Minutes of a Meeting of the Milford Haven Town Council

held at the Council Chamber, Town Hall, Milford Haven

on Thursday, 6th June, 2019 at 7:00 pm

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PRESENT

The Mayor (Councillor T. J. Davies)

The Deputy Mayor (Councillor Miss K. Gray)

Councillors: A. E. Byrne E. A. Davies

W. D. Elliott BA QTS E. R. Harries

M. P. Rickard C. A. Sharp

Mrs Y. G. Southwell R. Williams

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

The Town Clerk was also present.

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PRAYERS:

The Mayor’s Chaplain, Father A. P. Johnson, led Members in prayer.

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

14. APOLOGIES:

Apologies for absence were received from Councillors L. J. Bridges, P. Coe, R. D. Gray, Mrs N. C. Joseph, A. H. Miles, D. R. Sinnett, Mrs L. E. Turner and the Youth Representatives, Miss A. Coaker and Miss B. Roberts.

15. DECLARATIONS OF INTEREST:

There were no declarations of interest received.

16. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING OF THE COUNCIL HELD ON THE 29TH APRIL, 2019:

RESOLVED THAT the Minutes of the Meeting of

the Milford Haven Town Council held on the

29th April, 2019, be accepted and that they be

signed by the Mayor as a true record.

17. TO CONFIRM AND SIGN THE MINUTES OF THE ANNUAL MEETING OF THE COUNCIL HELD ON THE 20TH MAY, 2019:

RESOLVED THAT the Minutes of the Annual Meeting of

the Milford Haven Town Council held on the 20th May,

2019, be accepted and that they be signed by the Mayor

as a true record.

18. TO CONFIRM AND SIGN THE MINUTES OF A SPECIAL MEETING OF THE COUNCIL HELD ON THE 28TH MAY, 2019:

RESOLVED THAT the Minutes of a Special Meeting of

the Milford Haven Town Council held on the 28th May,

2019, be accepted and that they be signed by the Mayor

as a true record.

19. INFORMATION FROM THE MAYOR:

The Mayor, Councillor T. J. Davies, reminded Members of the following dates:

Friday, 7th June - Presentation of Citizens’ Awards

Saturday, 15th June - Mayor’s Civic Service and Dinner

REPORTS ON COMMITTEES

20. MINUTES OF THE MEETING OF ESTABLISHMENT COMMITTEE HELD ON 29TH APRIL, 2019:

The Minutes of the Meeting of the Establishment Committee held on 29th April, 2019, were moved by the Mayor, Councillor T. J. Davies.

(a) Minute 278 – Security of Milford Haven Town Council Staff when Pembrokeshire County Council Staff vacate the Town Hall on Friday, 28th June, 2019.

The Mayor advised that he, the Deputy Mayor and the Clerk would be meeting with Officers from the Pembrokeshire County Council on Wednesday, 12th June, to discuss this issue.

The Fire Safety Adviser, Pembrokeshire County Council, had checked the doors on the first floor of the Town Hall and said that he had no concerns regarding the fire risk to the Town Council Staff. He had, however, expressed concern at the clutter on the right hand side of the stairs coming into the building, which has since been removed.

The Fire Safety Adviser said that anyone with mobility issues has to be aware that if there is a fire they cannot use the lift to exit the building as it is not fire safe.

RESOLVED THAT, subject to the above, the

Minutes of the Establishment Committee held on

29th April, 2019, be approved and adopted.

21. SPECIAL MEETING OF THE PUBLIC EVENTS SUB-COMMITTEE HELD ON 13TH MAY, 2019:

In the absence of the Chair, Councillor R. D. Gray, the Minutes of the Special Meeting of the Public Events Sub-Committee held on 13th May, 2019, were moved by the Mayor, Councillor T. J. Davies.

RESOLVED THAT the Minutes of the Special

Meeting of the Public Events Sub-Committee

held on 13th May, 2019, be approved and

adopted.

22. APPOINTMENT OF CHAIRMAN OF THE FINANCE AND GENERAL PURPOSES COMMITTEE:

Members were advised that it was normal practice for the Chairmen and Vice Chairmen of the Finance and General Purposes and Public Works and Planning Committees to serve a two-year term of office. Councillor D. R. Sinnett has served two years as Chairman of the Finance and General Purposes Committee.

Councillor W. D. Elliott BA QTS has served two years as Vice Chairman of the Finance and General Purposes Committee.

RESOLVED THAT Councillor W. D. Elliott BA QTS

be appointed Chairman of the Finance and

General Purposes Committee for the ensuing

year.

23. APPOINTMENT OF VICE CHAIRMAN OF THE FINANCE AND GENERAL PURPOSES

COMMITTEE:

RESOLVED THAT Councillor Mrs Y. G. Southwell

be appointed Vice Chairman of the Finance

and General Purposes Committee for the

ensuing year.

24. APPOINTMENT OF CHAIRMAN OF THE PUBLIC WORKS AND PLANNING COMMITTEE:

Councillor M. P. Rickard has served two years as Chairman of the Public Works and Planning Committee.

Councillor R. Williams was appointed as Vice Chairman of the Public Works and Planning Committee following the resignation of Councillor Mrs C. T. Williams.

RESOLVED THAT Councillor R. Williams be

appointed Chairman of the Public Works and

Planning Committee for the ensuing year.

25. APPOINTMENT OF VICE CHAIRMAN OF THE PUBLIC WORKS AND PLANNING COMMITTEE:

RESOLVED THAT Councillor C. A. Sharp be

appointed Vice Chairman of the Public Works

and Planning Committee for the ensuing year.

26. CALENDAR OF FULL COUNCIL MEETINGS:

The Mayor advised that this issue had been deferred from the Annual Meeting. He said that calendars for both Monday/Thursday and Wednesday meetings had been circulated.

A Member said that he would like to revert to the previous system consisting of the two Committees – Finance and General Purposes Committee and Public Works and Planning Committee – where recommendations were made and ratified at a monthly Full Council meeting.

Councillors had been asked prior to this evening’s meeting whether their preference was for Monday/Thursday or Wednesday meetings. A Member asked if those figures were available.

The Clerk replied that 5 Councillors were in favour of Wednesday meetings with 4 preferring the Monday/Thursday option. 4 Councillors did not have a preference and 2 Councillors expressed their wish to return to the Committee structure (last operated in April 2016).

A Member proposed, which was seconded, that this Council pursues the Wednesday option, as this had received the most votes. He gave notice that he would be strenuously fighting the cause of returning to the former Committee structure at a later date.

Another Member suggested that an interim period of reverting to the Committees might assist new Councillors. As a former Chair of the Public Works and Planning Committee, he expressed disappointment at the lack of engagement from fellow Councillors regarding planning applications.

The Member said that he would find it very difficult to attend Wednesday meetings because of other long-standing commitments.

A Member stressed that he was uncomfortable with the methodology used to determine this Council’s decision. He referred to the proposal made earlier regarding a return to the Committee structure and said that as Public Works and Planning Committee meetings took place on Monday evenings and Finance and General Purposes Committee meetings took place on Thursday evenings it may be a better option to retain the Monday and Thursday Full Council meetings.

The Member proposed that as there would be a future discussion regarding changing to the Committee structure it would be preferable to retain the status quo with Full Councils on Monday and Thursday evenings.

The Member who proposed the Wednesday meetings stated that in the interest of progress he would withdraw his proposal.

RESOLVED THAT:

(i) Full Council meetings are to continue to be held on

Monday and Thursday evenings as detailed in the

calendar for this municipal year;

(ii) discussion as to the reinstatement of the Committee

structure be deferred to a future meeting.

27. FINAL ACCOUNTS FOR THE FINANCIAL YEAR ENDED 31ST MARCH, 2019:

(i) Statement of Income – April 2018 to March 2019:

RESOLVED THAT the Statement of Income

for the financial year 2018-2019 be received.

(ii) Summary of Expenditure – April 2018 to March 2019:

RESOLVED THAT the Summary of Expenditure

for the financial year 2018-2019 be received.

(iii) Summary Income and Expenditure Account:

RESOLVED THAT the Summary Income and

Expenditure Account for the financial year

2018-2019 be received.

(iv) Annual Return for the Year ended 31st March, 2019:

RESOLVED THAT the Annual Return for the

for the financial year 2018-2019 be approved.

(v) Internal Audit Report

RESOLVED THAT the Annual Internal Audit

Report be received.

28. REPORT REGARDING SERVICES PREVIOUSLY CARRIED OUT BY THE PEMBROKESHIRE COUNTY COUNCIL:

The Clerk had prepared a report which highlighted the costs in respect of services previously carried out by the Pembrokeshire County Council and which had been requested by Councillor D. R. Sinnett.

RESOLVED THAT discussion on this report be

deferred until Councillor D. R. Sinnett is

present.

29. CONCERNS FROM RESIDENTS OF HAKIN REGARDING CONDUIT LANE:

This Council, as a Consultee on Planning Applications to the Pembrokeshire County Council, has received a copy of a letter from residents of Hakin addressed to Mr. I. Westley, Chief Executive, Pembrokeshire County Council, in which they listed their serious concerns relating to planning application 11/0461/PA.

RESOLVED THAT, in order to obtain clarification

on this issue, a letter is to be written to

Mr. Westley and other appropriate Officers’

seeking their reactions and responses to the

assertions made in the residents’ letter.

30. OFF STREET PARKING PLACES (CONSOLIDATION) ORDER 2011 (VARIATION ORDER NO. 9:

A letter was received from Mr. M. Owen, Streetcare and Parking Services Manager, Pembrokeshire County Council, in which he explained the proposals to vary the schedule to the Pembrokeshire County Council (Off Street parking places) (Consolidation) Order 2011 (as varied).

RESOLVED THAT the letter be received.

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