

**MINUTES OF A MEETING OF FULL COUNCIL HELD ON WEDNESDAY 20TH
JANUARY 2016 AT 7PM IN THE COUNCIL CHAMBER, PICTON HOUSE,
HAVERFORDWEST**

PRESENT: Cllr Mrs S Murray (Mayor)
Cllr C Blakemore
Cllr A Buckfield
Cllr J Collier
Cllr A Griffiths
Cllr A V Griffiths
Cllr B Griffiths
Cllr P Iles
Cllr D Jones
Cllr S Llewellyn
Cllr Mrs B Morgan
Cllr Miss L Pepperell
Cllr C Thomas
Cllr R Thomas JP

APOLOGIES: Cllr Mrs E Repton
Cllr R Stephens

The Town Clerk and Deputy Town Clerk were in attendance.
The Mayor's Chaplain Rev Fr Nicholas Cale led Council in Prayers.

**1051 MINUTES OF THE COUNCIL MEETING HELD ON
16TH DECEMBER 2015**

Minutes of the meeting held on 16th December 2015 were agreed
with the following observations raised:

226/15 Those recorded as present should appear in
alphabetical order.

**1052 MATTERS ARISING FROM RESOLUTIONS IN THE MINUTES OF
16TH DECEMBER 2015**

227/15. The Town Clerk reported that a letter had been sent
To Pembrokeshire County Council and that a response
was awaited.

No further matters were raised.

1053

MAYOR'S UPDATE AND CORRESPONDENCE

- The Mayor highlighted a request from Pembrokeshire County Council regarding the provision of flowers in the town. A copy of an email was circulated for further advice. It was reported that whilst the deadline had been missed, Pembrokeshire County Council are happy to consider Haverfordwest Town Council's response at a later date.

It was agreed to place the matter before MES and PPF Committees prior to February's meeting of Full Council.

- Paul Davies AM has requested to meet with the Council and attend a meeting. Following discussion it was agreed that the Town Clerk write to arrange same and clarify nature and date/time of meeting to be held before a Full Council Meeting.
- Queens 90th Birthday Beacons. The Mayor provided a brief overview on a request recently received. It was agreed to place the matter before both MES and PPF Committees prior to February's meeting of Full Council.
- Letter from Pembrokeshire County Council dated 12th January 2016 re. Support for Town Councils. The Mayor read aloud the letter. Following an exchange of views on the benefits and concerns around the concept of a 'relationship manager' it was agreed that the Town Clerk respond accordingly.

1054

LICENSING APPLICATIONS FOR 20TH JANUARY 2016

There were no Licensing Applications for consideration.

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PLANNING APPLICATIONS FOR 20TH JANUARY 2016

Ref No. 15/0965/PA 155 Haven Road
Haverfordwest
Pembrokeshire
Demolition and alterations to side extension.

RECOMMENDATION Support. Noted this in retrospect. Town Clerk to write to Pembrokeshire County Council regarding retrospective nature of application.

Ref No. 15/1002/PA 4 Harrier Road
Haverfordwest
Single storey rear extension. Lean to roof. One wall built on boundary.

RECOMMENDATION: Support

LATE PLANNING APPLICATION FOR 20TH JANUARY 2016

Ref No. 15/0967/PA Plot 01 Brooklands Park
Scarrowscant Lane
Haverfordwest SA61 1ES
Proposed Dormer Bungalow with Integral Garage

Cllr A Buckfield declared an interest.

RECOMMENDATION: Support

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**TO CONSIDER THE REPORT OF THE MANAGEMENT,
ESTATES AND STRATEGY COMMITTEE MEETING OF
5TH JANUARY 2016**

**REPORT OF MEETING OF MANAGEMENT, ESTATES AND STRATEGY
COMMITTEE HELD ON TUESDAY 5TH JANUARY 2016 AT 7PM AT THE
PAVILION, THE LOWER RACECOURSE, HAVERFORDWEST**

PRESENT: Cllr A V Griffiths (Chair)
Cllr C Blakemore
Cllr R Stephens
Cllr J Collier
Cllr S Llewellyn
Cllr Mrs S Murray (Mayor – ex-officio)

**PRESENT
as observers:** Cllr C Thomas
Cllr A Buckfield
Cllr B Griffiths

APOLOGIES: Cllr D Jones
Cllr Miss L Pepperell

The Town Clerk and Deputy Town Clerk were in attendance.

DECLARATIONS OF INTEREST

To be taken as and when they arise.

MATTERS ARISING FROM THE REPORT OF 1ST DECEMBER 2015

41/01 - Picton Centre

- The disabled parking spaces have not been reconfigured. The Town Clerk will follow the matter up.
- Cllr Collier reported that estimates have been forwarded to the Town Clerk's office regarding certain matters. Further copies are to be provided. Cllr A V Griffiths advised that two further builders have been approached and that a tender document is in existence.
- The implications on the Centre and it's patrons during any future repair work was highlighted.

- The Town Clerk highlighted the need to adhere to Financial Regulations regarding any future/proposed developments.
- Cllr A V Griffiths reported that the old cooker has been removed but the glass dishwasher requires relocating. The Town Clerk to discuss matter with Caretakers.

PAVILION REFURBISHMENT – UPDATE

- Cllr A V Griffiths reported that several small jobs require attention prior to full completion of works.
- The need for a Quality Control process to be followed was discussed as was the need to use the expertise within the Council itself and to also involve the Town Clerk.
- Cllr B Griffiths suggested that an outside light was required at The Pavilion.
- Working Party. Cllr S Llewellyn and Cllr Miss L Pepperell will look at a range of aspects relating to the future use, charges, marketing, housekeeping etc. of The Pavilion. The Town Clerk and Caretaker/s will also be involved.

REPLACEMENT/REFURBISHMENT OF NOTICE BOARDS-UPDATE

Cllr A V Griffiths reported there are five notice boards to be considered (not three). Initial research indicates a cost of anywhere between £500.00 - £1500.00 each. The need to establish whether to replace or refurbish requires further clarification; this to include consultation with outside staff.

The need to ensure the notice boards outside Picton House, opposite the Welsh Bakery and alongside Wilkinson's footpath are in good order was noted.

Cllr S Llewellyn reported the notice board by the Library is being used.

Cllr A V Griffiths to make further enquiries and report back in due course.

MATTERS OF LITTER, DOG FOULING AND WEEDS – UPDATE

- Cllr Stephens read out a letter from Mr Ian Westley, Pembrokeshire County Council providing feedback on a range of matters recently raised: Multi-Storey Car Park, Litter bin emptying, Paintwork at the Riverside, The Old Peugeot Garage.
- Bridge Meadow. Cllr Buckfield reported that he and The Sheriff had a useful and productive meeting with the Managing Agent connected to the nearby retail developments. Cllr Buckfield verbally referred to a

map detailing the area and advised that the Managing Agent is addressing the issues raised.

- Cllr C Thomas highlighted problems with securing the barrier at the Bridge Meadow and that a lock is required. The Town Clerk to liaise with the caretakers to establish current arrangements and address same if required.

FLAGSHIP HERITAGE CENTRE PARTNERSHIP GROUP – Request for funding

A letter from Mr Ted Sangster on behalf of the Flagship Heritage Centre Partnership Group and requesting funding was discussed.

The Mayor provided an overview of the project. The following key points were then discussed:

- The status and organisation of the Heritage group. If agreed, can the Council legitimately donate money?
- Further information/minutes will be provided following the next meeting of the Group.
- A feasibility study is required along with further information.
- Who decided on the funding for the 4Cs?
- The project is now led by Mr Ted Sangster; it was initially led by Pembrokeshire County Council. The Mayor advised that so far meetings have been of an exploratory nature and that an initial invitation had been for 1 or 2 representatives; that she had been asked to attend in her capacity as Mayor
- The need to work in partnership and alongside other agencies and organisations.
- The concept is a good idea for the town.

Various factors associated with any potential funding from Haverfordwest Town Council were discussed. The consensus was to leave the matter in abeyance.

HAVE YOUR SAY PCC BUDGET PRESSURES 2016-2019

The Town Clerk reported that Pembrokeshire County Council have advised they will extend the initial deadline to the end of the current working week should anyone wish to submit responses.

PICTON CENTRE – UPDATE

Matters discussed under 'Matters arising from report of last meeting' were briefly re-iterated.

A range of historic matters relating to the Picton Centre were discussed.

Cllr A V Griffiths sought the Committee's approval to obtain an expert (free of charge) report on the condition of the roof at the Centre.

Recommended: Cllr A V Griffiths to make enquiries.

WI-FI – UPDATE

The Mayor reported that a public meeting is being held on Friday 15th January 2016 at The Picton Centre. Anyone wishing to attend will have an opportunity to talk with Antur Teifi. The Western Telegraph will be present. Marketing flyers publicising the public meeting are being distributed next week by The Mayor and The Sheriff.

CHRISTMAS LIGHTS

The following points were noted:

- The lights are due for removal/dismantling with effect from 6.1.16.
- A meeting is to be arranged with the current Contractor prior to which a report on Christmas 2015's lights will be prepared for Council.
- The Christmas Lights contract will be going out for tender for 3 years with effect from Christmas 2016. The need to begin the process as early as possible was highlighted. The Town Clerk will enquire accordingly.
- Reference was made to the Financial Regulations regarding the tendering processes.
- Cllr Collier reported that he has been offered a Christmas Tree 'free of charge' for Christmas 2016.

ANY OTHER BUSINESS

No further business was raised.

There being no further business the meeting closed at 8.55pm.

Following the formal closure of the meeting, Councillors, at their leisure, had a look at the recent works undertaken at The Pavilion.

END OF REPORT

ACCEPTANCE of the above report was moved by Cllr B Griffiths and seconded by Cllr Mrs B Morgan save for the following:

43/01 Cllr Collier clarified the up-to-date situation regarding the scopes and future work to the Picton Centre stage.

43/01 Glass washer at Picton Centre. The Town Clerk to liaise with caretakers and determine potential work required to relocate same to the small kitchen in the lounge.

43/02 Cllr Buckfield reported that he has received a site map of Bridge Meadow as well as conveyancing documents stipulating others are responsible for the upkeep and maintaining of access road to Bridge Meadow.

Cllr B Griffiths states the report should be placed on the Bridge Meadow file and Haverfordwest Town Council file.

Cllr B Griffiths reported that a new lock is now on the barrier at the Football Club.

43/02 Cllr Jones stated that the issue of dog fouling in his ward remains a problem as does the process by which such problems can be reported to Pembrokeshire County Council.

The Mayor advised Councillors can report their concerns to the Town Clerk's office if required.

It was agreed that a letter be sent to the appropriate department at Pembrokeshire County Council highlighting this ongoing problem and that a copy be sent to Cllr T Tudor as Ward Councillor.

43/04 Cllr Collier clarified that the Christmas Tree could be 'at cost' and not 'free of charge' for Christmas 2016.

43/04 Christmas Lights. Cllr Jones informed Council that there is interest in Market Street for Christmas Lights in 2016. The Mayor reported that the matter is being reviewed if necessary.

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TO CONSIDER THE REPORT OF THE PERSONNEL, POLICY AND FINANCE COMMITTEE HELD ON 6TH JANUARY 2016

REPORT OF MEETING OF PERSONNEL, POLICY AND FINANCE COMMITTEE HELD ON WEDNESDAY 6TH JANUARY 2016 AT 7PM IN THE COUNCIL CHAMBER, PICTON HOUSE, HAVERFORDWEST

PRESENT: Cllr Mrs B Morgan (Chair)
Cllr R Thomas JP
Cllr C Thomas
Cllr P Iles
Cllr Anthony Griffiths
Cllr Mrs E Repton
Cllr B Griffiths
Cllr A Buckfield
Cllr Mrs S Murray (Mayor – ex-officio)

PRESENT Cllr J Collier
as observer

APOLOGIES As some Councillors had tendered apologies for having to leave early, the order of matters discussed was altered to accommodate same.

The Town Clerk, Deputy Town Clerk and Administrator (former Town Clerk) were also in attendance.

TO RECEIVE AN UPDATE ON ACCOUNTS TO 30TH NOVEMBER 2015

Following clarification around matters pertaining to the Christmas Lights, Photography, Cleaning of Pavilion, Civic Function videos and fuel costs, acceptance of the financial information presented was moved by Cllr Mrs B Morgan and seconded by Cllr Brian Griffiths. There followed a show of hands in agreement.

PRECEPT 2016/2017

Presented by Mr David Williams (former Town Clerk).

REPORT BY TOWN CLERK AND FINANCIAL OFFICER REGARDING THE PRECEPT FOR THE YEAR 2016-2017 FOR THE MEETING OF THE PERSONNEL, POLICY AND FINANCE COMMITTEE OF WEDNESDAY 6th JANUARY 2016

Pembrokeshire County Council has set the tax base for this area at band D equivalent of **4463.50** for the financial year 2016-2017. In previous years it has been:

2010-2011	4209.68
2011-2012	4377.67
2012-2013	4370.33
2013-2014	4375.65
2014-2015	4378.65
2015-2016	4414.51

It is recommended that the tax demand this Council makes upon the people it represents should be increased slightly from its present level because of the current economic climate. The following table shows the product working on the tax base for a band D household:

£47.25	£210,900 = Standstill budget
£47.50	£212,016 increase of £0.25
£47.75	£213,132 increase of £0.50
£48.00	£214,248 increase of £0.75 Recommended

The breakdown of figures is shown on the sheet headed Budget Headings. The current year's budget is **£242,915.00** for income and **£250,150.00** for expenditure. The proposed budget for 2016-2017 is shown at **£254,323.00** for income and **£256,000.00** for expenditure. As in the previous year, four months figures have been estimated so that the budget can be prepared early in January.

Any increases or decreases in individual budget headings are due to the following:

- a) Interest rates remain very low or non-existent on the current and deposit accounts, however we have re-invested the £101,000, for a further year with Lloyds.
- b) Income remains largely the same with the increase in the Precept will yielding an additional £3,348 in revenue.
- c) The budget for Civic Functions has been increased from £7,700 to £9,050 due to the increased cost of boats for the River Festival, the provision of a new Sheriff's gown and the purchase of Parlour gifts.
- d) The estimated income for the Picton Centre remains at £16,000 which mirrors last years actual.
- e) Town Improvements budget shows a slight increase to £36,500 split between Town Improvements and Town Events with a further budget heading to show the £10,000 set aside for the 4C's initiative.
- f) The Net Salaries budget has been increased by £7000 to reflect the need for additional cover for both inside and outside staff and to factor in salary increases over the period. The Pension budget has been increased by £2,000 to cover the new legislation.
- g) The Picton Centre improvements budget remains at £9,500 as we will have to provide additional improvements and upgrading.
- h) Contracted works on the cemeteries has been reduced from £10,000 to £5,000 as the major work on the gates has been completed.
- i) All other budgets will remain largely as the current year due to continued economies being made and the fact that a reasonable rate for gas and electricity has been negotiated by the County Council which we are able to take advantage of. **Income of £9,500 from the BMT has been included but may require re-visiting.**

The bank balances as at 31st December 2015 were as follows:

Current Acct	£2,500.00
30-day Acct	£193,175.52
Sheriff's Acct	£2004.20
Town Band/Festival Acct	£3042.34
Twinning Acct	£540.82
TOTAL:	£201,262.88

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NB There is an additional £101,000 in the Investment Account

Ear Marked Funds total £149,000

Last year's balances as at 31st December 2013 were as follows:

Current Acct	£7,894.25
30-day Acct	£241,159.11
Sheriff's Acct	£2,003.18
Town Band/Festival Acct	£3,042.34
Twinning Acct	£540.82

TOTAL: £254,639.70

INCOME AND EXPENDITURE APRIL 2015 – MARCH 2016

MONTH	INCOME	EXPENDITURE inc VAT
April	£75,538.69	£19,527.38
May	£6,296.74	£23,495.23
June	£2,762.98	£28,764.40
July	£1,279.00	£18,500.60
August	£76,771.35	£7,726.10
September	£4,155.91	£21,087.63
October	£4,509.67	£23,126.85
November	£4,794.66	£25,365.32
December	£67,529.00 inc precept	£23,500.00
January	£12,000.00 inc bmt	£21,000.00
February	£2,600.00	£29,000.00 inc pavilion
March	£4,600.00	£21,272.00
Total	£262,838.00	£261,865.51

Although interest on the current and 30-day account is negligible we retain the benefit of free banking.

David Williams – Town Clerk/Financial Officer 30th December 2015

The following key points were discussed:

- An extended deadline of 21.1.2016 has been agreed to facilitate consideration at Full Council on 20th January 2016.
- The level of reserves and implications on the future.
- Cllr Mrs B Morgan clarified earmarked funds for 2014/2015. The auditors do not have issues with same.
- Item (e)-page 1 and item (i)-page 2 were highlighted.
- Cllr Buckfield recommended accepting £0.75 increase.
- The potential of formulating a plan related to 'Town Improvements' funds for 2016/2017. This could be undertaken by the Management, Estates and Strategy Committee.
- Reserves are essential.
- Funding for the 4Cs.

RECOMMENDED

Acceptance of the Precept Report

Mr David Williams left the Chamber

TO CONSIDER FURTHER INVESTMENT OF THE £100,000 WHICH MATURES IN JANUARY 2016

The Town Clerk reported that Lloyds Bank plc have written to the Council confirming that the fixed-term deposit is due to mature on 28/1/2016. The Council's earlier decision can only be acted upon after that date.

TO RECEIVE A REPORT ON THE ICE RINK EVENT

A written report from Cllr Buckfield was circulated (copy attached to this Report). The following key points emerged during discussion:

- Pembrokeshire County Council has been provided with requested paperwork. Payment has yet to be received from them.
- The main complaints received concerned (a) opening/closing times (b) late opening on the first day (c) publicity/posters and copyright (d) the ice-rink was not 'real ice'.
- Cllr Buckfield re-iterated that regrettably some matters were out of his control.
- A sub-committee would be necessary for any future event given the sheer work involved in organising such an occasion.
- The report and experience provides a good platform from which to plan and organise any similar future events.

It was concluded that the event had been a success and this, together with the hard work involved must be acknowledged.

Cllr R Thomas JP moved acceptance of the Report and thanked Cllr Buckfield. Seconded by Cllr Mrs E Repton. All present were in favour.

RECOMMENDED: Cllr Buckfield's Report on the Ice-Rink be accepted.

TO CONSIDER AN INCREASE IN BURIAL FEES FOR PRENDERGAST CEMETARY – UPDATE

Cllr Mrs B Morgan provided an overview of the current situation and the difference between the Town Council's charges and those recommended by Pembrokeshire County Council. It was felt that the matter requires further investigation and any future consideration must incorporate any related expenditure.

Cllr P Iles left the Chamber.

TWINNING REQUEST

The Mayor reported no further up-date is available although she continues to work on the matter.

Cllr Brian Griffiths left the Chamber

FINANCE FOR PROPOSED FESTIVAL WEEK JULY 2016 – 'PROMOTIONAL BUDGET'

During discussion, The Mayor provided the following information:

- A range of figures related to advertising and promotion.
- Confirmation that she along with Cllr A Buckfield, Cllr J Collier and Cllr C Thomas are on the Committee and that the Committee primarily consists of organisations.

Cllr C Thomas advised that each organisation is responsible for their own specific event/s although Haverfordwest Town Council will be taking the lead.

Cllr R Thomas JP requested a written report to aid matters. The Mayor agreed to provide same. Cllr R Thomas JP queried whether other organisations are financially contributing. Cllr Buckfield advised all

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organisations will be donating but not necessarily in a financial capacity but it would be advantageous if Haverfordwest Town Council could, for example, offer £1,000 for promotion work.

It was reported that the next meeting of The Festival Week will be on 26th January 2016 at 4pm in The Picton Centre.

Cllr R Thomas JP commented he did not envisage any problems and that a budget is in place.

RECOMMENDED: That a Plan and Minutes are produced.
Town Events budget could be utilised.

PLANNING FOR 2016 (office matters)

The Town Clerk reported that a draft 'Annual Plan' is being compiled and requested that the office be informed of any planned events at the earliest possible convenience.

Cllr Buckfield temporarily left the Chamber.

FLAGSHIP HERITAGE CENTRE PARTNERSHIP GROUP – REQUEST FOR FINANCIAL CONTRIBUTION

Cllr Chris Thomas provided an overview of developments to date and referred to a letter from Mr Ted Sangster seeking funding.

Cllr Collier raised the issue of 'due diligence' and whether the Council are legitimately able to provide funding. The Mayor advised that today she had received confirmation that the Flagship Heritage Centre Partnership Group is a Social Enterprise and that any funding can be conditional if required.

The funding request was further discussed with the main points raised:

- Should other Town and Community Councils also contribute financially to this proposed 'Pembrokeshire' project.
- The project has the potential to benefit Haverfordwest in many ways.
- Cllr Anthony Griffiths voiced agreement in donating £2,000. This was mirrored by Cllr Buckfield with the proviso that The Mayor obtains written confirmation of advice received.

Cllr Buckfield suggested PPF Committee support the idea of pledging £2,000 with provisions attached. Seconded by Cllr Anthony Griffiths.

The Chair asked for a show of hands. Two voted in favour.

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The Mayor (Cllr Mrs Sue Murray) and The Sheriff (Cllr Chris Thomas) left the Chamber.

Further discussion ensued as to the possibility of agreeing to the request.

The following was recommended by Cllr A Buckfield and seconded by Cllr R Thomas JP. Five voted in favour.

RECOMMENDED: We support in principle the idea of making a financial contribution to the feasibility study but only after receiving further information and assurances on points raised at both Committee meetings.

HAVE YOUR SAY PCC BUDGET PRESSURES 2016 – 2019

The Town Clerk reported that Pembrokeshire County Council have advised they will extend the initial deadline to the end of the current working week should anyone wish to submit responses.

STAFFING MATTERS – UPDATE

Cllr Mrs B Morgan informed Committee that the new staffing arrangements are now in place.

Cllr C Thomas returned to the Chamber.

ANY OTHER BUSINESS

- Cllr Buckfield requested that the processes connected with S137 applications are put on the next PPF Agenda.
- The Town Clerk suggested Agendas/Minutes matters are put on the next PPF Agenda. Cllr Mrs B Morgan voiced agreement.

There being no further business the meeting closed at 9pm

End of report

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ACCEPTANCE of the above Report was moved by Cllr Chris Thomas and seconded by Cllr Adrian Griffiths with the following points raised:

- 44/03 Item b). The word `...will...` should not appear.
- 44/02 Cllr Mrs B Morgan clarified this was in the Committee Meeting.
- 44/04 On a request from Cllr Adrian Griffiths, Cllr Mrs B Morgan agreed to provide a report on Earmarked Funds.
- 44/05 Ice Rink. The Mayor reported that in addition to the Report contained within the PPF Committee Report on the Ice Rink, she had been informed by the Mr Butherway/ETTS that those Christmas lights used during the Ice Rink event had been damaged. Following an exchange of information and views around associated permission/s, financial implications and processes, it was agreed that The Mayor and Town Clerk are to prepare a report in readiness for the next meeting Of Full Council.
- 44/06 Further investment of £100,000.00 – The Town Clerk Reported on a letter received from Lloyds Bank whilst referring to the earlier report of PPF.
- 44/05 Cllr Brian Griffiths sought clarification on the total number of hours that the ice rink was open and therefore the rate of income per hour. The Mayor advised this will form part of the Report to be compiled in readiness for February's Full Council Meeting.

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PRECEPT 2016/2017

Presented by Cllr Mrs B Morgan

The Precept recommendation was moved by Cllr Brian Griffiths and seconded by Cllr Chris Thomas. The Council was unanimous in its decision.

1059 **S137 APPLICATIONS**

Haverfoodfest – An exchange of views took place over whether the application fell under the auspices of S137. General consensus existed that this was a worthwhile, prestigious cause and application.

RESOLVED By a show of hands it was agreed to fund the hire cost of the Marquee as documented in the application to the sum of £945.00 + VAT. All arrangements to be made by Haverfoodfest with invoicing to HaverfordwestTown Council to be paid from Town Improvements Budget. Haverfoodfest to be asked advertise sponsorship on the actual Marquee.

Charity Angling Festival – The Mayor provided an overview of a recent site visit.

RESOLVED To donate £500.00 from the Town Band Account.
Moved by Cllr Brian Griffiths and Seconded by Cllr Mrs B Morgan.

1060 **FLAGSHIP HERITAGE CENTRE - UPDATE**

The Mayor reported receipt of a letter received from The Chair of the Flagship Heritage Centre Group and a copy of same was circulated to all Councillors present.

The Mayor highlighted that the decision to locate the Centre in Haverfordwest was won by one vote.

Following an exchange of views over whether to make a decision tonight or refer the matter back to Committees and Full Council for future decision to be made it was proposed by Cllr Brian Griffiths and seconded by Cllr Miss L Pepperell that a vote be taken during the meeting.

The Mayor allowed time for Councillors present to consider the letter.

19/16

The Mayor confirmed that she and Cllr Chris Thomas had been asked to sit on the Committee and that the Flagship Heritage Centre group would like continuity of those on the Committee.

Cllr R Thomas JP questioned the need for a feasibility study in light of a confident letter.

Cllr Buckfield advised he understood that the feasibility study was required to satisfy funders in response to Cllr R Thomas' query over whether future funding would be required. The Mayor highlighted that the feasibility study is an holistic one.

Cllr Llewellyn thanked the Mayor for obtaining the information and suggested that feasibility studies can be helpful in such circumstances. Cllr Llewellyn said she was happy to vote tonight.

Cllr J Collier requested a recorded vote on the proposal to agree to proceed with £2000.00 contribution. Cllr R Thomas voiced agreement.

The following recorded votes were cast:

Cllr C Blakemore	Abstain
Cllr A Buckfield	Agree
Cllr J Collier	Agree
Cllr A Griffiths	Agree
Cllr A V Griffiths	Agree
Cllr B Griffiths	Agree
Cllr P Iles	Agree
Cllr D Jones	Agree
Cllr S Llewellyn	Agree
Cllr Mrs B Morgan	Agree
Cllr Mrs S Murray	Agree
Cllr Miss L Pepperell	Agree
Cllr C Thomas	Agree
Cllr R Thomas JP	Agree

RESOLVED To proceed with £2000.00 contribution.

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DECLARATIONS OF INTEREST

The Mayor reported that up-dated forms are required from all Councillors. It was highlighted that this must be up-dated whenever relevant and that same is required on the Council's website. Cllr Buckfield highlighted the need to complete the relevant Register/Book too.

The Town Clerk confirmed that the website was up-to-date.

Cllr R Thomas JP queried whether it is a legal requirement to have up-to-date minutes in Welsh on the website.

It was agreed that the Town Clerk would circulate relevant Declaration of Interest forms to Councillors by the end of the week.

1062 CO-OPTION – PRENDERGAST WARD – UPDATE

The Town Clerk reported that the vacancy is due to be advertised in the Western Telegraph this week and that the closing date is 10th February at 1pm.

Following a request from The Mayor, the co-option meeting date was agreed as Tuesday 23rd February 2016 at 6pm in Council Chambers.

1063 ACCOUNTS FOR PAYMENT

Accounts totalling £4266.84 were approved for payment and receipts of £460.52 were accepted.

1064 ANY OTHER INFORMATION

- The Mayor reported that a Celebration 90th Birthday Party is being organised to commemorate The Queens 90th Birthday in April.

There being no further business the meeting closed at 8.55pm.

1065 DATE OF NEXT MEETING

The next meeting will be held on Wednesday 17th February 2016.

Signed..... Mayor

Signed..... Town Clerk

Date

