

**MINUTES OF AN EXTRA-ORDINARY MEETING OF FULL COUNCIL HELD ON  
WEDNESDAY 25<sup>th</sup> APRIL 2018 AT 6PM IN THE COUNCIL CHAMBER, PICTON HOUSE,  
HAVERFORDWEST**

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**PRESENT:** Cllr A Buckfield (Mayor)  
Cllr A Brooker  
Cllr J Collier  
Cllr S Cook  
Cllr A Edwards  
Cllr C Evans  
Cllr S Hooper  
Cllr G Howell  
Cllr D Jones  
Cllr M Mathias  
Cllr J Morgans  
Cllr Mrs S Murray  
Cllr C Thomas

**APOLOGIES:** Cllr A Griffiths  
Cllr A V Griffiths

**ABSENT:** Cllr P Jones

The Town Clerk and Administration Officer were in attendance.

The Mayor welcomed Cllr Edwards to his first council meeting.

**1525 DECLARATIONS OF INTEREST FROM MEMBERS**

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

**1526 CO-OPTION OF COUNCILLORS TO GARTH WARD**

Three candidates were interviewed by Council for co-option to Garth Ward.

Following a secret ballot, it was confirmed that Mr Jim Dunckley be co-opted as a Councillor for Garth Ward.

**RESOLVED:** **Mr Jim Dunckley be co-opted as a Councillor for Garth Ward**

Mr Dunckley signed the Declaration of Acceptance of Office. The Mayor welcomed Cllr Dunckley to Council

Mr S Jardine, PCC Townscape Heritage Initiative (THI) project co-ordinator arrived at 7.02pm.

Cllr S Cook arrived at 7.08pm.

**1527 HAVERFORDWEST TOWNSCAPE HERITAGE INITIATIVE COMPLEMENTARY INITIATIVES**

The Mayor welcomed Mr Jardine to the meeting and reiterated that the role of the champion was to consider any project proposals presented to her, co-ordinate the costing of the project and put forward the proposal to council for approval, before the proposal is presented to the THI Steering committee.

Mr Jardine reminded Council that projects had to be complementary to the physical building works going on in the centre of town, and did not include restoration of buildings. He offered his availability to have informal discussions with the Town Council or Cllr Cook as the champion, at any time along the process but the THI Steering Committee would make the final decision.

Mr Jardine reconfirmed that it was the champion's role to go out into the community and gather ideas for projects to bring before Council, before them being taken to the THI Steering Committee for the final decision. The champion would be made aware of the decision to enable her to take it back to the project owners. Various examples were discussed to determine the scope of the criteria (see Appendix 1).

Cllr Cook left the meeting at 7.28pm, and returned at 7.30pm

Cllr Cook presented the following proposed grant applications to councillors:

1. A partnership between Red Target Ltd and the Town Museum to create a virtual reality app, providing QR codes around the buildings and areas of interest in the town, focusing on the history of the town. Creation of a website dedicated to the heritage of the buildings and shops, linking to walking tours of the High Street. Anticipated cost to build the software would be £15,000.
2. Creation of an accessibility guide for the THI area, detailing the requirements and needs of buildings, providing advice and guidance on accessibility and how buildings could become more accessible in the future. The cost of this project is as yet unknown.
3. A 'Lift Your Heads Up' project between the VC Gallery and Pembrokeshire schools, delivering a series of workshops on the social and commercial changes in the High Street. An exhibition would be held in the VC Gallery, showing the historical images of the High Street. The cost for this project would be £16,000.

Cllr A Brooker left the meeting at 8.17pm and returned at 8.21pm.

Cllr C Evans left the meeting at 8.19pm and returned at 8.21pm.

4. Using the information gathered and art created from the 'Lift Your Heads Up' project, the creation of vinyls as frontage for the empty building along the High Street. The vinyls would detail how each building was utilised in the past. The champion would approach the owners of the empty shop to gain approval. Cost of this project is unknown at the time.

Proposal 1 was proposed, seconded and majority voted in favour.

Proposal 2 was proposed, seconded and majority voted in favour with 3 abstentions.

Proposal 3 was proposed, seconded and majority voted in favour.

Proposal 4 was proposed, seconded and majority voted in favour with 1 abstention.

Cllr Cook, in her role as champion, abstained from voting on all proposals.

**RESOLVED:** Council agreed that Cllr Cook, in her role as champion, complete the formal application forms for all four proposals and present to the THI Steering Committee for consideration

## 1528 ITEMS FOR NEXT AGENDA

There are no items for the next agenda.

**1529 DATE OF NEXT MEETING**

The next meeting of Full Council would be at the Annual Meeting, held on Thursday 17<sup>th</sup> May 2018.

There being no other business to discuss, the meeting was closed at 8.31pm.

Signed ..... Mayor

Signed ..... Town Clerk

Date .....