

MILFORD HAVEN TOWN COUNCIL

Minutes of a Meeting of the Milford Haven Town Council
held at the Town Hall, Milford Haven
on Monday 14th November 2022 at 7:00 pm

PRESENT

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

Councillors:	D. Abbott	K. Abbott
	M. T. Allen	Mrs N. Beavis-Morrissey
	Miss V. Brown	E. A. Davies DipSM FJOIFF
	T. J. Davies	W. D. Elliott BA QTS
	B. Phillips	C. A. Sharp
	G. Woodham MBA (Open)	LL.B. (Hons)
	M. Woodward	

County Councillor Mrs V. Stoddart (Milford Hubberston Ward)

Mrs B. J. Fitzgerald, Town Clerk and Financial Officer
Ms F. K. Galliford, Town Council Secretary

5:45pm:

TO RECEIVE MR. T. MOSES, CWBR YOUTH COORDINATOR, AND MR. I. THOMAS, CHIEF EXECUTIVE OFFICER, PLANED, REGARDING YOUTH INCLUSION IN THE TOWN

The Mayor, Councillor Miss K. F. Gray, welcomed Mr. Moses and Mr. Thomas to the Meeting.

Mr. Moses and Mr. Thomas introduced themselves to the Meeting.

Mr. Moses provided an insight into the history and work of PLANED, a community-led partnership established as a social enterprise, a Development Trust, a charity and a company limited by guarantee.

PLANED is an organisation with over thirty years' experience of implementing integrated rural development through supporting enterprise, sustainable agriculture and tourism, heritage and environmental activities, through community engagement and participation.

PLANED is presently working with such projects as the PATCH (Pembrokeshire Action to Combat Hardship) Community Food Hub.

Mr. Moses advised that he is an experienced youth worker and a Town Councillor in Haverfordwest. Mr. Moses is passionate about bridging the gap between Town Councils and young people through CWBR Youth: a project funded by the WCVA and National Lottery to encourage more young people to engage with and have representation on town, city and community councils across Pembrokeshire. This project builds upon a previous LEADER funded pilot project which worked to facilitate direct engagement between young people and Town and Community Councils.

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Mr. Moses then showed Members video footage – filmed in summer 2022 – with young people participating in team building, confidence boosting and community enhancing activities.

Mr. Moses spoke of how many young people find the Town Council environment, with its formal language, intimidating.

Mr. Moses emphasised how young people are the voters of the future, and made reference to the Well-being of Future Generations (Wales) Act 2015, which has seven connected well-being goals: a prosperous Wales, a resilient Wales, a healthier Wales, a more equal Wales, a Wales of more cohesive communities, a Wales of vibrant culture and thriving Welsh language and a globally responsible Wales.

CWBR Youth is predicated on three 'strands' involving Town Councils, Community Councils and young people. Mr. Moses is looking to create a sustainable, meaningful structure before this project concludes in eighteen months.

Mr. Moses highlighted various 'toolkits' – applicable to each of the strands – and also highlighted online resources.

Mr. Moses has been working with local youth groups such as Milford Youth Matters and Milford Haven Youth Club.

Mr. Moses noted that Councillor Miss V. Brown recently attended a steering group relating to youth participation. He asked whether establishing such a group would be an option for Milford Haven Town Council.

Questions were invited from Councillors.

Councillor Sharp joined the Meeting at 6:10 pm.

A Member mentioned that she had once been a youth worker, a role she loved, but noted that there was a distinction between those youngsters who are academic and those of a more practical persuasion.

Another Member spoke of the Town Council previously having two Youth Representatives. The Member asked whether this could be resurrected. The Member felt it imperative for local schools to be involved, and spoke of the need for this Council to be more proactive.

Councillor Miss V. Brown, who has also recently met with local youth workers, was nominated as a link Councillor from the Milford Haven Town Council.

Mr. Moses concluded his presentation. The Mayor thanked Mr. Moses and Mr. Thomas for attending. Mr. Moses and Mr. Thomas then left the Meeting.

6:15 pm

TO RECEIVE A PRESENTATION FROM COUNTY COUNCILLOR J. HARVEY, PEMBROKESHIRE COUNTY COUNCIL CABINET MEMBER FOR PLANNING AND HOUSING DELIVERY, MRS G. TOFT, CHIEF HOUSING OFFICER, PEMBROKESHIRE COUNTY COUNCIL, AND MS. N. DAVIES, CUSTOMER LIAISON OFFICER, PEMBROKESHIRE, TO DISCUSS THE RESIDENTIAL PODS AT THE FORMER HUBBERSTON SCHOOL SITE AND HOUSING DEVELOPMENT IN MILFORD HAVEN

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The Town Clerk and Financial Officer, Mrs B. J. Fitzgerald, joined the Meeting at this point.

The Mayor welcomed County Councillor Harvey, Mrs Toft and Ms Davies to the Meeting.

Mrs Toft explained that Welsh Government Policy is that no one is left out under the Renting Home Act. There is a priority need. Tenancy agreements have changed with a 12-month minimum period of notice. Landlords are leaving the housing rental system. The housing market has changed with people working from home bringing new buyers into Pembrokeshire as it is a popular choice to live.

There are eight pods at the former Hubberston School site in Observatory Avenue, Hakin. They all have an electrical supply and drainage. There have been many delays getting to this point. Two of the pods are occupied. A panel meets to choose the right person considering the sensitivity in the area. Staff are available to provide support if help is required to claim benefits etc but if no assistance is required then the occupants are left as independent living is encouraged. There are three surveillance cameras in the area and the data is kept for up to three months.

County Councillor Harvey explained that if someone placed a pod in their garden to accommodate a homeless person planning permission would be required. A search can be done on the planning site if it is thought that someone has placed pods without permission.

Mrs Toft stated that pods are a step on the ladder until social housing becomes available.

A Member asked how it would work for people submitting job applications.

It was confirmed the pod address could be used for job applications. One bed accommodation is in very short supply. If in a pod or a bed and breakfast accommodation the person would be a priority for permanent accommodation.

It was confirmed that the pod site is within Pembrokeshire County Council's development programme for 2027. The intention is for bricks and mortar homes to be developed. At the present time there are 600 cases wanting accommodation.

The site is managed by Nacro, which assists offenders; however, not all the applicants for the pods have offended.

A Member mentioned that in other countries closed schools have been used to accommodate homeless people. The conditions can be basic but these are facilities that is dry, have electricity, and could be used.

County Councillor Harvey said that a place in Portfield, Haverfordwest is being looked at for some land use. Currently the kitchen facilities there are being used to supply free school meals; however, once the school project is in place the rest of the land will be used for housing purposes. Pembrokeshire County Council owns the site.

A Member asked whether there had been any problems at the pods.

Mrs Toft confirmed there had been no problems to date although the pods had only recently been accommodated. There are no plans for pods elsewhere in the county as they are too problematic.

At the present time there are 1,500 people on the Gold Band housing list.

It is planned to build 300 new homes over the next five years. With housing partners there will be 900 homes built in the next five years.

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Under Section 21 the authority is trying to invigorate the private sector with a private leasing scheme where Pembrokeshire County Council take on the lease for a five-year period. This is to try to stop landlords selling the property and making families homeless.

Landlords are selling up or changing the property to Air B&Bs as more money can be made that way.

The Mayor thanked County Councillor Harvey, Mrs Toft and Ms Davies for addressing the Council. County Councillor Harvey, Mrs Toft and Ms Davies then left the Meeting.

Councillors K. Abbott, Mrs N. Beavis-Morrissey and M. Woodward, and County Councillor Mrs V. Stoddart, joined the Meeting at this point.

166. APOLOGIES

Apologies for absence were received from Councillors M. Jones (work commitments), D. R. Sinnett (away), Mrs Y. G. Southwell (Church Meeting Chairing commitments) and R. Williams (work commitments).

167. DECLARATIONS OF INTEREST

Councillor G. Woodham MBA (Open) LL.B. (Hons) declared a personal and prejudicial interest in Agenda Item 10, Christmas Donations 2022 as he is Chairman and founding member of Christmas Together (application 4). Cllr Woodham stated that he would leave the meeting for the whole Christmas Donations 2022 discussion.

Councillor C. A. Sharp declared a personal interest in Agenda Item 10, Christmas Donations 2022 through his involvement with Christmas Together (application 4).

Councillor C. A. Sharp declared a personal interest in Agenda Item 10, Christmas Donations 2022 (application 13: Parents & Supporters Association (Milford Haven Sea Cadets & Royal Marines Cadets)) through his involvement with the organisation.

Councillor W. D. Elliott BA QTS declared a personal interest in Agenda Item 10, Christmas Donations 2022 as a volunteer for Christmas Together (application 4).

Councillor W. D. Elliott BA QTS declared a personal interest in Agenda Item 10, Christmas Donations 2022 (application 13: Parents & Supporters Association (Milford Haven Sea Cadets & Royal Marines Cadets)) through his involvement with the organisation.

Councillor E. A. Davies DipSM FJOIFF declared a personal interest in Agenda Item 10, Christmas Donations 2022, through his close involvement with the Steynton Community Group (application 16).

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

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director. Councillor Davies has received dispensation from the Monitoring Officer to speak but not vote on this issue at Meetings.

Councillor M. T. Allen declared a personal interest in any matters relating to the Pembrokeshire Lido project through his work as Chair.

168. QUESTION AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC

County Councillor Mrs V. Stoddart addressed the Town Council to express her concern over areas in her Ward of Hubberston which have not been included in the Milford Haven Multi Agency Working Group (MAWG). County Councillor Mrs Stoddart read out a list of incidents that had happened around Havens Head where some residents are feeling very vulnerable. Councillor Mrs Stoddart gave details of a cottage being trashed with smashed windows and roof slates. Some youngsters have been identified by CCTV. These issues are of serious concern.

County Councillor Mrs Stoddart also raised the matter of reporting incidents which must be done through 101 or 999 or via the internet. Speaking to a local Police Officer does not log the incident: it must be logged through the proper channels. This way of informing the Police is not widely known.

A councillor expressed concern over the intensity of the vandalism. The majority of crimes in this area are by 15- and 16-year-olds.

In the Gelliswick area children have been seen setting fire to mattresses with aerosol cans placed inside. This is extremely dangerous and the Police must be made aware.

County Councillor Stoddart thanked the Councillors for their time and left the Meeting.

Councillors M. T. Allen and T. J. Davies also left the Meeting at this point.

169. NEWS FROM THE MAYOR

Members were informed of the Mayor's Meetings and engagements since 25th October 2022:

26th October:

Multi-Agency Meeting with Dyfed-Powys Police

27th October:

Memorial Service at Gelliswick School

27th October:

South Hook LNG Meeting

31st October:

Meeting of the Cemetery Maintenance and Land Acquisition Group

31st October:

Judging of Halloween Decorations at Milford Haven RFC

31st October:

Judging of Best Pumpkin Design at Milford Haven RFC

1st November:

Meeting at the Mother's Union

3rd November:

Meeting with Councillor Phillips and Councillor Allen

3rd November:

Meeting of James Johns and David Stuart Johns Trust

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3rd November:

Meeting of the Establishment Committee

3rd November:

Meeting of the Public Events Sub-Committee

3rd November:

Meeting of the Standing Orders Sub-Committee

11th November:

Two Minute Silence outside "One Stop" shop in Charles Street

11th November:

Memorial Service at Hubberston and Hakin Community Centre

11th November:

Milford Haven Town Band Memorial Concert

13th November:

Remembrance Sunday Service

A Member congratulated the Mayor on the number of her engagements and Meetings attended.

Remembrance Sunday Service

The Mayor praised the Remembrance Service on Sunday 13th November, declaring the day to be an exceptional day.

Milford Haven Town Band Memorial Concert

The Mayor encouraged all Members to attend next year's Milford Haven Town Band Memorial Concert as this year's event was superb.

Flowers in Milford Haven

The Mayor informed the Council that a quote for flowers for Milford Haven had been received and the cost had increased by £400 from £3,900 to £4,300. A Councillor requested a breakdown of the flower areas and this will be emailed to all Councillors for information.

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

No items were raised.

171. MINUTES OF THE MEETING OF THE FULL COUNCIL HELD ON 24TH OCTOBER 2022

RESOLVED THAT: the Minutes of the Meeting of the Milford Haven Town Council held on 24th October 2022 be accepted and that they be signed by the Mayor as a true record.

172. TO RECEIVE REPORTS, RECOMMENDATIONS AND RESOLUTIONS OF THE FOLLOWING COMMITTEES:

PUBLIC EVENTS SUB-COMMITTEE held on 24th October 2022

Minute 131 – 89(a) Citizens' Awards 2023 – b) "A discussion be held before the Council's Meeting to consider its precept in January regarding how vacating the Town Hall will impact upon other organisations"

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The matter was discussed and acknowledged that if new information arises a decision on leaving the Town Hall could be brought back to a future Meeting of the Full Council.

Minute 131 – 92 – Upcoming Events – (b) Remembrance Sunday

The Mayor responded to a query from a Member confirming that the 25 laminated signs reading “Consideration” were placed on chairs for people who needed to be seated on Remembrance Sunday, and that the signs and chairs had been well received.

Minute 132 – Visit of Santa to Milford Haven on 3rd December 2022 – f) “contact is to be made with the Torch Theatre regarding contributions to the event”

A Councillor who is employed by the Torch Theatre indicated that the organisation would have a presence at the event.

RESOLVED THAT: subject to the above, the Minutes of the Meeting of the Public Events Sub-Committee held on 24th October 2022 be approved and adopted.

CEMETERY MAINTENANCE AND LAND ACQUISITION GROUP held on 31st October 2022

The Minutes of the Meeting of the Cemetery Maintenance and Land Acquisition Group held on 31st October 2022 were moved by the Chair of the Group, Councillor C. A. Sharp.

RESOLVED THAT: the Minutes of the Meeting of the Cemetery Maintenance and Land Acquisition Group held on 31st October 2022 be approved and adopted.

PUBLIC EVENTS SUB COMMITTEE held on 3rd November 2022

Minute 163 – Visit of Santa to Milford Haven on 3rd December 2022

Speaking in his role as Chairman of the Pill Social Centre, Councillor C. A. Sharp confirmed that the Centre is more than happy to lend Christmas trees to the Town Council in setting up Santa’s Grotto at the Town Hall.

RESOLVED THAT: the Minutes of the Meeting of the Public Events Sub-Committee held on 3rd November 2022 be approved and adopted.

STANDING ORDERS SUB COMMITTEE held on 3rd November 2022

Minute 165 – 2. Ordinary Council Meetings (vi) – “To answer questions from Councillors”

A concern was raised over the exact wording of this item.

The minutes refer to the Agenda Item “Questions Without Debate Pursuant to Standing Order No. 6” and are to be regulated.

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RESOLVED THAT:

- (i) the wording of this item be clarified and the matter brought back to the Meeting of the Full Council on 28th November 2022;
- (ii) subject to the above, the Minutes of the Meeting of the Standing Orders Sub-Committee held on 3rd November 2022 be approved and adopted.

173. PLANNING AND LICENSING APPLICATIONS

(a) Outstanding Planning Applications

22/0520/PA – Change of use from a Toy Shop to a Public House at 82-84 Charles Street (Milford Central)

RECOMMEND APPROVAL, with the caveat that that while the Town Council are supportive of new businesses, there are other empty public houses in the area that may have been more suitable.

22/0561/PA – Planning application to regularise use of building as a single dwelling house following certificate of lawfulness (ref 21/1184/CL) for use as a single dwelling at 18 Hamilton Terrace (Milford Central)

RECOMMEND APPROVAL

22/0566/PA – Single storey side extension at The Old Dairy, Castle Pill Road, Steynton (Milford North)

RECOMMEND APPROVAL

22/0670/PA – Lower ground floor extension and balcony at “Carlisle”, 1 Chapel Street, Hakin (Milford Hakin)

RECOMMEND APPROVAL

RESOLVED THAT: the above planning applications be recommended for approval, with the caveat to be raised with Pembrokeshire County Council Planning Department with regard to application 22/0520/PA.

(b) Outstanding Licensing Application – Milford Haven Rugby Football Club, Observatory Avenue, Hakin (Milford Hakin)

RESOLVED THAT: this application be recommended for approval.

(c) Planning Notifications. (For Information Only.)

RESOLVED THAT: this information be received.

174. CEMETERY REPORT – OCTOBER 2022

Members considered the Cemetery Report for October 2022.

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RESOLVED THAT: the Cemetery Report for October 2022 be received.

175. CHRISTMAS DONATIONS 2022

Councillors G. Woodham MBA (Open) LL.B (Hons) and E. A. Davies DipSM FJOIFF left the Meeting during the discussion of this item.

RESOLVED THAT: the following Christmas donations be made:

1. 1st Hakin Guides and Rangers - £100
2. 1st Milford Haven Rainbow Unit - £65
3. 7th Milford Haven Brownies - £125
4. Christmas Together - £100
5. Committee of Friends of Havenhurst - £100
6. Friends of the Mount (Pembs) - £150
7. Hubberston and Hakin Community Friendship Club - £66
8. Hubberston and Hakin Luncheon Club - £150
9. Milford Athletic Football Club (Ladies and Girls Section) - £100
10. Milford Haven Community Primary School - £150
11. Milford Haven Yarn Club - £100
12. Milford Haven Youth Club - £100
13. Parents and Supporters Association (Milford Haven Sea Cadets and Royal Marines Cadets) - £240
14. Pembrokeshire Puffins Disability Swimming Squad - £266
15. The Salvation Army - £200
16. Steynton Community Group - £250

£262 will be taken out of reserves to add to the £2000 available for the Christmas Donations budget. The Christmas Donations budget will be raised in the precept to £2500 for the financial year 2023-2024.

RESOLVED THAT:

- (i) £262 be taken out of the Council's Reserves to add to the £2000 available for the Christmas Donations budget;
- (ii) the Christmas Donations budget be increased for the financial year 2023/2024.

176. STATEMENT OF ACCOUNTS – SEPTEMBER 2022 (Deferred from the Meeting of the Full Council on 24th October 2022)

RESOLVED THAT: the Statement of Accounts for September 2022 be received.

177. MEETING OF THE MILFORD HAVEN & NEYLAND MULTI AGENCY WORKING GROUP (MAWG) held on 12th October 2022

Members considered the attached Minutes and Areas of Concern.

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RESOLVED THAT:

- (i) a message be posted across the Town Council's social media pages and website alerting the public as to how best to contact the Police;
- (ii) an invitation be extended to a local Officer from Dyfed-Powys Police to address a future Full Council Meeting regarding this matter;
- (iii) the Agendas and Minutes from the MAWG Meetings be circulated to Councillors in advance to feed any questions for the Town Clerk to raise;
- (iv) subject to the above, the Minutes and Areas of Concern be received.

178. VOTE TO MOVE INTO PRIVATE SESSION

RESOLVED THAT: the Meeting move into Private Session under the Public Bodies (Admission to Meetings) Act 1960 due to legal privilege and disclosure of personal details.

179. TO RECEIVE REPORTS, RECOMMENDATIONS AND RESOLUTIONS OF THE FOLLOWING COMMITTEE:

ESTABLISHMENT COMMITTEE held on 3rd November 2022

RESOLVED THAT: the Minutes of the Meeting of the Establishment Committee held on 3rd November 2022 be approved and adopted.
