

MILFORD HAVEN TOWN COUNCIL

Minutes of a Meeting of the Milford Haven Town Council
held at the Town Hall, Milford Haven
on Monday 24th October 2022 at 7:00 pm

PRESENT

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

Councillors:	D. Abbott	M. T. Allen
	Miss V. Brown	E. A. Davies DipSM FJOIFF
	T. J. Davies	W. D. Elliott BA QTS
	M. Jones	B. Phillips
	D. R. Sinnett	M. Woodward

Mrs B. J. Fitzgerald, Town Clerk
Ms F. K. Galliford, Town Secretary

133. APOLOGIES

Apologies for absence were received from Councillors K. Abbott, Mrs N. Beavis-Morrissey, C. A. Sharp, Mrs Y. G. Southwell, R. Williams and G. Woodham MBA (Open) LL.B (Hons).

134. DECLARATIONS OF INTEREST

Councillor W. D. Elliott BA QTS declared a personal interest on Agenda Item 11 – *Financial Matters - (b) Applications for Financial Assistance - (i) The Harrier Association* - as he is the Chair of the organisation. Councillor Elliott left the room during the discussion of this application.

Councillor T. J. Davies declared a personal and prejudicial interest in any matters relating to the 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.

135. QUESTION AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC

No items were raised.

136. NEWS FROM THE MAYOR

The Mayor of Milford Haven, Councillor Miss K. F. Gray, advised that her Chaplain, Reverend Father A. Johnson, is presently unwell with Covid-19. The Council's best wishes are with Reverend Johnson during his recovery.

(a) Matters of Confidentiality

The Mayor reminded Councillors that items of a confidential nature should not be discussed outside Chamber with anyone, including family members.

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(b) Meeting Dates

Full Council Meetings are presently scheduled for Mondays only, which may not be suitable for all Members.

RESOLVED THAT: the Town Clerk, Mrs B. J. Fitzgerald, is to circulate an email to all Councillors to ascertain whether they are content with the current situation, or whether another day would be more suitable for them.

137. QUESTIONS WITHOUT DEBATE PURSUANT TO STANDING ORDER NO. 6.

No items were raised.

138. MINUTES OF THE MEETING OF THE FULL COUNCIL HELD ON 10TH OCTOBER 2022

Minute No. 121 – Planning – (a) Outstanding Planning Applications

A Member noted the number of retrospective planning applications listed.

The Chair of the Planning, Policy and Community Committee, Councillor B. Phillips, advised that he had recently attended a Planning Enforcement course which indicated that planning applications are generally recommended for approval or approved unless there has been a blatant disregard for the rules.

RESOLVED THAT: the Pembrokeshire County Council is contacted when a retrospective planning application is approved to ascertain the exact reason why.

RESOLVED THAT: subject to the above, the Minutes of a Meeting of the Full Council held on 10th October 2022 be accepted and that they be signed by the Mayor as a true record.

139. INDEPENDENT REMUNERATION PANEL FOR WALES DRAFT ANNUAL REPORT – FEBRUARY 2023

Members considered correspondence from Mr. L. Jones, Secretariat to the Independent Remuneration Panel for Wales, relating to the Draft Annual Report – February 2023.

Draft Determinations for 2023-2024:

“The Panel considers members of Community and Town Councils should not be out of pocket for carrying out their duties. It therefore proposes the following:

Basic payment for extra costs of working from home:

All Councils must pay their members £156 a year (equivalent to £3 a week) towards the extra household expenses (including heating, lighting, power and broadband) of working from home.

Set payment for consumables:

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Councils must either pay their members £52 a year for the cost of office consumables required to carry out their role, or alternatively Councils must enable members to claim full reimbursement for the cost of their office consumables.”

RESOLVED THAT: the report be received.

140. MILFORD HAVEN TOWN COUNCIL ANNUAL REPORT 2021-2022

Members considered the Town Council’s Annual Report 2021-2022.

A Member raised the matter of inward investment for the town, advising that the Town Council could have some involvement with visitors who invest.

RESOLVED THAT:

- (i) the Town Clerk be thanked for her comprehensive report;
- (ii) Ms J. Bevington from Milford Haven Youth Council is invited to a future Meeting regarding youth interaction and representation in the town;
- (iii) the Town Clerk is to look at the accounts to evaluate the percentage spent on local companies.

141. TRAINING AND DEVELOPMENT POLICY

Members considered the Milford Haven Town Council’s Training and Development Policy.

RESOLVED THAT:

- (i) the Policy be accepted, with the removal of information on One Voice Wales to make the policy more generic;
- (ii) Pembrokeshire County Council Training and Development Unit be contacted to see with what training they can assist.

142. PORT OF MILFORD HAVEN ADVISORY BOARD REPRESENTATIVE

Members considered an email from Ms A. Malloy, PR and Communications Manager, Port of Milford Haven, asking whether the Town Council could assist with choosing a representative from the community of Milford Haven to sit on the organisation’s Advisory Board.

RESOLVED THAT:

- (i) the Port of Milford Haven be thanked for offering the Town Council to nominate a community representative;
- (ii) however, as the Town Council already has a representative on the Board, the Council would be happy to advertise on its social media pages on behalf of the Port of Milford Haven and leave the choice of representative to the Authority.

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143. FINANCIAL MATTERS

It was agreed that the donation offered to the Megan's Starr Foundation be removed as over six months has passed since the grant offer of £300 was made.

RESOLVED THAT: the offer of £300 to Megan's Starr Foundation be withdrawn.

(a) Acknowledgement of Donations
Milford Haven Music Festival has acknowledged their donation with thanks.

(b) Applications for Financial Assistance

i. The Harrier Association

Councillor Elliott left the room during discussion of the above application, and returned to the Meeting upon its conclusion.

ii. Cerebral Palsy Cymru

RESOLVED THAT:

- i. A donation of £100 is given to the Harrier Association.
- ii. A donation of £100 is given to Cerebral Palsy Cymru.

144. SCHEDULE OF ACCOUNTS – SEPTEMBER 2022

A query was made on the cost of broadband / phone provision. The Town Clerk advised that the Council are presently tied into a contract.

RESOLVED THAT:

- (i) a more cost-effective organisation be looked for in the future;
- (ii) subject to the above, the Schedule of Accounts, as presented by the Clerk for the month of September 2022 in the sum of £17,355.19, be accepted and approved for payment.

145. STATEMENT OF ACCOUNTS – SEPTEMBER 2022

There was a query on the cumulative spend to date. The Clerk will check accounts and confirm to Councillors. The exact reserve figures are to be emailed to Councillors, marked up as confidential.

RESOLVED THAT: this item be deferred to the next Full Council Meeting on Monday 14th November 2022.

146. SUMMARY OF EXPENDITURE – APRIL TO SEPTEMBER 2022

RESOLVED THAT: the Summary of Expenditure for April to September 2022 be received.