

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

Present	Cllr B Simister Cllr J Owens Cllr S Pearce Cllr C Black Cllr P Lewis Vanessa Lewis Camacho	MES Committee Chairman Chairman of Council / Mayor - Ex-officio MES Committee Vice-Chairman Town Clerk
Apologies	Cllr A Griffiths Cllr T Moses	
Observers	Cllr H Lewis Cllr M Lewis Cllr R Thomas Members of the public	

Cllr B Simister welcomed everyone to the meeting.

Declarations of interest from Members

<i>Agenda Item</i>	<i>Member</i>	<i>Interest</i>	<i>Nature of interest</i>
No declarations made			

Updates on the minutes of the last meeting

Noted that the updates to the minutes of the last quorate meeting held on 6 June were reviewed at the Full Council meeting held on 22 June 2023.

2023-2024 Action Plans

Cemeteries: A budget has been set aside for the repair works to the boundary wall and railings at Lower Prendergast cemetery and boundary wall at St Martin's Cemetery. Surveys have been undertaken but the work remains outstanding. Noted that a tender exercise would be required for these works. Cllr P Lewis raised his concern over Prendergast cemetery and noted that he was arranging to visit the cemeteries with Cllr B Simister to assess the current situation in order to accelerate a plan of action.

Resolved:	Cllrs P Lewis and B Simister to visit cemeteries and report back to Council
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Christmas Lights sub-committee: The sub-committee had not met formally but it was noted that the Christmas lights are being put up in the town by the contractor immediately following Remembrance Day, in readiness for the "lights switch on" event on Saturday 25 November in conjunction with Riverside Shopping. Cllr J Owens noted that this was the fifth year of the five-year contract with the contractor, which would need to be re-tendered in 2024.

Community Garden: Cllr T Moses had sent his apologies for the meeting. Cllr P Lewis requested that a report be brought to the next MES meeting. Cllr J Owens noted that a meeting with a representative from the funding organisation is being held at the Community Garden on 7 November and that the Clerk's office is working with Cllr T Moses to update the project's finances in preparation for the second draw down of funding. Cllr B Simister noted that he will follow up for an update after the 7 November meeting meanwhile.

Resolved:	Cllr T Moses to be asked to provide a full report on the Community Garden project to the MES meeting on 5 December
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Priory Saltings: Cllr P Lewis raised concerns about the safety of the Saltings, in particular, under the bridge where the ground is frequently wet and where there is a set of approx. 17 steps with no handrailing. He recommended that the area is fenced off while a health and safety review is undertaken and, if appropriate, costings to instal hand railings are established. It was thought that Pembrokeshire County

Council (PCC), from whom the Saltings is leased, had previously indicated that permission would not be given to instal hand railings. Cllrs P Lewis and B Simister will visit the Saltings with the groundsman when visiting the cemeteries. The Clerk agreed to look at the lease arrangements and to report back to the Committee. Cllr J Owens noted that the boardwalk had also been set fire to by vandals and was currently “boggie” due to the ash residue. This was also considered to be a potential hazard. Cllr P Lewis proposed that Council explore the possibility of returning ownership of the Saltings to PCC and to block it off in the meantime. This was seconded by Cllr B Simister. The Committee voted unanimously on this decision.

Resolved:	The Clerk to look at the Saltings Lease and report back to Council. Cllrs P Lewis and B Simister to conduct visit to the Saltings meanwhile.
Recommendation:	Council to explore returning ownership of the Saltings to PCC and to arrange for it to be blocked off.

Sports Pavilion: Noted that Prendergast Villa and the Swimming Pool Trust regularly use the Pavilion.

Haverfordwest Town Council Image projection: Cllr P Lewis suggested that more could be done to project the Council’s image in a positive way. One example would be the branding of the Council’s van. Cllr. R Thomas noted that the van should also display red/yellow chevrons. Other examples included changing the current logo from red to blue and seeking quotations for bunting for Spring 2024. Agreed that a Task and Finish Group is established to look at these and other branding ideas and to bring this work back to the Full Council in due course. Cllr M Lewis proposed that Cllr P Lewis lead the work of this group, which was seconded. It was agreed that the group comprise of Cllrs P Lewis, R Thomas and J Hackett.

Recommendation:	A Branding Task and Finish Group is set up comprising of Cllrs P Lewis, R Thomas and J Hackett.
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Youth involvement: Correspondence had been received from the Pembrokeshire Youth Team at PCC. It was agreed that consideration is given to this by the Personnel, Policy and Finance (PPF) Committee at its December meeting.

Recommendation:	PPF Committee to consider PCC correspondence regarding Pembrokeshire Youth Team involvement at its meeting on 7 December. Clerk to add to PPF December agenda.
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Haverfordwest Civic Society: A request had been received for Council to review the blue town plaques. It was agreed that more information should be sought from the Civic Society to understand what it is they are looking to achieve and for this to be brought back to the Personnel, Policy and Finance (PPF) Committee at its December meeting.

Recommendation:	Clerk to follow up request with Civic Society and to add item to PPF 7 December agenda for PPF Committee consideration.
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Items for next agenda

- 1) Cemeteries repair work plan
- 2) Community Garden Report
- 3) Saltings lease / plan

With no further business to consider, the meeting was at 6.32pm.