Minutes of a Meeting of the Milford Haven Town Council

held at the Council Chamber, Town Hall, Milford Haven

on Monday, 26th March, 2018 at 7:00 pm

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PRESENT

The Mayor (Councillor C. A. Sharp)

The Deputy Mayor (Councillor R. D. Gray)

 Councillors: A. E. Byrne T. J. Davies

 E. R. Harries Mrs. T. Olin

 M. P. Rickard D. R. Sinnett

 Mrs. L. E. Turner Mrs. C. T. Williams

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

 Youth

 Representative: Miss B. Roberts

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 TO RECEIVE MR. A. DON, CHIEF EXECUTIVE, AND MR. N. JENKINS, DEVELOPMENT DIRECTOR, PORT OF MILFORD HAVEN, TO UPDATE MEMBERS ON THE MILFORD WATERFRONT DEVELOPMENT:

 The Mayor, Councillor C. A. Sharp, welcomed Mr. A. Don, Chief Executive, and Mr. N. Jenkins, Development Director, Port of Milford Haven, to the meeting.

 Mr. Don thanked Members for giving them the opportunity to update the Council on the Milford Waterfront Development.

 Mr. Don explained that although the original planning application had been approved circumstances had changed and the application had to be revised.

 One of the significant events for the Port of Milford Haven in 2017 was the acquisition of Haven’s Head Retail Park. This had resulted in a much more substantial rental income and potentially a lot more interest in the outcome of the development.

 Mr. Don advised that there are a number of changes in the Masterplan, one of which is that the supermarket has been replaced in the plans with a leisure component.

 A study has been undertaken on the leisure component and it is thought that this will attract upwards of 300,000 people a year as users of that facility.

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 Mr. Don referred to the problems in the previous Masterplan in relation to road access and the implications for the Old Dock Office. The Port of Milford Haven has been in discussion for most of 2017 with the Trunk Road Agent seeking to agree on an alternative access on the basis that there will not be the number of vehicles parked at the leisure component as there would have been at the proposed supermarket, as supermarkets generate a high volume of traffic. The agreement with the Trunk Road Agent is based on slightly expanding the existing dock entrance with the result that there will be no change to the Old Dock Office.

 Mr. Don said that they see the Waterfront Development as being a great place to live, work and play. Milford Dock is a very active working location which has both a fishing fleet and retail activity. Young people are now able to work remotely from home, and they would like to take advantage of good broadband connections and a vibrant location with good restaurants and bars readily available.

 The Milford Waterfront development is estimated to cost £150 million based on a 10-year commercial viability development programme:

* 300,000 sq. ft. commercial development - £95 million
* Residential element - £45 million
* Low carbon, smart energy system - £10 million

 Mr. Jenkins said that additional staff have been recruited to deal with tourism and visitor development and to run existing facilities within the Marina.

 The Port of Milford Haven has created a solar farm in order to provide as much green energy as possible.

 Mr. Jenkins advised that the biggest change to the existing Masterplan is the Digital Leisure Hub. The emphasis is now very much on leisure. It was felt that leisure facilities would attract people not only to Milford Haven but also to Pembrokeshire, thus creating local jobs.

 The Port of Milford Haven has also considered a Gyro Tower and are heavily investigating this proposal.

 They have designed a restaurant on stilts that would sit in the Marina.

 The Port of Milford Haven has started a renovation programme at the Quay Stores building at the entrance to the Marina.

 The Port of Milford Haven is looking at building a Cultural Centre – a 400-seater auditorium, conference and exhibition space, and are having discussions with the Torch Theatre regarding this proposal. This building would have many facilities such as a café, bar and restaurant.

 The Port of Milford Haven is keen to amalgamate all the Port Authority offices into one building. They will have a green energy, high tech building, utilising state of the art technology.

 Mr. Jenkins said that changing is happening now – in 2012 they owned 3 retail units, they now own 18. Last year the Port of Milford Haven acquired Wards Yard.

 Mr. Jenkins explained that planning application has been approved for the Floatel Cabins (previously called the Marina Suites) which are floating hotel suites in the Marina and each one comprises bedroom area, living area and large terrace. They will be available by the end of this year.

 Work has been started on a Drive-Thru Costa Coffee which will be open in August.

 Part of the Milford Museum has been converted into a Visitor Centre. People will be able to book and pay for boat trips at the Centre.

 The Port of Milford Haven owns a 3-storey building - 4 Barrallier House – which is being renovated to provide holiday accommodation.

 The Port of Milford Haven plans to demolish the Ice Factory and erect a mid- range hotel there. There are also plans for a hotel on Mackerel Quay.

 The current planning application requires filling in the Dry Dock. The Port of Milford Haven now intends to turn this into a private berthing area.

 Mr. Don concluded by saying that they are almost ready to submit the revision to the original planning application.

 The Mayor thanked Mr. Don and Mr. Jenkins for the presentation and asked if there were any questions.

 Members asked questions encompassing such important issues as parking and access.

 Mr. Don said that they have commissioned one of their architects to look at parking issues. Planners, however, look at a building and its specifications and decide on how many spaces that should be made available. He is in favour of visitors to the leisure component using facilities such as the Pembrokeshire County Council car park at the bottom of Charles Street so there is movement in and around the town.

 Mr. Don also said that they would like to transform the area from the train station.

 Mr. Jenkins stated that the Port of Milford Haven is trying to integrate development with the Town Centre by creating pedestrian links with disabled access.

 A Member stated his concern as to the accumulation of litter and other pollutants in the area known as Fish Market Corner which could impact on the floating accommodation. Mr. Jenkins said that they are very much aware of this and are investigating products to deal with this issue.

 Another Member spoke enthusiastically and asked what this Council could do to promote this initiative.

 Mr. Don replied that anything that a collective voice would be hugely important with social media being a factor.

 The Mayor concluded by speaking as Chair of the Milford Haven Museum. He spoke glowingly of the Port of Milford Haven and thanked them profusely for their support and vision.

 Councillor E. R. Harries left the meeting and Councillors A. E. Byrne, T. J. Davies, A. H. Miles, Mrs. L. E. Turner and G. Woodham MBA (Open) LL.B (Hons) joined the meeting.

 PRAYERS:

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

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

MAYOR’S REMARKS:

The Mayor welcomed Councillor R. Williams to his first meeting as a Town Councillor.

297. APOLOGIES:

Apologies for absence were received from Councillors W. D. Elliott BA QTS, R. D. Evans, Miss K. Gray, Mrs. Y. G. Southwell and Miss A. Coaker, Youth Representative.

298. REGISTER OF MEMBERS’ INTERESTS

Councillor G. Woodham MBA (Open) LL.B (Hons) declared a prejudicial interest in Agenda Item – 11 – Proposed Foundation Station Installation at Corner of Gelliswick Road and John Lewis Street, as he has dealings with Telefonica installations through his work and said that he would leave the Chamber when the matter is being discussed.

299. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING OF THE COUNCIL HELD ON THE 8TH MARCH, 2018:

 RESOLVED THAT the Minutes of the Meeting

 of the Milford Haven Town Council held on the

 8th March, 2018, be accepted and that they be

 signed by the Mayor as a true record.

300. INFORMATION FROM THE MAYOR:

 Members were advised of the Mayor’s Engagements since 9th March, 2018:

9th March - Opening of Gelliswick Church in Wales VC School

10th March - Hands Across The Bridge (for *International Women’s Day*)

10th March - Presentation of the Milford Haven Sea Cadets and Royal Marines Cadets

11th March - Meeting with John Ewart (PLANED)

22nd March - Ambassador Training at the Port of Milford Haven

22nd March - St. Katharine’s Brownies – visit to the Town Hall

23rd March - *Anything Goes* – Pembrokeshire Women’s Institute Concert at the Torch Theatre

25th March - Girl Guides – Annual Review and Awards

 The Mayor reminded Members that if any Councillor wished to be considered for the office of Deputy Mayor/Mayor Elect, letters had to be received by midday on Friday, 13th April.

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REPORTS ON COMMITTEES

301. MINUTES OF THE MEETING OF THE TOWN REGENERATION ENVIRONMENTAL ACTION TEAM HELD ON 6TH MARCH, 2018:

 The Minutes of the Meeting of the Town Regeneration Environmental Action Team held on 6th March, 2018, were moved by the Chairman, Councillor D. R. Sinnett.

 (a) Minute 273 – Purpose of the Group and Membership:

 RESOLVED THAT “in order that it be passed

 on to the person responsible for environmental

 issues” be added to (iii) Mr. A. Don, Chief

 Executive, Port of Milford Haven.

 RESOLVED THAT, subject to the above, the

 Minutes of the Meeting of the Town Regeneration

 Environmental Action Team held on 6th March,

 2018, be approved and adopted.

302. MINUTES OF THE MEETING OF THE PEMBROKESHIRE COUNTY COUNCIL LIAISON GROUP HELD ON 14TH MARCH, 2018:

 The Minutes of the Meeting of the Pembrokeshire County Council Liaison Group held on 14th March, 2018, were moved by the Mayor, Councillor C. A. Sharp.

 RESOLVED THAT the Minutes of the Meeting of

 the Pembrokeshire County Council Liaison Group

 held on 14th March, 2018, be approved and adopted.

303. GRANT AGREEMENT BETWEEN MILFORD HAVEN TOWN COUNCIL, NANTUCKET CHARITABLE INCORPORATED ORGANISATION AND PEMBROKESHIRE COUNTY COUNCIL REGARDING RATH PADDLING POOL:

 Members considered the Grant Agreement which the Trustees of the NCIO would be considering after this meeting.

 A number of questions were asked, and the Mayor reassured Members that the partnership between the Town Council and the NCIO would be a secure relationship and any draft agreement drawn up between the two bodies would be reviewed at Full Council.

 RESOLVED THAT:

 (i) the Grant Agreement be approved;

 (ii) as soon as confirmation is received from

 the Trustees of the NCIO a meeting will be

 arranged to discuss an agreement between

 that body and the Milford Haven Town Council.

304. CEMETERY REPORTS:

 RESOLVED THAT the Cemetery Reports, as

 presented by the Clerk for the months of

 January and February, 2018, be accepted. (See

 Appendix A).

305. PLANS:

 RESOLVED THAT the recommendations of

 the Chairman of the Public Works and Planning

 Committee in respect of the planning applications detailed on Pages 1, 2 and 3 of the attached report

 (see Appendix B) be approved.

306. LICENSING:

 RESOLVED THAT the recommendation of the

 Chairman of the Public Works and Planning

 Committee in respect of the application for

 a new premises licence be approved (see

 Appendix C).

307. PROPOSED FOUNDATION STATION INSTALLATION AT CTIL 208025 VF 12822 TEF 50787 STREET WORKS AT CORNER OF GELLISWICK ROAD AND JOHN LEWIS STREET, HUBBERSTON, MILFORD HAVEN:

 Councillor G. Woodham MBA (Open) LL.B (Hons) left the Chamber during the discussion of this item.

 A Member asked whether the Clerk had received any comments from any environmental group concerning the proposal and she advised that she had not.

 Another Member questioned why this station had to be located next to a school. A Member replied that the School needs additional Wi-Fi as the signal at the school is very poor.

 RESOLVED THAT the Milford Haven Town Council

 will monitor this application.

308. REPRESENTATION ON OUTSIDE BODY – PORT OF MILFORD HAVEN ADVISORY

 COMMITTEE:

 Councillors A. H. Miles and D. R. Sinnett expressed an interest in representing this Council on the Port of Milford Haven Advisory Committee.

 A vote was taken in which Councillor D. R. Sinnett received 10 votes.

 The Mayor abstained from voting on this matter.

 RESOLVED THAT Councillor D. R. Sinnett

 be appointed this Council’s representative

 on the Port of Milford Haven Advisory

 Committee.

309. MILFORD HAVEN TOWN COUNCIL’S RISK ASSESSMENT SCHEDULE:

 Members considered the Risk Assessment Schedule for 2017/2018.

 RESOLVED THAT:

 (i) the Risk Assessment for 2017/2018 be accepted

 and approved;

 (ii) the following be added to this Council’s Risk

 Assessment Schedule for 2018/2019:

* Lease of Town Hall
* Paddling Pool on The Rath
* The Rath Toilets
* CCTV Cameras

310. MILFORD HAVEN TOWN COUNCIL ANNUAL INVESTMENT STRATEGY:

 Members considered the Annual Investment Strategy for the Milford Haven Town Council for the financial year 2017/2018.

 RESOLVED THAT the document be received.

311. MILFORD HAVEN TOWN COUNCIL FIDELITY GUARANTEE INSURANCE REVIEW, FINANCIAL REGULATIONS AND STANDING ORDERS:

 At the meeting of the Finance and General Purposes Committee held on 10th November, 2005, Members agreed that consideration should be given annually

 as to whether this Town Council’s Fidelity Insurance Cover, Financial Regulations

 and Standing Orders need to be reviewed before the ensuing financial year, so that the Council, as a whole, is satisfied that all the risks facing the Council have been identified and safeguards have been put in place to protect these risks.

 (a) Whether the Town Council has adequate Fidelity Guarantee Insurance Cover:

 The Council’s Fidelity Guarantee Insurance Cover was increased to £190,000 in April, 2013.

 RESOLVED THAT the Milford Haven Town Council

 retains its Fidelity Guarantee Insurance Cover at

 £190,000 for the financial year 2018-2019.

 (b) Review of the Council’s Financial Regulations:

 The Council’s Financial Regulations were last amended by this Council in October, 2016.

 The Standing Orders Sub-Committee held on 29th January, 2018, added a Financial Regulation concerning the payment of the Councillor Allowance.

 RESOLVED THAT the Milford Haven Town Council’s

 Financial Regulations be accepted.

 (c) Review of the Council’s Standing Orders:

 The Council’s Standing Orders were last amended by the Standing Orders

 Sub-Committee on 29th January, 2018.

 RESOLVED THAT the Milford Haven Town Council’s

 Standing Orders be accepted.

312. APPOINTMENT OF INTERNAL AUDITOR:

 The Clerk asked whether Mr. R. Edwards, a former Town Clerk in Pembrokeshire, who has carried out this 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 2018- 2019.

 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 2018-2019.

313. SCHEDULE OF ACCOUNTS:

 RESOLVED THAT the Schedule of Accounts,

 as presented by the Clerk for the months of

 January, 2018 in the sum of £17,452.96 and

 February, 2018 in the sum of £20,306.82 be

 accepted and approved for payment.

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