Minutes of a Meeting of the Finance and General Purposes Committee

held at the Town Hall, Milford Haven

on Thursday, 11th June, 2015 at 6:00 pm

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PRESENT

The Mayor (Councillor S. G. Joseph)

The Deputy Mayor (Councillor W. D. Elliott)

Councillors: A. E. Byrne Mrs. R. Gray

A. H. Miles M. J. Norman

25. APOLOGIES:

Apologies for absence were received from Councillors D. R. Sinnett, Mrs. Y. G. Southwell and G. Woodham MBA (Open) LL.B (Hons).

26. APPOINTMENT OF CHAIRMAN AND VICE-CHAIRMAN:

The Mayor explained that Councillor Mrs. Y. G. Southwell, was unwell and unable to attend this evening’s Meeting. She had indicated that she would like to be considered for the positions of either Chairman or Vice-Chairman of this Committee, and had asked whether discussion on this issue could be deferred until the July Meeting.

RESOLVED THAT Standing Orders be suspended

for this and the next item on the Agenda and

the appointment of Chairman of the Finance

and General Purposes Committee be deferred

until the July Meeting of the Committee.

27. APPOINTMENT OF VICE-CHAIRMAN:

RESOLVED THAT the appointment of Vice-Chairman

of the Finance and General Purposes Committee be

deferred until the July Meeting of the Committee.

28. APPOINTMENT OF CHAIRMAN FOR THIS MEETING:

RESOLVED THAT in the absence of a Chairman

or Vice-Chairman the Mayor, Councillor S. G. Joseph

is to continue to Chair this evening’s Meeting.

29. MINUTES OF THE MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON 16TH APRIL, 2015:

RESOLVED THAT the Minutes of the Meeting of

the Finance and General Purposes Committee held

on 16th April, 2015, be approved as a correct

record and that they be signed by the Chairman.

30. INFORMATION FROM THE MAYOR:

(a) Mayor’s Engagements:

Members were advised of the following engagement undertaken by the Mayor since the 20th May, 2015:-

21st May - Haverfordwest Town Council Mayor Making

and Luncheon

6th June (am) - Normandy Veterans Service

6th June (am) - Milford Haven Founders’ Day

6th June (pm) - Citizens’ Awards Ceremony at the Town Hall

7th June - St Davids Civic Service

8th June - Welcomed Cruise Ship ‘Prinsendam’

10th June - Attended Milford Haven Business Circle Meeting

(b) Bands for Fish Festival:

The Mayor reminded Members that it had been agreed to donate the entry bands that this Council would receive for supporting the Fish Festival to local Schools.

Ms. L. James, Marketing Manager, Port of Milford Haven, had confirmed that the Council would receive 30 adult bands. The Clerk had made enquiries and the standard entry to the Fish Festival is £3.00 per person, with children 11 and under free of charge.

As infant and junior schoolchildren would be able to enter the Fish Festival free of charge, it was agreed that the bands should be given to the Head Teacher, Milford Haven School, with the request that the School decides on how the bands should be distributed.

RESOLVED THAT:

(i) the 30 adult bands are to be given to the Head Teacher,

Milford Haven School, with the request that the

School should decide on how the bands be distributed;

(ii) as the Fish Festival takes place before the Full

Council Meeting on Monday, 30th June, the Mayor

be authorised to action this Minute prior to its

ratification by Full Council.

(c) Application for funding:

The Mayor said that, although applications for funding are not normally considered in June, a letter asking for funding had been received on 10th June from Rev. A. Bookless from the Church of the Holy Spirit for a new project “The Living Well” which will be opening in July.

The Mayor, mindful that financial applications have to be made on a form, contacted Rev. Bookless who had called into the Office to complete a form earlier that day. Rev. Bookless had said that the Council’s website states that applications have to be submitted either by a formal letter or form.

RESOLVED THAT:

(i) the funding application for the project “The Living Well”

be considered under this Agenda item;

(ii) the Clerk arranges for the Council’s website to be amended

as soon as possible.

Councillor A. E. Byrne, one of the three Councillors for the Hubberston Ward, said that he had not been contacted for advice regarding “The Living Well” initiative. Councillor Mrs. R. Gray, who is also a Councillor for the Hubberston Ward, said that she had been contacted and that she had also attended Meetings.

A Member queried why there was a rental charge of £50 per month to use the Hubberston Resource Centre, which is for the people of Hubberston. Councillor Mrs. R. Gray replied that she believed the charge included payment for electricity and other items.

Another point raised was why the Project was taking place in the Resource Centre instead of the larger premises at the Church Hall or the Youth Centre.

Councillor Mrs. R. Gray replied that the Church of the Holy Spirit was approached by the Hubberston Community Association and offered the premises.

Attention was drawn to the different amounts of funding requested in the letter and the application form. The Mayor explained that these documents had been received on different days.

A Member noted in the capital costs that there was an item for the purchase of 1000 fridge magnets. He questioned the necessity for the purchase of these items.

Councillor Mrs. R. Gray explained that instead of distributing flyers which would be thrown away, the idea was to put information on to the magnets to which people would refer and utilise.

RESOLVED THAT:

(i) the Finance and General Purposes Committee

recommends that “The Living Well” Project be

awarded a donation of £300, to be utilised

specifically for paying the rent on the

Hubberston Resource Centre for 6 months;

(ii) Rev. A. Bookless be asked to update the

Council on this initiative after 5 months;

(ii) the £300 is to be funded from the General

Donations budget.

*This donation is to be made in accordance with the Milford Haven Town Council’s powers under Section 137 of the Local Government Act 1973.*

Councillor Mrs. R. Gray said that the next Meeting would be held at 7:00 pm on 15th June in the Church of the Holy Spirit.

(c) Traffic Lights at Glebelands and Johnston:

A Member referred to the long delays caused by traffic lights at Glebelands and Johnston, and the Mayor said that he would discuss this issue further at Full Council.

31. MINUTES OF THE MEETING OF THE PUBLIC EVENTS SUB-COMMITTEE HELD ON 13TH MAY, 2015:

RESOLVED THAT the Minutes of the Meeting of

the Public Events Sub-Committee held on 13th

May, 2015, be recommended for approval and

adoption.

32. RECOMMENDATIONS FROM MONDAY EVENING’S MEETING OF THE PUBLIC WORKS AND PLANNING COMMITTEE:

The Clerk said that there were no financial recommendations made at the Meeting of the Public Works and Planning Committee.

33. ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2015:

(a) Final Accounts:

Members discussed the accounts for the year ended 31st March, 2015.

RESOLVED THAT:-

(i) the final accounts for the financial year April,

2014 to March, 2015 be approved;

(ii) discussion on the funds that were

previously invested in the Nationwide Building

Society Account is to be placed on the Agenda

for the July Meeting of the Finance and General

Purposes Committee;

(iii) the Clerk is to clarify with the Council’s bankers

the eligible deposits covered by the Financial

Services Compensation Scheme.

(b) Annual Return:

RESOLVED THAT Sections 1, 2 and 4 of the

Annual Return be approved.

(c) Internal Auditor’s Report:

RESOLVED THAT the Internal Auditor’s

Report be received.

34. REPORT ON FESTIVITIES WEEK:

Members discussed the report by the Clerk regarding the donations for Festivities Week.

The Clerk referred to the cost of transporting the chairs from the Cemetery to the Town Hall for the Band Concert and then back to the Cemetery. The Mayor, Councillor S. G. Joseph offered to provide the necessary transport free of charge.

As this Financial Year’s budget has been increased from £300 to £350 this financial year it was RESOLVED THAT:-

(a) the donation for the Bingo at the Pill

Community Centre be increased from

£20 to £35;

(b) the donation for the Blind Open Darts at

the Manchester Club be increased from

£20 to £35;

(c) the Festivities Quiz Night be increased

from £20 to £40.

The Mayor said that he hoped that a Town Council team would take part in the Festivities Quiz Night.

35. MILFORD HAVEN TWINNING ASSOCIATION:

Councillor A. H. Miles declared a personal interest in this issue, as he is this Council’s representative on the Milford Haven Twinning Association.

Members discussed a letter from Mrs. P. Lambert, Secretary, Milford Haven Twinning Association, in which she thanked the Council for its continued financial support.

Mrs. Lambert advised that all the funds in the twinning accounts are spent only on entertaining visitors from the twin towns. The Twinning Association has to meet accommodation costs as there are no hosting families. The donation will be expended in November to meet the expenses and accommodation of the eight delegates – four from Uman and four from Romilly – who will be staying for a week in Milford Haven to attend the Armistice services.

If any of the Twinning Association are invited to visit the twin towns they pay their own expenses.

Mrs. Lambert concluded her letter by saying that if any Member had any queries to contact either her or the Chair, Mrs. D. Walter.

Councillor A. H. Miles advised that the Twinning Association had not arranged a Meeting for some time. The Clerk said that she had been reassured by Mrs. P. Lambert that she would notify Councillor Miles when she arranged the next Meeting.

RESOLVED THAT the letter be received.

36. ONE VOICE WALES – MINUTES OF THE MEETING OF THE PEMBROKESHIRE AREA COMMITTEE HELD AT COUNTY HALL, HAVERFORDWEST ON 3RD FEBRUARY, 2015:

Members gave consideration to the Minutes of the Meeting of the Pembrokeshire Area Committee held at County Hall, Haverfordwest on 3rd February, 2015.

This Council’s representatives on the Committee – Councillors A. E. Byrne and Councillor M. J. Norman – said that they receive notifications from One Voice Wales regarding the Meetings of Larger Council Meetings but do not receive notifications that the Pembrokeshire Area Committee Meetings are taking place. They have, therefore, not been able to attend the Meetings or give apologies.

RESOLVED THAT:

(i) the Minutes of the Meeting of the Pembrokeshire

Area Committee on 3rd February, 2015, be

received;

(ii) the Clerk is to contact One Voice Wales to inform

them of the inconsistency.

37. MEMBERSHIP APPLICATION FOR PEMBROKESHIRE AGE CYMRU:

Members discussed a letter from the Secretary and Chief Officer of Age Cymru Pembrokeshire in which she extended an invitation for the Town Council to become a member of Age Cymru Pembrokeshire.

The Secretary and Chief Officer explained that Age Cymru Pembrokeshire was rebranded last year. There are over 6500 older people on its database and Age Cymru Pembrokeshire regularly supports hundreds of older residents in Pembrokeshire at any one time.

The Clerk said that she had contacted the Secretary and Chief Officer and had been informed that there would be no financial implication if the Council were to become a Member of this organisation.

RESOLVED THAT the Milford Haven Town Council

applies for Membership of Pembrokeshire Age

Cymru.

38. SCHEDULE OF ACCOUNTS:

RESOLVED THAT the Schedule of Accounts as presented

by the Clerk for the months of May and June, 2015, in

the sum of £54,256.28 be accepted and approved for

payment.

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