

MILFORD HAVEN TOWN COUNCIL

Minutes of the Meeting of the Milford Haven Town Council
held at the Sea Cadets Milford Haven Unit,
Havens Head Business Park, Milford Haven
on Monday 24th June 2024 at 7:00 pm

PRESENT

The Deputy Mayor (Councillor E. A. Davies DipSM FJOIFF)

Councillors: D. Abbott	K. Abbott
Mrs N. Beavis-Morrissey	L. J. Bridges
Miss V. Brown	Miss K. F. Gray
N. Harteveld BSc (Hons) GMBPsS	
Mrs L. McSparron	D. R. Sinnett
Mrs C. Stevens	Miss T. Stevens
M. Woodward	

Mrs B. J. Fitzgerald, Town Clerk/Financial Officer

In the absence of the Mayor, Councillor W. D. Elliott BA QTS, the Deputy Mayor, Councillor E. A. Davies DipSM chaired the meeting.

50. APOLOGIES:

Apologies for absence were received from the Mayor, Councillor W. D. Elliott (work commitments) and Councillors C. Jones (family commitments), C. A. Sharp (holiday), Mrs Y. G. Southwell (illness) and G. Woodham MBA (Open) LL.B (Hons) (holiday).

51. DECLARATIONS OF INTEREST:

No declarations of interest were received.

52. QUESTION AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC:

No questions had been raised from members of the public.

53. NEWS FROM THE MAYOR:

Mr Patrick Galliford

The Deputy Mayor firstly informed Councillors of the death of Mr Patrick Galliford, husband of the former Town Clerk and stepfather to the Town Secretary, Fiona Galliford. Deepest sympathies are sent to Fiona, Moyra and their family at this sad time.

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Note from the Mayor

The Deputy Mayor read out a note from the Mayor.

"I'd like to start by sending my apologies for not being present this evening, however work has taking me on the road. Through the Deputy Mayor and on behalf of the Town Council, I am delighted to welcome Councillor Leeann McSparron to the team. I will look forward to meeting you on the next occasion but in the meantime, please don't hesitate to ask any questions if you're not sure about anything.

It has been a busy time and I am enjoying it all once again and my thanks to those who were able to support the Mayor's Charity Fundraiser, an evening with the Fabulous Ceri Dupree; which has raised just over £1,000! A fantastic evening and a fantastic amount raised."

54. MAYOR'S ENGAGEMENTS:

- 11th June - National Coastwatch Institute 30th Anniversary Flag Relay at Mackerel Quay
- 12th June - Cruise Ship Welcome of Passengers & Ship Tour
- 14th June - HOPE MS Therapy Centre Open Day at Honeyborough AM
- 14th June - HMS Ardent Association Flag Raising & Reception at the Royal British Legion (Milford Haven)
PM
Also attended by the Deputy Mayor
- 15th June - New Pembrokeshire Pride LGBT Brunch at the Lord Nelson Hotel AM
- 15th June - Inner Wheel of Milford Haven Afternoon Strawberry Tea Charity Fundraiser
PM
Also attended by the Deputy Mayor
- 16th June - Service/Meeting at the Milford Haven Quakers Meeting House
- 19th June - Port of Milford Haven Annual Stakeholders Meeting at the Torch Theatre
- 20th June - Port of Milford Haven Summer Reception and Board Chair Farewell at the Tŷ Hotel
- 22nd June - Mayor's Charity Fundraiser – An Evening with the Fabulous Ceri Dupree at the Pill Social Centre

The Deputy Mayor then read out a request that the Mayor had received from the Youth Council. The Mayor invited any Councillor who was interested to be involved with the Great Council Bake Off event.

"On the Tuesday 20th August 2024 Milford Haven Youth Council are hosting a county wide Great Council Bake Off. The Great Council Bake Off is used as an

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opportunity for young people and decision makers to break down barriers and start talking to each other to make sure that young people are having a say on what is important in their lives and help to make a difference. It also helps to raise the profile of all the hard work that young people carry out as active citizens.

We are hoping that you could support this event by baking with a member of the Milford Haven Youth Council. The event will run from 11am till 2pm at Milford Haven Youth Centre.

I will sort out everything you need for the event. Many thanks, Nadine Farmer."

A Councillor asked which youth organisations were involved in the Bake Off; another asked if any young person can participate. Advice from Councillor Miss Brown was to contact Nadine Farmer for more information.

A Councillor who had previously participated in the event said that it was an enjoyable event and should be open for a Councillor to attend who has not done so before.

55. QUESTIONS WITHOUT DEBATE PURSUANT TO STANDING ORDER NO. 6:

No questions without debate pursuant to Standing Order No. 6 were received.

56. MINUTES OF THE MEETING OF THE FULL COUNCIL HELD ON 10TH JUNE 2024:

RESOLVED THAT: the minutes of the meeting of the Full Council held on 10th June 2024 be received and that they be signed by the Mayor as a true record.

57. COUNCILLORS BEING UNABLE TO CONTRIBUTE / VOTE AT COMMITTEE MEETINGS UNLESS A MEMBER OF THAT COMMITTEE:

RESOLVED THAT: the information received from One Voice Wales be received.

58. CO-OPTION INFORMATION:

The advice from One Voice Wales was discussed. A Councillor stated that the less experienced Councillors look for the correct answers from more experienced Councillors. On this occasion the advice received was a wrong response. It is not how it has always been done, it should be the correct way of doing something. When should a private vote be used – clarification should be sought from One Voice Wales. When should the Town Council go into private session should also be clarified; does this apply to all issues.

Personal and prejudicial interests: should a Councillor leave a meeting if a person applying for co-option is known to them.

Another Councillors stated that applications should not be put in the public pack. The applications could be screen shot and publicised. This does not happen to someone applying for a job.

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Another Councillor stressed that the Town Council does receive information of a Private and Confidential nature and that cannot be divulged.

In the interest of openness and transparency the Town Council should be open at questioning process. A Councillor stated that applicants must be made aware that co-option will be discussed in public at Full Council.

If applications had been made public, it would have shown that the strongest candidate won.

RESOLVED THAT:

- (i) further advice to be sought from One Voice Wales on private sessions that the Town Council should adhere to;
- (ii) also to clarify personal and prejudicial information on when a Councillor should leave a meeting if a person applying for co-option is known to them.

59. MILFORD HAVEN AND NEYLAND MULTI-AGENCY WORKING GROUP (MAWG):

- a) Minutes of a meeting held via Microsoft Teams on 17th May 2024
- b) Areas of concern.

RESOLVED THAT: Both item a) and b) are received.

60. SCRIBE CEMETERY:

The report from the Town Secretary, Miss F. K. Galliford was presented to Council. A Councillor asked where the cost of the software would come from. The Town Clerk confirmed there was money in the office equipment/subscription budget. It was agreed to use Scribe for the cemetery digital platform.

RESOLVED THAT: the Town Council will use Scribe for the Cemetery digital platform.

61. CIVIC REGALIA:

The report on civic regalia was presented to Council. It was agreed to purchase the Filigree Chain at £276. A vote took place to not purchase a chain for the Deputy Mayor's Consort. A cushioned collar for a lady Mayor to wear would also be sought for purchase. It was agreed that the current lanyard of the Deputy Mayor can be used by the Mayor's Consort. One Councillor voted against the purchase.

RESOLVED THAT:

- (i) the Filigree Chain at a cost of £276 will be purchased for the Deputy Mayor;
- (ii) a cushioned collar to be sought for a future lady Mayor to use;

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- (iii) the current lanyard used by the Deputy Mayor can be used by the Deputy Mayor's Consort.

62. CEMETERY REPORT – MAY 2024:

Councillor Gray gave thanks to the volunteer currently at the Cemetery who had performed an excellent job helping to mow the lawns. It was confirmed to another Councillor that the volunteer is covered under the Town Council insurance.

RESOLVED THAT: the Cemetery Report for May 2024 be accepted.
