

DRAFT

At a Meeting of Pembroke Dock
Town Council held at the Pater Hall,
Pembroke Dock on Thursday 17th
May 2007 (adjourned from
10th May 2007)

PRESENT:

Councillor P. Weatherall, Mayor
Councillor Mrs. P.E.M. Folland,
Mrs. P.E. George, P.G. Gwyther,
K.C. Higgs, D.L. Jones, S. Perkins,
Mrs. V.M.J. Roach, R.G. Watts.

IN ATTENDANCE:

Ian Jones, Town Clerk
Sue Lowen, Committee Clerk

14. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors D. Esmond, Mrs. C. Fortune, and E. Hissey.

15. QUESTION AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC

There was one question from a member of the public as follows:

Were the Town Council planning on holding a Public Meeting regarding the Martello Quays Development?

She explained that she had asked this question because she believed that the residents of Pembroke Dock needed to have more information because the size of the development would have a great effect on the town. She was concerned that the developers were not planning to hold a public meeting but were talking to small groups, which she felt was not the same as talking to the people of the town, and she therefore asked if the Town Council were planning on holding a public meeting.

Councillor P. Weatherall replied that the Martello Quays Development were holding a public display in the Market Hall on 14/15/16 June which would be open to all members of the public who would be able to ask questions. It would be advertised as soon as it was set up. If, after the display had been held and people felt that they were not satisfied, they could then come back to the Town Council and request a public meeting.

Councillor Weatherall added that by Wednesday of the following week there would be a website: www.martelloquays.co.uk which would be fully operational.

16. MINUTES

PROPOSED by Councillor Mrs. P. Folland
SECONDED by Councillor Mrs. V.M.J. Roach

RESOLVED –

That the Minutes of the last meeting of the Town Council held on 19th April 2007 be adopted as circulated.

17. MATTERS ARISING FROM THE MINUTES

(a) Minute 5(c) – Flowering Baskets within Pembroke Dock

The Town Clerk advised that the bunting should have been erected the previous week but the hoist had been out of action. It was hoped that it would be erected this weekend, or the following weekend at the latest.

With regard to the hanging baskets, the Town Clerk advised that they were currently being filled and would be completed within the next two weeks.

Councillor Mrs. Roach advised that the Western Telegraph had reported that there would be 82 hanging baskets in the town. The Town Clerk agreed to ask the Western Telegraph to amend this to the correct number.

(b) Minute 5(d) – Pembroke Dock Town Council Bank Account

The Town Clerk advised that on-line banking was now accessible and that progress was being made for bills to be paid online and salaries to be paid directly to staff via their bank accounts.

(c) Minute 6(3) – Resignation of a Town Councillor

The Town Clerk advised that the vacancy of a Town Councillor had been advertised but as no-one had asked for an election, he would now be arranging for co-option on to the Town Council.

(d) Minute 7(8) – Meeting of the Tourism Committee –Ice Rink

The Town Clerk advised that he had contacted Mr. Alan Williams of the Licensing Department, Pembrokeshire County Council as to whether there would be a need to have a licence if the Ice Rink were to be held in Western Way Car Park and had been informed that no licence would be required. He was satisfied with the numbers of people on the ice rink, those waiting to skate, and those leaving the rink. However, the Car Park was not designated as a “Permitted Street”, and thus no goods could be sold during the event.

The Town Clerk had compared the size of the rink with the Pater Hall and had found that the Pater Hall could be an alternative venue if the weather conditions were too bad to hold it in the Western Way Car Park, as there was sufficient space around the rink for people to change and wait.

After further discussion, it was agreed to hire an Ice Rink of the smaller area for a 2-day period which would be held in the Western Way Car Park, with the Pater Hall as an alternative venue if there were bad weather conditions. The Town Clerk agreed to ask Ice Magic, which was the cheaper of the two quotes, regarding availability.

(e) Minute 7(9) – Pembroke Dock Chamber of Trade

Councillor Mrs. V. Roach queried as to whether the Chamber of Trade were now interested in the Christmas Trees idea. The Town Clerk said that enthusiasm regarding this idea had been renewed and the Chamber of Trade had held a meeting earlier this month and were now canvassing members as to who would be interested.

(f) Minute 11(f) – Bus Shelter near entrance of Bierspool, London Road

Councillor Mrs. P. Folland asked whether any progress had been made regarding the need for a Bus Shelter at the entrance of Bierspool, London Road. The Town Clerk said that he had spoken to National Bus Company and they were considering whether they would contribute anything towards a bus shelter. The Town Clerk agreed to continue to follow this matter up.

18. TOWN CLERK'S REPORT

16. Proposed Visit to South Africa by a Netball team from Pembroke School.

The Town Clerk had been approached by Mrs D Morris from the above school who had informed him that 32 girls from the school would be touring South Africa in July 2007 for 2 weeks. The purpose of the tour, which was a first for Pembroke School, was to allow pupils to experience different cultures and lifestyles and to have an opportunity to play against some schools in the Cape Town and Pretoria provinces. To this end the team would like to take a plaque from Pembroke and Pembroke Dock Town Councils together with other memorabilia. The Town Clerk understood that Pembroke Town Council had agreed to their request. If the Town Council agreed to give a plaque, the Town Clerk suggested that a presentation of such items should take place at a small reception for the team before they depart, say in an afternoon in late June on a date to be agreed.

Members agreed with these arrangements.

17. Invitation to comment on the draft risk reduction plan for the Mid and West Wales Fire and Rescue Authority for the year 2008/9.

The Town Clerk had been advised that the above plan would be published on 22 May 2007 and that the authority would be carrying out a consultation process on the plan from 22 May to 14 August 2007. Details of the plan could be downloaded from the net on www.mawwfire.gov.uk. The Town Clerk would arrange for the matter to be placed on the agenda for discussion at a later date but suggested that the Town Council might wish to ask that an officer from the authority attend a meeting to set out the proposals.

Members agreed that this item should be placed on the agenda at a later date.

18. Religious Service to Commemorate the Closure Of the RN Facility.

The Town Clerk advised that this service was originally to be held aboard the RFA Largs Bay which was to have visited Pembroke Dock over the weekend of 22 / 24 June 2007. For operational reasons the vessel would not now be visiting Pembroke Dock, however, in view of the new closure date of 30 September 2007 it had been decided to continue with

the service which would take place within the Dockyard on 24 June starting at 1030hrs. If the weather was favourable the service would take place in the area outside in front of the old RNO building, otherwise the event would be held in one of the sheds. In order to facilitate this the Town Clerk was seeking permission to arrange for some of the chairs from the Pater Hall to be temporarily transported to the Dockyard for the Service on the Friday. There would be no cost involved in the transfer.

Members agreed that the chairs could be borrowed for this event.

The Town Clerk advised that the King George's Fund for Sailors were organising an event in the Dockyard on Saturday June 23rd including "Beating of Retreat" by the band of Her Majesty's Royal Marines.

19. Letter from two members of the public regarding the Falklands Anniversary Service held at St. John's Church on 15th April 2007.

The Town Clerk had received a letter from two members of the public concerning the low attendance of councillors at this service. As requested by the correspondents the Town Clerk read the letter in full at the meeting.

Councillor P. Weatherall apologised for his non attendance at this service and said that he had already apologised for not being able to attend. He added that there were some events which unfortunately he was unable to attend and that his priority would always be to attend those events being held in Pembroke Dock.

Councillor D. Jones added that on public occasions it was important that the Town Council was seen as a 'body' and that councillors should make every effort to attend these events. Councillor S. Perkins agreed that it was part of the duties of a Town Councillor to attend as many public events as possible.

The Town Clerk did not have an address for sending a reply to this letter, but would send an apology if an address was available.

20. Letter from The Royal Welsh Agricultural Society.

The Town Clerk had received a letter from the Chairman of the above Society in which he sought a donation towards the cost of building a "Pembrokeshire Control Tower" which would be located next to the main arena at the show. The total cost being sought is about £200,000. A donation towards this sum had been requested from both the County Council, minor authorities and others within Pembrokeshire. The Pembrokeshire Advisory group had offered to make a presentation to the Town Council if they wished.

Although the next planned meeting to discuss section 137 grant applications would not be until July, members might wish to make a decision on either the application or ask the group to make a presentation at a later meeting.

Members agreed that the application was out of their remit, and the Town Clerk agreed to send a reply accordingly.

21. Citizens Advice Bureau – Pembroke Dock.

The Town Clerk advised that the the Annual General Meeting of the Bureau would take place on Friday 25th May 2007 at 1230hrs at St. John’s Community Hall. At present the Town Council Representative on the Trustee Board is Councillor Phil Gwyther. The Council had been asked if they wished to reappoint Councillor Gwyther for a further period to May 2008.

PROPOSED by Councillor Mrs. P. George
SECONDED by Councillor Mrs. P. Folland

RESOLVED –
That Councillor P. Gwyther be re-appointed
as the Town Council’s representative on the Trustee
Board of the Citizens Advice Bureau.

Councillor P. Gwyther apologised for being unable to attend the Annual General Meeting and asked if anyone else was able to attend. No members were able to attend on this date.

The Town Clerk agreed to inform the Citizens Advice Bureau regarding Councillor Gwyther’s re-appointment.

22. Letter from Councillor Rev. Christopher Gillham.

The Town Clerk had received a letter from the outgoing Mayor of Haverfordwest to inform him that he had decided to take part in a sponsored diet for various charities from 28th May to 6th June. He was asking if any member of the Council would be prepared to sponsor him either as a lump sum or so much per pound lost. The charities to benefit would be The Arthritis Research Council, the Alzheimers Society, Pembrokeshire Care and Christian Rebuild.

The Town Clerk had a sponsorship form for members to complete if they wished.

23. Adopted Joint Unitary Development Plan for Pembrokeshire (JUDP).

The Town Clerk had received a copy of the above plan which included a proposal map as adopted in June and July 2006 by the Pembrokeshire Coast National Park Authority and Pembrokeshire County Council respectively.

This was available for members to peruse and covered some 135 policies.

24(a). Planning Applications

06/1675/PA	Mr. T. Davies Fern Villa Owen Street, Pennar, Pembroke Dock	Fern Villa, Owen Street, Pennar, Pembroke Dock - Relaxation of conditions 4 and 9 of consent 06/0667/PA to allow alternative access and alternative hours of operation.
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NB: The Town Clerk had written to the Planning Department on 23 April 2007 requesting further information on this application with regard to ascertaining what alternative hours were being sought and what alternative access was required and why. To date no response had been received.

Councillors S. Perkins, R. Watts and P. Weatherall declared their interest in this matter and took no part in the discussion or voting.

PROPOSED by Councillor P. Gwyther
SECONDED by Councillor Mrs. P. Folland

RESOLVED –

That the Town Council recommend refusal of this application. The applicant had not shown that there was a need for the conditions to be removed. The existing conditions restricting taxi movements between 2300hrs and 0700hrs were regarded as reasonable in the circumstances since they were aimed to ensure that other residents' amenities were preserved. The applicant has also not shown why condition 4 should be relaxed. It was considered reasonable that access to and from the site by taxis was controlled.

06/1691/AD	Morbaine Ltd The Finlan Centre, Hale Road, Widnes, Cheshire WA8 8PU	Land fronting London Road, Pembroke Dock - Illumination of sign previously approved under 05/0019/PA
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The Town Clerk advised that this application had already been approved and was included in the Supplementary Report under item 28.

07/0058/PA	Mr R John, 35, Gwyther Street, SA72 6HH	35, Gwyther Street, Pembroke Dock, SA72 6HH Construction of a domestic garage.
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Councillors S. Perkins and P. Gwyther declared their interest in this matter and took no part in the discussion or voting.

PROPOSED by Councillor D. Jones
SECONDED by Councillor Mrs. V. Roach

RESOLVED –

That the Town Council support this application.

07/0064/PA	Mr R D & W M Morris, Cunnigar House, Orielson, Pembroke, SA71 5EZ	8, Meyrick Street, Pembroke Dock, SA72 6UT. Change of use from commercial offices to residential house.
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Following a vote of 4 members for the proposal and 1 against, it was

PROPOSED by Councillor Mrs. V. Roach
SECONDED by Councillor D. Jones

RESOLVED –
That the Town Council support this application.

07/0067/PA	Mr Colin Griffiths, 53, Military Road, Pennar, Pembroke Dock. SA72 6SQ	53, Military Road, Pennar, Pembroke Dock, SA72 6SQ. Alterations and extension
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PROPOSED by Councillor D. Jones
SECONDED by Councillor Mrs. V. Roach

RESOLVED –
That the Town Council support this application.

**(b) Listed Building Consent
Conservation Area Consent
Variation or Discharge of Conditions**

07/0020/CA	Martello Quays Ltd 2 Pheasant Walk Penyfai, Bridgend CF3 4DU.	Demolition of existing buildings and boundary treatments in order to facilitate the Martello Quays Marina and mixed use waterfront regeneration project.
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NB: The Town Clerk attached at Appendix A a copy of a letter he had received from the Pembroke Dock Civic Society concerning this application.

PROPOSED by Councillor S. Perkins
SECONDED by Councillor Mrs. P.E. George

RESOLVED –
The Town Council were of the view that no final observations could be made regarding this application until members of the community had been consulted. It was understood that there was to be a public consultation on 14/15/16 June and the Town Council wished to send in their observations after the Town Council meeting on 28th June. The Town Clerk would be writing to the Planning Department requesting deferment of their comments regarding this application.

(c) Applications for Tree Surgery / Felling.

07/0029/TF	Mr P M Sheppard & J Elsbury for Llanreath Residents Association Ltd., c/o Ardanza, Beach Road, Lower Llanreath, Pembroke Dock, SA72 6TP	Sunningdale, Beach Road, Llanreath, Pembroke Dock, SA72 6TP. Tree surgery & Felling
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PROPOSED by Councillor S. Perkins
SECONDED by Councillor Mrs. V. Roach

RESOLVED –

That the Town Council support this application but requested that the felled trees should be replaced with other trees in the vicinity in order to maintain equilibrium.

25. Planning Decisions

- 06/1350/PA** Change of use to D1 for use as dental clinic – Harbour View, 1, Harbour Way, Pembroke Dock, SA72 6DB. - **Refused**
- 06/1462/PA** Loft conversion including dormer windows to front gable windows and velux to rear – 10, Donovan Reed Gardens, Pembroke Dock, SA72 6EW - **Approved**
- 06/1475/PA** Erection of single storey extension – Sankt Oranina, 42 Waterloo Road, Pembroke Dock, SA72 6UA – **Approved**
- 06/1493/PA** Change of use of shop and flat to one dwelling – 39 Bush Street, Pembroke Dock, SA72 6XD. - **Approved**

19. SUPPLEMENTARY REPORT OF THE TOWN CLERK

26. Community Policing

The Town Clerk advised that there would be a meeting of the Community Police Team with members of Pembroke Dock community at St. John's Church Hall on Wednesday 6th June at 7.00pm.

Town Councillors were cordially invited to attend to express the views of members of the community which they represent.

Members asked that the PCSO should attend a Town Council meeting to introduce themselves etc. The Town Clerk agreed to make the necessary arrangements.

27. Planning Applications

- 07/0065/PA** Green and Bolwell, 28 Commercial Row,
Beech Cottage, Pembroke Dock,
Tycoch Close, SA72 6JN -
Llantarnam NP44 7AX **Conversion of two storey unit into
two 1bed starter units.**

PROPOSED by Councillor S. Perkins
SECONDED by Councillor Mrs. V.Roach

RESOLVED –

That the Town Council recommend refusal of this planning application. They believed that the original plan provided adequate accommodation and that the additional one bedroom unit was overdevelopment of the property.

- 07/0091/PA** Mr. and Mrs. H. Griffiths Phoenix Club,
Phoenix Club, Commercial Road,
Commercial Road Pembroke Dock –
Pembroke Dock **Alterations and Extensions**

PROPOSED by Councillor K. Higgs
SECONDED by Councillor S. Perkins

RESOLVED –

That the Town Council support this application.

- 07/0115/PA** Mr. Martin Boyd Plot 40, Pennar Park,
Can-yr-Eos, Heol Pembroke Dock -
Masant, Pontyates, **Two semi-detached 3 bed houses.**
Carms. SA15 5SB

PROPOSED by Councillor P. Gwyther
SECONDED by Councillor Mrs. P. George

RESOLVED –

That the Town Council support this application

28. Planning Decisions

- 05/0431/PA** Erection of one dwelling – Plot 35, Pennar Park, Pennar, Pembroke Dock
Approved
- 06/1112/PA** Outline – Residential Development – Orchard behind 17 Llanion
Cottages, Pembroke Dock - **Refused**
- 06/1647/PA** Erection of Conservatory – 25 Lewis Street, Pembroke Dock – **Approved**

06/1691/AD Illumination of sign previously approved under 05/0019/PA – Land fronting London Road, Pembroke Dock – **Approved**

20. REPORT OF THE FINANCIAL OFFICER

2. Payment of Accounts

The following accounts were submitted for approval of payment:

10	Royal British Legion – Wreath – Falklands Memorial Service	£19.50
11	Completely PC – Computer Sundries	£37.92
12	British Telecom – Service Charges	£48.35
13	I. Jones – Postage	£50.00
14	I. Jones – Wine, etc. – Town Awards Reception	£61.68
15	Sage – Instand Payroll Cover	£99.01
16	Mr. and Mrs. J.George – Donation	£100.00
17	E. Glenister – Buffet – Town Awards Evening	£160.00
18	TS Warrior Sea Cadet Corps – Donation	£200.00
19	Cleddau FM – Donation	£200.00
20	Councillor R. Watts – Deputy Mayor’s Allowance	£600.00
21	Councillor P. Weatherall –Mayor’s Allowance	£2,750.00
22	Pater Hall Community Trust – Rent of Pater Hall	£7,000.00

The Town Clerk asked for members to note that Account No. 12 should be reduced to £48.35 and for the following additional accounts to be approved for payment:

23	Talk Talk – Telephone Calls	£11.30
24	Rembrandt Jewellers – Clock	£25.00
25	I. Jones – Refreshments – Mayor Making	£30.89
26	E. Glenister – Buffet – Mayor Making	£75.00
27	Martin Cavaney Photography Ltd. – Official Photographs (2005)	£185.00
28	Mrs. B. Sutton – Fairtrade produce	£34.00

In addition the Town Clerk advised members that the band who performed at the Civic Dinner and Dance would need to be paid £400.

3. Salaries and Wages

The gross sum of £4,664.98 was paid in respect of salaries, wages, tax and N.I. in the month of April 2007.

PROPOSED by Councillor K. Higgs
SECONDED by Councillor P. Gwyther

RESOLVED –
That Account Nos. 10-28 be approved for payment.

21. REPORTS FROM TOWN COUNCIL REPRESENTATIVES SERVING ON OUTSIDE BODIES

(a) MEETING OF THE TWINNING COMMITTEE

Councillor Mrs. V. Roach reported on her attendance at a meeting of the Twinning Committee at which Councillor Aden Brinn, Councillor Collins, and the Town Clerks of Pembroke and Pembroke Dock also attended. Matters discussed were:

(i) Visit to Pembroke by Bergen Town Band

Bergen Town Band would be visiting for 5 days from 30th June. Although 48 people would be visiting, the Twinning Committee had agreed to contribute £2880 towards the cost of the accommodation and board for the five days of the visit for only the 24 members of the band. They would be accommodated at the Castlemartin Range at a cost of £15 per person per night, with meals costing £9 per person per day.

Although the Band from Bergen would be playing during Pembroke's Summer Festival, it had been agreed to hold the concert at Pembroke School as attendance would be greater holding it at the one venue, which could be seen as 'neutral', rather than at separate venues in Pembroke and Pembroke Dock.

Members expressed their dissatisfaction at having their contribution to the Joint Twinning Committee going towards what they saw as an event for the benefit of Pembroke's Summer Festival. They were not satisfied that the Twinning Committee's fund should pay for the band's accommodation and board, but felt that £500 towards their expenses was more appropriate.

The Town Clerk explained that one of the difficulties regarding this request for a contribution was that the Joint Twinning Committee receives £2500 from each town council. The Joint Twinning Committee then considers various applications and reports back to main Town Councils regarding these applications. He added that there had been no visit to Pembroke Dock from Bergen for some time and there was no strong link. A previous Town Council meeting had agreed that these links should be re-invigorated so some "pump priming" costs would be necessary.

Following discussion and vote of 5 for the proposal and 1 against, it was

PROPOSED by Councillor P. Gwyther

SECONDED by Councillor K. Higgs

RESOLVED –

That the Town Council agree to support the visit of the Bergen Town Band with a donation of £500 from the Twinning Committee.

Councillor Gwyther requested that meetings of the Twinning Committee be held in the evenings.

(ii) Visit to Malta by Pembroke Dock Harlequins 25 March – 1st April 2008

The Twinning Committee had proposed to give a donation of £1000, i.e. £500 from each Town Council, towards the cost of the visit to Malta by the Pembroke Dock Harlequins.

PROPOSED by Councillor Mrs. P. George
SECONDED by Councillor P. Gwyther

RESOLVED –

That the Town Council agree that the Twinning Committee should donate £1000, i.e. £500 from each Town Council towards the cost of the visit to Malta by the Pembroke Dock Harlequins.

(iii) Pembroke School Hockey Team visit to Malta

This visit might take place during Easter next year or possibly October. Further information was awaited as to what financial contribution would be requested.

(b) FRESHWATER EAST JOINT MANAGEMENT COMMITTEE

Councillor Mrs. V. Roach reported on her recent attendance of this committee. She advised that a slate plaque had been put on the front of the toilet block and Heritage Trail leaflets had been produced.

22. ANY OTHER BUSINESS

- (a)** Councillor Mrs. V. Roach reported that the condition of the road outside South Pembrokeshire Hospital had deteriorated further and was in a very bad condition. She asked if this could be reported to Pembrokeshire County Council.
- (b)** Councillor Mrs. P. George, on behalf of Members, thanked the Mayor, Town Clerk and staff for their work in putting together a very enjoyable evening at the Civic Dinner and Dance. Appreciation of the staff/service at the Cleddau Bridge Hotel was also expressed.

The meeting ended at 21.15hrs

Mayor