

At a Meeting of Pembroke Dock Town  
Council held at the Pater Hall, Pembroke  
Dock on Thursday 10<sup>th</sup> June 2010

**PRESENT:**

Councillor M Colgan (Mayor), A McNaughton,  
P Kraus, D Humphreys, P Gwyther,  
K Higgs, S Perkins, M Murton, W Rees, C Gwyther,  
M Murton, T Wilcox, P E George, C Fortune

**IN ATTENDANCE:**

Moira Saunders- Town Clerk  
Sarah Scourfield- Assistant Town Clerk  
Medi George – Western Telegraph Representative

**26.APOLOGIES FOR ABSENCE**

Apologies were received from Councillors K Becton & E Cook.

**27.DECLARATIONS OF INTEREST**

Declarations of interest were received as follows:

**Minute 31 of Town Clerk report**

Planning applications: Councillors S Perkins & T Wilcox

**Financial report**

Councillors P E George A McNaughton and The Mayor M Colgan

**28.QUESTION AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC**

Mr Lewis from Charles Thomas Avenue addressed members, a copy of a letter which he had sent to Pembrokeshire County Council had been circulated to members. Mr Lewis raised concerns regarding a ditch which ran alongside his property, he stated that the ditch was being abused by members of the public throwing waste such as grass cuttings and plastic containers into the ditch which meant he had to regularly remove the rubbish. Mr Lewis went on to say that in the ditch there is a grid for the water, he commented that due to lack of a suitable barrier children climb into the ditch and stated if one fell onto the metal grid they could seriously injure themselves. Mr Lewis requested for a 6ft fence to be erected around the ditch to prevent the littering and the possibility of a child injuring themselves. Councillor S Perkins commented that previously there had been arguments over who is responsible for this ditch, she proposed that the Town Council contact Pembrokeshire County Council to find out if this part of the road has been adopted by themselves and pursue the matter further.

Councillor S Perkins questioned if Mr Lewis could provide an update regarding issues at Argyle Medical Centre, to which members agreed. Mr Lewis stated that he had met with Rhian Bond from the Primary Care in Carmarthen, he commented that he had been informed that the Surgery practice was infringing the law and any member of the public should be seen within 24 hour period by a doctor and that the surgery are not allowed to use the 0844 phone number. He commented that he is waiting a reply from Rhian Bond from the Primary Care regarding a response.

## **29.MINUTES**

It was

**PROPOSED by Councillor P Gwyther  
SECONDED by Councillor A McNaughton**

**RESOLVED - That the Minutes of 07<sup>th</sup> April 2010 were adopted as a true record.**

Councillor P Gwyther commented that in the minutes for 15<sup>th</sup> April 2010 page 3 item 3 his comments seemed to be omitted. He stated that he had commented that "the old line is secure and has two aerials one which is an open network for the hall and the second is secured for office use, he stated that he could not understand the reason why two routers where needed."

It was

**PROPOSED by Councillor P E George  
SECONDED by Councillor S Perkins**

**RESOLVED - That with the agreed amendments that the Minutes of 15<sup>th</sup> April 2010 were adopted as a true record**

It was

**PROPOSED by Councillor W Rees  
SECONDED by Councillor P E George**

**RESOLVED - That the Minutes of 13<sup>th</sup> May 2010 were adopted as a true record**

## **30.MATTERS ARISING FROM THE MINUTES OF 15<sup>TH</sup> APRIL**

### **a) Minute 8b Planning application 09/1028/AD & 09/1032/PA**

Councillor K Higgs commented that he was not happy with the trading of the London Road Diner, Councillor S Perkins stated that Pembrokeshire County Council have not received any complaints about the Diner so there was not much that could be done.

### **b) Minute 9 item 5 Town Guide 2010**

The Town Clerk informed members that the Town Guide had now been produced. Councillor P E George commented that Pembroke Dock had been better presented this year.

### **c) Minute 11a) Illegal Parking**

The Town Clerk informed members that she had written to the Chief Constable of Dyfed Powys Police regarding increasing the powers of PCSO's, she stated that she had a response from the assistant who stated that it needs to be agreed with Pembrokeshire County Council" Councillor C Fortune questioned if the Town Council could write to Pembrokeshire County Council to ask for powers for PCSO's. She stated that there had been a zero tolerance day on illegal parking, Councillor S Perkins commented that they would be doing this more often. Councillor P Gwyther stated that the zero tolerance days should be publicised more to try and discourage the public from parking illegally.

## **31.MATTERS ARISING FROM THE MINUTES OF 13<sup>TH</sup> MAY**

### **a) Minute 22 Appointments of members to serve on Sub Committee and outside bodies on which the Council is represented.**

The Town Clerk informed members that Councillor W Rees has agreed to fill the vacancy on the Consultative Committee, Councillor M Murton has agreed to fill the vacancy on the Planning Committee and Local Police Forum. Councillor K Higgs commented that he would like to put himself forward for the Police Forum. The Town Clerk informed members that there were two parts of the Police Forum there was the local group and

County group it was agreed that Councillor K Higgs would be a member of the County Police Forum.

Councillor S Perkins stated that the Liaison Committee for Pembroke Power Station should be showing on the list with herself as a member. Councillor P Gwyther questioned if there should be more members on the Twinning and Tourism list, the Town Clerk commented that there was a vacancy on this Committee.

## **32.REPORT OF THE TOWN CLERK**

The Town Clerk informed members that on the table to the RHS of the chamber were the Dyfed Powys Police crime figures for the different wards for members to look at. Councillor T Wilcox commented that it is interesting to look at these regularly.

### **14. Open Spaces Society**

The Town Clerk informed members that she had received an invitation from the society to their Annual General meeting to be held in London on 6<sup>th</sup> July 2010. She stated that included was a copy of the annual accounts and a copy of the summer magazine. The Town Clerk commented that this was on the table to the RHS of the Chamber.

### **15. Draft Annual Report 2009/10**

The Town Clerk stated that she had attached a copy of this report for Members attention. She commented that she had attempted to cover all the issues that had been undertaken over the last year, and stated that it also included the year end accounts.

The Town Clerk asked for comments regarding any omissions or mistakes in the report and to have it agreed as the annual report for the past year.

Councillor K Higgs commented that Councillor C Gwyther was missing from the attendance list. Councillor P E George stated that David Humphries started in October 2009 not 2010.

Councillor T Wilcox questioned why the Town Council meets every three weeks, the Town Clerk stated that this is due to Planning application responses need to be back within two weeks, The Town Clerk commented that if the Planning Committee had delegated powers then the Town Council would not be tied to meeting every three weeks.

Councillor T Wilcox commented that it was something which should be looked into, concerns were raised about the meetings finishing later. The Town Clerk stated that there could be other Committees introduced with delegated powers to deal with some issues that may arise, she commented that it is something which would have to be added to the Standing Orders. The Town Clerk agreed to investigate and bring details back to Council.

Councillor T Wilcox questioned what the reserves were, the Town Clerk commented that effective reserves was around £40,000 and there was also £10,000 which was ring fenced for the Bicentenary Celebrations. Councillor S Perkins stated that there should be a meeting called for the Bicentenary to discuss plans and gather ideas. Councillor P E George agreed that it was something which needed to be progressed.

It was

**PROPOSED by Councillor P Gwyther  
SECONDED by Councillor P E George**

**RESOLVED - That the Draft Annual Report 2009/2010  
was agreed with the minor alterations which had been  
discussed.**

## **16. British Legion Pembroke/Pembroke Dock Branch**

The Town Clerk informed members that she had received a letter from the British Legion informing Council that they are having great difficulty filling the posts of Secretary and Treasurer. She stated that if they are unable to fill these posts they fear that they will have to close the Branch. The Town Clerk stated that they are writing to the Town Council to ask for assistance from Councillors in filling these posts and if Councillors are aware of anybody who may be willing to help, or indeed help themselves then could they get in touch with Mr Paul Childs Chairman of the Pembrokeshire County British Legion.

The Town Clerk commented that she had received an email from The Town Clerk of Pembroke stating that there were Four Councillors volunteering from Pembroke Town Council. Councillor P Kraus and M Colgan commented that they would both like to be put forward to help fill the vacancies.

## **17. Shelter Cymru – Information matters to rural communities’ project – celebration.**

The Town Clerk informed members that she had received a letter asking the Town Council whether they wish to attend an event to celebrate the successes of this project. She stated that they hope to present case studies from people who have been helped, and listen to the experiences of guest speakers that have invested time and interest in the project.

The Town Clerk stated that the event will be held on 25<sup>th</sup> June 2010 from 10.30 am to 1.00pm if any of the members are interested in attending.

## **18. Complaints Wales Consultation- Proposal for a common complaints system for public service providers in Wales.**

The Town Clerk informed members that she had received a copy of this document seeking the response of the Town Council by 23<sup>rd</sup> July 2010. The Town Clerk suggested that it was referred to the Consultation Committee to which members agreed.

## **19. Letter from Mr Tim McMahon**

The Town Clerk stated that she had received an email from Mr McMahon asking that two issues are raised in Council.

a). There is a lack of a pedestrian crossing in Bush Street. Apparently there used to be a crossing beside the Citizens Advice bureau until the road was surfaced some years ago and it was never replaced.

Councillor P Gwyther commented that this had been discussed before and the Town Council had written to Pembrokeshire County Council to ask for the pedestrian crossing to be replaced. Pembrokeshire County Council replied that there was not enough use of the pedestrian crossing, Councillor K Higgs commented that he had also requested this on a personal level with no luck. Councillor C Gwyther commented that maybe the Town Council should write to Pembrokeshire County Council again with this request.

b). There used to be a bench outside the ASDA store so that people could sit whilst waiting for a bus or other transport. Mr McMahon has spoken to the ASDA management and whilst they are happy to talk about it they say that it is an issue for the County Council.

Councillor T Wilcox commented that there is a bus shelter to the side of Asda. He commented that Asda requested for the bench to be removed. Councillor C Gwyther

commented that the Town Council should write to Asda and Pembrokeshire County Council to ask for the bench to be replaced.

## **20. SLCC- Regional Conference for Wales.**

The Town Clerk informed members that there is to be a regional conference held by the Society of Local Council Clerks in Cwmbran on 14<sup>th</sup> July 2010. She commented that it is an opportunity for her to meet other clerks and also attend some training sessions. The Town Clerk asked for Council approval to attend, she stated that it will cost £55 for the day and her travel costs on top of that.

It was

**PROPOSED by Councillor K Higgs  
SECONDED by Councillor C Fortune**

**RESOLVED - That the Town Council agree that the Town Clerk to attend the SLCC Regional Conference on 14<sup>th</sup> July.**

## **21. Armed Forces Day 2010**

The Town Clerk informed members that the Armed Forces day aims to raise public awareness of the contribution made to our country by those who serve and have served in HM Forces.

She stated that on Saturday 26<sup>th</sup> June 2010 a public service of thanksgiving organised by Pembroke and Pembroke Dock Town Councils will be held in the grounds of Pembroke castle starting at 11.00 am.

The Town Clerk asked if any of the Councillors would be attending so she could notify the clerk of Pembroke Town Council. The Town Clerk commented that The Mayor will be reading the second lesson.

## **22. Resignation of Councillor Darren Esmond**

The Town Clerk stated that she had received a letter of resignation from Councillor Darren Esmond. She commented that he has been appointed to a job in Cheshire so is unable to continue with the Town Council.

The Town Clerk asked for Council's agreement to start the process of filling this vacancy. Members agreed that this process is started. The Mayor Councillor M Colgan suggested that a letter should be sent to Councillor Darren Esmond to thank him, Councillor S Perkins seconded the suggestion.

## **23. Draft Documents**

The Town Clerk stated that as a result of an issue that she had to deal with recently regarding draft minutes she suggested a change to the way these minutes are handled.

The Town Clerk commented that presently, Council minutes are not made available to the website until they have been ratified by Council or agreed by the different committees. She stated that draft minutes are sent out to Councillors on the Friday before a Council meeting, at the same time the draft minutes are made available to the press, the library and other local bodies.

The Town Clerk informed members that The Freedom of Information Act, which this Council adopted in February 2010, exempts draft documents from the act.

The Town Clerk suggested adopting a slightly different process with regard to draft Council minutes. She suggested that as usual agendas, reports and draft minutes are

despatched to Councillors on the Friday before a Council meeting, but these draft minutes are not despatched to the outside organisations until after they are ratified by Council so no longer DRAFT. She commented that Agendas and the Clerks report would still be sent out on the Friday before the meeting but not the draft minutes.

The Town Clerk stated that this does not mean that the Town Council are hiding any documents but would just 'tidy up' the process, so that documents are not available in the public domain until they are agreed by Council.

Councillor P Gwyther commented that he is completely against this suggestion, he stated that it is going to affect the reporter from the Western Telegraph as he wont have any minutes for the meeting. He questioned what was trying to be achieved.

Councillor S Perkins commented that she completely supports the suggestion, as the minutes could be wrong which could cause issues. Councillor C Gwyther suggested that the Town Clerk should look at what other Councils in the area do and it needs to be made clear that minutes are draft. Councillor K Higgs commented that it is important that minutes should be correct before they are released.

It was

**PROPOSED by Councillor C Gwyther  
SECONDED by Councillor P E George**

**RESOLVED - That the Town Clerk analyses how other Town Councils deal with draft minutes before a decision on this issue is made.**

#### **24. Maritime Volunteer service**

The Town Clerk informed members that MVS is a National charity with offices based in Milford Haven. She stated their principle aims are to perpetuate and maintain the UK's maritime skills and heritage and to take part in local maritime based activities wherever possible.

The Town Clerk stated that this year they are involved with the Seafair Haven event in July. They will be providing 2 boats from Milford Haven and will be active on the water from Saturday 3<sup>rd</sup> July to Saturday 10<sup>th</sup> July.

To assist with the communications for these and future events they hope to purchase 3 marine handheld VHF radios. These units cost £100 each and they are asking the Town Council to help in this purchase.

Councillor S Perkins commented that if the event was to be held in Pembroke Dock the Town Council would be more than happy to support the event. A Vote was taken and it was agreed that the Town Council would not support this event due to being outside of the Pembroke Dock area.

*Councillor T Wilcox left the chamber 19.40*

#### **25. Changes to Accounts and Audit regulations**

The Town Clerk informed members that there had been changes made to the Accounts and Audit regulations that apply to Town and Community Councils. She commented that in essence what these mean to this Town Council is that the timetable for the closure of accounts plus the audit process has been shortened.

#### **26. Annual Return and the Internal Auditors report**

The Town Clerk had enclosed a copy of the Annual return that had been prepared so that it can be sent to the external Auditors. She commented that Mr Malcolm Roberts had completed the internal audit the comments are also attached. All members were happy for the Annual return to be sent to the external auditors.

## **27. Favour Swap Shop**

The Town Clerk informed members that there is a website that has been created that allows individuals and organisations to swap items that are no longer needed. She stated that Favours can also be done for people such as lifts for neighbours, wash cars, mow lawns or anything else that may be needed. It costs a £1 per listing and they will donate 50p to the organisation.

[www.favourswapshop.com](http://www.favourswapshop.com)

## **28. Pembroke Dock Action Plan**

The Town Clerk informed members that this was last completed in 2001 and as part of her appointment in June 2009 it was explained that this Plan needed to be created for the next 10 years.

She stated that the plan that was created in 2001 included work done by Swansea University and a number of consultation exercises in the community were also undertaken.

The Town Clerk stated that the Action plan should be reviewed and the process needs to be initiated to produce a plan for the next 10 years. This will involve strong community involvement. Councillor C Fortune commented that the Pennar area had a questionnaire done in the passed three years, Councillor S Perkins commented that it needs to be re done and suggested that a sub committee be set up.

The Town Clerk suggested reviewing the existing Action Plan and making proposals to progress this process. Councillor P Gwyther commented that Pembrokeshire College can provide ideas of surveys.

## **29. Jason Scourfield, Bush Street, Pembroke Dock**

The Town Clerk informed members that she had received a letter from Mrs A Scourfield asking for financial help for her son. She stated that Jason is a fencer and has been selected to go to the Commonwealth Games in September 2010. Jason is the Welsh Senior Champion and has been for many years he is 11<sup>th</sup> in Great Britain and a member of the GB team.

Jason qualified for the European Championships but was unable to attend due to lack of funding.

Jason is seeking funding to help him attend the Commonwealth Games in September 2010.

It was

**PROPOSED by Councillor C Fortune  
SECONDED by Councillor D Humphries**

**That the Town Council agree to transfer £100 to the Mayors Allowance**

An amendment was

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

**That the Town Council agree to transfer £200 to the Mayors Allowance and this £200 is paid from the Mayors allowance to Jason Scourfield.**

The Amendment was agreed by Town Council.

### **30. Electors Question- BDO Stoy Hayward**

The Town Clerk stated that Council will remember that some time ago she reported that there had been a question raised against the Town Council accounts that was being addressed by BDO. She stated that they have now replied and there is to be no action and no cost is involved for the Town Council.

### **PART – 2 PLANNING**

#### **31.PLANNING APPLICATIONS**

**10/0073/TF**

Mr Ian Gregson  
Ferry Wood House  
Pembroke Ferry  
Pembroke Dock

Ferry Wood House  
Pembroke Ferry  
Pembroke Dock  
**Tree Felling**

It was

**PROPOSED by Councillor K Higgs  
SECONDED by Councillor C Fortune**

**RESOLVED - That the Town Council recommend this application is supported**

**10/0104/PA**

Mr David Evans  
Pembs Housing Assc  
Meyler House  
St Thomas Green  
Haverfordwest

Pembs Housing assoc  
12 Sunderland Avenue  
Cumby Terrace  
Pembroke Dock  
**1.6 Metre Close boarded  
Timber Fence**

It was

**PROPOSED by Councillor K Higgs  
SECONDED by Councillor C Fortune**

**RESOLVED - That the Town Council recommend this application is supported**

**10/0151/PA**

Mr Paul Easter  
Bryn Gwynt  
9 St Patricks Hill  
Llanreath  
Pembroke Dock  
SA72 6XQ

Bryn Gwynt  
9 St Patricks Hill  
Llanreath  
Pembroke Dock  
SA72 6XQ  
**Alternations &  
Extensions**

It was

**PROPOSED by Councillor K Higgs  
SECONDED by Councillor C Fortune**

**RESOLVED - That the Town Council recommend this application is supported**

**10/0143/PA**

Mr David Evans  
35 Front Street  
Pembroke Dock  
SA72 6JY

Land at Gravel Lane  
Western Way  
Pembroke Dock  
**Change of use of land  
into domestic curtilage &  
erection of a 1.8m  
boundary Wall.**



It was

**PROPOSED by Councillor K Higgs  
SECONDED by Councillor C Fortune**

**RESOLVED - That the Town Council recommend this application is supported**

### **32. PLANNING DECISIONS**

**09/1189/PA-** Insertion of new doorway access to ground floor – 53 Bush Street, Pembroke Dock, SA72 6AN- **Granted**

**09/0976/PA-** Erection of dwelling (Outline) Renewal- 2 Gothic cottages, Pennar, Pembroke Dock, SA72 6SJ- **Granted**

**09/1230/PA-** Erection of 2 dwellings- 10 & 11, Pennar Court, Treowen Road, Pennar, Pembroke Dock, SA72 6NW- **Granted**

**09/1257/PA-** Residential development (outline) renewal of consent 03/1035/PA- The Hagert Field Development, Grove Street, Pennar, Pembroke Dock- **Granted**

The Town Clerk commented that she will undertake planning training with Councillors soon she stated that she would be looking at Pembrokeshire County Council decisions and Town Council decisions to see if there are any differences on the decisions.

### **33. SUPPLEMENTARY REPORT OF THE TOWN CLERK**

#### **33. Pembroke Dock Harlequins RFC- Carnival & Fete Committee**

The Town Clerk had received a letter from the Harlequins asking if the Town Council would be prepared to make a donation towards supporting the Carnival. She commented that last year Members agreed to donate a sum of £300 to the organisation, they are asking if this could be repeated.

The running costs for this event increase year by year and they are dependent upon the generosity of the Town Council in meeting these costs.

It was

**PROPOSED by Councillor C Gwyther  
SECONDED by Councillor K Higgs**

**RESOLVED - That the Town Council agree that a grant of £300 is awarded to Pembroke Dock Harlequins**

#### **34. Pembroke Dock Forties Events – Sunderland Trust**

The Town Clerk informed members that the Pembroke Dock Sunderland Trust is planning events in September 2010 to mark important anniversaries in this community's story, focusing particularly on the 1940s. Events will be centred on the restored Garrison Chapel and will include historic displays and exhibits for which funding is being sought.

She stated that the Sunderland Trust is asking the Town Council for a general letter of support. This letter would then back up an application being made for funding for display panels. Members agreed that a letter of support should be sent to the Sunderland Trust.

The Town Clerk stated that Mr John Evans is asking for some funding to help towards a trip that members of the Trust made recently to Norway. She stated this trip was made by two members of the Sunderland Trust to commemorate the 70<sup>th</sup> anniversary of the crew of Sunderland L2167 lost in Norway in April 1940. The story of L2167 and

its crew features in both the Gun Tower Museum and the Flying Boat Centre in Pembroke Dock.

The Town Clerk informed members that the trip involved the two representatives staying for four days in Norway in May. Their total costs are estimated at £500-£600 for flights and £600 plus for accommodation.

It was

**PROPOSED by Councillor C Gwyther  
SECONDED by Councillor S Perkins**

**RESOLVED - That the Town Council do not agree that funding is awarded to The Sunderland Trust.**

### **36. NSPCC – request for donation.**

The Town Clerk informed members that she had received a letter from the NSPCC asking for Council's help in funding the Childline service. She commented that they state that they rely on donations for 87% of their income. In their letter that inform us that their volunteer counsellors in Wales managed to speak to 25,383 children and young people who found themselves in distress or even in danger. They can estimate that at least 981 of them were from the Pembrokeshire area. It can cost them £4 to answer every call and £42 is how much it costs on average to counsel a child or young person. It cost £1,600 to train a volunteer counsellor.

Members stated that due to the policies set in place they could not award financial assistance to this organisation as its activities fell outside of Pembroke Dock.

## **34. FINANCIAL REPORT**

### **4. Accounts for Payment**

The following accounts were submitted for approval of payment:

20	Mayors Allowance	£2,800.00
21	Civic Dance Band	£150.00
22	Deputy Mayors allowance	£620.00
23	BT Internet Services - Pater Hall Line	£145.67
24	Cleddau Bridge Hotel- Civic Dinner	£2096.50
25	Cleddau Bridge Hotel - Door men	£120.00
26	Malcom Roberts- Internal Auditor	£200.00
27	Hasty Bite- Buffett Mayor Making service 13th May	£139.53

NB: Accounts 20,21,22,24,25 & 26 were paid out of meeting.

Councillor C Gwyther questioned if the Town Council normally pay for the band for the Civic Dance, Councillor S Perkins commented that in previous years she paid for the band herself.

It was:

**PROPOSED by Councillor C Gwyther  
SECONDED by Councillor C Fortune**

**RESOLVED - That the Town Council would look at previous years to see if the Town Council paid for the dance band.**

## 5. Salaries and Wages

14/05/2010-04/06/2010	Salaries & Wages	£ 4229.67
14/05/2010-04/06/2010	Tax and NI	£ 1251.57

## 6. Account Balances

04/06/2010	HSBC Current Account	£ 5,307.69
04/06/2010	HSBC Premium Account	£ 62,614.32

It was:

**PROPOSED by Councillor K Higgs**  
**SECONDED by Councillor P Kraus**

**RESOLVED - That the Town Council approve payment of Accounts numbered 20-27 and Salaries and Wages payments.**

## 35. REPORTS FROM TOWN COUNCIL REPRESENTATIVES SERVING ON OUTSIDE BODIES

### Memorial Park Update

Councillor S Perkins stated that developments at the Memorial Park are finally moving forward, and that planning permission is not needed as originally thought. She commented that she was due to meet with bump track designers on Monday 14<sup>th</sup> June and liaising with young skaters to find out what equipment they need.

Councillor S Perkins stated that the plan for the Memorial Park is for the two tennis courts to remain and add the skate park and bike track. She commented that the work on the skate park should commence shortly. The Town Clerk commented that the intention is to provide an area for the youths of Pembroke Dock so they are not hanging around on the streets, she stated it was suggested that the group approach the police to help with funding for other parts of the development.

### Police Liaison

Councillor M Murton commented that she attended the Local Police Liaison meeting, she stated that the targets they are focusing on are illegal parking at Albion Square and people blocking disabled access on pavements. She commented that the CCTV camera in that is currently covered by tree branches and needs to be cleared to be made more visible. Councillor S Perkins commented that youths had damaged the steps at Hobbs Point and asked if it could be brought up at the next Police Liaison meeting for the area to be kept under observation.

### Milford Haven Port Authority Meeting

The Mayor Councillor M Colgan commented that she and Deputy Mayor Councillor A McNaughton had attended a meeting with Alec Don the Chief Executive of Milford Haven Port Authority on Monday 7<sup>th</sup> June to discuss questionnaires to be sent out to mooring holders regarding increase in mooring prices, she stated that the questionnaire was very detailed. Councillor A McNaughton commented that he had spoken with the Yacht Club and they stated that it could impair their livelihoods. Councillor A McNaughton commented that a 500% increase could have a massive affect on people. Councillor S Perkins commented that nothing had been discussed with Pembrokeshire County Councillors and the information needs to be filtered down, she commented that it is unfair to smaller boats.

**36. ANY OTHER ITEMS WHICH THE MAYOR DECIDES AS URGENT**

There were no items to discuss.

**37. ANY OTHER BUSINESS**

**a) Minor Injury Unit at South Pembs Hospital**

Councillor P E George commented that the rumours regarding the closure of the South Pembs Minor Injury Unit are getting louder. Councillor A McNaughton commented that the temporary change of opening hours has now become a permanent change. Councillor C Gwyther stated that the Community Health Council are setting up local groups to help protect local hospitals and commented that the Town Council should ask the Community Health Council to set one up for this area.

**b) Summer Festival**

Councillor S Perkins commented that the Summer Festival is fast approaching and that they are desperately short of bodies to help. She commented that the Mayor will be attending the Fun in the Park and a few other events and the Mayor will be judging the Fancy Mask competition. Councillor S Perkins stated that she would like to bring peoples attention to the festival finale which is the 40's Dance, she commented that last year it was really enjoyable.

**c) Speeding on Top Road**

Councillor S Perkins commented that there are still speeding issues on the Top Road, she commented that the Town Council should liase with the Police for the speed gun to be passed to the school children for them to monitor traffic speeds as part of a project. Members agreed for Councillor S Perkins to liase with the Town Clerk.

**d) Pater Hall Community Trust**

Councillor S Perkins asked members of Pater Hall Community Trust to help get a meeting to overcome some issues, she commented that the Town Council need to know who does what, members asked if Councillor P Gwyther could push things along to get a meeting arranged to which he agreed.

**e) Gas House Lane**

Councillor P Kraus commented is in a poor state, it was questioned if the road had been adopted by Pembrokeshire County Council after discussion it was agreed this issue would be passed to Pembrokeshire County Council.

**f) A 1 Scrubbers**

Councillor K Higgs commented about concerns over a company called A1 Scrubbers who are based and advertising in Water Street, he questioned if they had applied for change of use to Pembrokeshire County Council. Councillor K Higgs commented that the signs started off small and have increased in size. It was agreed that enquiries would be made.

**38. PRIVATE & CONFIDENTIAL MINUTES**

It was

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

**RESOLVED – That the public and press be excluded from the meeting under the Public Bodies (Admission to Meetings) Act 1960.**

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Mayor

# **PEMBROKE DOCK TOWN COUNCIL.**

## **PRIVATE & CONFIDENTIAL REPORT OF THE TOWN CLERK 10<sup>th</sup> June 2010**

*Councillor M Colgan and C Fortune declared an interest and took no part in any discussion or voting.*

### **39. PRIVATE AND CONFIDENTIAL MINUTES**

Councillor P Gwyther commented that Councillor S Perkins was not shown as present but she was at the meeting.

It was **PROPOSED by Councillor P Gwyther  
SECONDED by Councillor D Humphries**

**RESOLVED - That the Minutes with the agreed amendment of 07<sup>th</sup> April 2010 were adopted as a true record.**

It was **PROPOSED by Councillor C Gwyther  
SECONDED by Councillor P Gwyther**

**RESOLVED - That the Minutes of 15<sup>th</sup> April 2010 were adopted as a true record.**

### **40. MATTERS ARISING FROM MINUTES OF 7<sup>TH</sup> APRIL 2010**

#### **a) Village Green Application**

The Town Clerk notified members that there is very little to discuss as it has been very quiet, she commented that the application is currently with Pembrokeshire County Council. The Town Clerk informed members that it could go one of three ways,

- 1 The application could be thrown out
- 2 Pembrokeshire County Council could agree with the application
- 3 The application will go to enquiry.

### **41. MATTERS ARISING FROM MINUTES OF 15<sup>TH</sup> APRIL 2010**

#### **a) Increment Rise for Caretaker**

The Town Clerk informed members that the Caretaker had received his Increment rise and he had asked her to thank Councillors.

#### **b) Criminal Record Bureau (CRB) Checks**

The Town Clerk commented that she had investigated whether the checks were needed and the response received was that it was up to the company. Councillor S Perkins questioned what protection the checks give the Town Council staff, the Town Clerk stated that it helps employers to understand criminal checks. Councillor S Perkins commented that she thinks the Town Council should have the checks done for protection.

It was **PROPOSED by Councillor S Perkins  
SECONDED by Councillor P E George**

**RESOLVED - That the Town Council will have CRB checks completed for three staff members.**

**c) Village Green Application- b. The complaint**

The Town Clerk informed members that the response to the complaint received from Mr Morris was sent after the meeting on the 15<sup>th</sup> April, she commented that there had been no response from Mr Morris, but further emails have been received since.

The meeting ended at 20.35