Minutes of a Meeting of the Milford Haven Town Council

held at the Council Chamber, Town Hall, Milford Haven

on Thursday, 6th December, 2018 at 7:00 pm

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PRESENT

The Mayor (Councillor R. D. Gray)

The Deputy Mayor (Councillor T. J. Davies)

 Councillors: A. E. Byrne P. Coe

 W. D. Elliott BA QTS Miss K. Gray

 E. R. Harries Mrs N. C. Joseph

 A. H. Miles C. A. Sharp

 D. R. Sinnett Mrs L. E. Turner

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

 Youth

 Representatives: Miss A. Coaker Miss B. Roberts

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**NOT FOR PUBLICATION**

 TO RECEIVE MR. M. ANDREWS, MRICS, TO DISCUSS HIS SURVEY ON THE TOWN HALL:

 RESOLVED THAT the press and public be excluded from the meeting in accordance with Standing Order 1(d) – *Meetings shall be open to the* *public unless their presence is prejudicial to* *the public interest by reason of the confidential* *nature of the business to be transacted or for other special reasons.*

 PRAYERS:

 Prayers were led by the Mayor’s Chaplain, Rev. A. Bookless.

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

164. MAYOR’S REMARKS:

 The Mayor, Councillor R. D. Gray, welcomed Councillor Mrs N. C. Joseph to her first meeting of the Milford Haven Town Council. She wished former Councillor Mrs C. T. Williams, who had recently resigned from the Council due to her move to England, well for the future.

165. APOLOGIES:

Apologies for absence were received from Councillors L. J. Bridges, M. P. Rickard, Mrs Y. G. Southwell and Councillor R. Williams.

166. DECLARATIONS OF INTEREST:

 Councillor P. Coe declared a personal interest in Agenda Item No. 12 – Licensing – as his daughter is the applicant.

167. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING OF THE COUNCIL HELD ON THE 15TH NOVEMBER, 2018:

 RESOLVED THAT the Minutes of the Meeting of the

 Milford Haven Town Council held on the 15th November,

 2018, be accepted and that they be signed by

 the Mayor as a true record.

168. INFORMATION FROM THE MAYOR:

 (a) Mayor’s Engagements:

 Members were informed of the Mayor’s engagements since 4th October, 2018:

 4th October - Meeting with Youth Representatives (rearranged due to Special Full Council Meeting)

 10th October - Hubberston and Hakin Invest Local AGM and Open Evening

 11th October - Baby Loss Awareness Service *(also attended by Deputy Mayor and Chair of Cemetery Maintenance and Land Acquisition Group)*

 14th October - Meeting with Surveyor at Town Hall *(also attended by Deputy Mayor)*

 19th October - PATCH Toy Appeal Launch

 25th October - Open Evening at Milford Haven School

 3rd November - Interactive Reptile Experience at Milford Waterfront

 4th November - Presentation at Milford Haven Golf Club

 6th November - Remembrance Service at Hubberston

 11th November - Remembrance Service at Milford Haven

 16th November - Reading to Year 3 at St. Francis Catholic School

 22nd November - Meeting with Youth Representatives

 1st December - Christmas Lights switch on

 4th December - PATCH Toy Appeal

 5th December - PATCH Toy Appeal

 (b) Request from Milford Haven Museum:

 The Mayor advised that she had been asked to sign a letter in support of the Milford Haven Museum for a Resilient Heritage Grant Application.

 The Mayor then read out the following letter:

 *“Milford Haven Town Council is happy to support the application for the above grant to help sustain a development manager for Milford Haven Museum.*

 *The Town Council has been a big part of the museum for many years. Over the years there has been a minimum of two Town Councillors on the Board of Trustees and have provided financial backing via an annual grant.*

 *The Council appreciates that the Museum promotes the History of Milford Haven and surrounding areas. It is one of Milford Haven’s top tourist attractions, bringing visitors from far and wide. Helping to increase the footfall and the sustainability for the Museum can only be a great benefit for the town.*

 *The Museum has a vital function within the town as it is a big part of Milford Waterfront’s Big Development plan. It is not only a visitor’s centre but an educational facility for local schools and colleges.”*

 The Mayor asked whether Councillors would agree that she could sign the letter on behalf of the Milford Haven Town Council.

 RESOLVED THAT the Mayor signs this letter on

 behalf of the Milford Haven Town Council.

169. PUBLIC EVENTS SUB-COMMITTEE:

 The Minutes of the Meeting of the Public Events Sub-Committee held on 15th November, 2018, were moved by the Deputy Mayor, Councillor T. J. Davies.

 (a) Minute 146 (b) Number of Cadets

 A Member referred to the recommendation that only 4 Cadets from each of the Cadet forces be asked to assist with the visit of Father Christmas.

 He said having seen Facebook and other social media he noted that there were clearly far more than 4 Cadets from each of the Cadet forces present that afternoon. He asked for an explanation as to why there were more than 4 Cadets from each of the Cadet forces.

 The Clerk replied that she could not provide an explanation as both of the Cadet forces were notified of the recommendation.

 The Mayor referred to the hard work carried out by the Sea Cadets who tirelessly assembled the lanterns during the afternoon. This would not have been possible with only 4 Cadets from each organisation.

 Another Councillor said that there needs to be discussion on this at a future Public Events Sub-Committee so neither the Sea Cadets nor the Army Cadets are put in a position where there are not enough or too many Cadets.

 A further Member said that the event would have been much more difficult to manage without the assistance of the Cadets.

 Another Member said that when he saw the photographs on Facebook he had safeguarding concerns regarding the inflatable grotto that had been provided. He asked what measures had been taken to ensure that there were no safeguarding concerns.

 The Deputy Mayor said that the door from the grotto had been removed, the parents/guardians were present when the child met Father Christmas and 2 Round Table members were also present.

 The Mayor said that Councillor Rickard was once again outstanding as Coordinator of the Lantern Parade.

 RESOLVED THAT, subject to the above, the

 Minutes of the Public Events Sub-Committee

 held on 15th November, 2018, be approved

 and adopted.

170. TO CONSIDER THE SURVEY OF MR. M. ANDREWS, MRICS, REGARDING THE TOWN HALL:

 RESOLVED THAT this be deferred to the last Agenda

 item of the meeting.

171. CEMETERY REPORT – OCTOBER 2018:

 RESOLVED THAT the Cemetery Report, as

 presented by the Clerk for the month of

 October 2018, be accepted. (See

 Appendix A.)

172. REPORT FROM COUNCILLOR M. P. RICKARD, CHAIRMAN OF THE CEMETERY MAINTENANCE AND LAND ACQUISITION GROUP:

 RESOLVED THAT this be deferred as Councillor

 M. P. Rickard was unwell and unable to attend

 this evening’s meeting.

173. APPOINTMENT OF THE VICE-CHAIRMAN OF THE PUBLIC WORKS AND PLANNING

 COMMITTEE:

 The Clerk advised that, although he was not present this evening, Councillor R. Williams had indicated that he wished to be considered for the appointment of Vice-Chairman of the Public Works and Planning Committee.

 RESOLVED THAT Councillor R. Williams be

 appointed as Vice-Chairman of the Public Works

 and Planning Committee.

174. PLANS:

 (a) Planning Applications

 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.

 (b) Planning Application No. 18/0848/PA – Garden Store (in retrospect) at 63 Skomer Drive, Milford Haven

 RESOLVED THAT the Milford Haven Town Council

 recommends approval of the above numbered

 planning application.

175. 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).

176. REPORT FROM COUNCILLOR D. R. SINNETT, CHAIRMAN OF THE TOWN REGENERATION ENVIRONMENTAL ACTION TEAM:

 The Chairman of TREAT, Councillor D. R. Sinnett, said that at Tuesday’s meeting of TREAT one of the issues discussed was the requirements for the flowers for the town for 2019. The total amount was £4,925.32, which was broken down into a range of different plants including the 5 towers that are placed across the town.

 The Chairman referred to a business owner’s request that the expenditure allocated for funding the two towers in Charles Street be diverted to increase the number of hanging baskets in Charles Street. This had been referred to TREAT from Full Council.

 The Chairman explained that TREAT has a budget of £980.54 given from the former Town Team and TREAT had agreed to write to the business owners in Charles Street to gauge the interest in them having hanging baskets.

 TREAT would look at how the funds would be distributed when there was an indication of interest.

 TREAT had recommended that this Council purchases the plants from the Pembrokeshire County Council who would plant, maintain and water them.

 RESOLVED THAT:

 (i) the information be received;

 (ii) Milford Haven Town Council agrees to

 purchase plants for the town from the

 Pembrokeshire County Council in 2019

 in the sum of £4,925.32 to include

 planting, maintenance and watering.

 A Member said it is customary to receive written reports of this nature from the Clerk. He asked whether he was correct in assuming that a written report has not been prepared because of the shortness of time.

 The Clerk replied that that was correct.

 Another Member said that Councillors must make sure that the Clerk is given enough time to prepare reports.

177. MARBLE HALL JUNCTION:

 Members discussed an email from a resident who referred to parking problems at Marble Hall junction since the opening of a business. The resident said that the business’s customers, staff and delivery vehicles are causing major problems not only for pedestrians but also drivers.

 Residents have sent numerous emails to an Officer from the Pembrokeshire County Council highlighting their concerns.

 A Member said that there was an article about this issue in a local newspaper a few weeks ago. It is complicated by the fact that part of the problem lies with the Trunk Road Agent because of Great North Road and the other part of the problem lies on Marble Hall Road which is the Pembrokeshire County Council’s responsibility.

 Councillors agreed that members of the public have raised this issue and there must be ways to try and address the manner in which inconsiderate people generally park.

 A Member said that one suggestion was to extend the railings on Great North Road. Another Member stated that he considered that this would push the problem either further up Great North Road, around the corner into Marble Hall Road or across the road into Pill Road.

 Another option that has been suggested is that there could be some change to the road markings around that area where yellow blips are put on the kerbs which means that it is an instant Fixed Penalty Notice from the Enforcement Officers. The issue with this is that the Enforcement Officers would have to be regularly attending that area and that they only work until 8:00 pm.

 RESOLVED THAT Mr. D. Thomas, Head of

 Highways and Construction, Pembrokeshire

 County Council, Mr. M. Owen, Streetcare Manager,

 Pembrokeshire County Council, and a representative

 from the Trunk Road Agent be invited to attend a

 meeting of this Council to discuss this issue.

178. REVIEW OF THE PEMBROKESHIRE COAST NATIONAL PARK MANAGEMENT PLAN:

 An email was received from the Conservation Policy Officer, Pembrokeshire Coast National Park, in which he explained that the National Park Authority is reviewing the current National Park Management Plan (2015-2019) in line with engagement strategy approved by the National Park Authority on 20th June, 2018.

 At this stage the Authority is inviting comments on Opportunities and Challenges Discussion Paper for the Management Plan 2020-2024. Views will directly inform a consultation draft National Park Management Plan 2020-2024 which is scheduled for preparation in Spring 2019 and will be formally consulted on between August and October 2019.

 RESOLVED THAT Members are to complete

 the document on an individual basis if they

 wish to do so.

179. SCHEDULE OF ACCOUNTS:

 RESOLVED THAT the Schedule of Accounts,

 as presented by the Clerk for the month of

 October, 2018, in the sum of £15,016.93

 be accepted and approved for payment.

180. TO CONSIDER THE SURVEY OF MR. M. ANDREWS, MRICS, REGARDING THE TOWN HALL:

**NOT FOR PUBLICATION**

 RESOLVED THAT the press and public be excluded from the meeting in accordance with Standing Order 1(d) – *Meetings shall be open to the* *public unless their presence is prejudicial to* *the public interest by reason of the confidential* *nature of the business to be transacted or for other special reasons.*

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