Minutes of a Meeting of the Milford Haven Town Council

held electronically via the Zoom software

on Monday 29th March, 2021 at 7:00 pm

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PRESENT

The Mayor (Councillor T. J. Davies)

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

 Councillors: P. Coe E. A. Davies DipSM FJOIFF

W. Elliott BA QTS B Phillips

M. P. Rickard C. A. Sharp

D. R. Sinnett Mrs C. Stevens

Mrs Y. Southwell Mrs L Turner

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

Mrs B J Fitzgerald, Town Clerk

Ms F Galliford, Secretary

Mr Jack Riley (Western Telegraph) observing

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PRAYERS:

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

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78. APOLOGIES:

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

and E. Harries.

79. DECLARATIONS OF INTEREST

 None.

80. TO RECEIVE SUCH COMMUNICATIONS AS THE MAYOR MAY DESIRE TO LAY BEFORE THE COUNCIL

Bruce Evens, landlord of the Town Hall has requested use of the Chambers for occasional staff training. A large screen tv has been placed in the Chambers and the Town Council can use it as necessary.

A vacancy has arisen on the Visit Milford organisation, anyone with an interest in becoming the Town Council representative were requested to forward their names to the Clerk. Cllr Rickard is to attend the next meeting of Visit Milford and will possibly be expressing an interest in becoming a member on behalf of the Town Council.

The Citizens Awards were mentioned and that matter will be discussed within the Public Events committee.

81. Questions without debate pursuant to Standing Order No. 6.

 No items were raised.

82. TO RECEIVE THE REPORT, RECOMMENDATIONS AND RESOLUTIONS OF THE FOLLOWING COMMITTEES:

ESTABLISHMENT COMMITTEE held on 4th March 2021

 The Mayor received the recommendations and resolutions.

**RESOLVED THAT** the recommendations and resolutions be received.

PLANNING, POLICY AND COMMUNITY COMMITTEE held on 11th March 2021

 The Vice Chairman of the Planning, Policy and Community Committee moved the minutes and received them.

**RESOLVED THAT** the minutes be received.

FINANCE, GOVERNANCE AND PROJECTS COMMITTEE held on 22nd March 2021

 The Chairman of the Finance, Governance and Projects Committee moved the minutes and received them.

**RESOLVED THAT** the minutes be received.

82. MILFORD HAVEN TOWN COUNCIL RISK ASSESSMENT

A short discussion took place on the Risk Assessment which was moved and accepted. However the schedule will now be referred to the Establishment Committee where there needs to be a full review on policies, Code of Conduct, Health and Safety, Welsh Language, all part of an ongoing review so this risk assessment will be included in that review.

**RESOLVED THAT:**The Risk Assessment is accepted and will be part of the ongoing review of Town Council policies.

83. TASK & FINISH GROUPS

 The groups with the exception of the Public Events Committee are Task and Finish Groups. Once the Task and Finish groups are concluded these groups are ended. Decisions will be given to the Finance, Governance and Projects Committee. Only Members of the Finance, Governance & Projects Committee are the voting members of the Task and Finish Groups and Sub Committees. Any Councillor may attend the groups, speak with permission but not vote. This report goes to the Finance, Governance and Projects committee and the Standing Orders Committee must meet as soon as possible to agree the Terms of Reference such as quorums for Committees.

**RESOLVED THAT:** This report goes to the Finance, Governance & Projects Committee.

84. DISPOSAL OF WASTE AT MILFORD HAVEN TOWN HALL

An offer of use of the Trade Waste agreement in place at the Town Hall be gratefully accepted by Milford Haven Town Council.

**RESOLVED THAT:** The offer of use of the Trade Waste Agreement by the landlord of the Town Hall is accepted.

85. VOTING PROCEDURE REGARDING ELECTION OF DEPUTY MAYOR 2021/2022

Tellers are appointed for this procedure to take place; the Tellers being the Chairs of Finance, Governance & Projects and Planning, Policy & Community Committees. The Tellers would be taken into a breakout room for the virtual meeting to count the votes. The votes will not be in the public domain.

**RESOLVED THAT:** The successful candidate will be appointed without a breakdown of votes being announced.

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