

ANNUAL REPORT- 2023-2024

1. Councillor Attendance

The full Town Council met with a mix of virtual and face to face on 11 occasions during the year 2023/24. The average attendance for the year was 80%.

The full details: -

Councillor Simon Briskham	11 attendances	100%
Councillor Paul Aston Jones	4 attendances	36%
Councillor Maureen Bowen	8 attendances	73%
Councillor Claire Francis Hartery	10 attendance	91%
Councillor Pam George	6 attendances	55%
Councillor Jonathan George	9 attendances	82%
Councillor Gordon Goff	9 attendances	82%
Councillor Brian Hall	10 attendances	91%
Councillor Claire Lee	6 attendances	55%
Councillor Sarah Lucas	5 attendances	45%
Councillor James Lyons	11 attendances	100%
Councillor George Manning	11 attendances	100%
Councillor Stephen O'Connor	11 attendances	100%
Councillor Tony Wilcox	10 attendances	91%
Councillor Maria Williams	10 attendances	91%
Councillor Michelle Wiggins	11 attendances	100%

2. End of Financial Year information

In 2023/24 the Town Council budgeted to spend £259,102

The precept for the year was £212,705

The year-end figures show Receipts of £213,715
 Payments of £207,569

This is an underspend of £6,146

The bank account amounts as of 31st March 2024 are as follows

£ 71,768.76
£ 59,229.61
£ 130,998.37

With the earmarked amount of £90,549.77, this leaves an amount of £40,448.60.

In this financial year the Town Council have provided the figure of £2,267 in section 137 funding to supporting 8 organisations within the Pembroke Dock community and £24,000 in Service Level Agreements supporting 6 organisations.

The street cleaning contract has continued to be successful to the Town working in partnership with Pembrokeshire County Council and Plant Dewi on projects.

3. Town Council Committees for 2023- 2024

Planning Committee

Councillor George Manning (Chair)
Councillor Jonathan George
Councillor Gordon Goff

Councillor Pamela George
Councillor Paul Aston Jones

Finance Committee

Councillor Stephen O'Connor (Chair)
Councillor Maria Williams
Councillor Michelle Wiggins

Councillor George Manning
Councillor James Lyons

Personnel Committee

Councillor Gordon Goff
Councillor Maria Williams
Councillor Jonathan George

Councillor Tony Wilcox
Councillor Claire Francis Hartery

Pater Hall Community Trust

Councillor Pam George
Councillor S O Connor
Councillor Claire Francis Hartery

Councillor Paul Aston Jones
Councillor Maureen Bowen

Development Committee

Councillor Paul Aston Jones
Councillor Simon Briskham
Councillor S O Connor

Councillor Claire Francis Hartery
Councillor George Manning

Memorial Park Anniversary Committee

Councillor Gordon Goff
Councillor Jonathan George
Councillor Claire Francis Hartery

Councillor Pamela George
Councillor Sarah Lucas

Joint Twinning & Tourism

Councillor Pamela George
Councillor Claire Lee

Councillor Jon George

Other Committees

Action Plan Committee
Poppies/Remembrance Committee

Chairs of Committees plus the Mayor
Councillors Maria Williams, PE George,

Dr Jones Charity
Louisa Saunders Trust
Appeals Committee
Patient Participation group
Power Station Community Group
Valero Refinery Community panel
Port of Milford Haven advisory panel
One Voice Wales Representative
Town Team/Regeneration

Jon George & S Briskham

Councillor Pamela George

Councillor Pamela George

Chairs of Committees plus the Mayor

Councillor Maria Williams

Councillor George Manning

Councillor Pam George & Jon George

Councillor George Manning

Councillor G Goff

Councillors George Manning, Sarah Lucas,

Claire Francis Hartery & Simon Briskham

Councillors Pamela George & Sarah Lucas

Councillors Michele Wiggins & Pamela George

Friends of Memorial Park
Heritage Centre

Governing bodies

Pembroke Dock Community School
Pennar Community School

Councillor Paul Aston Jones
Councillor Maria Williams

4. Training received.

Below is a copy of the training received by Councillors during 23/24. Training was provided by One Voice Wales, with a number of different modules available.

Module		S O'Connor	M Bowen	C Hartery	S Lucas	C Lee	S Briskham
	New Councillor Induction			12/07/2022	13/07/2022	13/07/2022	12/07/2022
1	The Council		08/06/2021	29/06/2022	11/07/2022	11/07/2022	11/07/2022
2	The Councillor			07/07/2022			
3	Council as an Employer	22/02/2022	22/02/2022				
4	Understanding the Law		14/06/2021				
5	The Council Meeting			28/07/2022			
6	Local Government Finance	10/08/2021 21/02/2022	10/08/2021 21/02/2022				
9	Code of Conduct		16/06/2021	06/07/2022	26/07/2022	06/07/2022	06/07/2022
10	Chairing Skills			01/02/2024			
12	Creating a community plan	23/02/2022	23/02/2022				
14	Equality & Diversity						
15	Information Management			08/12/2022			
16	Use of IT social media and websites			08/12/2022			
17	Making effective grant application			22/02/2024			
18	Effective staff management			28/03/2024			

5. Wellbeing Plan

As the Council have had expenditure of over £200,000 for three financial years preceding the year in which the local well-being plan is published they are now required to report annually its progress in meeting the objectives contained in the local wellbeing plan of Pembrokeshire Public Service Board.

The Public Service Board has identified two overarching well-being objectives as the framework for the Plan. These are:

Who we are: We want to help our people, communities and organisations so that we can support ourselves and each other

Where we live: We want to protect and enhance our natural assets whilst optimising economic prospects, accessibility and health for all

There are four **priorities** sitting under the objectives (two under each):

Who we are	Where we live
Living & Working	Tackling Rurality
Resourceful Communities	Protecting our Environment

The Public Service Board has identified eight integrated **projects** which can make a contribution across and towards all the four priorities and maximise the PSB's contribution to social, environmental, economic and cultural well-being.

The Town Council have met the following categories throughout 2021-2023 and need to consider how they are to meet these going forward into 2023-2024.

1. Recruitment and Employment Transformation Framework
 - Provided an opportunity for apprentice work through future works.
2. Environmental and Climate Change Risk Assessment
 - Working with PCC with fly tipping reporting and education, with a view to reduce fly tipping and encourage recycling.
 - Working with PCC to provide wildflower areas and more green space to include trees and other species of flowers.
3. Becoming a Carbon Neutral County
4. Doing Things Differently
5. Celebrating the Great Outdoors
 - Provision of Funding to Tall Ships Wales Trust to provide opportunities to the community for sailing opportunities
 - Provision of Memorial benches in the community
6. Community Participation
 - Provision of Funding to Tall Ships Wales Trust to provide opportunities to the community for sailing opportunities to encourage participation
 - Summer & Christmas community events
7. Understanding our Communities
 - Providing Support to PCC services through engagement and support of waste and environmental services to help understand the needs and support required by the community
 - Provision of funding to Citizens advice Bureau to support ongoing services
8. Meaningful Community Engagement
 - Working with PCC with fly tipping reporting and education, with a view to reduce fly tipping and encourage recycling.

6. Payment of Councillor Allowances

Below is a copy of the Councillor Allowances which had been paid for the financial year 23/24.

Councillor Name	Payment as a contribution to costs and expenses (max £150 per member)	Responsibility Payment (up to £500 to a maximum of 5 members)	Chair/Mayor's & Deputy Chair / Mayors Allowance	Financial Loss Allowance	Travel & Subsistence expenses	Care Allowance (up to a maximum of £403 per member per month)	Other	Total
Cllr G Manning	£208	£500	£1500	£0	£0	£0	£0	£2208.00
Cllr M Williams	£208	£0	£500	£0	£0	£0	£0	£708.00
Cllr S O'Connor	£208	£500	£0	£0	£0	£0	£0	£708.00
Cllr M Bowen	£156	£0	£0	£0	£0	£0	£0	£156.00
Cllr James Lyons	£208	£0	£0	£0	£0	£0	£0	£208.00
Cllr T Wilcox	£156	£0	£0	£0	£0	£0	£0	£156.00
Cllr J George	£208	£0	£0	£0	£0	£0	£0	£208.00
Cllr M Wiggins	£156	£0	£0	£0	£0	£0	£0	£156.00
Cllr P A Jones	£208	£0	£0	£0	£0	£0	£0	£208.00
Cllr G Goff	£208	£500	£0	£0	£0	£0	£0	£708.00
Cllr C Lucas	£208	£0	£0	£0	£0	£0	£0	£208.00
Cllr C Lee	£208	£0	£0	£0	£0	£0	£0	£208.00
Cllr C Francis Boswell	£208	£0	£0	£0	£0	£0	£0	£208.00
Total	<u>£2,548.00</u>	<u>£1,500</u>	<u>£2000.00</u>	<u>£0.00</u>	<u>£0.00</u>	<u>£0.00</u>	<u>£0.00</u>	<u>£6,048.00</u>