MINUTES OF A MEETING OF FULL COUNCIL held on 20 April 2023 at 6pm in the Old Wool Market and via video conference

Present Cllr A Buckfield Chairman / Mayor

Cllr J Owens Acting - Vice Chairman / Mayor-Elect

Cllr J Brady Cllr K Jones Cllr H Lewis Cllr M Lewis Cllr T Moses Cllr S Pearce Cllr B Simister Cllr J Twigg

J Raymond Town Clerk

Observer Reverend Father N Hook Mayor's Chaplain

Mike Cavanagh, Pembrokeshire County Council Head of Cultural, Leisure,

Tourism and Registration Services

Jan McDonald, Pembrokeshire County Council Regeneration Michael Allen, Pembrokeshire Lido Park Society Limited

Members of the public

2350 Apologies

Apologies received from:

Cllr A Brooker

Cllr A Griffiths

Cllr J Hackett

Cllr T Moses

2351 Declarations of Interest from Members

Agenda Item	Member	Interest	Nature of interest
No declarations			

2352 Developing a Brand for Haverfordwest – Mike Cavanagh, Head of Cultural, Leisure, Tourism and Registration Services at Pembrokeshire County Council

Council had previously considered and provided feedback on the proposed branding for the town. Mr Cavanagh gave an overview of the completed and ongoing regeneration projects for Haverfordwest, part of which is to create a brand for the town. By adopting (the brand), it will be possible to build an identity to the brand over time. Haverfordwest Business Circle had provided positive feedback on the proposed brand and are actively wishing to use it. Haverfordwest Chamber of Commerce, Haverfordwest Riverside Shopping and Pembrokeshire County Council are on board to adopt the brand. The negative feedback from members of the public was discussed and it was felt that this is to be expected. The proposed branding doesn't have to be liked, what is important is will it work. Every opportunity should be taken to use the branding everywhere. It was stated that members of the public should have the opportunity to speak to Pembrokeshire County Council on the proposed branding. It was confirmed that the engagement with members of the public took place at the beginning of creating the brand. Some changes have been made to the colourway as put forward by Haverfordwest Business Circle. The design is now complete and was created locally by a designer based in Narberth. All were in favour to support the design and branding of Haverfordwest, and to "get it out there".

Resolved Support the design and branding of Haverfordwest

Mike Cavanagh and Jan McDonald left the meeting at 6.20pm.

2353 Presentation on Pembrokeshire Lido – Michael Allen, Pembrokeshire Lido Park Society Limited

Michael Allen, Chairman of the Pembrokeshire Lido Park Society Limited, gave on an overview of the proposed plans to create a fifty-metre outdoor pool in Milford Haven that is open 365 days a year. He requested a letter of support from Council. Initial funds are to be raised from a community share scheme. The estimated cost of the project is £10 million. All voted in favour of the proposed project for an outdoor pool in Milford Haven and to provide a letter of support.

Resolved

Council are in support of the proposed project for an outdoor pool in Milford Haven and to provide a letter of support

Michael Allen left the meeting at 6.35pm.

2354 Questions from Members of the Public

No correspondence was received.

Councillor Pearce left the meeting at 6.37pm and returned at 6.39pm.

2355 Minutes of previous meetings

a) Full Council meeting held on 23 March 2023

Minutes were accepted as a true record with the following amendments: 2336 – Updates have been made.

b) Updates on the minutes of the Full Council meeting held on 23 March 2023

2342- Plenary power was granted to make changes.

Community Garden – The funder had been asked for extra time to complete the project. All voted in favour for a meeting to be held of the Emergency Committee to consider the community garden project.

Resolved

Minutes of the Full Council meeting held on 23 March 2023 were accepted as a true record with amendments

Emergency Committee to hold a meeting to consider the community garden project

2356 Mayor's correspondence and updates

Mayor was a guest at the first nuptial blessing of a same sex couple in a place of worship in the county on Saturday. Mayor delivered a 100th birthday telegram to a resident of Haverfordwest, Jack Baillieux, the first one from HRH The King.

2357 Planning Applications

Ref No: 22/1120/DC	Discharge of Condition Consultation	
	Proposal: Discharge of Conditions 3 (Parking Arrangement), 4 (Materials), 5 (Surface Water), 6 (No Surface Water to Mains Sewer) and 7 (External Lighting) of planning permission 21/1198/PA (24 bed modular decant ward with associated access ramp, bin store and reconfigured car parking	
Prendergast Ward	Site Address: Withybush General Hospital, Fishguard Road, Haverfordwest, Pembrokeshire, SA61 2PZ	
Resolved	Support	

Ref No: 22/1040/PA	Proposal: Proposed Extension and Reconfiguration			
Priory Ward	Site Address: 30, Glenover Park, Haverfordwest, Pembrokeshire, SA61 1HA			
Resolved	Conditionally approved			

Ref No: 22/0934/PA	Proposal: Variation of Condition 1 (Approved Plans) of planning permission 15/1144/PA (Erection of one dwelling (Approval of Reserved Matters 12/0954/PA)		
Portfield Ward	Site Address: Plot to the rear of, 152, Haven Road, Haverfordwest, SA61 1DG		
Notification of Planning Decision	Refused on 09 April 2023		

Resolved

All future decisions on planning applications will be given by email

2358 Committee Minutes

The following minutes were submitted:

a) Minutes of the hybrid meeting of the Management, Estates and Strategy Committee held on Tuesday 7 April 2023 at 6pm in the Old Wool Market

Present	Cllr A Buckfield J Raymond	Chairman of Council / Mayor - Ex-officio Town Clerk
Observer	Cllr K Jones Cllr H Lewis Cllr M Lewis Cllr J Owens Cllr J Twigg	
Apologies	Cllr P Johnson Cllr A Griffiths Cllr T Moses Cllr S Pearce Cllr B Simister	MES Committee Chairman

The meeting was inquorate so no business could be transacted.

With no further business to consider, the meeting was closed at 6.01pm.

b) Minutes of the hybrid meeting of the Personnel, Policy and Finance Committee held on Tuesday 9 April 2023 at 6pm in the Old Wool Market

Present	Cllr M Lewis Cllr A Brooker	PPF Committee Chairman
	Cllr A Buckfield Cllr J Hackett Cllr H Lewis Cllr J Owens	Chairman of Council / Mayor - Ex-officio
	Cllr J Twigg J Raymond	PPF Committee Vice Chairman Town Clerk

Observer Cllr S Pearce

Cllr B Simister

Apologies Cllr J Brady

Cllr K Jones

Declarations of interest from Members

Agenda Item	Member	Interest	Nature of interest
Financial Support	Councillor J Twigg	Personal	HTC appointed Member on the Portfield Recreation Committee and Haverfordwest Racecourse (Public Park) Trust
Financial Support	Councillor A Buckfield	Personal	HTC appointed Member on the Portfield Recreation Committee and Haverfordwest Racecourse (Public Park) Trust
Financial Support	Councillor J Owens	Personal	HTC appointed Member on the Portfield Recreation Committee

Update of the previous meeting

Financial Support – Portfield Recreation Committee – Service Level Agreement: It was agreed for Councillor Owens and Councillor Twigg to meet with the appointed representatives on 12 April 2023 to consider their requirements.

Financial Support – Haverfordwest Racecourse (Public Park) Trust – Service Level Agreement: The meeting has been held and correspondence will follow from the trust.

Accounts to 28 February 2023

Resolved

Accounts to 28 February 2023 were accepted

Cllr B Simister arrived at 6.07pm.

Policies and Procedures

i. Leave of Absence Policy – Councillor A Buckfield It was agreed that the policy is adopted.

ii. Bullying and Harassment Policy - Councillor S Pearce

All voted in favour for the Staffing Sub-Committee to review the current Bullying and Harassment Policy alongside the One Voice Wales Bullying and Harassment in Councils Report.

Financial Support

i. The Children's Festival Limited

The application requested a donation of £500.00 to support a Children's Festival. It was proposed to donate the sum of £500.00 under the Local Government Act 1972 Section 145.

Resolved

The Children's Festival Limited is granted a financial donation of £500.00

Staffing Matters

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

Resolved Groundsman request for a four hour per week

contract of employment is granted

Town Clerk is given plenary power to award up to a maximum of 624 extra working hours each year

to the Groundsman

Items for next agenda

No items for next agenda.

As it is the last meeting for the current Committee Chair, the Mayor gave thanks to all Members of the committee for all the work done. He gave thanks to the Town Clerk for work on the 2023-2024 budget and work.

The meeting closed at 7.02pm.

All voted to add the word "closed" after the "meeting was" to the minutes of the Management, Estates and Strategy Committee.

A motion was put forward by Councillor Twigg to immediately fill vacancies for Councillors. This was seconded.

Councillor Twigg proposed that only a full council meeting is held (each month) and not two committee meetings.

The majority voted in favour to advertise the vacancies for Councillors.

The motion was not put forward as outlined in Standing Orders so it was not accepted. The proposal is not relevant to the business of the committees so it was not accepted.

Resolved The minutes of the Management, Estates and

Strategy Committee meeting held on 7 April 2023 were accepted as a true record with amendment

Resolved The minutes of the Personnel, Policy and Finance

Committee meeting held on 9 April 2023 were

accepted as a true record

2359 Consider our response

a) Gambling Act 2005: Consultation on Review of Licensing Policy

Resolved Councillors are to respond individually to the

consultation

2360 Outside Bodies

a) Consider appointments

See updates.

b) Updates

CWBR – All were in favour to appoint Councillor K Jones. Meeting to showcase artwork is to be held.

Flagship Heritage Initiative: No update.

Haverfordwest Business Circle: All were in favour to appoint Councillor J Twigg.

Haverfordwest Racecourse (Public Park) Trust: No update.

Haverfordwest Skatepark Association: Meeting to be held with stakeholders to consider issue with graffiti. Looking at applying for a Service Level Agreement and / or grant from Council.

One Voice Wales Pembrokeshire Area Committee: Last meeting highlighted the issues with retention of Councillors and Staff, along with bullying of Councillors and Staff. Welsh Government are reviewing the issues. All voted in favour for the minutes of the meetings for the last three months are to be circulated to all Councillors.

Portfield Recreation Committee: Correspondence received in relation to the Service Level Agreement application will be considered at the June committee meeting.

Sir John Perrot Trust: No update.

Haverfordwest Town Museum: The lease agreement for Governors House with Pembrokeshire County Council has now been terminated.

Town Team: No meeting.

Transition Haverfordwest: No update.

Haverfordwest Twinning Association: Pembrokeshire County Council Youth Services are aware of the funding available for a visit to the twin town of Oberkirch.

William Vawer Trust: No update

Youth Forum: All voted in favour to appoint Councillor Jones as the representative for council.

Resolved

Appointments and updates from Outside Bodies were accepted

Minutes of the One Voice Wales Pembrokeshire Area Committee meetings for the last three months are to be circulated to all Councillors

2361 Accounts for payment

All voted in favour of approving the accounts for payment and acceptance of receipts for February 2023.

Resolved

March 2023 accounts totalling £54,993.89 including VAT were approved for payment and receipts totalling £29,982.66 excluding VAT were accepted

Councillor K Jones left at 7.44pm.

Resolved

Councillor Brooker is to confirm artist and how much they were paid for invoice relating to community garden engagement

2362 Old Wool Market

a) Car park - Councillor A Buckfield

All voted for Councillor's Owens, Twigg and Lewis to be appointed to the Old Wool Market Development Task and Finish Group.

Councillor Twigg called points of order 12a and 12b stating that notice is required.

Mayor proposed that the car park space near the Old Wool Market is leased at a cost of £500 per annum with a recorded vote.

Against: Councillor's H Lewis, M Lewis, J Owens, J Twigg, J Brady.

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For: Councillor's Buckfield, Pearce. Abstain: Councillor Simister.

Resolved Councillor's Owens, Twigg, H Lewis are

appointed to the Old Wool Market Development

Task and Finish Group

Car park bay near Old Wool Market is not leased

2363 Staffing Matters

Resolved Councillor Vacancies will be advertised

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

Members of the public left at 7.55pm.

No resolutions were made.

2364 Items for next agenda

• Annual Meeting – Old Wool Market

With no further business to consider, the meeting ended at 8.10pm

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