At the Annual Meeting of Pembroke Dock Town Council held at the Pater Hall, Pembroke Dock on Friday 10th May 2019

PRESENT: Councillors G Goff, G Manning, D Burrell, M Colgan, J George, P George, P Gwyther, B Hall, P Kraus, M Murton, S O’Connor, J Phillips, T Wilcox, J Beynon & G Anderson

IN ATTENDANCE:
Sarah Scourfield – Town Clerk
Amanda Dillaway – Deputy Town Clerk
Amanda Hart – Community & Committees Officer

1 APOLOGIES FOR ABSENCE
Councillors: T Judkins

2 ELECTION OF MAYOR
To elect a Member of the Town Council to the office of Mayor of Pembroke Dock to hold office, pursuant to Section 34 and 245(6) of the Local Government Act 1972, until the next Annual Meeting of the Council.

It was PROPOSED by Councillor B Hall
SECONDED by Councillor M Murton

A vote was taken, and 15 Members voted for the proposal.

RESOLVED: That Councillor G Goff will be elected as Mayor of Pembroke Dock to hold office, pursuant to Section 34 and 245(6) of the Local Government Act 1972, until the next Annual Meeting of the Council.

The elected Mayor formally indicated to Council that Ms Beverley Williams and Mrs Alice Goff would be his consorts for year 2019/2020.

3 APPOINTMENT OF DEPUTY MAYOR.
To appoint a Member of the Town Council to the office of Deputy Mayor of Pembroke Dock to hold office pursuant to section 15(7) and 34(7) of the Local Government Act 1972, until the next Annual Meeting of the Council.

It was PROPOSED by Councillor B Hall
SECONDED by Councillor G Goff

RESOLVED: That Councillor G Manning will be elected as Deputy Mayor of Pembroke Dock to hold office, pursuant to Section 34 and 245(6) of the Local Government Act 1972, until the next Annual General Meeting of the Council.

A vote was taken and 15 Members voted for the proposal.

The Mayor and Deputy Mayor made their formal declarations of acceptance of office.
4 APPOINTMENT OF MAYOR’S CHAPLAIN
Councillor G Goff indicated that he would not be having a Chaplain.

5 REPORT OF THE TOWN CLERK

1. Standing Orders
The Town Clerk confirmed that she had included a copy of the new Standing Orders within members papers which had been discussed at the meeting held on 11th April 2019, she stated these Standing Orders would be used from this meeting onwards.

2. Councillor Attendance
The full Town Council met on 14 occasions during the year 2018/19. The average attendance for the year is 88.44%. This is as a result of changes in Councillors and times when the Council was not up to the full numbers.

The full details:

- Councillor Guy Anderson 9 attendances 64%
- Councillor Joshua Beynon 12 attendances 86%
- Councillor Dily Burrell 13 attendances 93%
- Councillor Maureen Colgan 13 attendances 93%
- Councillor Jonathan George 14 attendances 100%
- Councillor Pam George 13 attendances 93%
- Councillor Gordon Goff 14 attendances 100%
- Councillor Phillip Gwyther 11 attendances 79%
- Councillor Brian Hall 13 attendances 93%
- Councillor Terry Judkins 13 attendances 93%
- Councillor Peter Kraus 9 attendances 64%
- Councillor George Manning 14 attendances 100%
- Councillor Margaret Murton 14 attendances 100%
- Councillor Stephen O’Connor 10 attendances 71%
- Councillor Jane Phillips 13 attendances 93%
- Councillor Tony Wilcox 13 attendances 93%

3. End of Financial Year information
In 2018/19 the Town Council budgeted to spend £207,701.

The precept for the year was £175,550.

The year-end figures show
- Receipts of £175,800
- Payments of £146,610

This leaves a budgeted surplus of £29,190

The bank account amounts as of 31st March 2019 are as follows

- £ 66,043.48
- £ 77,628.82
- £143,672.30

The amounts earmarked for 2019/2020 are as follows
- 1503 – Maintenance Centenary Lamp £150
- 1505 – Maintenance Pump House £250
- 1511 – Street Cleaning £15,000
- 1601 – Donations £250
1603 – Pater Hall Community Trust £10,000
1604 – Pembroke Dock Winter Festival £4,540
1705 – Civic Regalia £4,300
1706 – Electoral Services £6,500
1806 – Remembrance Commemorations £338

£41,078

The 25% precept reserve amount held by the Town Council is £43,887.50.

This leaves an amount of £58,706.80

The Town Council have committed to purchase and upgrade the Town Council offices at 28 Dimond Street, so the funds left will be used in the new financial year for this.

4. **Town Council Committees 2018-2019**

**Planning Committee**
Councillor George Manning (Chair) Councillor Maureen Colgan
Councillor Jonathan George Councillor Terry Judkins
Councillor Gordon Goff

**Finance Committee**
Councillor Stephen O’Connor (Chair) Councillor George Manning
Councillor Joshua Beynon Councillor Jane Phillips
Councillor Terry Judkins

**Personnel Committee**
Councillor Dily Burrell (Chair) Councillor Margaret Murton
Councillor Joshua Beynon Councillor Terry Judkins
Councillor Guy Anderson

**Pater Hall Community Trust**
Councillor Pam George Councillor Maureen Colgan
Councillor Jane Phillips Councillor Peter Kraus
Councillor Terry Judkins

**Twinning & Tourism**
Councillor Maureen Colgan Councillor Pam George
Councillor Peter Kraus Councillor Terry Judkins

**Other Committees**
Action Plan Committee Chairs of Committees plus the Mayor
Poppies/Remembrance Committee Councillors Colgan & George
Dr Jones Charity Councillor Pamela George
Louisa Saunders Trust Councillor Pamela George
Appeals Committee Chairs of Committees plus the Mayor
Patient Participation group Councillor Stephen O’Connor
Power Station Community Group Councillor Maureen Colgan
Valero Refinery Community panel Councillor Pam George
Port of Milford Haven advisory panel Councillor Pam George

**Governing bodies** *(These posts will continue until 2021)*
Pembroke Dock Community School Councillor Pamela George
Pennar Community School Councillor Peter Kraus
Planning Committee
The following members were proposed
Councillor George Manning    Councillor Maureen Colgan
Councillor Jonathan George   Councillor Terry Judkins
Councillor Gordon Goff       Councillor Guy Anderson

A vote was taken by Members and all agreed.

Finance Committee
The following members were proposed
Councillor Stephen O’Connor  Councillor George Manning
Councillor Joshua Beynon     Councillor Jane Phillips
Councillor Terry Judkins     

A vote was taken by Members and all agreed.

Personnel Committee
The following members were proposed
Councillor Dilys Burrell     Councillor Margaret Murton
Councillor Joshua Beynon     Councillor Terry Judkins
Councillor Jonathan George   Councillor Philip Gwyther

Each member was asked to give a statement as to what skills and experience they could bring to the committee. As there were only 5 positions available on the committee a ballot was taken with the following votes;
Councillor Dilys Burrell  15
Councillor Margaret Murton 13
Councillor Joshua Beynon  14
Councillor Terry Judkins  12
Councillor Jonathan George 12
Councillor Philip Gwyther 6

The Personnel Committee would be made up of the following members;
Councillor Dilys Burrell     Councillor Margaret Murton
Councillor Joshua Beynon     Councillor Terry Judkins
Councillor Jonathan George

Twinning & Tourism
The following members were proposed
Councillor Maureen Colgan   Councillor Pam George
Councillor Peter Kraus       Councillor Terry Judkins

A vote was taken, and all Members agreed.

Pater Hall Community Trust
The following members were proposed
Councillor Pam George       Councillor Maureen Colgan
Councillor Jane Phillips    Councillor Peter Kraus
Councillor Terry Judkins    Councillor Gordon Goff
Councillor George Manning   Councillor Stephen O’Connor
Each member was asked to give a statement as to what skills and experience they could bring to the committee. There were only 5 positions available on the Committee for Council representation, so a ballot was taken with the following votes:

- Councillor Pam George: 12 votes
- Councillor Maureen Colgan: 8 votes
- Councillor Jane Phillips: 7 votes
- Councillor Terry Judkins: 10 votes
- Councillor Peter Kraus: 3 votes
- Councillor Gordon Goff: 12 votes
- Councillor George Manning: 9 votes
- Councillor Stephen O’Connor: 9 votes

The Council representation for the Pater Hall would therefore be:

- Councillor Terry Judkins
- Councillor Gordon Goff
- Councillor George Manning
- Councillor Stephen O’Connor
- Councillor Pamela George

**Other Committees**

The following members were proposed for the additional committees/outside bodies:

- Action Plan Committee: Chairs of Committees plus the Mayor
- Poppies/Remembrance Committee: Councillors Colgan & George
- Dr Jones Charity: Councillor Pamela George
- Louisa Saunders Trust: Councillor Pamela George & Cllr Maureen Colgan
- Appeals Committee (not including personnel): Chairs of Committees plus the Mayor
- Patient Participation group: Councillor Stephen O’Connor
- Power Station Community Group: Councillor Maureen Colgan
- Valero Refinery Community panel: Councillor Pam George
- Port of Milford Haven advisory panel: Councillor Pam George & Councillor Gordon Goff
- One Voice Wales Representative: Councillor George Manning

A vote was taken, and all members agreed.

**Governing bodies (These posts will continue until 2021)**

- Pembroke Dock Community School: Councillor Pamela George
- Pennar Community School: Councillor Peter Kraus

7 ADJOURNMENT OF THE TOWN COUNCIL BUSINESS UNTIL 17TH MAY 2018 WILL BE PROPOSED, SECONDED AND VOTED UPON.

It was PROPOSED By: Councillor Hall
SECONDED By: Councillor O’Connor
RESOLVED: That all statutory business be adjourned until the next meeting of Council to be held on Thursday 17th May 2018 at 1835hrs (6.35pm)

There being no further business, the meeting closed.