

MILFORD HAVEN TOWN COUNCIL

Minutes of a Meeting of the Milford Haven Town Council
Finance, Governance and Planning Committee
held at the Town Hall, Milford Haven
on Monday 8th November 2021 at 6:00 pm

PRESENT

The Mayor (Councillor Miss K. F. Gray)

Councillors: W. D. Elliott BA QTS (Chair)
E. A. Davies DipSM FJOIFF (Vice Chair)

A. E. Byrne Mrs L. E. Turner
G. Woodham MBA (Open) LL.B (Hons)

Ms F. K. Galliford, Town Council Secretary

152. APOLOGIES:

Apologies for absence were received from the Deputy Mayor, Councillor Mrs C. Stevens, Councillor R. D. Gray, Councillor Mrs Y. G. Southwell, and the Town Clerk, Mrs B. J. Fitzgerald. Apologies for absence were not received from Councillor A. H. Miles.

153. DECLARATIONS OF INTEREST

Councillor A. E. Byrne declared a Personal Interest in Agenda Item 7 – Applications for Christmas Donations 2021 – *(d) Milford Haven Junior Golf Club* – as his son is a member of the Club.

Councillor E. A. Davies DipSM FJOIFF declared a Personal Interest in Agenda Item 7 – Applications for Christmas Donations 2021 – *(j) Steynton Community Group* – as he is the Chair of the Group.

Councillor W. D. Elliott BA QTS declared a Personal Interest in Agenda Item 7 – Applications for Christmas Donations 2021 – *(a) Christmas Together* – as he is a volunteer with the Group.

Councillor W. D. Elliott BA QTS declared a Personal Interest in Agenda Item 7 – Applications for Christmas Donations 2021 – *(g) Parents and Supporters Association (P & SA) – Milford Haven Sea Cadets and Royal Marines Cadets* – as he is a volunteer with the Group.

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Councillor Miss K. F. Gray declared a Personal Interest in Agenda Item 7 – Applications for Christmas Donations 2021 – (j) *Steynton Community Group* – as she is the Treasurer of the Group.

Councillor G. Woodham MBA (Open) LL.B (Hons) declared a Personal and Prejudicial Interest in Agenda Item 7 – Applications for Christmas Donations – (a) *Christmas Together* – as he is the Founder and Chair of the initiative. Councillor Woodham left the Meeting before any discussion relating to Agenda Item 7 took place.

154. DALE ROAD TRAFFIC CALMING BID

Members considered a Report advising that the Council's recent bid for Vehicle Activated Signage on the Dale Road in Hubberston had been successful, subject to a survey and site investigation, along with confirmation of match funding.

While supportive of this application, a Member spoke of other areas in Milford Haven that would benefit from traffic calming measures. The Member mentioned his dealings with the relevant authorities over his years as a Councillor, and his frustration at having his concerns dismissed.

Another Member stated that this bid was the first bid of a pilot scheme, with the possibility of future projects.

RESOLVED THAT:

- (i) as the Town Council has committed to this bid, the Council is to proceed with match funding;
- (ii) Councillor A. E. Byrne is to put forward his traffic related concerns to a future Meeting of the Planning, Policy and Community Committee;
- (iii) Councillors are to contact the Town Council office naming any areas they feel would benefit from traffic calming measures; refreshing any information that had previously been received.

155. MEMORIALS ON THE RATH

Members considered a Report relating to the responsibility for ownership, cleaning and liability for the memorials situated on The Rath.

RESOLVED THAT:

- (i) this item be deferred to a future Meeting, once more information from Pembrokeshire County Council has been received.

156. OFFICE SHREDDER

Members considered a Report relating to a purchase of a spindle for the old office shredder at the Town Council office.

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A Member questioned why matters concerning the purchase of office equipment were being brought to Council Meetings.

RESOLVED THAT:

- (i) the spindle for the shredder be purchased;
- (ii) the Town Council's Financial Regulations be consulted before proceeding with future office equipment purchases, to confirm the maximum spend for the Town Clerk.

157. SOCIAL MEDIA/WEBSITE UPDATE

RESOLVED THAT the Town Council's Social Media/Website Update, encompassing the Council's Facebook, Twitter and Instagram accounts, and the Council's website www.milfordhaventowncouncil.co.uk , be accepted.

The Chair, Councillor W. D. Elliott BA QTS, thanked the Town Council Secretary, Ms F. K. Galliford, for putting the update together.

158. SCHEDULE OF ACCOUNTS – OCTOBER 2021

The Schedule of Accounts for October 2021 was received.

RESOLVED THAT the Schedule of Accounts, as presented by the Clerk for the month of October 2021 in the sum of £26,320.83 be accepted and approved for payment.

159. STATEMENT OF ACCOUNTS – OCTOBER 2021

The Statement of Accounts for October 2021 was received.

RESOLVED THAT the Statement of Accounts, as presented by the Clerk for the month of October 2021 be accepted.

160. APPLICATIONS FOR CHRISTMAS DONATIONS 2021

Councillor G. Woodham MBA (Open) LL.B (Hons) reiterated his personal and prejudicial interest in (a) *Christmas Together*. Councillor Woodham then left the Meeting.

Councillors deliberated the specific nature of a number of the applications, emphasising that the application should be completely focused on festive activities.

It was **RESOLVED THAT** the following decisions be made in respect of the applications for Christmas Donations:

- (a) Christmas Together - £250

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- (b) Committee of Friends of Havenhurst - £250
- (c) Hubberston and Hakin Luncheon Club - £250
- (d) Milford Haven Junior Golf Club
regret, no donation;
the Club is to be asked to apply for a Small Grant
- (e) Milford Haven Yarn Club - £250
- (f) Milford Haven Youth Club - £250
- (g) Parents and Supporters Association (P & SA)
Milford Haven Sea Cadets and Royal Marines Cadets
- £250
- (h) Paul Sartori Foundation – Milford Haven Shop
regret, no donation
- (i) The Salvation Army - £250
- (j) Steynton Community Group - £250
- (k) Megan’s Starr Foundation
regret, no donation;
the Foundation is to be asked to apply for a Small Grant

These donations are to be made in respect of Milford Haven Town Council’s powers under Section 137 of the Local Government Act 1972.

It was further **RESOLVED THAT:**

- (a) the Christmas Donations Application Form is to be reviewed;
- (b) recipients of Christmas Donations are to be asked how their organisation has expended their donation;
- (c) depending on availability, the Mayor is to present organisations with a cheque (or otherwise) highlighting the Council’s donation;
- (d) if the Mayor is unavailable, the Deputy Mayor is to be asked to attend in the Mayor’s place.