

MINUTES OF A MEETING OF FULL COUNCIL HELD ON WEDNESDAY 22 JANUARY 2020 AT 7PM IN THE COUNCIL CHAMBER, PICTON HOUSE, HAVERFORDWEST

PRESENT: Cllr Mrs S Murray (Mayor)
Cllr A Buckfield
Cllr R Blacklaw-Jones
Cllr J Duncckley
Cllr C Evans
Cllr S Hooper
Cllr P Johnson
Cllr D Jones
Cllr P Lewis JP
Cllr J Morgans
Cllr C Thomas
Cllr R Thomas JP

APOLOGIES: Cllr J Collier
County Cllr Alison Tudor
County Cllr Thomas Tudor

The Town Clerk and Administration Officer were in attendance.
County Councillor David Bryan and Mr George Thompson, Western Telegraph were in attendance.

The Mayor's Chaplain, Revd Fr Neil Hook was in attendance and led Council in prayer to open the meeting.

1837 DECLARATIONS OF INTEREST FROM MEMBERS

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

1838 QUESTIONS FROM MEMBERS OF THE PUBLIC

No questions had been received from members of the public.

1839 COUNCIL MEETING MINUTES AND UPDATES

MINUTES OF THE COUNCIL MEETING ON 18 DECEMBER 2019:

118/19 1820 Clarification given that by default Haverfordwest Town Council is a stakeholder in the regeneration of the town centre.

120/19 1824 Planning Application 19/0845/PA to be corrected to East of Crow Hill.

Majority voted in favour of the minutes of the meeting held on 18 December 2019 being a true and accurate record, subject to the amendment to minute 1824.

RESOLVED: **The minutes of the Council meeting held on 18 December 2019 were confirmed and signed as a true record, subject to the amendment to minute 1824**

UPDATES ON THE MINUTES OF THE COUNCIL MEETING ON 18 DECEMBER 2019:

There are no updates.

MINUTES OF THE EXTRAORDINARY COUNCIL MEETING ON 6 JANUARY 2020:

Majority voted in favour of the minutes of the meeting held on 6 January 2020 being a true and accurate record.

RESOLVED: The minutes of the Council meeting held on 6 January 2020 were confirmed and signed as a true record

UPDATES ON THE MINUTES OF THE EXTRAORDINARY COUNCIL MEETING ON 6 JANUARY 2020:

There are no updates.

1840 MAYOR'S UPDATES AND CORRESPONDENCE

Cllr Adrian Griffiths had offered his resignation which has been accepted. The Mayor has written to him, on behalf of Council, to thank him for all his hard work. A public meeting discussing Haverfordwest Carnival was held on 20 January. An application will be made for a road closure. Sponsors will be sought for cash prizes for the floats. More marshals are needed for the route, and a request was made for raffle prizes.

A meeting regarding Festival Week is planned for February.

An event marking the 75th anniversary of VE Day is to be organised by Mrs Pat Swales-Barker and Mrs Shirley Williams, thought to be a collaboration of choirs on Sunday 10th May. A grant for financial assistance will be submitted and support with publicity will be given.

1841 PLANNING APPLICATIONS

Cllr Dunckley declared a personal interest as an employee of Pembrokeshire County Council.

Ref. No. 19/0911/PA
PORTFEILD WARD

Four holiday units and access driveway
Land at Little Slade Acres
Cuckoo Lane,
Haverfordwest
SA61 2UY

RESOLVED: Majority Support

Ref. No. 19/0861/PA
CASTLE WARD

Demolition of building to facilitate the creation of an extended beer garden and associated development.

Wilton House
6 Quay Street
Haverfordwest
SA61 1BG

RESOLVED: Majority Support

8/20

Ref. No. 19/0962/PA
CASTLE WARD

Change of use from A1 (retail shop) to D1 (non-residential institution) Resource Centre for MIND Pembrokeshire) (in retrospect)

2, Perrots Road
Haverfordwest
SA61 2HD

RESOLVED:

Majority Support

Ref. No. 19/0922/PA
CASTLE WARD

Variation of condition one (expiry date) of planning permission 14/0697/PA (Change ground floor of property from retail to residential) to extend expiry date.

YOU BEAUTY
2A, Holloway
Haverfordwest
SA61 2JL

RESOLVED:

Majority Support

Ref. No. 19/1003/DC
PRIORY WARD

Discharge of Conditions 4 (Landscaping specification and management plan), 5 (Surface water disposal), 6 (Biodiversity matters), 7 (Construction Environmental Management Plan (CEMP)), 8 (Contamination /Site investigation), 9 (Investigation of Gasses), 10 (Pedestrian linkage), 13 (Methodology for works to wall), 14 (Estate road and pedestrian linkage), 15 (position of cycle path) of planning permission 18/1008/PA (Residential development of 181 dwellings and associated infrastructure)

Land off Scarrowscant Lane
Haverfordwest

RESOLVED:

To be circulated to Council to allow further review. Councillors to individually feedback rationale and decision to the Administration Officer

Ref. No. 19/0964/PA
CASTLE WARD

Engineering Operations (Infill of open culvert) (partially in retrospect).

Ty Nant, 1 Sycamore Grove
Haverfordwest
SA61 2HH

RESOLVED:

To be circulated to Council to allow further review. Councillors to individually feedback rationale and decision to the Administration Officer

1842 COMMITTEE REPORTS

The following reports were submitted:

**REPORT OF MEETING OF MANAGEMENT, ESTATES AND STRATEGY
COMMITTEE HELD ON TUESDAY 7 JANUARY 2020 AT 7PM IN THE COUNCIL
CHAMBER, PICTON HOUSE, HAVERFORDWEST**

PRESENT:	Cllr S Hooper (Chair) Cllr C Evans (Vice-Chair) Cllr A V Griffiths Cllr P Johnson
PRESENT as observer:	Cllr A Buckfield Cllr C Thomas
APOLOGIES:	Cllr R Blacklaw-Jones Cllr D Jones Cllr Mrs S Murray (Mayor/ex-officio)

The Town Clerk and Administration Officer were in attendance.

Declarations of Interest

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

Report of the last meeting

Events sub-committee: The Mayor has been provided with feedback of the Lantern Parade event from attending councillors. The feedback will be passed on to the Town Clerk to forward to the event organiser Span Arts.

Pembrokeshire County Council (PCC) Community Delivery Project in Environmental Services: It was agreed that this item needs to be considered by the Personnel, Policy and Finance Committee and should be listed on the next agenda. Cllr Evans and Cllr Blacklaw-Jones will be attending training on renewable energy later this month; this may be a consideration within this project.

Town Centre Noticeboards

PCC has requested that the proposed You Are Here boards are put on hold as their Regeneration Team are currently undertaking a branding/sense of place project of the town. Currently two of the town centre notice boards have been removed due to health and safety, another is in poor condition and the fourth one is in a reasonable condition. It was felt that the replacement of the notice boards would be best looked at in conjunction with the You Are Here boards; with consideration to the locations and amount of street furniture given. It was agreed that PCC are asked to consider the siting and requirements of the replacement notice boards/publicity information boards and YAH within their branding/sense of place project.

Trade Waste Agreement

We currently have a business trade waste agreement with PCC, to collect our own waste and dispose of it at PCC landfill sites. Quotations for the hire of a waste skip and removal of waste were considered. It was agreed to continue with the current trade waste agreement with PCC as the alternative options were not cost effective.

10/20

We currently collect and dispose of waste for the Portfield Recreation Committee and Haverfordwest Racecourse Public Park Trust. It was agreed that both organisations are advised that from the 1 April 2020 we will be recharging them for the cost of each waste bag which includes disposal, with no re-charge for the waste collection service which we already complete for our requirements.

RECOMMENDATION: **From 1 April 2020, Portfield Recreation Committee and Haverfordwest Public Park Trust are to be recharged for the disposal of trade waste**

St Martins Cemetery

Quotations are to be obtained for repairs to the pathway, removal and replacement of one bench, and supply and installation of handrails on two sets of steps.

The ongoing memorial garden project will be reviewed and overseen by Cllr Johnson.

2019/2020 Action Plans

Cemeteries:

Lower Prendergast: Contracted work on the boundary wall was completed in December.

Events: The sub-committee are currently planning future events.

Priory Saltings: Installation of a handrail may be a future consideration.

Picton Centre: The painting of the interior of the centre will commence this month.

Town Improvement: Budget spent.

The River: Budget spent.

Destination Market: The meeting between Urban Foundry, PCC Officers and traders from Haverfordwest Farmers Market was proposed and will be rescheduled in the near future.

2020/2021 Draft Action Plans

A number of draft action plans need to be revised to reflect the agreed 2020/2021 budget figures. Councillors are to provide the Town Clerk with copies of the action plans with proposed revisions for consideration at the February meeting.

Items for next agenda

- Update on Plantlife, Magnificent Meadows in Wales – Cllr C Evans

There being no other business to discuss, the meeting closed at 19.56pm.

END OF REPORT

Administration Officer left the meeting at 7.21pm and returned at 7.26pm.

R01/01 Trade Waste Agreement: The land is managed by the Portfield Recreation Trust but owned by Haverfordwest Town Council (HTC). One Voice Wales are to be asked for clarification whether HTC can recharge for disposal of waste.

11/20

R01/02 Destination Market: an update will be provided at the next Management, Estates and Strategy Committee meeting.

ACCEPTANCE of the above report with the exception of Trade Waste Agreement awaiting further information from One Voice Wales, with the majority voting in favour.

RESOLVED: The report of the Management, Estates and Strategy Committee meeting held on 7 January 2020 is accepted as a true record with the exception of Trade Waste Agreement, while clarification from One Voice Wales is sought

**REPORT OF MEETING OF PERSONNEL, POLICY AND FINANCE COMMITTEE
HELD ON WEDNESDAY 8 JANUARY 2020 AT 7PM IN THE COUNCIL
CHAMBER, PICTON HOUSE, HAVERFORDWEST**

PRESENT: Cllr J Morgans (Chair)
Cllr A Buckfield
Cllr P Lewis JP
Cllr C Thomas
Cllr R Thomas JP

PRESENT as observer: Cllr P Johnson

APOLOGIES: Cllr J Collier (Vice-Chair)
Cllr J Dunckley
Cllr Mrs S Murray (Mayor/ex-officio)

The Town Clerk and Administration Officer was in attendance.

Declarations of Interest

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

Report of last meeting

2020/2021 Budget and draft action plans: Picton House. A contingency plan to lease Picton House has been included in the 2020/2021 budget. A final decision needs to be made on the future occupancy. It was felt that legal advice should be sought before we enter in to a lease agreement. Cllr Lewis will research previous minutes on the history of Picton House to enable Council to have a full discussion.

Accounts to 30 November 2019

All voted in favour of accepting the accounts to 30 November 2019.

RESOLVED: Accounts are accepted to 30 November 2019

Applications for Financial Assistance

1. Urdd National Eisteddfod 2020

The application requests a donation of any amount to support the 2020 festival. All voted in favour to not donate any sum. It was felt that schools

taking part in the festival should be advised by the Council appointed School Governor of our grant aid process.

2. Friends in Harmony Mixed Choir

The application requests a donation of £200.00 towards items to support practice and upcoming performances.

All voted in favour to donate the sum of £200.00 under the Local Government Act 1972, s145.

3. Haverfordwest Town Museum

The application requests a donation of £3,222.00 to cover the lease for the 2019/2020 financial year. It was agreed that the application be deferred and for the museum to be asked to provide copies of their up-to-date accounts, bank statements, income and expenditure and to query the outstanding repayment of utilities for the 2018/2019 financial year.

4. Haverfordwest Yarn Bombers

The application requests a donation of £1,000.00 towards future yarn displays. All voted in favour to not donate the sum of £1,000.00 as funding towards displays and hall rental costs had been provided in the current financial year.

5. Haverfoodfest

The application requests a donation of £2,000.00 towards the 2020 food and drink festival. It was agreed the application be deferred until the organisation provides the requested copies of their bank statements.

6. Haverfordwest County AFC

The application requests a donation of £5,000.00 towards the replacement of a portacabin. All voted in favour to not donate the sum of £5,000.00.

RESOLVED:

That:

- **Urdd National Eisteddfod 2020 is not given a donation**
- **Friends in Harmony Mixed Choir is given a donation of £200.00**
- **Haverfordwest Town Museum will be reconsidered upon receipt of additional information**
- **Haverfordwest Yarn Bombers is not given a donation**
- **Haverfoodfest will be reconsidered upon receipt of bank statements**
- **Haverfordwest County AFC is not given a donation**

Items for next agenda

- Review of criteria for grant applications
- Occupancy of Picton House

There being no other business to discuss, the meeting was closed at 8.30pm.

END OF REPORT

R02/01: Inclusion of Administration Officer in the attendance list.

ACCEPTANCE of the above report with the above addition, the majority voted in favour.

RESOLVED: **The report of the Personnel, Policy and Finance Committee meeting held on 8 January 2020 is accepted as a true record, with the amendment to the attendance list**

1843 REPLACEMENT LOCAL DEVELOPMENT PLAN 2 DEPOSIT CONSULTATION

All voted in favour for councillors to individually forward their comments to the Town Clerk by the deadline

RESOLVED: **Councillors to provide comments to the Town Clerk before 11 March 2020**

1844 OUTSIDE BODIES

There was no nomination for an Additional Community Governor at Mary Immaculate School

Cllr Blacklaw-Jones advised that interior work on Haverhub had commenced.

Cllr Dunckley reported that the Garth Steering Group had held a successful bingo event.

Cllr Hooper reported that the Town Team were to focus on specific areas of improvement such as the lane by Castle Photography, considering requirements and funding.

Cllr Evans has attended a meeting on the Cleddau Reaches. Additional funds have been secured to raise and re-plant the Green Wall. Funding has been sourced for the bridge at the top of the footpath, which is due to be installed over the next three months. Signage for the Cleddau Reaches is progressing. Planning for litter picks in the town are under discussion.

Cllr R Thomas attended the Sir John Perrot Trust annual general meeting where Cllr Jenny Morgans was appointed Chair for the next 3 years. He had no updates on the proposed St David's Day parade.

Cllr Buckfield advised that Flagship Heritage Initiative has failed in the first bid for funding through the Heritage Lottery. Applications are being made to different funders for the greening of n the burgess plots leading from Castle Lake car park, and it is hoped that the youth will be involved in the works.

Cllr Buckfield also reported from his attendance at a One Voice Wales Pembrokeshire Area meeting that PCC are reviewing the Asset Transfer list, with a public consultation planned. Welsh Assembly Government are consulting with One Voice Wales on compulsory training for councillors and clerks.

The planned Twinning visit in May from Oberkirch has been cancelled. Haverfordwest Twinning Association has been invited to Oberkirch to sign the Charter at the beginning of September. A delegation of Oberkirch students are coming to Pembrokeshire College in September with a reverse trip planned for October half-term.

Cllr C Thomas updated that bats are the reason for no floodlighting at the Castle, and new bulbs are being sourced to provide 'bat-friendly' light.

Cllr Murray made another plea for volunteers on the day of Haverfordwest Carnival. No updates from Cllr Johnson, Cllr Jones, Cllr Lewis and Cllr Morgans.

1845 ACCOUNTS FOR PAYMENT

All voted in favour of approving the accounts for payment and acceptance of receipts for December.

RESOLVED: **The December accounts totalling £48,270.95 including VAT were approved for payment and receipts totalling £96,048.31 excluding VAT were accepted**

1846 COUNCIL ACCOMODATION

It was proposed and seconded for the meeting to go in-camera as there would be commercially sensitive information requiring discussion.

Cllr Lewis requested a recorded vote on the proposal.

Those in favour of the proposal were Cllr Murray, Cllr Buckfield, Cllr C Thomas, Cllr Morgans, Cllr Jones, Cllr Evans, Cllr Hooper, Cllr Dunckley, Cllr Blacklaw-Jones and Cllr Johnson.

Those against the proposal were Cllr Lewis and Cllr R Thomas.

Majority voted in favour of exercising the PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960.

RESOLVED: **That as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted, the Press and Public be excluded from the Meeting**

Cllr Bryan left the meeting at 7.58pm.

The Mayor's Chaplain and Mr Thompson from the Western Telegraph left the meeting at 8.01pm.

The meeting was suspended at 8.01pm, and reconvened at 8.05pm.

Cllr Lewis requested a recorded vote on his proposal to enter into negotiations with Pembrokeshire County Council with a view to acquiring the freehold of Picton House.

Those in favour of the proposal were Cllr Lewis and Cllr R Thomas.

Those against the proposal were Cllr Murray, Cllr Buckfield, Cllr C Thomas, Cllr Morgans, Cllr Jones, Cllr Evans, Cllr Hooper, Cllr Dunckley, Cllr Blacklaw-Jones and Cllr Johnson.

Cllr Murray requested a recorded vote on the proposal for the Council Accommodation sub-committee to enter into discussions with Pembrokeshire County Council on the offered terms of the short-term lease, and to seek independent legal advice on short-term leasing.

Those in favour of the proposal were Cllr Murray, Cllr Buckfield, Cllr C Thomas, Cllr Morgans, Cllr Jones, Cllr Evans, Cllr Hooper, Cllr Dunckley, Cllr Blacklaw-Jones and Cllr Johnson.

Those against the proposal were Cllr Lewis and Cllr R Thomas.

15/20

RESOLVED:

To :

- enter into discussions with Pembrokeshire County Council on a short-term lease of Picton House
- seek independent legal advice on short-term lease arrangements

1847 ITEMS FOR NEXT AGENDA

There are no items.

1848 DATE OF NEXT MEETING

The next full council meeting will be held on Wednesday 19 February 2020.

There being no further business, the meeting ended at 8.45pm.

Signed Mayor

Signed Town Clerk

Date