin OAPs, Haven Over 60s Club, The Meads CPI and N School, PATCH, Pembrokeshire Citizens Advice Bureau and The Salvation Army.

(ii) Applications for Financial Assistance:

(a) Hafan Cymru - £300

*This donation is to be made in accordance with the Milford Haven Town Council’s powers under Section 137 of the Local Government Act 1972.*

(b) Keep Wales Tidy - £100

*This donation is to be made in accordance with the Milford Haven Town Council’s powers under Section 137 of the Local Government Act 1972.*

(c) Macmillan Cancer Support - £300

*This donation is to be made in accordance with the Milford Haven Town Council’s powers under Section 137 of the Local Government Act 1972.*

(d) Wales Air Ambulance Airbase Appeal - £250

*This donation is to be made in accordance with the Milford Haven Town Council’s powers under Section 137 of the Local Government Act 1972.*

(e) Milford Haven Amateur Operatic Society

The Clerk advised that a letter had been received earlier that day from the Milford Haven Amateur Operatic Society, requesting funding for their performance of “The Pajama Game” in March.

RESOLVED THAT Milford Haven Amateur

Operatic Society be asked to complete a

donations form for consideration at

Full Council in January.

246. SCHEDULE OF ACCOUNTS:

RESOLVED THAT the Schedule of Accounts,

as presented by the Clerk for the month of

November and December, 2015, in the sum

of £32,565.92 be accepted and approved for

payment.

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