Minutes of a Meeting of the Milford Haven Town Council

held at the Council Chamber, Town Hall, Milford Haven

on Monday, 27th March, 2017 at 7:00 pm

­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PRESENT

The Mayor (Councillor W. D. Elliott BA QTS)

The Deputy Mayor (Councillor C. A. Sharp)

 Councillors: J. W. Cole A. W. Eden

 R. D. Evans E. R. Harries

 A. H. Miles M. P. Rickard

 D. R. Sinnett Mrs. C. T. Williams

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

 Ms. F. K. Galliford (Milford Haven Town Council Secretary)

PRAYERS:

Prayers were led by the Mayor’s Chaplain, Father Harri Williams.

\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*

 TO RECEIVE MR. N. JENKINS BSc MRICS, DESTINATION DIRECTOR, AND MS. L. JAMES, MARKETING MANAGER, PORT OF MILFORD HAVEN:

 The Mayor, Councillor W. D. Elliott BA QTS, welcomed Members to this evening’s Meeting. He then welcomed Mr. N. Jenkins, Destination Director, and Ms. L. James, Marketing Manager, Port of Milford Haven, to the Meeting.

 Mr. Jenkins thanked Members for their attendance. He advised that Members were about to watch a presentation, highlighting the Milford Haven Dock Masterplan, that they may have seen in the past – the Port of Milford Haven is working on a new presentation that should be available to the public in a matter of weeks. This new presentation will coincide with an updated version of the Port of Milford Haven’s website [www.mhpa.co.uk](http://www.mhpa.co.uk). Tonight’s presentation would also encompass the Powerboat P1 National Championships Welsh Grand Prix, which is to be held in July 2017.

 Mr. Jenkins went through the Masterplan in meticulous detail, using images on the overhead projector and an array of statistics. He commenced with news of the imminent Costa Coffee Drive Thru – Phase 1A of the Development – which has received Planning Permission, with construction to hopefully be started in the next few weeks. Phase 1A also incorporates a Cultural Centre, which will have a capacity larger than 400 people. Mr. Jenkins spoke with enthusiasm about his plans for the Centre, with his desire for the Centre to be known as the definitive music venue in Pembrokeshire. A link to the western end of Charles Street (from the Marina) will be constructed.

 Phase 1B contains yet more ambitious plans, such as the building of a restaurant (to seat approximately 220 people) and a hotel to replace the existing Ice Factory. Mr. Jenkins advised that he would be talking to three operators regarding these proposals in Cardiff on Tuesday (28th March).

 Planning consent has been granted for four floating hotel suites, each on an individual pontoon, and this will bring something different to the area.

 Mr. Jenkins stressed the importance of having the right mix, with Phase 2 proposals including a large leisure facility (open 365 days a year) and the creation of a large area of open space. A residential area will also be incorporated. The emphasis is on driving people down to Milford Haven.

 Phases 3A and 3B are likely to contain hotel and residential possibilities. All plans are dependent on the results of feasibility studies, which are being processed.

 Phase 4 may contain a new HQ building for the Port of Milford Haven, and a visitor centre.

 Phase 5 is currently a dry dock. Mr. Jenkins advised that there is presently a dry dock in Pembroke Dock, and considered whether the docks could be amalgamated.

 Mr. Jenkins then moved the topic to the upcoming Powerboat P1 National Championships Welsh Grand Prix, which will take place from 14th to 16th July 2017. He said that the event has been held in Cardiff for the last three years, and spoke with pride at the event coming to Milford Haven for the next three years.

 Members were treated to an entertaining and informative video highlighting the event.

 Mr. Jenkins stated that the Port of Milford Haven is sponsoring a brother and sister duo from Saundersfoot named Sam and Daisy Coleman. Reigning Powerboat P1 World Champions Sam and Daisy will be defending their title this year.

 Mr. Jenkins concluded his presentation by advising once more that the Port of Milford Haven would have an updated website within a matter of weeks. The updated website will contain a valuable E-commerce trading platform. Mr. Jenkins then reiterated that the new Masterplan presentation will also be available at that time.

 Members were invited to ask questions.

 A Member spoke of his enthusiasm for the project, but, as a trained architect, expressed concerns over some of the proposed measures. The Member also spoke in support of the “flotels” – floating hotels – but worried in case these hotels would decrease mooring availability. Mr. Jenkins moved to allay concerns, advising that there were relocation options in the Marina, and that the results of the feasibility study would provide scope to make appropriate amendments.

 Another Member asked about the number of parking spaces that would be available. Mr. Jenkins replied that at least 600 parking spaces would be available.

 The Member then asked if fishing related activity would be kept, to which Mr. Jenkins responded most emphatically in the affirmative. Mr. Jenkins then advised that the Port of Milford Haven is looking at diversifying further, with the agriculture industry full of potential and possibility.

 A Member commented on the very grandiose plans. He asked where the money for these plans would be coming from.

 Mr. Jenkins responded to the very valid question by breaking down the financial aspect. The first couple of phases – 1A and 1B – would be funded by the Port of Milford Haven themselves. Revenue for the second phase may be generated by the selling of the long lease flats on the Marina. Some Government grants for Tourism may also be available.

 The Member then asked whether the proposed leisure facility may jeopardise the Meads Leisure Centre. Mr. Jenkins assured that this would not be the case, as they would be incorporating a different kind of leisure, such as 3D / interactive rooms for children.

 Another Member, who had previously attended a Powerboat P1 Grand Prix and had enjoyed the event enormously, asked whether this event would impact upon other events on the Marina this year. Mr. Jenkins advised that there would be no Milford Fish Festival this summer.

 Another Member asked whether these proposals were merely wishful thinking at the moment, and, while welcoming the development, he stressed the urgency of the feasibility study.

 Mr. Jenkins stated that over two million pounds has been spent to date. The project is progressing well and unequivocally going ahead. The realistic time scale for completion of this development is five to ten years.

 The Mayor thanked Mr. Jenkins and Ms. James on behalf of all Members for a very informative presentation.

 Mr. Jenkins and Ms. James then left the Meeting.

 There was then a recess of five minutes. Councillors E. R. Harries, A. H. Miles and G. Woodham MBA (Open) LL.B (Hons) joined the Meeting at this point.

 PRAYERS:

 Prayers were led by the Mayor’s Chaplain, Father Harri Williams.

\*\*\*\*\*\*\*\*\*\*\*\*\*

 The formal Meeting of the Milford Haven Town Council then commenced.

260. APOLOGIES:

 Apologies for absence were received from Councillors A. E. Byrne, R. Gray, Mrs. J. Hawkins, S. G. Joseph, Mrs. Y. G. Southwell, and Mrs. C. Stevens. No apologies for absence were received from Councillor M. J. Norman. Apologies for absence were also received from the Town Clerk, Mrs. M. L. Galliford.

261. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING OF THE COUNCIL HELD ON THE 13TH MARCH, 2017:

 RESOLVED THAT the Minutes of the Meeting

 of the Milford Haven Town Council held on the

 13th March, 2017, be accepted and that they be

 signed by the Mayor as a true record.

262. INFORMATION FROM THE MAYOR:

 (a) Mayor’s Engagements:

 Members were informed of the Mayor’s Engagements since 13th March, 2017:

 15th March - Town Regeneration

 20th March - Masterplan Tender Meeting with the Pembrokeshire County Council at the Picton Centre

 23rd March (am) - Meeting with IT Officer from Pembrokeshire County Council (Town Clerk and Secretary also present)

 23rd March (pm) - Business Circle Meeting

 24th March - Milford Haven Sea Cadets & Royal Marines Cadets Mediumship Fundraiser at the Royal British Legion

 24th March - Milford Haven Rotary Club Concert at St. Katharine and St. Peter’s Church – *attended by Deputy Mayor*

 25th March - Solemn Mass in Thanksgiving for the 120th Anniversary of the Foundation of the Branch of the Mothers’ Union in the Parish of Milford Haven, at St. Katharine and St. Peter’s Church – *also attended by the Deputy Mayor*

 (b) Ms. F. K. Galliford’s Birthday:

 The Mayor wished Ms. F. K. Galliford, Milford Haven Town Council Secretary, a very Happy Birthday.

 (c) Information to Support Masterplan Development:

 The Mayor read out email correspondence from Ms. S. Henehan, Community Safety, Poverty and Regeneration Manager, Pembrokeshire County Council, and Ms. A. Malloy, PR and Communications Manager, Port of Milford Haven, relating to incipient Town Regeneration plans. These plans would extend / complement the Masterplan Development. The Mayor advised any Members with comments relating to this correspondence to contact the Secretary by Monday, 3rd April.

(d) Selection of Deputy Mayor for the Year 2017 – 2018:

 The Mayor advised that the closing date on the letter pertaining to the Selection of Deputy Mayor for the Year 2017 – 2018 was Friday, 14th April, which is Good Friday.

 RESOLVED THAT the closing date for

 submissions be changed to Tuesday,

 18th April, 2017.

(e) Mayor’s Charity Prize Bingo Evening:

 The Mayor informed Members that his Charity Prize Bingo Evening was to take place on Thursday, 6th April, at the Pill Social Centre, and asked Members to attend if possible.

\*\*\*\*\*\*\*\*

REPORTS ON COMMITTEES

263. SOCIAL MEDIA GROUP:

 The Minutes of the Meeting of the Social Media Group held on the 20th March, 2017, were moved by the Mayor, Councillor W. D. Elliott BA QTS.

 A Member expressed his great concern over this form of communication. Following those concerns, it was RESOLVED THAT any activity on the Milford Haven Town Council’s social media accounts be scrutinised by a Paid Officer before promulgation.

 It was further RESOLVED THAT, subject to

 the above, the Minutes of the Meeting of the

 Social Media Group held on the 20th March,

 2017, be accepted and that they be signed by

 the Mayor as a true record.

264. YOUTH WORKING GROUP:

 The Minutes of the Meeting of the Youth Working Group held on the 20th March, 2017, were moved by the Mayor, Councillor W. D. Elliott BA QTS.

 (i) Minute 259 – Youth Representation on the Milford Haven Town Council:

 A Member contended that he believed the proceedings to elect two Youth Representatives to the Milford Haven Town Council to have been expedited at indecent speed. He also expressed his bewilderment at the stipulated age category of 15 to 26 years, remarking that a person of the age of 26 has been franchised for 8 years, and can become a fully-fledged Councillor.

 The Member proposed that, if such a move was within the national legislation, the age category be curbed at 18 years. Three Members voted in favour of this proposal with eight Members against.

 Another Member commended the Youth Working Group for their commitment, and expressed his delight at the initiative. He suggested a number of amendments to the accompanying Application Process and Role Descriptors forms, which were noted and are to be actioned by the Secretary.

 A Member, while also very supportive of the initiative, asked for clarification as to the interview panels. He suggested that Councillor R. D. Evans, as the youngest Member, should play a significant role.

 The Mayor, who is Chairman of the Youth Working Group, advised that there will be two panels. One panel will be composed of specifically selected young people (in keeping with the UN Convention on the Rights of the Child) with the second panel made up of Members of the Milford Haven Town Council.

 Following discussion, it was RESOLVED THAT applications for two Youth Representatives be opened, with eight Members in favour, one Member against, and one abstention.

 It was further RESOLVED THAT, subject to

 the above, the Minutes of the Meeting of the

 Youth Working Group held on the 20th March,

 2017, be accepted and that they be signed by

 the Mayor as a true record.

265. CEMETERY REPORTS – JANUARY / FEBRUARY 2017:

 It was RESOLVED THAT the Cemetery Reports,

 as presented by the Clerk for the months of

 January and February, 2017, be approved.

266. PLANS:

 It was RESOLVED THAT the recommendations of

 the Chairman of the Public Works and Planning

 Committee in respect of the planning applications detailed on Pages 1 and 2 of the attached report

 (see Appendix B) be approved, with discussion

 of Planning Application No. 16/1193/PA to follow.

 (a) Planning Application 16/1193/PA – The erection of 2.4m metal mesh fencing at Observatory Field, Picton Road, Hakin, Milford Haven:

 Following discussion, it was RESOLVED THAT

 Planning Application 16/1193/PA be approved.

267. MILFORD HAVEN PADDLING POOL:

 The Mayor read out an email from Councillor Joseph, who was not present at this evening’s Meeting. Speaking in his role as County Councillor for the Central Ward, Councillor Joseph requested that the Milford Haven Town Council funds £1000 towards the shortfall of the running costs of the paddling pool on The Rath, which is threatened with closure by the Pembrokeshire County Council. Councillor Joseph further mentioned that the Pembrokeshire County Council will run the paddling pool (as last year) and that he was working on a long-term plan to secure the future of the pool. Councillor Joseph concluded his email with the note that there is tremendous support in the town for the pool.

 The Mayor then read out an email from Mr. C. Payne, Leisure Services Manager, Pembrokeshire County Council, confirming that, upon the £1000 contribution from the Milford Haven Town Council, Pembrokeshire County Council will operate the paddling pool as last year depending on weather. The paddling pool was open for 27 days in 2016.

 A Member spoke of his shock that the Pembrokeshire County Council was not prepared to find £1000 to keep the paddling pool open. He felt it appalling, and another example of the Pembrokeshire County Council passing responsibility to the Milford Haven Town Council. He stated that £1000 was not a significant amount for the Pembrokeshire County Council, but a very significant amount for the Milford Haven Town Council.

 Those sentiments were echoed by other Members.

 There is an Internet petition urging the Milford Haven Town Council to take over the running costs of the paddling pool, and there has been intense coverage of the story in the local media.

 Another Member strongly condemned the situation. He stated that the paddling pool has been in Milford Haven for many years, and there is no question that it must remain open.

 RESOLVED THAT:

 (i) a strongly worded letter be sent to

 Mr. I. Westley, Chief Executive, Pembrokeshire

 County Council, emphasising that the paddling

 pool is the responsibility of the Pembrokeshire

 County Council;

 (ii) the online petition, which has been directed to

 the Milford Haven Town Council, is to be

 presented to the Pembrokeshire County Council.

268. PUBLICATION OF STATUTORY NOTICE – MILFORD HAVEN SCHOOL REORGANISATION:

 Members considered correspondence relating to the Pembrokeshire County Council’s proposal to reorganise primary education provision in Milford Haven, advising of the County Council’s decision to proceed with the proposals to close The Meads Infant & Nursery School and Milford Haven Junior School in order to establish a new 3 – 11 primary school in the town. A Statutory Notice has now been published.

 Furthermore, following the decision of the Governing Body of St. Francis Catholic Primary School at its meeting on 9th March, 2017, to proceed with the proposal to extend the lower age range of the school in order to admit part-time three-year-old pupils, the Governing Body has now published a Statutory Notice.

 RESOLVED THAT the information be received.

269. RIGHTS OF WAY IMPROVEMENT PLAN FOR PEMBROKESHIRE:

 Members considered a document from the Pembrokeshire County Council advising of the Rights of Way Improvement Plan for Pembrokeshire.

 Following discussion, it was RESOLVED THAT the Secretary is to contact Mr. M. Cloud, Definitive Map Officer, Pembrokeshire County Council, to obtain an up-to-date map indicating the current situation.

270. RISK ASSESSMENT SCHEDULE:

 Members considered the Risk Assessment Schedule that had been prepared by the Town Clerk.

 RESOLVED THAT the following amendments

 be made to this document:

 (i) under Topic headed “Income – Precept”, the

 Likelihood figure be raised from 1 to 2;

 (ii) under Topic headed “Charges – Cemetery”, the

 Likelihood figure be raised from 1 to 2;

 (iii) under Topic headed “Reserves – General”, the

 Likelihood figure be raised from 1 to 2;

 (iv) under Topic headed “Reserves – Earmarked”,

 the Likelihood figure be raised from 1

 to 2;

 (v) under Topic headed “Cemetery – Future

 Demand”, the Severity Score be raised

 from 11 to 15.

271. ANNUAL INVESTMENT STRATEGY:

 Members considered the Annual Investment Strategy for the Milford Haven Town Council.

 RESOLVED THAT the document be received.

72. APPOINTMENT OF INTERNAL AUDITOR:

 The Secretary asked whether Mr. R. Edwards, a former Town Clerk in Pembrokeshire, who has carried out the Council’s internal auditing since the financial year 2008-2009, could carry out the internal audit and the completion of Section 4 of the Annual Return for the Milford Haven Town Council for the financial year 2016-2017.

 RESOLVED THAT the Clerk is to write to

 Mr. R. Edwards to request that he carries

 out the internal auditing and the completion

 of Section 4 of the Annual Return for the

 Milford Haven Town Council for the financial

 year 2016-2017.

273. DATE OF NEXT MEETING:

 The Mayor stated that the next Full Council Meeting was to take place on Thursday, 13th April, 2017, which coincides with Maundy Thursday.

 Discussion followed and it was RESOLVED THAT the date of the next Full Council Meeting be changed to Monday, 10th April, 2017.

274. APPLICATION FOR FINANCIAL ASSISTANCE – MILFORD HAVEN TOWN TEAM REGENERATION GROUP:

 The Mayor, Councillor W. D. Elliott BA QTS, declared a personal interest as the Chairman of the Town Team Regeneration Group. He did not Chair this item and took no part in the discussion or voting.

 The Deputy Mayor, Councillor C. A. Sharp, declared a personal interest as a Member of the Milford Haven Town Team Regeneration Group.

 Councillor M. P. Rickard declared a personal interest as a Member of the Milford Haven Town Team Regeneration Group.

 Councillor Mrs. C. T. Williams declared a personal interest as a Member of the Milford Haven Town Team Regeneration Group.

 Councillor G. Woodham MBA (Open) LL.B (Hons) declared a personal interest as the Business Manager of the Torch Theatre.

 The Deputy Mayor, Councillor C. A. Sharp, chaired this discussion.

 Members then considered the application for £2,649 from the Milford Haven Town Team Regeneration Group. The recent dissolution of the Milford Haven Business Circle had put this year’s Founders’ Day celebrations in serious jeopardy. The Milford Haven Town Team Regeneration Team had therefore submitted an application for financial assistance to ensure that they could take over arrangements for Founders’ Day 2017.

 Members agreed that it was important that Founders’ Day – which celebrates the birthday of Milford Haven – went ahead.

 RESOLVED THAT:

 (i) a sum of £2,199 be awarded to the

 Milford Haven Town Team Regeneration

 Group for the organisation and execution

 of Founders’ Day 2017;

 (ii) the funds be taken from those set aside

 for Town Regeneration.

275. SCHEDULE OF ACCOUNTS:

 RESOLVED THAT the Schedule of Accounts,

 as presented by the Clerk for the month of

 February, 2017 in the sum of £9,750.41

 be accepted and approved for payment.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_