

**MINUTES OF A MEETING OF FULL COUNCIL HELD ON WEDNESDAY  
21<sup>st</sup> JUNE 2017 AT 7PM IN THE COUNCIL CHAMBER, PICTON HOUSE,  
HAVERFORDWEST**

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**PRESENT:** Cllr A Buckfield (Mayor)  
Cllr J Collier  
Cllr C Evans  
Cllr A V Griffiths  
Cllr S Hooper  
Cllr G Howell  
Cllr P Iles  
Cllr P Jones  
Cllr J Morgans  
Cllr Mrs S Murray  
Cllr Miss L Pepperell  
Cllr C Thomas

**APOLOGIES:** Cllr A Brooker  
Cllr J Fulker  
Cllr A Griffiths  
Cllr D Jones  
Cllr Mrs B Morgan  
Rev Fr N Cale, Mayor's Chaplain  
Mr D Thomas, PCC Link Officer

The Town Clerk, Deputy Town Clerk and Administrative Assistant, were in attendance.

Mr M Cavanagh, PCC Link Officer, was in attendance.

County Councillors T Tudor and A Tudor were in attendance.

The Mayor thanked Cllr Mrs S Murray for organising and conducting the vigil for the victims of the London terror attack and those who affected by the Grenfell Tower tragedy. Cllr Mrs S Murray expressed her thanks to Pembrokeshire County Council for the maintenance work carried out to support the vigil. With particular thanks to County Cllr T Evans, Cllr T Tudor and Cllr A Tudor.

Council had a minutes silence following the vigil.

The Mayor welcomed Cllr Stella Hooper to Council following her success at the recent co-option interviews. Introductions were given by Councillors, County Councillors and PCC Link Officer.

**1313 DECLARATIONS OF INTEREST FROM MEMBERS**

Declarations of interest from members will be taken as and when they arise.

**1314 MINUTES OF THE LAST FULL COUNCIL MEETING HELD ON 19<sup>th</sup> APRIL 2017**

**RESOLVED:** The minutes of the Full Council meeting held on 19<sup>th</sup> April 2017 were confirmed and signed as a true record

1315 **MATTERS ARISING FROM THE RESOLUTIONS IN THE MINUTES OF 19<sup>th</sup> APRIL 2017**

There were no matters arising from resolutions in the minutes.

1316 **MINUTES OF THE ANNUAL MEETING HELD ON 19<sup>th</sup> MAY 2017**

**RESOLVED:** The minutes of the Annual Meeting held on 19<sup>th</sup> May 2017 were confirmed and signed as a true record

1317 **MATTERS ARISING FROM THE RESOLUTIONS IN THE MINUTES OF 19<sup>th</sup> MAY 2017**

Cllr Collier requested an update on the appointment to the Pembrokeshire County Council Standards Committee. The Clerk confirmed that the nominations from the Council had been forwarded with receipt acknowledged but the appointments had not yet be made. There were no other matters arising from resolutions in the minutes.

1318 **MINUTES OF THE SPECIAL MEETING HELD ON 31<sup>st</sup> MAY 2017**

**RESOLVED:** The minutes of the Special Meeting held on 31<sup>st</sup> May 2017 were confirmed and signed as a true record

1319 **MAYOR'S UPDATES AND CORRESPONDENCE**

**Special Meeting** – the Mayor advised that there had been delays in the 2016/2017 annual accounts being finalised due to amendments and corrections made to the accounting system. It was not possible for Council to approve the 2016/2017 internal auditors report, agree the 2016/2017 accounts and complete the annual governance statement at this meeting so a special meeting will be held the following week. It was agreed that the Special Meeting for all the above items would be held on Wednesday 28<sup>th</sup> June 2017 at 7pm in the council chamber, it was also agreed to add an item for staffing matters to that agenda.

**Officer's Appointments** – the Mayor gave an update on his recent and upcoming engagements.

**Friends in Enniscorthy** – Mr Keith Doyle is the newly appointed Chair of Enniscorthy and has extended an invitation for all Councillors to attend their Rock and Roll Food Festival on Monday 7<sup>th</sup> August 2017.

**Oberkirk Visit** – The Twinning Association are arranging a visit to our Twin Town in September 2017. There is still availability and all were asked to contact the Twinning Association Secretary, Mr R Thomas JP or Cllr Mrs B Morgan for further information.

**Horsefair Sign** – the Mayor had received a letter of complaint regarding the condition of the horsefair sign on Merlins Hill roundabout. Cllr C Thomas will contact the Civic Society to see if this could be replaced with a blue plaque. The letter also referred to the flowers on the parade, as these are maintained by Pembrokeshire County Council, the complaint had been referred to that authority. Cllr P Jones suggested community involvement in creating a new sign, by possibly working with schools.

County Cllr T Tudor advised that following concerns raised by the public on social media, he is looking to put together a working team. Cllr G Howell commented that it's good to have a community involvement and applauds Cllr Tudor's efforts. There is also the capacity for a proposal to be made to Council in the future for funding under Town Improvements.

**Public Sculpture of Chelsea Manning** – Correspondence received from artist John Reardon requesting that the Council help find a home in the town for his sculpture of Chelsea Manning. It was agreed that this would be referred to the Management, Estate and Strategy committee (MES) for further consideration. County Cllr T Tudor advised Council that PCC have been approached with the same request and concerns had been raised about supporting the sculpture so the request had been turned down. Mr M Cavanagh that it had been agreed by PCC that there would be no regeneration value for the town hence the decision made by them. Cllr P Jones suggested that Pembrokeshire College may be a potential site for the sculpture.

## 1320 PLANNING APPLICATIONS

**Ref. No. 17/0128/PA** Retrospective tattoo, piercing and laser tattoo removal studio  
6, High Street,  
Haverfordwest

**RECOMMENDATION: Support**

**Ref. No. 17/0066/PA** Variation of condition 2 (approved plans), condition 4 (first floor window details 3), condition 5 (boundary treatments) of planning permission 15/0533/PA. Conversion of existing outbuildings to three holiday let units,  
209, Haven Road,  
Haverfordwest

**RECOMMENDATION: Support**

**Ref. No. 17/0079/AD** Formation of new Nissan and PMS 3.5m tall fascia signage along part of PMS existing showroom, proposed length 67mtrs,  
PMS,  
Salutation Square,  
Haverfordwest

**RECOMMENDATION: Comment – scale height visually intrusive**

**Ref. No. 17/0085/LB** Providing an inscription upon the face of the lower panel of the Picton Monument,  
The Old Bridge,  
Haverfordwest

**RECOMMENDATION: Support**

**Ref. No. 17/0057/AD** Application for consent to display advertisements at new Lidl Foodstore,  
Lidl UK GMBH  
Perrots Road,  
Haverfordwest

**RECOMMENDATION: Support**

- Ref. No. 17/0048/PA** Two storey extension to side and single storey extension to rear,  
Swn Y Coed,  
Withybush Road,  
Haverfordwest
- RECOMMENDATION:** **Support**
- Ref. No. 17/0006/PA** Proposed new dwelling  
Little Slade Acres  
Cuckoo Lane,  
Haverfordwest
- RECOMMENDATION:** **Already refused**
- Ref. No. 16/1157/DC** Discharge of conditions 4 (external lighting), 5 (boundary treatment) and 6 (car parking) of Planning Permission 16/0677/PA  
138, Haven Road,  
Haverfordwest
- RECOMMENDATION:** **Support**
- Ref. No. 17/0155/PA** Construction of 87 dwellings and associated works (reserved matters relating to layout, scale, appearance and landscaping of Outline Planning Permission 13/0854/PA)  
Land North of Haven Road,  
Albert Town,  
Haverfordwest  
*Cllr L Pepperell and Cllr P Jones declared an interest*
- RECOMMENDATION:** **Comments to be sent showing not supported**
- Ref. No. 17/0150/PA** Erection of sales pavilion and extension to workshop to provide valeting  
Day's Garage,  
Fishguard Road,  
Haverfordwest  
*Cllr L Pepperell declared an interest*
- RECOMMENDATION:** **Support**
- Ref. No. 17/0157/PA** Construction of a mechanical fish screen and supporting steel structure, incorporating a high level access platform and fencing along with a Motor Control Kiosk within the existing water intake structure at Crow Hill Water Abstraction Site, Haverfordwest
- RECOMMENDATION:** **Support**
- Ref. No. 17/0176/PA** Removal of entrance canopy, erection of single storey extension  
21, Winch Lane,  
Haverfordwest
- RECOMMENDATION:** **Support**

**Ref. No. 17/0172/LB/PA** Alterations, extensions and change of use of hotel to 11 residential apartments (bar and restaurant retained on Ground Floor)  
County Hotel,  
Salutation Square,  
Haverfordwest

**RECOMMENDATION:** **Support and comment – subject to consideration given to parking/waste storage/size of apartments and consultation with Secure by Design Officers, Dyfed Powys Police**

**Ref. No. 17/0194/AD** Advertisement consent for replacement fascia and projecting sign  
The Principality  
5 Victoria Place  
Haverfordwest

**RECOMMENDATION:** **Support**

**Ref. No. 17/0198/PA** Extensions and alterations  
11 Richmond Crescent  
Haverfordwest

**RECOMMENDATION:** **Support**

**Ref. No. 17/0214/PA** Change of use from offices to residential  
9-11 Stokes Avenue  
Haverfordwest

**RECOMMENDATION:** **Support**

**Ref. No. 17/0260/PA** External alterations  
24 Jury Lane,  
Haverfordwest

**RECOMMENDATION:** **No comment as unable to view online**

**Ref. No. 17/0231/PA** 1 dwelling  
154 Haven Road,  
Haverfordwest

**RECOMMENDATION:** **Support**

**Off Slade Lane Planning Application No 15/0250/PA** – Cllr J Collier queried the progress on letters sent to Planning Aid Wales and One Voice Wales. At present, One Voice Wales confirmed that they have received the letter and will response in due course. Planning Aid Wales requested further information which has been provided, no further response to date.

## 1321 REPORT OF THE MANAGEMENT, ESTATES AND STRATEGY MEETING

The following report was submitted:

**REPORT OF MEETING OF MANAGEMENT, ESTATES AND STRATEGY  
COMMITTEE HELD ON TUESDAY 6<sup>th</sup> JUNE 2017 AT 7PM IN THE COUNCIL  
CHAMBER, PICTON HOUSE, 2 PICTON PLACE, HAVERFORDWEST**

**PRESENT:** Cllr A Buckfield (Mayor – ex-officio)  
Cllr A Brooker  
Cllr C Evans  
Cllr J Fulker  
Cllr A V Griffiths  
Cllr D Jones  
Cllr P Jones

**PRESENT as observers:** Cllr G Howell  
Cllr Mrs S Murray  
Cllr C Thomas

**APOLOGIES:** Cllr A Griffiths

The Town Clerk was in attendance.

**ELECTION OF CHAIR 2017/2018**

Cllr A V Griffiths was proposed as Chair of the Management, Estates and Strategy committee (MES) by Cllr D Jones, seconded by Cllr J Fulker. All voted in favour.

**RESOLVED: Cllr A V Griffiths is appointed Chair of the Management, Estates and Strategy committee for 2017/2018**

**ELECTION OF VICE CHAIR 2017/2018**

Cllr P Jones was proposed as Vice Chair of the MES committee by Cllr C Evans, seconded by Cllr J Fulker.

**RESOLVED: Cllr P Jones is appointed Vice Chair of the Management, Estates and Strategy committee for 2017/2018**

**DECLARATIONS OF INTEREST**

Declarations of interest will be taken as and when they arise.

**MATTERS ARISING FROM REPORT OF LAST MEETING**

**Town Centre WiFi** – Cllr Mrs S Murray advised that a meeting is to be held between ourselves, Pembrokeshire County Council and the contractor, Antur Teifi to establish data ownership. Two businesses which have been providing access point hosting have now closed, new hosts will need to be sought. Cllr Mrs S Murray will provide a written overview of the town centre WiFi as a useful aid to new Councillors.

**CEMETERIES**

The Chair, Cllr A V Griffiths, gave an overview of the three cemeteries which are managed by the Council.

St Martin's – Cllr D Jones raised concerns about the ivy and crack in the boundary wall. Cllr P Jones suggested looking to outside organisations for support with the maintenance and future planned works. An overview was given of the planned works, to relocate headstones in the upper part of the cemetery and make this a memorial garden. A discussion took place regarding the VC Gallery's cemetery trial and that it would be useful to speak to them. Cllr C Evans advised that Transition are looking for areas to plant trees and whether this could be a potential site.

Lower Prendergast – The plan is to put the maintenance work in this cemetery out to tender ie for the grass cutting. Cllr C Evans suggested having a design cut out in the grass for walkways but the rest to be left to nature, the Mayor seconded this idea. The Chair, Cllr A V Griffiths, proposed to cut the grass completely and to keep it maintained to a reasonable height. It was agreed that a site visit would be required before any recommendation could be made. The wall which faces Sidney Rees Way and the trees within it were discussed, it was felt that this would be a priority due to its poor condition. It was queried if the wall is listed and advised that this is checked on the CADW website. Professional advice would be sought before any recommendations made.

Upper Prendergast – It was advised that this cemetery is currently in good condition.

It was agreed that a Cemetery sub-committee be formed, comprising of: Cllr A V Griffiths (Chair), Cllr G Howell and Cllr C Evans. It was recommended that the sub-committee make regular site visits and feedback any recommendations to MES.

## **SPORTS PAVILION**

An overview of the pavilion was provided by the Chair, Cllr A V Griffiths. It had been previously agreed by the committee that a number of external works were required and quotations had been sought by the Town Clerk. Four quotations for the external works were now provided for review. It was proposed by Cllr J Fulker and seconded by Cllr D Jones that the contract for the external works to the pavilion be awarded to Contractor 2 at a cost of £2,500.00 excl VAT.

The Town Clerk advised that an electric shower had been installed in the pavilion for the groundsman. This is to ensure that whilst alternating between their groundsman/caretaker roles that health and safety regulations are met with no cross contamination.

It was felt that no pavilion sub-committee is required at present, as the Council groundsman and staff are able to review the condition of the property and raise any concerns as necessary.

It was agreed that the MES committee should hold some meetings in the Picton Centre and Sports Pavilion which would be an ideal opportunity to view each property. It was agreed that the next MES committee meeting be held in the Picton Centre if available.

**RESOLVED:**                      **The contract for the external work to the Sports Pavilion is awarded to Contractor 2 at a cost of £2,500.00 excl VAT**







**Town Council Website and Facebook Page** – Cllr A V Griffiths made the proposal.

**RESOLVED:** The report of the Management, Estates and Strategy Committee meeting held on 6<sup>th</sup> June 2017 is accepted as a true record

### **1322 REPORT OF THE PERSONNEL, POLICY AND FINANCE COMMITTEE**

The following report was submitted:

#### **REPORT OF MEETING OF PERSONNEL, POLICY AND FINANCE COMMITTEE HELD ON WEDNESDAY 7<sup>th</sup> JUNE 2017 AT 7PM IN THE COUNCIL CHAMBER, PICKTON HOUSE, HAVERFORDWEST**

**PRESENT:** Cllr A Buckfield (Mayor – ex-officio)  
Cllr J Collier  
Cllr G Howell  
Cllr P Iles  
Cllr Miss L Pepperell  
Cllr Mrs B Morgan  
Cllr Mrs S Murray  
Cllr C Thomas

**Present as observer:** Cllr C Evans

**APOLOGIES:** Cllr J Morgans

The Town Clerk was in attendance.

#### **ELECTION OF CHAIR 2017/2018**

Cllr Mrs B Morgan was proposed as Chair of the Personnel, Policy and Finance committee (PPF) by Cllr Miss L Pepperell and seconded by Cllr P Iles. All voted in favour of accepting.

**RESOLVED:** Cllr Mrs B Morgan is appointed Chair of the Personnel, Policy and Finance committee for the ensuing year

#### **ELECTION OF VICE CHAIR 2017/2018**

Cllr P Iles was proposed as Vice Chair by Cllr Mrs B Morgan, seconded by Cllr Miss L Pepperell. Cllr P Iles gave his thanks for the proposal but declined due to work commitments. Cllr C Thomas was proposed as Vice Chair by Cllr Mrs S Murray, seconded by Cllr G Howell. All voted in favour.

**RESOLVED:** Cllr C Thomas is appointed Vice Chair of the Personnel, Policy and Finance committee for the ensuing year

#### **DECLARATIONS OF INTEREST FROM MEMBERS**

Declarations of interest will be taken as and when they arise.

## **MATTERS ARISING FROM REPORT OF LAST MEETING**

**Bridge Meadow Trust ground maintenance contract** – the contract for the Council to complete the Bridge Meadow Trust ground maintenance ended on 30<sup>th</sup> April 2017. The Council have provided one month of ground maintenance in the 2017/2018 financial year, it was agreed that the Trust would be charged for this based on the previously agreed annual contracted fee – ie one twelfth of the annual contract £7,500.00 excl VAT = £650.00 excl VAT. A discussion took place regarding the administration of the Trust which is carried out by the Council for the annual fee of £2,000.00 excl VAT. It was felt that no change should be made to the current fee amount and the Trust be advised accordingly.

**RESOLVED:**           **That the Bridge Meadow Trust:**

- 1. be sent a final invoice to 30 April 2017 for ground maintenance works for £650.00 excl VAT**
- 2. be advised that the 2017/2018 administration fee remains at £2,000.00 excl VAT and if accepted, be invoiced accordingly**

**Replacement of the Sheriff's Robe** – it was agreed that the Town Clerk would now cost the replacement of the Sheriff's robe.

## **ACCOUNTS TO 31<sup>st</sup> MARCH 2017**

All voted in favour of accepting the accounts to 31<sup>st</sup> March 2017.

## **UPDATING OF FINANCIAL REGULATIONS**

Cllr P Iles proposed that the updates to Financial Regulations be accepted, seconded by Cllr C Thomas. All voted in favour.

**RESOLVED:**           **The updated Financial Regulations are now adopted by Council**

## **ALLOWANCES AND EXPENSES POLICY**

A discussion took place regarding the Civic Allowances within the policy and the amounts to be agreed. The Member and Chair Allowances have been previously agreed.

It was felt that the Civic Allowance for the Mayor should be split in to two separate parts – non-receipted and receipted. The non-receipted amount agreed was a one off payment of £3,000.00 to be made on appointment to office, to cover the expense incurred when attending or hosting events in the capacity of Mayor. The receipted amount agreed as a reimbursable amount was £1,000.00. All claims under the receipted amount must be made in writing to the Town Clerk with supporting receipts throughout the year of office. So the total Civic Allowance available to the Mayor was agreed at £4,000.00 for 2017/2018.





Cllr G Howell proposed that the Council support the PCC Community Dog Watch Scheme with the offer extended to nearby town and community councils for inclusion, seconded by Cllr Mrs S Murray, all voted in favour.

At the meeting of the 19<sup>th</sup> April 2017, Mr M Elliott PCC Head of Public Protection gave an overview of the Directors of Public Protection Wales report - Dog Control Briefing June 2015. PCC have since written to the Cabinet Secretary for Environment and Rural Affairs at the National Assembly for Wales to query if any progress had been made and what proposals there are to introduce an annual dog registration fee to provide sustainable dog control and welfare services in Wales. A number of Town Councils have also written to the National Assembly for Wales in support of PCC's letter and Council were asked to also consider sending a letter of support for sustainable dog control and welfare. Following a discussion, it was felt that although it was a dog tax by introducing licensing if it was not supported then nothing would change. County Cllr T Tudor gave an overview of his motion to PCC earlier this year regarding dog fouling.

A vote was taken on whether to send a letter of support in favour of dog licensing – 3 voted in favour, 7 against and 1 abstained. Cllr J Collier offered a counter proposal, that a letter of support is drawn up to not include dog licensing which will he will circulate for comments and amendments on. All voted in favour of this proposal.

**RESOLVED:****That:**

- **Council will support the Pembrokeshire County Council Community Dog Watch Scheme in Haverfordwest with the offer extended to include nearby Town and Community Councils**
- **A letter will be sent to the National Assembly of Wales to support sustainable dog control and welfare but not in favour of dog licensing**

**1324 ENGAGING WITH PLANED**

Cllr G Howell proposed that Council look to engage with PLANED as she felt it would be beneficial to draw on their experience, Cllr J Morgans seconded this proposal. All voted in favour.

**RESOLVED:**

**Council will engage with PLANED in the future**

**1325 MEET THE TOWN COUNCILLORS MEETING**

The Mayor gave an overview of his proposal to hold an event for residents to engage with their town councillors. Cllr G Howell suggested working with PLANED to work out other ways to communicate with residents. County Cllr T Tudor requested that County Councillors are also asked to engage with the residents and town councillors. The Mayor proposed that the Meet the Councillors event is agreed in principle and for it to be passed to the Personnel, Policy and Finance for fine tuning, Cllr A V Griffiths seconded and all voted in favour.

**RESOLVED:**

**Meet the Councillors event will take place once the details are reviewed by the Personnel, Policy and Finance Committee**

**1326 COUNCIL REPRESENTATION ON THE ONE VOICE WALES PEMBROKESHIRE AREA COMMITTEE**

Cllr G Howell was proposed by Cllr C Thomas, seconded by Cllr J Collier, to represent the Council on the One Voice Wales Pembrokeshire Area Committee. All voted in favour.

**RESOLVED: Cllr G Howell will represent the Council on the One Voice Wales Pembrokeshire Area Committee**

**1327 COUNCILLORS ON OUTSIDE BODIES**

The appointment of Councillors to represent the Council on outside bodies was agreed. These appointments are for the term of election except those in the capacity as Mayor of the day.

Cllr S Hooper queried the funding for Town Teams/4C's. Mr M Cavanagh, PCC Link Officer, advised that he would refer back to PCC to check future funding.

**Cllr P Iles left at 8.40pm.**

Mr M Cavanagh, PCC Link Officer, gave an overview of the Flagship Heritage Centre. A Leader application is to be made to fund a feasibility study. The Council will need to make a decision regarding their representation on this committee in the future.

**RESOLVED: All Outside Organisations will be advised of the Councillors who be representing the Council on each Committee**

**1328 FESTIVAL WEEK**

Cllr Mrs S Murray, Chair of Events Committee, gave an update on the upcoming Festival Week, which is being held from 22<sup>nd</sup> to 29<sup>th</sup> July 2017, with over 60 events being held by 40 organisers. Cllr Mrs S Murray gave her thanks to Cllr G Howell for putting together the programme of events for the week. She also requested support from all Councillors before and during Festival Week. Cllr C Thomas will be organising the distribution of posters and programmes.

A discussion took place regarding bunting in the town centre. Pembrokeshire County Council provided a costing of £1,000.00 to put up and take down the bunting which Cllr Mrs S Murray felt was too high. The cost would be reviewed with other contractors.

Cllr Mrs S Murray expressed her disappointment that PCC had not been able to provide more support for the Festival Week. Mr M Cavanagh, PCC Link Officer, queried if any requests had been made through the 4C's Team and felt that this would be a more suitable avenue for future support. Mr Cavanagh will take back all concerns to PCC.

Cllr S Hooper advised that PAVS have a volunteering unit which could be approached for possible support.

**1329 2016/2017 AUDIT**

Due to the delay in finalising the 2016/2017 accounts which has in turn delayed the internal auditors report being received in time for this meeting, it was re-confirmed that a Special Meeting of Council would be held on Wednesday 28<sup>th</sup> June 2017 at 7pm. Cllr C Thomas gave his apologies in advance for that meeting.

**Cllr P Jones left at 9pm.**

**RESOLVED: A Special Meeting of Council will be held on Wednesday 28<sup>th</sup> June 2017 at 7pm to approve the 2016/2017 Internal Auditors Report and Accounts for submission to the External Auditor with an additional item for Staffing Matters**

**1330 APPLICATIONS UNDER SECTION 137**

Cllr S Hooper requested a review of the application for and awarding of grants. It was agreed that this would be referred to the next Personnel, Policy and Finance committee meeting for review.

**County Cllrs T and A Tudor left at 9.05pm.**

**1. PATCH - Pembrokeshire Action to Combat Hardship:** No amount requested.

**RESOLVED: That the Council donate the sum of £200.00 to PATCH**

**2. Pembrokeshire Peace Group:** £500.00 requested.

**RESOLVED: That the Council donate the sum of £100.00 to Pembrokeshire Peace Group**

**3. Haverfordwest Yarn Bombers:** £500.00 requested.

**RESOLVED: That the Council donate the sum of £500.00 to Haverfordwest Yarn Bombers**

**4. Cleddau Community Arts:** £5,000.00 requested.

It was felt that due to the amount of funding requested to support the town centre 'Pop Up Tourist Information Centre', more information was required.

It was agreed that this application would be deferred and the following information is requested:

- To provide an outline of what the grant amount will be used for
- Length of time of the project
- Running costs of the project

The application will be reconsidered on receipt of the above information.



**5. Portfield Recreation Committee:** No amount requested.

It was agreed that this application be deferred and the following information is requested:

- The amount of grant requested
- Details of what the grant is for
- Clarification on whether the asset is held in Trust

The application will be reconsidered on receipt of the above information.

**1331 ACCOUNTS FOR PAYMENT**

All voted in favour of accepting of the accounts for payment.

**RESOLVED:** The accounts totalling £14,775.07 inc VAT were approved for payment and receipts totalling £383.03 exc VAT were accepted

**1332 ANY OTHER BUSINESS**

There were no items under any other business.

**1333 DATE OF NEXT MEETING**

A Special Meeting of Council will be held on Wednesday 28<sup>th</sup> June 2017 and the next meeting will be held on Wednesday 19<sup>th</sup> July 2017. There being no other business to discuss, the meeting closed at 9.20pm.

Signed ..... Mayor

Signed ..... Town Clerk

Date .....