

MILFORD HAVEN TOWN COUNCIL

Minutes of a Meeting of the Milford Haven Town Council
Finance, Governance and Projects Committee
held electronically via the Zoom software
on Monday 11th July 2022 at 6:00 pm

PRESENT

The Mayor (Councillor Miss K. F. Gray)
The Deputy Mayor (Councillor Mrs C. Stevens)

Councillors: W. D. Elliott BA QTS (Chair)
E. A. Davies DipSM FJOIFF (Vice Chair)
T. J. Davies G. Woodham MBA (Open) LL.B (Hons)

Mrs B. J. Fitzgerald, Town Clerk

42. APOLOGIES:

Apologies for absence were received from Councillors M. Allen, Mrs N. Beavis-Morrissey, Miss V. Brown and Mrs Y. G. Southwell.

43. DECLARATIONS OF INTEREST

Councillor T. J. Davies declared a personal and prejudicial interest in financial matters regarding Milford Haven Cemetery as he is employed by a local Funeral Director. Councillor Davies has received dispensation from the Monitoring Officer to speak but not vote on this issue at Meetings.

44. SOCIAL MEDIA/WEBSITE UPDATE

Members considered a Report put together by the Town Council Secretary, Ms F. K. Galliford, detailing the activity across the Council's social media pages and website over 28 days from Monday 6th June to Monday 4th July 2022.

The Secretary has requested permission to run a photography competition across the Council's social media. This competition will raise the profile of the Town Council's social media sites, increasing activity and engagement.

Photographs showcasing the beauty and character of Milford Haven will be invited with the winning photograph showcased as a cover photo across Facebook, Twitter and Instagram. For compliance, permission is required to be ratified at the Full Council Meeting on 25th July 2022.

RESOLVED THAT:

- a) an online photography competition highlighting the beauty and character of Milford Haven be held;
- b) the winning entry is to be displayed as the cover photo

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across the Town Council's social media pages;

- c) the Social Media/Website update, detailing activity across the Council's social media pages and website from Monday 6th June to Monday 4th July 2022, be received.

45. FINANCIAL ASSISTANCE

a) Acknowledgement of Donations

Messages of thanks were received from 1st Milford Haven Guides, Charles Street Residents, The Committee of Friends of Havenhurst, Friends of the Mount (Pembs), Get the Boys a Lift, Milford Haven Community Primary School, Milford Haven School, Myrtle Meadows Community, Precelly Place Community, Royal British Legion Club, S. Williams, Steynton Community Group (all received donations of £50 to be used towards their Queen's Jubilee events) and Hubberston and Hakin Friendship Club, Milford Haven Museum, The Rotary Club of Milford Haven and Wales Air Ambulance.

It was noted that grant money offered to a foundation earlier this year had not yet been accepted. It was agreed that the offer be withdrawn if not accepted within six months.

RESOLVED THAT:

- a) that offers be withdrawn if not accepted within six months of the decision being made;
- b) Standing Orders be amended to state that grant offers paid by BACS are valid for six months in line with cheque payments to ensure that any payments are paid out within the financial year.

The Town Clerk and Financial Officer, Mrs B. J. Fitzgerald, clarified that money left over in the general donations fund from financial year 2021 – 2022 has been rolled over and added to the general donations set for 2022 – 2023.

b) Applications for Financial Assistance

RESOLVED THAT: the following decisions be made in relation to the applications for financial assistance.

- (i) Girlguiding Skomer District:
Regret, no donation, due to the application falling within the Council's retrospective funding rules. Any application for a future grant will be welcomed.
- (ii) Milford Haven Music Festival:
A donation of £250 is to be made in accordance with the Milford Haven Town Council's powers under Section 145 of the Local Government Act 1972.

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- (iii) Pembrokeshire Pride:
Regret, no donation, due to the application falling within the Council's retrospective funding rules. Any application for a future grant will be welcomed.

FURTHER RESOLVED THAT: a notice be placed on the Town Council's website and social media outlining the times for applications and the criteria to be met.

46. SCHEDULE OF ACCOUNTS – JUNE 2022

A query was raised on the Rath Paddling Pool, asking what the Town Council is specifically responsible for and what mechanism is in place for expenses for audit purposes. The maintenance charge from Pembrokeshire County Council for the financial year was also queried. A schedule of costs is awaited from Pembrokeshire County Council. A wider discussion will take place in the future to discuss the Service Level Agreement between the Town Council and Pembrokeshire County Council. There are rules that have to be followed as a Council and decisions must be made at Full Council unless plenary or legislative power is given.

RESOLVED THAT:

- a) a discussion on the Rath Paddling Pool be placed on the Agenda for the next Meeting of the Finance, Governance and Projects Committee to be held on 12th September 2022;
- b) subject to the above, the Schedule of Accounts, as presented by the Clerk for the month of June 2022 in the sum of £23,625.66, be accepted and approved for payment.

47. STATEMENT OF ACCOUNTS – JUNE 2022

RESOLVED THAT: the Statement of Accounts, as presented by the Clerk for the month of June 2022, be accepted.

48. SUMMARY OF EXPENDITURE – APRIL TO JUNE 2022

A request was made for a breakdown of the costs for Cemetery Lodge and the wall to the Cemetery. A query of a payment made to Natural Resources Wales was raised and the budget the payment should have come from. Another query related to spend included in 'miscellaneous'. All information was explained to the Councillor by email following the meeting.

Subject to the above, it was **RESOLVED THAT:** the Summary of Expenditure for April to June 2022 be accepted. Councillor G. Woodham MBA (Open) LL.B (Hons) abstained from voting as the grant awarded to the Torch Theatre, where he is a salaried employee, was mentioned within the Summary of Expenditure.
