

MINUTES OF AN EXTRAORDINARY MEETING OF FULL COUNCIL
held on 12 October 2022 at 6pm in the Old Wool Market and via video conference

Present: Cllr A Buckfield Chairman / Mayor
Cllr J Owens Vice Chairman / Deputy Mayor
Cllr R Blacklaw-Jones
Cllr J Hackett
Cllr P Johnson
Cllr H Lewis
Cllr M Lewis
Cllr T Moses
Cllr S Pearce
Cllr G Roberts
Cllr B Simister
Cllr J Twigg

Town Clerk and a member of the public were in attendance

2266 Apologies: Cllr J Brady
Cllr A Brooker
Cllr R Evans
Cllr A Griffiths
Cllr K Jones

2267 Declarations of Interest from Members

<i>Agenda Item</i>	<i>Member</i>	<i>Interest</i>	<i>Nature of interest</i>
None			

2268 Community Garden Project

Minutes of the Cleddau Reaches Community Garden Sub-Committee
held on Tuesday 11 October 2022 at 4.30pm in the Old Wool Market

Present Cllr Tom Moses (TM) Sub-Committee Chair
Cllr Shane Pearce (SP) Sub-Committee Vice-Chair
Cllr Paul Johnson (PJ)
Cllr Gareth Roberts (GR)

Apologies Cllr Rhys Evans (RE)

The Mayor, Cllr A Buckfield, Cllr H Lewis, Cllr M Lewis, Cllr J Owens, Cllr B Simister, Cllr J Twigg, Senior Administration Office (SAO) were in attendance.

As Cllr Moses was delayed the meeting was chaired by Cllr Pearce until Cllr Moses arrived at 4:49pm.

Declarations of Interest

No Declarations declared

Minutes of Previous Meeting

All voted in favour to accept the minutes of the Cleddau Reaches Community Garden Steering Group held on Monday 26 September 2022.

Resolved To accept the minutes of the Cleddau Reaches Community Garden Sub-committee meeting held on 26 September 2022 as a true record

Matters Arising

- **SAO** has obtained quotes for railway sleepers and wooden tool shed
- **SAO** has received quotes from a few builders/contractors for work required on the garden site
- **SAO** contacted the funder for permission to change name of garden to Haverfordwest Community

To consider any matters relevant to the setting up of the community garden

- **Change of name of garden:** **SAO** confirmed that the funder is happy for the garden to be called The Haverfordwest Community Garden but to be referred to as the Cleddau Reaches Community Garden in correspondence with them.
- **Tool Shed:** **SAO** confirmed that she had obtained quotes for a tool shed. Subcommittee indicated their preference as supplier 2A.
- **Securing of Polytunnel:** Cllr Simister and SAO provided updates of discussions they had had with Ant Rogers, PCC, Neil Jordan, MIND and FiveStar Polytunnels regarding the options to secure the polytunnel. All were of the opinion that concrete would be the best option. It was agreed that Cllr Simister and SAO would contact FiveStar Polytunnels for further clarification.
- **Railway Sleepers:** **SAO** provided quotes from three suppliers of railway sleepers

Resolved	To amend the name of the garden from Cleddau Reaches Community Garden to Haverfordwest Community Garden
Recommendation	To accept quote for cost of materials from supplier 4B £5,520 net (see attached document)
Recommendation	To accept quote for base of polytunnel from supplier 3A £3,224.67 (see attached document)

Action Points

- **SAO** to contact supplier 4A to ask for breakdown of figures quoted – supply and construction to be quoted separately
- **SAO and Cllr Simister** to contact FiveStar Polytunnels for discussion and clarification of best option to secure polytunnel

Items for next agenda

- Permanent water supply
- Revenue Opportunities
- Engagement
- Railway Sleepers
- Budgets
- Marketing
- Public Access
- Future Governance

Date of next meeting

Monday 24 October 2022 at 12 noon

With no further business to consider, the meeting ended at 2.30pm

Resolved	Minutes of the Community Garden Subcommittee held on 11 October 2022 and recommendations noted as resolved were accepted
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Discussions took place about the foundation to accommodate the polytunnel. It was agreed that quotations be sought for a concrete slab to be laid to accommodate it.

Councillor R Blacklaw-Jones joined the meeting at 6.10pm.

It was proposed that the community garden project be pulled and the grant funding is returned to The National Lottery Heritage Fund, then consider such a project at a later date.

The recorded vote:

- For – Cllr's Owens, H Lewis, M Lewis, Hackett, Twigg.
- Against – Cllr's Buckfield, Moses, Roberts, Johnson, Pearce, Simister, Blacklaw-Jones.

Resolved	The community garden project will not be pulled and no funds will be returned to funder
Resolved	Staff Administration are to obtain quotations for plinths to accommodate structures on site
Resolved	Shed cost of £1,545 net from Supplier 2A was accepted
Resolved	Name of project is changed to Haverfordwest Community Garden

2269 Old Wool Market

It was proposed that a statement of intentions on this Council is made.

The recorded vote:

- For – Cllr's Owens, H Lewis, M Lewis, Twigg, Hackett
- Against – Cllr's Buckfield, Moses, Roberts, Johnson, Blacklaw-Jones, Pearce
- Abstain – Cllr Simister

It was noted that the progress and intentions of the Council are contained in the minutes.

Resolved	No statement is made about the intentions of this Council
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All 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
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Cllr Twigg and the member of the public left at 6.47pm

Resolved	The two shortlisted tenders for the appointment of an Architect and Project Manager are to be invited in for a tour of the building and to meet with Council to provide an overview on their proposal and comments
Resolved	Purchase Old Wool Market for £250,000.00 from funds held in General and Earmarked Reserves

With no further business to consider, the meeting ended at 7.19pm

Chairman of Council / Mayor	Signed
Proper Officer / Town Clerk	Signed
Date	