Minutes of a Meeting of the Milford Haven Town Council

Finance, Governance and Projects Committee

held electronically via the Zoom software

on Monday 8th February, 2021 at 6:00 pm

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

PRESENT

The Mayor (Councillor T. J. Davies)

The Deputy Mayor (Councillor Miss K. F. Gray)

Councillors: E A Davies DipSM FJOIFF W D Elliott BA QTS

Mrs Y G Southwell Mrs L E Turner

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

M P Rickard (attended by request)

Mrs B J Fitzgerald, Town Clerk

Ms F Galliford, Secretary

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

The Mayor requested a short silence in memory of Mrs Byrne who recently passed away.

31. APOLOGIES:

Apologies for absence were received from Councillors A E Byrne & R. D. Gray.

32. DECLARATIONS OF INTEREST

None.

33. APPOINTMENT OF CHAIRMAN

Councillor Elliott confirmed his willingness to continue as Chair. Unanimously agreed. Councillor Elliott took the Chair but informed the Committee that he had to leave the meeting at 6.30pm and the Vice Chairman would need to take over the meeting.

**RESOLVED THAT** Councillor W Elliott will continue as Chairman of this Committee for the remainder of this municipal year.

34. APPOINTMENT OF VICE-CHAIRMAN

A request for nominations took place. It was unanimously agreed that Councillor E A Davies become Vice-Chairman of the Committee.

**RESOLVED THAT** Councillor E A Davies appointed as Vice-Chairman for the remainder of this municipal year.

35. TERMS OF REFERENCE FOR THIS COMMITTEE

A Member stated that it would be challenging for the Committee to agree the Terms of Reference for the Finance, Governance and Projects Committee this evening and anticipated that this would be the same for the Planning, Policy and Community Committee when it held its first meeting. The Member proposed that the Chairs and Vice Chairs of both Committees (Finance, Governance and Projects / Planning, Policy and Community) and the Clerk come together, to discuss what the Draft Terms of Reference would be for both Committees and bring this back to the next committee meeting. After discussion, it was agreed that a meeting of the Standing Orders sub-Committee should be held, to discuss Terms of Reference and also undertake the annual review of Standing Orders.

**RESOLVED THAT** a meeting of the Standing Orders sub-Committee be held to discuss the Committee’s Terms of Reference and review Standing Orders.

A Member expressed concern that while it had been the intention not to have working groups and sub-committees under the new two Committee structure it would appear very difficult for the Committee to discuss and make recommendations to Full Council without there being the opportunity to discuss in detail the numerous and various subjects that would appear as future Agenda items. A further potential concern was that historically, working groups and sub-committees would only include Members of the Standing Committee. However, Members had become accustomed to sitting on working groups and sub-committees from across the Council and it would therefore be appropriate for this matter to be referred to Full Council for determination. This was unanimously agreed.

**RESOLVED THAT** the use of working groups and sub-committees and their membership to be determined at the next Full Council meeting

36. INFORMATION FROM THE MAYOR

None. The Chairman noted that this would normally only appear as an Agenda item at Full Council and would therefore not be included on future Committee Agendas.

37. RATH TOILET OPENING COSTS

A full discussion took place over the extra costs for keeping the Rath toilets open all year. Concern was raised over the possibility of vandalism which has happened at other toilet facilities throughout the town resulting in them being permanently closed. The Council has previously agreed to fund the retention of the Rath toilets to support the opening in the summer months of the Rath paddling pool. A Member stated that interest had been shown by a local organisation in financially supporting the extended opening of the Rath toilets. Another Member noted that Milford Haven Town Council have a legal agreement with Pembrokeshire County Council on the operating of the Rath toilets and any third party involvement would need to be considered in light of this legal agreement.

It was also noted by a Member that any cost incurred in the 2021/22 finacial year would now have to be taken from Reserves and subsequently precepted going forward. It was unanimously agreed that this matter should be discussed further outside of this meeting and a Task and Finish Group established to progress this matter. with reasons and arguments put for all year opening.

**RESOLVED THAT** A Rath Toilet Task and Finish Group be established to discuss extending the opening times of the Rath toilets, third party funding of any extended opening hours and consideration of this on the legal agreement in place between Milford Haven Town Council and Pembrokeshire County Council. Membership of this task & finish group to be determined at Full Council.

38. YOUTH REPRESENTATIVES ON THE MILFORD HAVEN TOWN COUNCIL

A Member stated that there are important decisions that need to be considered in progressing the appointment of new Youth Representatives on to the Council but again, it was not realistic for this Committee to progress these matters this evening and proposed that the Youth Working Group be reinstated. A Youth Working Group under this Committee was discussed and agreed that membership of this working group be determined at Full Council.

It was also agreed that the two Youth Link Councillors should sit on this Working Group and to contact the appropriate Pembrokeshire County Council Officer who deals with the Youth Parliament and seek their advice on progressing engagement with young people.

**RESOLVED THAT** A Youth Working Group be established under the Finance, Governance and Projects Committee; that membership be determined by Full Council with the two Youth Link Councillors members of the Working Group; and to contact the appropriate Pembrokeshire County Council Officer who deals with the Youth Parliament and seek their advice on progressing engagement with young people

The Chairman left the meeting at this point and the Vice Chairman took the Chair..

39. SOCIAL MEDIA DISCUSSION

The Chairman gave permission for a non-Member of the Committee to speak on this matter. Serious concern was raised about derogatory remarks made about Milford Haven Town Council by a social media satirical page. It was agreed that the Council’s Social Media policy be reviewed.

**RESOLVED THAT** A Social Media Working Group be established under the Finance, Governance and Projects Committee and a review undertaken of the Council’s Social Media policy.

40. I.T. Support – Milford Haven Town Council

An offer had been received by the Council of I.T. support for Councillors who may need assistance to attend remote Council meetings.

**RESOLVED THAT** The Clerk to undertake an audit of Members I.T. needs for potential grant funding and provision of Member I.T. training

41. NHS, SOCIAL CARE & FRONTLINE WORKERS DAY 5th JULY 2021

A Member proposed that this item be referred to the Public Events sub-committee. This was agreed and noted that with the continuing pandemic, it is difficult to plan ahead for any public event.

**RESOLVED THAT** This matter to be referred to the Public Events Sub-Committee with membership determined at Full Council.

42. SCHEDULE OF ACCOUNTS (December 2020 and January 2021)

The Schedule of Accounts for December 2020 and January 2021 were presented.

**RESOLVED THAT** the Schedule of Accounts be received.

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