

MILFORD HAVEN TOWN COUNCIL

Minutes of the Meeting of the Milford Haven Town Council
held at the Torch Theatre, Milford Haven
on Monday 23rd October 2023 at 7:00 pm

PRESENT

The Mayor (Councillor Mrs C. Stevens)

Councillors: D. Abbott	Mrs N. Beavis-Morrissey
Miss V. Brown	E. A. Davies DipSM FJOIFF
Miss K. F. Gray	N. Hartevelde
C. Jones	D. R. Sinnett
Miss T. Stevens	M. Woodward

Mrs B. J. Fitzgerald, Town Clerk/Financial Officer
Miss F. K. Galliford, Town Council Secretary

The Mayor, Councillor Mrs C. Stevens, opened the Meeting by welcoming Councillors N. Hartevelde and C. Jones to their first Meeting of the Town Council to be held in person, following a previous Council Meeting that was conducted via the Zoom software.

A presentation scheduled for 6:15 pm from Mr M. Reynolds to discuss the Meads Fields did not take place. Mr Reynolds had given his apologies earlier in the day due to an unavoidable work commitment.

174. APOLOGIES:

Apologies for absence were received from the Deputy Mayor, Councillor W. D. Elliott BA QTS (holiday) and Councillors K. Abbott (work commitments), M. Jones (work commitments), C. A. Sharp (holiday), Mrs Y. G. Southwell (holiday) and G. Woodham MBA (Open) LL.B (Hons) (holiday).

175. DECLARATIONS OF INTEREST:

Councillor N. Hartevelde declared a personal interest in Agenda Item 13, Financial Assistance – *Applications for Financial Assistance (ii) Megan’s Starr Foundation* – due to her involvement with the charity. Councillor Hartevelde left the room during discussion of this item.

176. QUESTION AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC:

No questions were raised by members of the public.

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177. NEWS FROM THE MAYOR:

Pembroke St. Michaelmas Fair

The Mayor, Councillor Mrs C. Stevens, recently attended the St. Michaelmas Fair at Pembroke. The Mayor was made to feel most welcome at the event, and she enjoyed herself immensely.

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

No questions were raised.

179. MINUTES OF THE MEETING OF FULL COUNCIL HELD ON 9TH OCTOBER 2023:

RESOLVED THAT: the Minutes of the Meeting of the Full Council held on 9th October 2023 be received and that they be signed by the Mayor as a true record.

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

PUBLIC EVENTS SUB-COMMITTEE HELD ON 17TH OCTOBER 2023

The Minutes of the Meeting of the Public Events Sub-Committee held on 17th October 2023 were moved by the Chair, Councillor Miss K. F. Gray.

RESOLVED THAT: the Minutes of a Meeting of the Public Events Sub-Committee held on 17th October 2023 be moved and adopted.

181. INDEPENDENT REMUNERATION PANEL FOR WALES: DRAFT ANNUAL REPORT 2024-2025:

Members considered the draft Annual Report for 2024-2025 from the Independent Remuneration Panel for Wales. This Report sets the range and level of payments for Community and Town Council Members.

Mandatory payments (Determination 6) states:

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

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.

It is a matter for each Council to make and record a policy decision in respect of when and how the payments are made and whether they are paid monthly, yearly or otherwise. The policy should state whether and how to recover any payments made to a member who leaves or changes their role during the financial year.

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Reporting requirements (Determination 8) states:

Community and Town Councils are required to submit an annual statement of payments to the Panel by the 30 September each year, and also publish this on their website. The Panel have provided a template return for Clerks to use.

The Panel have discussed and considered changing the requirements for Community and Town Councils when submitting their statement of payment returns. The Panel's aim is to simplify administration and encourage Councils to ensure all mandatory payments are made to individual members.

The Panel proposes that from September 2024, the returns need only show the total amounts paid in respect of the mandatory payments mentioned above. That is the £156 contribution to the costs of working from home and the £52 set rate consumables allowance and the travel and subsistence expenses paid.

This brings these in line with the reporting of the costs of care and personal assistance allowances.

RESOLVED THAT: the Independent Remuneration Panel for Wales: Draft Annual Report 2024 to 2025 be received.

182. POLLING DISTRICTS, POLLING PLACES AND POLLING STATIONS REVIEW 2023:

Members considered a Notice from Mr W. Bramble, Chief Executive Officer, Pembrokeshire County Council, regarding a Pembrokeshire County Council review of its polling districts and polling places in accordance with Section 18C of the Representation of the People Act 1983.

RESOLVED THAT: this information be received.

183. CLIMATE AND ECOLOGY BILL:

Members considered an email from Mr A. Gray of Zero Hour UK, a campaign group which is seeking support for the Climate and Ecology Bill from Parish and Town Councils. The Bill is due for its second reading on 24th November 2023.

168 Parish and Town Councils have so far pledged their support, adding their voices to organisations calling for joined-up action that provides an adequate and commensurate response to "the emergency of our natural world, our parks, villages and towns, our landscapes and wildlife."

If supportive of the Bill, Zero Hour UK is requesting for the Council to publicly pledge support via a press release after the motion is passed, and for the Council to contact its local Member of Parliament asking for them to publicly support the Bill.

If made law, the Climate and Emergency Bill would ensure that:

- The threat facing nature is tackled shoulder to shoulder with the climate crisis in a joined-up approach
- The Paris Agreement is enshrined into law to ensure that the UK does its real fair share to limit global temperature rise to the most stringent end of the Paris agreement – 1.5°C

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- The UK takes full responsibility for our entire greenhouse gas footprint by accounting for all of the emissions that take place overseas to manufacture, transport and dispose of the goods and services we import and consume
- The government deliver a climate and nature assembly that is representative of the UK population, working directly with the Government and Parliament to ensure that all voices are heard and that no one is left behind.

A Member stated her support for the Bill, emphasising the importance of the climate situation with its impact upon future generations.

RESOLVED THAT: the Milford Haven Town Council is to pledge support to the Climate and Ecology Bill.

184. CEMETERY REPORT – SEPTEMBER 2023:

RESOLVED THAT: the Cemetery Report for the month of September 2023 be received.

185. REPRESENTATION ON OUTSIDE BODY – COASTLANDS SCHOOL:

Members noted an email from Ms L. Clewes, Governors' Support Officer, Pembrokeshire County Council, advising that a nomination was required for the position of Additional Community Governor on the Governing Body of Coastlands School.

RESOLVED THAT: this item be deferred to the next Full Council Meeting on 13th November 2023, when more Councillors should be present.

186. APPLICATIONS FOR FINANCIAL ASSISTANCE:

i. Milford Haven School

RESOLVED THAT: a donation of £468 is to be made in accordance with the Milford Haven Town Council's powers under Section 137 of the Local Government Act 1972.

ii. Megan's Starr Foundation

Councillor Hartevelde left the Meeting during discussion of this item, returning upon conclusion of the discussion.

RESOLVED THAT: this application be deferred until further supporting information is received.

iii. Business Circle Milford Haven

RESOLVED THAT: this application be deferred until further supporting information is received.

iv. Cerebral Palsy Cymru

RESOLVED THAT: a donation of £100 be made in accordance with the Milford Haven Town Council's powers under Section 137 of the Local Government Act 1972.

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187. SCHEDULE OF ACCOUNTS – SEPTEMBER 2023:

RESOLVED THAT: the Schedule of Accounts, as presented by the Clerk for the month of September 2023 in the sum of £31,669.22 be accepted and approved for payment.

188. STATEMENT OF ACCOUNTS – SEPTEMBER 2023:

RESOLVED THAT: The Statement of Accounts for September 2023 be received.

189. SUMMARY OF EXPENDITURE – APRIL 2023 TO SEPTEMBER 2023:

RESOLVED THAT: the Summary of Expenditure from April 2023 to September 2023 be received.

Before the Meeting concluded, Councillor Miss Brown (the Town Council's Youth Link Councillor) asked Members whether they would be attending an important presentation at the Milford Haven Youth Centre on the evening of Thursday 9th November. Councillor Brown emphasised how hard the young people have been working at this presentation, and appealed for Councillors to attend if they were available.