

MINUTES OF A MEETING OF FULL COUNCIL HELD ON TUESDAY 28 JULY 2020 AT 6PM VIA VIDEO CONFERENCE

Present: Cllr Mrs S Murray (Mayor/Chair)
Cllr R Blacklaw-Jones (present from 6.27pm)
Cllr A Buckfield
Cllr J Dunckley
Cllr C Evans
Cllr S Hooper
Cllr J Morgans
Cllr E Perkins
Cllr G Roberts
Cllr C Thomas

Apologies: Cllr P Johnson
Cllr D Jones

The Town Clerk was in attendance.

1895 Declarations of interest from Members

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

1896 Minutes of previous meeting

a) Minutes of the Full Council meeting held on 24 June 2020:

Page 46/20, minute number 1891: Town Improvements last line should read "Cllr Perkins and Cllr Evans are to devise a plan of improvements to the passage way link from High Street to Castle Lake car park."

All voted in favour to accept the minutes of full council meeting held on 24 June 2020 as a true record with the above amendment.

b) Updates on the minutes of the Full Council meeting held on 24 June 2020:

There were no updates on the minutes.

RESOLVED **To accept the minutes with amendment of the Full Council meeting held on 24 June 2020 as a true record**

1897 Mayor's updates and correspondence

No correspondence received. Mayor is continuing to volunteer and co-ordinate for Pembrokeshire Next Door. She has an engagement at Riverside Shopping next week to open a relocated unit.

1898 Planning Applications

Cllr C Evans and Cllr S Hooper declared a personal interest in planning application number 20/0218/PA

Cllr J Morgans declared a personal interest in planning application number 20/0268/PA

Ref No: 20/0149/PA	Proposal: Replacement Garage
Portfield Ward	97 Portfield, Haverfordwest, SA61 1BT
RESOLVED	Support

49/20

Ref No: 20/0111/AD	Proposal: Digital advertisement display
Priory Ward	Land at Royal Mail, Merlins Bridge, Haverfordwest, SA61 1XT
RESOLVED	Object Road safety issue as distraction to traffic on a trunk road
Ref No: 20/0189/PA	Proposal: Amendments/Improvements to access and parking to serve re-located Castle School
Priory Ward	Glenover House, Scarrowscant Lane, Haverfordwest, SA61 1ES
RESOLVED	Support
Ref No: 20/0172/PA	Proposal: Proposed two storey extension and alterations to dwelling
Portfield Ward	114 Haven Road, Haverfordwest, SA61 1DP
RESOLVED	Support
Ref No: 20/0218/PA	Proposal: Change of use of existing ground floor retail area to residential use (2no. flats)
Priory Ward	Coast Aquatics, 39 Cartlett, Haverfordwest, SA61 2LH
RESOLVED	Support
Ref No: 20/0133/PA & 20/0141/LB	Proposal: Variation of condition 2 (approved plans) of Planning Permission 16/0434/PA (Change of use from hotel to 23 self-contained flats, with 10 parking spaces to the rear plus communal external bins/drying line/cycle storage areas) Proposal: Variation of condition 2 (approved plans) of Listed Building consent 16/0435/LB (Change of use from hotel to 23 self-contained flats, with 10 parking space to the rear plus communal external bins/drying line/cycle storage areas) to amend the internal layout
Portfield Ward	Pembroke House, 6-7 Spring Gardens, Haverfordwest, SA61 2EL
RESOLVED	Object Due to density of population
Ref No: 20/0268/PA	Proposal: Variation of condition 3 of planning consent ref.16/0858/PA (Variation of condition 3 of planning consent ref.16/0388/PA (relating to the construction of 729 residential properties, a superstore & petrol filling station, together with associated infrastructure including preparatory earthworks)) to allow the extension of time for submission of reserved matters in relation to residential development)to allow extension of time for submission of Reserved Matters in respect of Slade Lane South
Garth Ward	Land at Slade, Haverfordwest, SA61 2UR
RESOLVED	Object Over-development, currently empty properties in town centre and new large development in Scarrowscant Lane
Ref No: 20/0234/PA & 20/0236/LB	Proposal: Change of use, alterations and extensions, to form a dwelling and garage
Castle Ward	15 Albany Terrace, Haverfordwest, SA61 1RH
RESOLVED	Support

50/20

Ref No: 20/0237/PA	Proposal: Erection of log cabin to provide 2 x holiday let units, and associated parking and amenity space
	Ashlee, Mill Lane, Merlins Bridge, Haverfordwest, SA61 1XB
RESOLVED	Not within boundary of Haverfordwest, no comment

Ref no: 20/0100/PA	Proposal: Erection of porch at front of property
Portfield Ward	88 Scarrowscant Lane, Haverfordwest, SA61 1ES
NOTIFICATION OF PLANNING DECISION	Conditionally approved on 17 July 2020

Ref no: 20/0147/PA	Proposal: An external glass balustrade to form an external roof terrace area on an existing flat roof
Prendergast Ward	Pembroke County, Withybush General Hospital, Fishguard Road, Haverfordwest, SA61 2PZ
NOTIFICATION OF PLANNING DECISION	Conditionally approved on 27 July 2020

6.27pm Cllr R Blacklaw-Jones joined the meeting

1899 Accounts and Submissions to External Auditor for financial year ended 31 March 2020

a) Accounts for year ending 31 March 2020

All voted to accept the accounts.

b) Report of the Internal Auditor 2019/2020

All voted to accept the report of the Internal Auditor, Mr Scourfield. Council gave thanks to Mr Scourfield for completing the internal audit, especially in due time in light of the current circumstances. The Town Clerk was also thanked for her completion of the audit.

c) Annual Return for year ending 31 March 2020

All voted in favour for the Mayor/Chair to sign the annual return for submission to the external auditor.

RESOLVED

To accept the Accounts, Report of the Internal Auditor and Annual Return for the financial year ended 31 March 2020 for submission to the External Auditor

Cllr C Thomas left the meeting at 6.40pm

1900 Town Clerk's report

The report of the Town Clerk was accepted for the period 17 June 2019 to 22 July 2020 which included a cost of £1,325.00 plus VAT for refurbishment of a storage room for archiving.

RESOLVED

Accept report of the Town Clerk including cost of £1,325.00 plus VAT for refurbishment of an archive storage room

1901 Accounts

All voted to accept the payments made in April 2020 totalling £57,756.83 including VAT and in May 2020 totalling £12,150.05.

RESOLVED

Accept payments made in April 2020 totalling £57,756.83 including VAT and payments made in May 2020 totalling £12,150.05 including VAT

1902 Proposal for a community garden by Cllr C Evans

Cllr Evans gave an overview of the proposed Fortune's Community Garden project. It was felt that by being located in close proximity to the town centre, the garden would support town regeneration and the Cleddau Reaches project. A number of organisations are already in support of the proposal, including Pembrokeshire County Council, Plantlife, Hywel Dda Health Board, Pembrokeshire Coast National Park.

Cllr C Thomas returned to the meeting at 6.53pm

Grant applications would be made under the Local Places for Nature Fund and Coastal Communities Fund to support the lease of land, creation and management of the garden, two employment posts – Town Gardener and Community Engagement Officer. The funding would run until 2023 at which point it is hoped the project will be self-sustaining.

All voted in favour of the proposal to apply for grant applications to be submitted by the Town Clerk and once funding is approved, Council will consider all other factors in relation to the project.

RESOLVED **That grant applications be submitted for the creation and management of a community garden**

1903 Review of Grant Application Process

All voted in favour to adopt the revised 'Policy and guidance for awarding grant aid' with the following additional inclusions:

- Council may request further information to support your application, if this is not provided your application will not be considered;
- Tier 2 applications must include a copy of the latest audited accounts if available.

As the process for reviewing the policy had been delayed due to the pandemic, it was agreed that any applications received in the current financial year would be returned with the revised guidance for the applicant to review and resubmit.

RESOLVED **Revised Policy and Guidance for Awarding Grant Aid is adopted**

1904 Pembrokeshire County Council correspondence in relation to the Criteria for Delivery of the Welsh Government Transforming Towns Thematic Covid-19 Response 2020/2021

All voted in favour of exercising the PUBLIC BODIES (Admission to Meetings) ACT 1960 for the item to be considered in camera as information provided by Pembrokeshire County Council marked as confidential

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

Proposals to be provided to the Town Clerk by 31 July 2020 for submission to Pembrokeshire County Council, with the advice that funding would be considered for any shortfall

1905 Staff Matters

All voted in favour of exercising the Public Bodies (Admission to Meetings) Act 1960 whilst considering matters relating to staff.

Cllr G Roberts left the meeting at 7.45pm and returned at 7.47pm

RESOLVED

Administration Assistant is regraded to Administration Officer post with effect from 1 September 2020

1906 The Old Wool Market

Cllr C Evans and Cllr S Hooper declared a prejudicial interest and left the meeting at 7.58pm

All voted in favour of exercising the Public Bodies (Admission to Meetings) Act 1960 for the item to be considered in camera due to content of commercial information.

RESOLVED

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

Stephen Hill Solicitor is to be engaged for the future purchase of The Old Wool Market

Accept recommendations on the Option Agreement from Solicitor

With no further business to consider, the meeting ended at 8.07pm

Chair of Council/Mayor Signed

Proper Officer/Town Clerk Signed

Date