

MILFORD HAVEN TOWN COUNCIL

Minutes of a Meeting of the Milford Haven Town Council
held in the Council Chamber, Town Hall
on Monday 27th February 2023 at 7:00 pm

PRESENT

The Mayor (Councillor Miss K. F. Gray)

Councillors: M. T. Allen	Mrs N. Beavis-Morrissey
Miss V. Brown	E. A. Davies DipSM FJOIFF
T. J. Davies	B. Phillips
C. A. Sharp	D. R. Sinnett
Mrs Y. G. Southwell	G. Woodham MBA (Open) LL.B (Hons)
M. Woodward	

Mrs B. J. Fitzgerald, Town Clerk/Responsible Financial Officer

The Mayor, Councillor Miss K. F. Gray, welcomed everyone to the meeting.

262. APOLOGIES:

Apologies for absence were received from the Deputy Mayor, Councillor Mrs C. Stevens (unwell) and Councillors D. Abbott (family bereavement), K. Abbott (work commitments), W. D. Elliott BA QTS (work commitments) and M. Jones (work commitments). Apologies for absence were not received from Councillor R. Williams.

263. DECLARATIONS OF INTEREST:

Councillor C. A. Sharp declared a personal interest in Agenda Item 8 – *Citizens' Awards Ceremony Venue* – as he is a Trustee at the Pill Social Centre, which is a prospective venue for the Ceremony. Councillor Sharp also declared a personal and prejudicial interest in Agenda Item 16 – *Town Council Premises*

Councillor G. Woodham MBA (Open) LL.B (Hons) declared a personal and prejudicial interest in Agenda Item 16 – *Town Council Premises*

Councillor T. J. Davies declared a personal and prejudicial interest in Agenda Item 7 – *Cemetery Maintenance and Land Acquisition Group* - 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.

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Councillor D. R. Sinnett declared a personal interest in Agenda Item 16 – *Town Council Premises*

264. QUESTION AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC

No questions had been submitted by members of the public.

265. NEWS FROM THE MAYOR

The Mayor had no matters to report to Council.

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

No Questions had been received.

267. MINUTES OF THE MEETING OF THE FULL COUNCIL HELD ON 13TH FEBRUARY 2023

RESOLVED THAT: the Minutes of the Meeting of the Full Council held on 13th February 2023 be received and that they be signed by the Mayor as a true record.

268. MINUTES OF THE MEETING OF THE CEMETERY MAINTENANCE AND LAND ACQUISITION GROUP HELD ON 23RD FEBRUARY 2023

Minute No. 256 – Cemetery Wall

The section of the Cemetery wall which has yet to be replaced was discussed. It is thought that at the gated end of the wall that a bend be made to aid access / egress. At the present time cars come out directly onto the road.

Minute No. 257 – Memory Box

The Memory Box - Letters to Heaven was further discussed at the Full Council Meeting. It must be made clear to anyone using the box to send a letter to a loved one that all letters will be disposed of securely, preferably by incineration, and that the letters will not be read by any member of staff.

RESOLVED THAT: the Memory Box must have a plaque stating how the letters will be disposed of stating that any correspondence will not be read by any member of staff of Milford Haven Town Council.

Minute No. 260 – Remaining Land

The matter of clearing the remaining land to establish how many graves are left was discussed at length. Some of the graves would be family plots and unless the grave is dug it cannot be established how many family members could be placed in any specific plot.

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The cost of £8,000 was discussed and the Chairman of the Cemetery Maintenance and Land Acquisition Group, Councillor C. A. Sharp, stated that at some point this work will have to be carried out.

A list of priority work at the Cemetery is to be made with the work being scheduled over a long period of time. The Clerk is to forecast cost in a report which is to be submitted for the Full Council Meeting on Monday 13th March detailing any monies coming out of Reserves. Health and Safety is to be a priority for work carried out.

RESOLVED THAT: the Clerk is to bring a Report back to Full Council on 13th March clearly showing the financial forecast for planned work at the Cemetery.

Minute No. 261 – Regular Meetings

Meeting Times:

It was agreed that whilst some meetings will take place during the day due to practicalities, later meetings will also be held.

Membership of the Group:

Councillor Mrs N. Beavis-Morrissey put herself forward to join the Group.

RESOLVED THAT: Councillor Mrs N. Beavis-Morrissey is to join the Cemetery Maintenance and Land Acquisition Group.

Subject to the above, the Minutes of the Meeting of the Cemetery Maintenance and Land Acquisition Group on 23rd February 2023 be moved and adopted.

269. CITIZENS' AWARDS CEREMONY VENUE

Options were given on venues and caterers. It was agreed to hold the event at the Pill Social Centre on Saturday 10th June. The Pill Social Centre have caterers who charge £7.00 per person and they will supply the buffet for the event. The Town Council will provide a complimentary drink which will be offered on arrival at the event with food available. It is suggested that the invitations read: 'Food and a complimentary drink on arrival' for guests. Further drinks can be purchased at the bar in the venue.

RESOLVED THAT:

- (i) the Citizens' Awards Ceremony be held at the Pill Social Centre on Saturday 10th June 2023;
- (ii) the buffet for the Ceremony be supplied by the caterers used by the Pill Social Centre;
- (iii) the Town Council is to provide one complimentary drink to be offered to guests upon their arrival at the venue.

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270. POTENTIAL FAIR IN MILFORD HAVEN

Councillor D. R. Sinnett (in his capacity as the County Councillor for Milford West) updated the Council on the planned fair. It will not now go ahead at the proposed site in Milford Haven.

RESOLVED THAT: this information be received.

271. MILFORD HAVEN SCHOOL ARTWORK

The Milford Haven Museum considered the placing of the artwork, which is fully waterproof and details important mental health contact information; however, it is not possible to place the artwork on an outside wall as it is a listed building.

The Torch Theatre is able to place the artwork either inside or outside the building. Milford Haven School will be advised of the offer.

RESOLVED THAT: regrettably, Milford Haven Museum are unable to place the artwork; however, the Torch Theatre can place the artwork either on the inside or outside of the premises and Milford Haven School will be advised of this offer.

272. MILFORD HAVEN MULTI AGENCY WORKING GROUP (MAWG)

The minutes of the meeting held via Microsoft Teams on 26th January 2023 and the working document were both accepted.

RESOLVED THAT: the minutes and working paper be received.

273. SCHEDULE OF ACCOUNTS – JANUARY 2023

RESOLVED THAT: the Schedule of Accounts, as presented by the Clerk for the month of January 2023 in the sum of £17,355.19, be accepted and approved for payment.

274. STATEMENT OF ACCOUNTS – JANUARY 2023

RESOLVED THAT: the Statement of Accounts for the month of January 2023 be received.

CONFIDENTIAL MATTERS

275. VOTE TO MOVE INTO PRIVATE SESSION

The Councillors voted to go into private session.

RESOLVED THAT: the press and public be excluded from the Meeting under the Public Bodies (Admission to Meetings) Act 1960 due to legal privilege and disclosure of personal details.

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276. TO RECEIVE REPORTS, RECOMMENDATIONS AND RESOLUTIONS FROM THE FOLLOWING COMMITTEE: PROJECT WORKING GROUP HELD ON 6TH FEBRUARY 2023

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277. TOWN COUNCIL PREMISES

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