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

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 19th APRIL 2017

RESOLVED: The minutes of the Full Council meeting held on 19th

April 2017 were confirmed and signed as a true record

1315 MATTERS ARISING FROM THE RESOLUTIONS IN THE MINUTES OF 19th APRIL 2017

There were no matters arising from resolutions in the minutes.

1316 MINUTES OF THE ANNUAL MEETING HELD ON 19th MAY 2017

RESOLVED: The minutes of the Annual Meeting held on 19th May

2017 were confirmed and signed as a true record

1317 MATTERS ARISING FROM THE RESOLUTIONS IN THE MINUTES OF 19th 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 31st MAY 2017

RESOLVED: The minutes of the Special Meeting held on 31st 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 28th 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 7th 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 6th 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: CIIr 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: CIIr 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.

<u>Upper Prendergast</u> – 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 groundsmen 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

THE PICTON CENTRE

An overview was given of the Picton Centre building and car park.

It was agreed that the Picton Centre sub-committee are: Cllr P Jones (Vice Chair), Cllr A Brooker, Cllr J Fulker.

TOWN COUNCIL WEBSITE AND FACEBOOK PAGE

An overview was given of the Council website and new Facebook page. Cllr A V Griffiths (Chair) proposed, seconded by Cllr J Fulker, that a procedure document is put in place for the maintenance of the Council Facebook page to be managed by a team of Councillors alongside the staff. All voted in favour.

The Facebook sub-committee are: Cllr P Jones (Vice Chair), Cllr A Brooker, Cllr J Fulker.

RESOLVED: A procedure/policy is put in place for the management

of the Council Facebook page

FESTIVAL WEEK

Cllr Mrs S Murray, Chair of the Events sub-committee, gave an update on this year's Festival Week which runs from 22nd to 29th July 2017. She advised that 15th June is the final date for any amendments/inclusions in the programme. There are 40 events planned to take place in Haverfordwest over a period of 9 days. There is a Festival Week meeting in the Picton Centre next Tuesday 13th June with the committee, organisers and all providing support.

It was agreed that Cllr J Fulker now join the Events sub-committee and will shadow Cllr G Howell in her role as secretary. Councillors will be asked at the next full Council meeting to provide support this year.

RESOLVED: Cllr J Fulker is appointed to the Events sub-committee and shadows the Secretary, Cllr G Howell

CHRISTMAS LIGHTS

There are ongoing conversations between the office staff, suppliers and the Christmas lights contractor on options for replacement lights. The options with costings will be provided to the Christmas lights sub-committee in due course for a decision to be made.

Cllr S Murray, Chair of the Christmas lights sub-committee, will have discussions with Pembrokeshire County Council regarding the possibility of a Christmas tree on Castle Square.

ANY OTHER BUSINESS

- Mayor-Making Ceremony The Mayor requested feedback following the ceremony. It was felt that more clarity was required for new Councillors on hosting a table. Cllr A V Griffiths, Chair, stated that he found the schedule on the day most useful. It was felt the event went well.
- Pembrokeshire County Council Link Officers The Mayor and Town Clerk will be attending a meeting on 28th July 2017 regarding the PCC Link Officer Support initiative. The Council's Link Officers have requested a prior meeting with the Mayor and Town Clerk to look at ways to develop the link further. The Mayor requested that Councillors advise him and the Clerk of any suggestions by email.
- Co-option for Priory Ward The closing date for applicants is 12th June 2017. It was felt that the interviewing of potential candidates should be held on Friday 16th June 2017 with mutual agreement of the Personnel, Policy and Finance Committee, to ensure the time frame for filling the vacancy following the election was met.

RESOLVED:

The Special Meeting for the Co-option of a Councillor for Priory Ward is held on Friday 16th June 2017 upon the agreement of the Personnel, Policy and Finance Committee

- Reminders The Mayor reminded that all Councillors must complete and return their Register of Members Interest forms to the Town Clerk immediately, along with the list of preferences for representation on Outside Bodies. The Mayor advised that all agenda items should go through the Town Clerk.
- Litter and Japanese Knotweed Cllr D Jones raised concerns regarding litter behind the Poundland store on Castle Square, he was advised to redirect these to Pembrokeshire County Council (PCC) or through our PCC Liaison Officer.

Cllr D Jones also raised concerns regarding the Japanese knotweed near the Bridge Meadow, he was advised to redirect these to the National River Authority Wales who have responsibility for the river.

There being no other business to discuss, the meeting closed at 9.10pm.

END OF REPORT

Town Centre WiFi – Cllr Mrs S Murray gave an update on the WiFi. We are waiting to hear from Pembrokeshire County Council regarding a meeting to be held between PCC, Antur Teifi (WiFi Contractor) and HTC WiFi Committee to clarify the data ownership before any further decisions can be made. Due to a number of businesses closing, a number of access point hosts were no longer in operation and new locations are being sourced.

ACCEPTANCE of the above report was moved by Cllr P Jones and seconded by Cllr C Evans, all voted in favour save for the following:

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 6th 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 7th JUNE 2017 AT 7PM IN THE COUNCIL CHAMBER, PICTON 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 lles. 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 lles was proposed as Vice Chair by Cllr Mrs B Morgan, seconded by Cllr Miss L Pepperell. Cllr P lles 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 30th 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 31st MARCH 2017

All voted in favour of accepting the accounts to 31st March 2017.

UPDATING OF FINANCIAL REGULATIONS

Cllr P lles 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.

The Civic Allowances for the Deputy Mayor and Sheriff were agreed to be set at £600.00 each for 2017/2018. This is a one off payment to be made on appointment to office.

It was requested that all official roles provide evidence of their annual spend at the end of their year of office. All allowances will be reviewed annually and all are exclusive of VAT.

It was proposed by Cllr J Collier, seconded by Cllr G Howell, that the Allowances and Expenses Policy now be adopted with the agreed allowances for 2017/2018. All voted in favour.

RESOLVED: The Allowances and Expense Policy is adopted with the

Civic Allowances set for 2017/2018:

1. Mayor: Total Allowance available £4,000.00
Non-receipted amount £3,000.00
Receipted amount £1,000.00

2. Deputy Mayor: Total Allowance £600.00

3. Sheriff: Total Allowance £600.00

STAFFING MATTERS

It was agreed that this item would be discussed at the next meeting of Council in camera.

Cllr J Collier left the meeting at 7.55pm.

FINANCIAL SUPPORT FOR SAVE WITHYBUSH ACTION TEAM (SWAT)

Cllr Mrs S Murray advised that a petition to return essentials services to Withybush Hospital is currently in circulation and that the SWAT will be delivering this to Cardiff on 5th July 2017.

It was proposed by Cllr Mrs S Murray that the cost of one coach be met by the Council to enable the SWAT to deliver the petition to Cardiff, seconded by Cllr G Howell. All voted in favour.

RESOLVED: The cost for one coach to enable the SWAT team to

deliver their petition to Cardiff on 5th July 2017 is met by

Council

ANY OTHER BUSINESS

- Mayor-Making Ceremony The Mayor, Cllr A Buckfield, thanked all for attending the ceremony and for everyone's support on the day which he felt went well.
- Pembrokeshire County Council Link Officers The Mayor and Town Clerk will be attending a meeting on 28th July 2017 regarding the PCC Link Officer Support initiative. The Council's Link Officers have requested a prior meeting with the Mayor and Town Clerk to look at ways to develop the link further. The Mayor requested that Councillors advise him and the Clerk of any suggestions by email.

• Co-option for Priory Ward – The closing date for applicants is 12th June 2017. It was agreed that the interviewing of potential candidates be held on Friday 16th June 2017 to ensure the time frame for filling the vacancy following the election was met as suggested by the Management, Estates and Strategy Committee on the previous evening.

RESOLVED: The Special Meeting for the Co-option of a Councillor to the Priory Ward will be held on Friday 16th June 2017

• Student Bursary – Cllr Mrs S Murray advised that she will look in to the detail of administering this further including the advertising.

- Young Laurels Award & Award of Merit it is felt that these both need to be reviewed for future inclusion in the Mayor-Making Ceremony/Annual Meeting.
- **Budget** The Mayor suggested that the Management, Estate and Strategy committee have a devolved budget in the future. The MES committee would need to provide this committee with a budget amount under each heading in September each year. There would then be no need to comeback to Council each month for approval as long as the spend is within each assigned budget amount.

There being no other business to discuss, the meeting closed at 8.28pm.

END OF REPORT

ACCEPTANCE of the above report was moved by Cllr Mrs S Murray and seconded by Cllr C Thomas, all voted in favour save for the following:

Election of Vice Chair – Cllr C Thomas was proposed by Cllr Mrs S Murray.

Budget – the word NO is missing in line 4, it should read: There would be NO need to comeback to Council each month for approval as long as the spend is within each assigned budget amount.

The report of the Personnel, Policy and Finance RESOLVED:

Committee meeting of 7th June 2017 is accepted as a

true record

Cllr L Pepperell left at 8.02pm.

1323 PEMBROKESHIRE COMMUNITY DOG WATCH SCHEME AND TO SUPPORT SUSTAINABLE DOG CONTROL AND WELFARE

In the full meeting of Council held on 19th April 2017, Council received an overview of the Community Dog Watch Scheme from Mr S Worbey, PCC Public Health Lead Officer. Council agreed at that meeting to defer the matter to their next meeting for consideration. Cllr G Howell felt that the scheme should be supported and it would be a way of bringing closer working with organisations. It was also suggested that nearby town and community councils could be asked to be involved in the Haverfordwest scheme as a way of closing working with each other.

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 19th 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 <u>COUNCIL REPRESENTATION ON THE ONE VOICE WALES PEMBROKESHIRE AREA COMMITTEE</u>

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: CIIr 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 lles 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 22nd to 29th 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 28th June 2017 at 7pm. Cllr C Thomas gave his apologies in advance for that meeting.

CIIr P Jones left at 9pm.

RESOLVED: A Special Meeting of Council will be held on Wednesday

28th 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 Clirs 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 28th June 2017 and the next meeting will be held on Wednesday 19th July 2017. There being no other business to discuss, the meeting closed at 9.20pm.

Signed	 Mayor
Signed	 Town Clerk
Date	