

At a Meeting of Pembroke Dock
Town Council held at the Pater
Hall, Pembroke Dock on
Thursday 28th June 2007

PRESENT:

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

IN ATTENDANCE:

Ian Jones, Town Clerk
Sue Lowen, Committee Clerk

33. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mrs. P.George and E. Hissey.

34. PRESENTATION GIVEN BY POLICE COMMUNITY SUPPORT OFFICERS

Inspector Gareth Thomas, together with the PCSOs and Police Officers introduced themselves to the meeting. He outlined the role of the PCSOs which he said was to address the problems and concerns of the community by working within the community and with other agencies. They would be meeting regularly with community groups, noting their concerns, and reporting back to these groups. Recent concerns that had been noted included speeding and traffic problems and security in the Memorial Park. Monthly meetings would be held in St. John's Hall, with surgeries being held in Bush, Pennar and Pater Hall. The officers would be working between the hours of 0800-2200hrs. It was noted that the use of PCSOs allowed Police Officers to concentrate on more serious crime, and that detection rates had improved and the trend appeared to be good.

Councillor S. Perkins thanked the Police Officers for their support at Pembroke Dock Festival and the good relationship they had with the community. She suggested that someone from the Police should come to a future Memorial Park Committee meeting to discuss security for the Park.

In response to Councillor Mrs. C. Fortune's query, Inspector Thomas apologised that no police officer was able to be present at the recent Pennar Fun Day.

The Town Clerk advised that there was £1000 set aside in the budget for crime prevention initiatives and it was suggested that this money could go towards a speed-gun. Members agreed that this money should be put towards speed enforcement and costings would be obtained by the Police so that a decision could be made at the Town Council's next meeting.

It was agreed that the Police would attend future Town Council meetings as and when necessary.

The Mayor thanked the Police Officers and PCSOs for their presentation and for the opportunity of meeting the PCSOs at the meeting.

35. QUESTION AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC

There were no questions from members of the public.

36. MINUTES

PROPOSED by Councillor Mrs. P. Folland

SECONDED by Councillor Mrs. V. Roach

RESOLVED –

That the Minutes of the last meeting of the Town Council held on 31st May 2007 be adopted as circulated, subject to the following amendments:

Minute 28(31) – Planning Applications

Councillor Mrs. V. Roach did **not** declare her interest in this matter.

37. MATTERS ARISING FROM THE MINUTES

(a) Minute 27(b) – Flowering Baskets within Pembroke Dock

The Town Clerk advised that the flowers and compost had been removed from one of the flowering baskets located at the Station. This had now been refilled.

(b) Minute 29(33) – National Express Bus Stop in Pembroke Dock

The Town Clerk advised that he was currently carrying out research on this topic. He had received replies from Silcox and National Express. It would be necessary to know the number of times the bus stops at this location and the number of people involved.

It was suggested that as Tesco are now building an extension, they might be more willing to make a contribution towards the cost, also might Morbaine Ltd.

(b) Minute 29(35) – Mid and West Wales Fire and Rescue Authority Risk Reduction Plan 2007/2010 and Draft Action Plan 2008/9

Councillor R. Watts stated that he had now had an opportunity to read the second point of this document and understood that although the numbers of the crews for the station could not be changed the numbers in the control room were being reduced. There would be 2 persons on duty after midnight and only 3 or 4 during the day. He had serious concerns that with LNG, two refineries and the possibility of npower, that there were a number of sites that were using equipment which is volatile.

Councillor S. Perkins agreed with these concerns and said that the Fire Authority continue to say that their future is in fire prevention and that on average it takes 4 minutes for firemen to get to the station where there is a call out.

(c) Minute 29(39) – Casual Vacancy

The Town Clerk advised that he had received only one enquiry in response to the advertisement for the Casual Vacancy, and no letters of application had been received to date. The closing date was 3rd July.

(d) Minute 29(41) – Publication PD Days

Councillor R. Watts declared an interest in this matter and took no part in the discussion or voting.

The Town Clerk advised that a decision had been made in relation to the charges of the publication. However since making that decision a new publication concerning the Town Trail had been produced. This publication costs £2.99 with only £2 being required to be returned to THI and 0.99p being retained by the Town Council. The Town Clerk asked Members if they wished to change their policy on the publication of PD Days and charge £4 with £1 going to Museum Trust.

Member agreed not to change their policy on the charges of the publication of PD Days and keep it as agreed previously, i.e. a charge of £3.50 with 50p being retained by the Museum Trust.

38. TOWN CLERK'S REPORT

44. Joint Twinning Committee.

The Town Clerk attached at Appendix A a copy of the proposed terms of reference for the Joint Twinning Sub Committee. These had been further amended following a meeting of the Pembroke Town Council.

Formal approval of these terms of reference was now sought.

PROPOSED by Councillor D. Esmond
SECONDED by Councillor P. Gwyther

RESOLVED –
That the Town Council approve the terms of Reference for the Joint Twinning Sub Committee as set out in Appendix A.

In addition it was necessary to formally put together a twinning agreement between Pembroke Dock and Bergen. The Town Clerk appreciated that the former Town Council of Pembroke which then included the town of Pembroke Dock had an agreement; however there was no formal agreement in existence between Pembroke Dock and Bergen. He suggested that the Town Council could take the opportunity at the end of August when the Bürgermeister of Bergen would be visiting to formally sign a new Twinning Agreement. The Town Clerk attached at Appendix B a simple twinning agreement for the Council's approval.

The Town Clerk advised Members that the Twinning Committee needed to have a constitution so he had produced Appendix A in order to avoid problems in the future.

There were a lot of positive things arising from Twinning and he suggested that the Town Council's performance during the last 5 years be reviewed with ideas on proposals for the future.

Formal approval of this document was now sought.

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

RESOLVED –

That the Town Council approve the Twinning and Co-operation Agreement as set out in Appendix B with a spelling amendment under Article 2: to undertake activities, which **arise** from the Parties

45. Pembrokeshire Waterway Annual Fireworks Champion Of Champions Steering Committee.

The Town Clerk advised that the Committee had met on Wednesday 20th June. So far the sum raised for the event was £34,600. It had therefore been decided that the event would be on the 2 nights of 28th and 29th September 2007. Appropriate advertising for the event was now in hand.

Councillor Sue Perkins informed members of her concerns that Neyland were arranging their Brunel Festivities to coincide with the Fireworks Display and that unless some activities were arranged for Pembroke Dock during this period, tourists would not stay or come to Pembroke Dock but go to Neyland. She said that this needed to be thought about now and that it could be a really positive event for Pembroke Dock.

46. South Area Liaison Meeting Held 11th June 2007.

The Town Clerk attended the above meeting which involved a discussion on the Local Development Plan which the County Council was now required to put together. Officers of the County Council were keen to obtain the views of Town and Community Councils on what appeared in this document. A draft Plan called a "Pre-Deposit Local Development Plan" would be put together. This would outline the County Council's overall objectives and their preferred strategy. It was at this stage that the Town Council had an opportunity to put forward their views; however, any changes would need to be justified and have some robust arguments. The National Park would be preparing their own plan and this new plan would be solely the responsibility of the County Council.

47. The Future Of Nuclear Power.

The Town Clerk had received a copy of the consultation document produced by the Department of Trade and Industry. It was a rather bulky paper which had been placed on the side table in the Council Chamber. The Town Council had been asked for their views on 17 questions covering issues such as climate change, health and safety issues relating to nuclear power etc. The consultation would end on 10 October 2007.

Members' instructions on what replies to give on these questions were requested.

The Town Clerk agreed to circulate the document to Members so that this item could be debated at the Town Council Meeting on 20th September.

48. Town Council And Mayoral Photographs 2007.

The Town Clerk had tentatively arranged for Martin Cavaney to take photographs of the current Mayor and the previous Mayor on Thursday 26th July prior to the Town Council Meeting. He asked Members to indicate if they wished to have a new Town Council photograph as well on that occasion.

Members agreed that the next Town Council photograph should be arranged for 2008.

49. Application For Biodiesel Facilities At Thornton Industrial Estate, Milford Haven.

The Town Clerk had been advised by Councillor S. Perkins that the County Council was to consider a planning application in respect of the above project. He had been advised that there would be some smell as the result of this development and that these smells might permeate over to this town. Councillor Perkins had asked that this issue be brought to members' attention to see if they wished to make any comment on the application.

Councillor S. Perkins advised that Milford Haven Town Council were 80% against this application and was concerned that Pembroke Dock Town Council had not been consulted although the smell and toxins in the atmosphere would affect Pembroke Dock.

Councillor K. Higgs advised on some of the processes used in Biodiesel manufacture and requested that this needed to be looked at in more depth.

The Town Clerk suggested that Members would need to make an informed decision regarding this application and agreed to write and invite someone to talk at the next meeting of the Town Council.

50. Empty Homes Initiative.

The Town Clerk had received a letter from the Senior Environmental Health Officer of the County Council concerning the above topic. The County Council was putting together a database of all empty houses and hoped to set up partnerships with other

agencies and town / community councils. A booklet published by the Department for Communities and Local Government had been placed on the table to the side of the chamber for members to peruse.

51. Dogs Under Control.

The Town Clerk had received an e mail from Moira Saunders of Pembroke Ferry who was concerned about the fact that the phrase “dogs under control” did not mean that they should be kept on a leash. She stated that she had been in contact with the County Council who had informed her that there was to be a consultation exercise with Town and Community Councils about the possible implementation of a by-law concerning keeping dogs under control. She believed that the by law should be similar to that which applied in other parts of the UK which would require owners to keep their dogs on a leash in order to satisfy the “dogs under control” criteria. She asked that when the Town Council were consulted they would take her feelings into account.

52. Applications For Financial Assistance.

The Town Clerk had received two applications for financial assistance at this stage which he suggested that although they should not be determined until the Meeting on 26th July perhaps should be determined at this meeting given the fact that one of the applications was for the Quins Carnival which was to take place on 4th August.

(a) Pembroke Dock Harlequins RFC Annual Carnival and Fete.

The group which organises the above event was asking if the Town Council would consider making a donation towards the overheads they incur. Last year the Town Council made a donation of £100. A total of £3500 was given to the RFC with a small sum of money (£838) retained by the Committee to use as “starting cost for this year.

A decision on whether a donation should be made this year was requested.

PROPOSED by Councillor D. Esmond
SECONDED by Councillor Mrs. P. Folland

RESOLVED –
That the Town Council would donate £100 to
Pembroke Dock Harlequins RFC towards
overheads incurred in arranging their
Annual Carnival and Fete.

(b) Voices of Pembroke Choir visit to Malta 1 – 8 October 2007.

Members were reminded that the above Choir was visiting Malta to carry out a number of concerts. The Joint Tourism and Twinning Committee earlier this year made a grant of £1000 towards the cost of the tour. The Town Clerk had been advised that this sum

had been set against part of the cost of transport to get the choir to/from Birmingham Airport. The Choir was to hold a number of concerts prior to the trip in order to raise further funds but on present projections there would be a shortfall of some £800 towards the costs. Part of their expenditure involved the presentation of ties to VIPs in Malta as well as the cost of folders for the Choir itself. In addition they had enquired if it would be possible for the Town Council to print the programmes and posters for the concerts to be held locally prior to the tour.

The arrangements for printing and posters would not involve a great deal of expense and inconvenience for Town Council Staff and could be accommodated with minimal additional cost. The question of an additional donation from Section 137 funds was possible since the Town Council did make a further small donation earlier this year to a beneficiary of Twinning Money (Scout Group).

A decision on this application was therefore requested.

Members agreed that their original donation to the Joint Tourism and Twinning Committee had been generous and that they would not grant a further donation. Printing of programmes, etc. would be done in conjunction with Town Council Staff.

53. Planning Applications

07/0184/PA	Woodenbale, Whitethorn Hundleton Pembroke	Plot 9, Ridge View Close Ferry Road, Pennar, Pembroke Dock - Amendment to unit on Plot 9
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PROPOSED by Councillor S. Perkins
SECONDED by Councillor D. Esmond

RESOLVED –
That the Town Council support this application

07/0201/PA	Mrs. C. Lloyd The Old Convent 13 Melville Street, Pembroke Dock	13 Melville Street, Pembroke Dock - Change of use to Residential Care Home
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PROPOSED by Councillor Mrs. V. Roach
SECONDED by Councillor D. Jones

RESOLVED –
That the Town Council support this application.

07/0214/PA	Green and Bolwell Beech Cottage Ty Coch Close Llantarnam	28 Commercial Row Pembroke Dock SA72 6JN - Amendment to Listed Building Consent 06/0012/LB to provide a total of 5 No. Units.
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PROPOSED by Councillor S. Perkins
SECONDED by Councillor D. Jones

RESOLVED –

That the Town Council's observations made on 17th May 2007 remained valid. They would continue to support the original application made in that the original plan provided adequate accommodation and the additional one bedroomed unit was overdevelopment of the property.

07/0218/PA	W.J.E. and Mrs. Harris Cherry Cottage Mill Bank Monkton Pembroke	Land adjacent Llanion Industrial Estate, Llanion Pembroke - Erection of two commercial units, two storey with workshops to ground floor with offices above
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(Councillor S. Perkins abstained from voting on this application)

PROPOSED by Councillor D. Jones
SECONDED by Councillor Mrs. P. Folland

RESOLVED –

That the Town Council had noted the comments made by the County Council on a previous application in respect of this plot of land. There had been some effort to give additional detail about the application, however, the Town Council were of the view that the new application still did not address the question of safe access, parking, turning and loading in respect of existing businesses on the site. In addition the question of the impact of the development on the conservation area had also not been addressed adequately. They would recommend that the application be not supported.

07/0240/PA	Ms. B. Dureau Wesley Villa Victoria Road Pembroke Dock	Wesley Villa, Victoria Road Pembroke Dock - Erection of Dwelling
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PROPOSED by Councillor D. Jones
SECONDED by Councillor D. Esmond

RESOLVED –

That the Town Council believe that the proposal does not enhance the conservation area. There is a loss of a possible off street parking place for Wesley Villa (the existing property) itself. They do not support the application.

07/0244/PA Mr.R. Boreham
2 Alderman Lloyd Close
Pembroke Dock.
2 Alderman Lloyd Close,
Bush Street,
Pembroke Dock –
**Provision of parking area for
existing residence.**

PROPOSED by Councillor D. Esmond
SECONDED by Councillor D. Jones

RESOLVED –
That the Town Council believe that this application
should be supported.

54. Planning Decisions

06/0446/PA Residential Development – 2 No. 3 bedroom disabled and 8 no. 2
bedroom bungalows – Land adjacent to Pennar Football Club, St. Johns
Road, Pembroke Dock – **Approved**

06/1482/PA Erection of one dwelling – Land to the rear of 9 Milton Terrace, Pembroke
Dock - **Refused**

07/0058/PA Domestic Garage – 35 Gwyther Street, Pembroke Dock – **Approved**

07/0067/PA Alterations and extension – 53 Military Road, Pennar, Pembroke Dock –
Approved

Application for Tree Surgery/Felling

07/0029/TF Sunningdale, Beach Road, Llanreath, Pembroke Dock – **permission
granted for tree surgery and felling**

39. SUPPLEMENTARY REPORT OF THE TOWN CLERK

55. Community Council Periodic Electoral Review – Draft Proposals Consultation.

The Town Clerk had received a reply from Mr G D Morgan, the Electoral Services
Manager concerning our enquiries regarding the number of Councillors for each of the
Towns within Pembrokeshire. The reply was attached at Appendix C. Members were
asked if they now wished to formally respond to the paper which was distributed at the
last meeting.

It was
PROPOSED by Councillor R. Watts
SECONDED by Councillor D. Esmond

RESOLVED –
That the Town Council accept the Draft Proposals
of the Community Council Periodic Electoral Review.

56. Martello Quays Project.

The Town Clerk had e mailed the consortium group who were seeking planning permission in respect of the above development. Initially it had been suggested that Monday 2 July was a suitable date for a public meeting and that the developer would send representatives to that meeting. The Town Clerk initially understood via the Mayor that the developer had now made a different decision about the matter and that they did not wish to attend.

It was not until that day that he had received an e-mail which confirmed that there would be no representative from the Martello Quays Development attending a public meeting. They had prepared a statement which the Town Clerk read out to Members.

Councillor S. Perkins said that she was very concerned regarding their decision not to attend. She believed that people were very confused and it was difficult to get the view of the people of Pembroke Dock if a public meeting was not to be held.

The Town Clerk read out an Analysis of the Public Exhibition prepared by the Martello Quays Company as sent to him by e-mail. He said that members now had to make a decision on the best available evidence, e.g. presentation, documentation and information that had been obtained, and talking to interested parties. A decision could not be deferred for another month but a special meeting would need to be held which would concentrate on the plans and a decision made as to what planning issues should be addressed.

Members agreed that a Special Meeting of the Town Council should be held on Thursday 5th July at 6.30pm in order to discuss these issues.

The Town Clerk agreed to reply to the Martello Quays Company expressing the disappointment that they were not prepared to attend.

57. Reception For Members Of The Pembroke School Netball Team.

The Town Clerk had arranged for a small reception to be held on Friday 6th July at 1530hrs for the above team who would be visiting South Africa later in that month. Two plaques would be presented for “onward transmission” to the Bredasdorp High School and the Langa High School which are situated in Hermanus. This would be a joint event with Pembroke Town Council.

58. Letter Received From Mrs Margaret Murton.

The Town Clerk had copied at Appendix D the letter which had been received by the Mayor from Mrs Margaret Murton. Although he understood that the letter had been received by someone within Pembroke Dock it did not mean that the company had in mind developing such accommodation within the town. If any house were to be converted into a House in Multiple Occupancy then correct procedures would need to be followed with the Environment Section of the County Council. The Town Council must ensure that they do not start “hares racing” here especially on the basis of a national letter.

This information was provided for background information for members.

59. Draft Rights Of Way Improvement Plan For Pembrokeshire.

The Town Clerk had received a draft copy of the above consultation document which he had placed on the table to the RH side of the Chamber. He reminded Members that Town and Community Councils were consulted about Rights of Way circa August 2005. The plan identified and prioritised improvements in the current network. An A3 map of public rights of way was in the process of being completed and would be placed on the County Council and National Parks Website in due course. Comments on the plan were requested by 27th September 2007.

Members' opinions were now sought on how to respond to the plan.

It was agreed that this document should be circulated to Members.

60. Planning Applications

07/0316/PA	Sycamore Homes 10 Northgate Street Pembroke	7 Pembroke Street Pembroke Dock - Conversion of existing building to 7 flats and erection of 4 apartments to rear
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PROPOSED by Councillor D. Esmond
SECONDED by Councillor R. Watts

RESOLVED –

That the Town Council believed that this application would result in overdevelopment of the area and that inadequate parking spaces were being provided. They do not support this application.

07/0326/PA	Mr. E. Monks 24 London Road Pembroke Dock SA72 6DU.	24 London Road Pembroke Dock - One Dwelling
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PROPOSED by Councillor Mrs. V. Roach
SECONDED by Councillor K. Higgs

RESOLVED –

That the Town Council believed that the proposed development would not be in keeping with other properties in the area. They do not support this application.

07/0329/PA Gary Williams
c/o Guy Thomas and Co
33 Main Street
Pembroke SA71 4JS
Bierspool Lodge and Diner
London Road
Pembroke Dock -
**Change of use: ground floor diner
to retail shop and first floor
lodge to gymnasium**

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

RESOLVED –
That the Town Council support this application.

61. Planning Decisions

07/0130/PA New vehicular access and hardstanding – 148 Bush Street, Pembroke Dock, SA72 6LN – **Approved**

40. VERBAL REPORT OF THE TOWN CLERK

The Town Clerk read out to Members a letter from Richard Shepherd of PALC concerning Town Green Status for a portion of land between Stranraer Road and Military Road in Pembroke Dock. There was to be a meeting to be held that evening at St. Patrick's Hall where the opinions of residents would be canvassed.

PROPOSED by Councillor S. Perkins
SECONDED by Councillor P. Gwyther

RESOLVED –
That the Town Council await an approach from the Pennar Residents Association regarding this matter.

41. REPORT OF THE FINANCIAL OFFICER

5. Payment of Accounts

The following accounts were submitted for approval of payment:

36	Newsquest – Advert (Casual Vacancy)	£348.74
37	Promo Concepts (UK) Ltd. – Deposit – Ice Rink	£1,467.11
38	Zurich Municipal – Renewal Premium	£2,472.96
39	Newey and Eyre – Materials for Erecting Bunting	£5.82
40	Talk Talk – Telephone Charges	£13.86
41	I. Jones – Dry Cleaning – Mayoral Robes	£17.50
42	I Jones – Postage	£20.00
43	Jewson Ltd – Materials	£46.96
44	The Consortium – Stationery	£326.10
45	I Jones – Printer Cartridges and Toner	£326.62
46	Pembroke and Pembroke Dock Joint Twinning Committee - Contribution	£2,500.00

The Town Clerk asked Members to approve the following additional accounts for payment, and to note that account Nos. 36,37 and 38 were paid out of meeting

47	Petty Cash	£100.00
48	Willowdale Flowers - Floral Displays	£2,585.59

PROPOSED by Councillor D. Esmond
SECONDED by Councillor Mrs. P. Folland

That Account Nos. 36-48 be approved
for payment.

6. Accounts for Year ended 31st March 2007

The annual audit of the Council's accounts for the above year was due to take place on 10th August, 2007. A copy of the Statement of Accounts, Statement of Assurance, Report of Internal Auditor, Balance Sheet and Summar Income and Expenditure Account was attached for consideration and approval by Members.

PROPOSED by Councillor D. Esmond
SECONDED by Councillor Mrs. P. Folland

RESOLVED –
That the Accounts for Year ended 31st March 2007
be approved by members.

7. Salaries and Wages

The gross sum of £5,923.79 was paid in respect of salaries, wages, tax and N.I. in the month of May 2007.

**42. REPORTS FROM TOWN COUNCIL REPRESENTATIVES
SERVING ON OUTSIDE BODIES**

Councillor Mrs. P. Folland advised that she had attended a Business Committee Meeting of St. Mary's Catholic School.

43. ANY OTHER BUSINESS

There was no other business.

The meeting ended at 20.55hrs

Mayor