

At a Meeting of Pembroke Dock Town Council  
held at the Pater Hall, Pembroke Dock on  
Thursday 16<sup>th</sup> December 2010

**PRESENT:**

Councillor M Colgan (Mayor), A McNaughton,  
M Murton, D Humphreys, D Earl, K Becton, P Gwyther,  
P E George, K Higgs, S Perkins, T Wilcox & P Kraus  
(entered the chamber 19.48)

**IN ATTENDANCE:**

Moira Saunders- Town Clerk  
Sarah Scourfield- Assistant Town Clerk

**139. APOLOGIES FOR ABSENCE**

Apologies were received from Councillors E Cook, C Gwyther & C Fortune

**140. DECLARATIONS OF INTEREST**

Councillors T Wilcox, M Colgan and P E George declared a personal interest in Items discussing the Pater Hall Trust.

Councillors S Perkins, T Wilcox and K Becton declared an interest in all Planning Items.

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

There were no questions from members of the public

**142. MINUTES**

It was commented that Councillor T Wilcox was in attendance at the meeting of 25<sup>th</sup> November 2010.

Councillor M Murton commented that in minute 136 reports from town council representatives under planning training it should read "no questions were directly answered" and not no answers were directly answered".

Councillor A McNaughton commented that he would like his name to be mentioned in minute 138 any other business for raising the concern regarding the removal of trees on Melville Terrace.

It was

**PROPOSED by Councillor M Murton**  
**SECONDED by Councillor P E George**

**RESOLVED - That the Minutes of 25<sup>th</sup> November 2010 are adopted as a true record.**

**143. MATTERS ARISING FROM THE MINUTES**

**Minute 129 CCTV presentation from Sgt Lesley Buckle**

Councillor M Murton questioned if Sgt Buckle had been in touch regarding the information she was going to gather from the Crown prosecution service regarding instances where CCTV had assisted in the prosecution of someone. The Town Clerk informed members that she had not received any information from Sgt Buckle at present.

**Minute 114 Town council Flags**

Councillor T Wilcox questioned whether there had been any response from the Sunderland Trust regarding the missing flags, the Town Clerk informed members that a list of the missing flags had been asked for and this was being complied.

**Minute 121 Tregennis Hill**

It was questioned whether a response had been received from the County Council regarding Councillors concerns, the Town Clerk stated that no reply had been received.

The Town Clerk was asked to highlight that the concern is only about the corner of Tregennis Hill and not the whole hill.

**Minute 124 Audit report and requirements**

The Town Clerk informed members that she had received an apology from the Town Councils external auditors for not providing enough information to the Town Clerk regarding the need for the signed minutes. She stated that the Audit had been returned to the external auditors with relevant changes made.

**Minute 138 Old Silcox Site**

The Town Clerk informed members that she had made some enquiries regarding the Silcox Site. She stated that she had contacted Aldi who confirmed they are clearing the site but stated that development will not be going ahead yet.

**144. LACK OF ACCESSIBILITY TO PEOPLE WITH DISABILITIES TO THE TOWN COUNCIL OFFICES**

Councillor K Becton raised concerns regarding the lack of accessibility to the Town Council offices for people with disabilities she feared that the Pater Hall does not conform to the Equalities Act (April 2010). She stated that for people to access the Town Clerk and have a private conversation is impossible at present as there is no form of easy access for people who are wheelchair bound. After further discussion It was:

**PROPOSED by Councillor T Wilcox  
SECONDED by Councillor K Becton**

**RESOLVED: That the Town Clerk contact Alan Hunt of the County Council to assess the building and report back to the Town Council**

**145. NOTICES OF MOTION RAISED BY COUNCILLOR TRUSTEES OF THE PATER HALL  
Motion 1**

It was:

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

**“That the motion regarding the wages subsidy to the Pater Hall Community Trust reducing it by an annual amount of 5%, on Thursday November 4<sup>th</sup> 2010, be rescinded and that the following motion regarding the wages subsidy be submitted in its place.**

**Namely that this council supports the Pater Hall Community Trust in their efforts to improve the Pater Hall on behalf of the community of Pembroke Dock and maintains the current wages subsidy at 70% for the next three years. A review of the subsidy will then take place having scrutinised the latest annual accounts and financial assets of the Trust.”**

Concerns were raised by Councillors and Trust members were asked whether booking charges were being raised and if the business plan was being progressed.

It was felt that there needed to be improvements in relationships between the Trust and Town Council.

The question with regard to fundraising by the Trust to help towards the running of the Hall was raised and discussed. Councillor P Gwyther commented that the recent grant application had taken up a lot of time of the Trust officers and stated that booking hours had been increased yet wages are going up and up.

He stated that if the Town Council do not support the Pater Hall Trust then the Trust will have to finish.

Members commented that they did not want the Trust or the Pater Hall to close but that the Town Council could not keep issuing what could be seen as open ended cheques to the Trust year after year as the money is public money to be used for the benefit of the residents of

Pembroke Dock. It was stated that there has been no evidence that the residents of Pembroke Dock want the Hall to be kept open.

After further discussion to give the Town Council time to scrutinise the accounts of the Pater Hall Trust the motion was amended.

It was:

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

**That the motion regarding the wages subsidy to the Pater Hall Community Trust reducing it by an annual amount of 5%, on Thursday November 4<sup>th</sup> 2010, be rescinded and that the following motion regarding the wages subsidy be submitted in its place.**

**Namely that this council supports the Pater Hall Community Trust in their efforts to improve the Pater Hall on behalf of the community of Pembroke Dock and maintains the current wages subsidy at 70% for the next financial year (2011/12). A review of the subsidy will then take place having scrutinised the latest annual accounts and financial assets of the Trust.**

This motion was carried by a majority vote of the Town Council

#### **Motion 2**

It was:

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

**That the council place in its budget estimates for 2010/2011 a sum of £10,000 allocated against match funding towards the European Grant for hall improvements.**

Members questioned if the bid had already been submitted and asked if sources of the needed match funding were to be put in with the bid. Councillor P Gwyther commented that the bid had been submitted with the Town Council being shown as providing match funding.

It was stated that the Trust assumed that the Town Council would provide the match funding. Councillor K Becton expressed her deep concern that the Trust had not asked the Town Council for help with the match funding before the grant bid was made.

After further discussion it was agreed that the proposed motion would be adjourned until more information had been gained from the European Officer, Mr Gwyn Evans.

It was

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

**RESOLVED - That the Town Council invite Mr Gwyn Evans to the next meeting to clarify these and other issues.**

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

##### **123. Christmas closing times**

The Town Clerk suggested that the Town Council Offices are closed from 24<sup>th</sup> December at 1.00pm through until the 4<sup>th</sup> January 2011; these dates are the same as the County Council office opening hours over the Christmas period. Members agreed the proposed closure dates.

##### **124. Special Council Budget meeting – 6<sup>th</sup> January 2011**

The Town Clerk informed members that as the precept request must be with the County Council by 14<sup>th</sup> January 2011 she suggested that there is a special meeting to be held

on the evening of 6<sup>th</sup> January 2011 to finalise the budget for the year 2011/12, this was agreed by the Town Council.

#### **125. PCSO Provision in Pembroke Dock**

The Town Clerk informed members that she had received a letter from Ian Arundale the Chief Constable of the Dyfed Powys police force in response to the letter sent asking him for his comments and reassurance about PCSO provision. In relation to the provision of PCSOs in Pembroke Dock, Mr Arundale confirms that two staff are contracted on a temporary basis until the end of March 2011. The Divisional Commander in Pembrokeshire, Chief Superintendent Dean Richards, is examining the resources across Pembrokeshire to ensure that there is no adverse impact upon the community. Mr Arundale states that he cannot promise that the front line will not be affected given the financial challenges ahead.

The Town Clerk informed members that Mr Arundale is exploring opportunities to secure external funding to support the continued employment of staff. She stated that he was asking that the Town Council consider whether there are any opportunities to financially support the continued provision of PCSOs in the town.

It was agreed to note this request.

#### **126. Pembrokeshire County Council – Improvement Review Plan**

The Town Clerk stated that she had received a letter explaining that the improvement review for 2009/10 was available on their website. Also the improvement plan for 2010/11 and the Community Plan for 2010-25 are also available.

#### **127. Local Development Plan- Deposit Plan**

The Town Clerk informed members that the County Council have offered the Town Council two places at briefing sessions in January 2011. She stated that she had booked a place for herself and questioned if councillor wished to attend one of these sessions to be held on Wednesday 12<sup>th</sup> January at either 10.00am or 6.30pm.

#### **128. Heritage Lottery Fund Research: Evaluation of Townscape Heritage Initiative**

The Town Clerk stated that she had received a letter from Oxford Brookes University who are undertaking an evaluation on the effectiveness of the THI programme by sampling a cross-section of the schemes over a ten year period. The aim of the project has been to monitor the long term impact of the schemes.

Enclosed was a questionnaire to be completed with regard to the effectiveness of the THI scheme. The Town Clerk asked for comments to be emailed to her.

#### **129. Macmillan Cancer Support- South West Wales**

The Town Clerk informed members that the Macmillan Cancer Support aims to support and make life easier for everyone living with cancer. To deliver their services costs money and they are asking to support them with a financial donation. 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.

#### **130. Ty Hafan**

The Town Clerk informed members that Ty Hafan offers comfort, care and support at home and in the community to families where there is a child or young person who has a condition that means they are not expected to survive beyond 19 years. It costs millions of pounds to run Ty Hafan and as it has no guarantee of any statutory funding it is asking that the Town Council to support Ty Hafan by choosing them as a mayor's charity. 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.

#### **131. Samaritans – Financial support**

The Town Clerk informed members that she had received a request for financial

assistance from the Samaritans in Haverfordwest. The organisation supports members of the community in distress or suicidal by opening more shifts. They estimate that 75% of the 1250 calls that they receive originate from Pembrokeshire. 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.

### **132. Planning Applications**

**10/0900/PA**      Rembrandt Jewellers      17 Dimond Street  
                          Dimond Street                      Pembroke Dock  
                          Pembroke Dock                      **New Shop Front**

It was:                      **PROPOSED by Councillor D Humphries**  
    **SECONDED by Councillor P Kraus**

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

**10/0928/TF**      Mr I Gregson                      Ferry wood House  
                          Ferry wood House                      Ferry Inn  
                          Ferry Inn                                      Pembroke Dock  
                          Pembroke Dock                      **Removal of Ash tree and**  
    **Pollard beech tree**

It was:                      **PROPOSED by Councillor D Humphries**  
    **SECONDED by Councillor D Earl**

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

**10/0872/PA**      6 Springfield Road                      6 Springfield Road  
                          Imble    Imble  
                          Pembroke Dock                      Pembroke Dock  
                          SA72 6PZ                                      **Erection of Dwelling**

It was:                      **PROPOSED by Councillor K Higgs**  
    **SECONDED by Councillor D Humphries**

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

### **133. Planning decisions**

10/0645/AD- Erection of illuminated signs- Unit 1 London Road, Industrial Estate, Pembroke Dock, SA72 4RZ- **Granted**

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

#### **134. Councillor vacancy in Llanion**

The Town Clerk stated that she had been informed by the elections office of the County Council that this vacancy is to be filled by co-option. She suggested that the notices are put up in January for 3 weeks to allow anyone interested to apply to Council.

#### **135. Off street parking places and prohibition and restriction of waiting, loading and parking places consolidation orders 2011**

The Town Clerk informed members that she had received a letter from Mr Darren Thomas the Head of highways and construction in the County Council informing the Town Council that the County Council has resolved to adopt Civil Parking Enforcement powers with effect from 1<sup>st</sup> February 2011. All traffic regulation and parking place orders relating to on and off street parking will be revised to reflect the switch to the new system of penalty charges and civil liabilities. The effect of the new orders will be to consolidate all existing on street parking



### **36 . ACCOUNT BALANCES**

09/12/2010	HSBC Current Account	£9014.94
09/12/2010	HSBC Premium Account	£42625.71

It was

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

**RESOLVED - That the Town Council approve payment of Accounts numbered 87-95 and Salaries and Wages payments.**

### **149. REPORTS FROM TOWN COUNCIL REPRESENTATIVES SERVING ON OUTSIDE BODIES**

#### **Police Forum**

Councillor M Murton commented that she was unable to attend the last meeting but stated that she had been informed that the same objectives were in place as last month. She reminded members that the meetings are held on the 1<sup>st</sup> Wednesday of every month 7pm at St Johns Hall.

### **150. ANY OTHER ITEMS WHICH THE MAYOR DECIDES AS URGENT**

There were no items to discuss.

### **151. ANY OTHER BUSINESS**

#### **Winter Festival**

Councillor P E George thanked the Town Clerk and Assistant Town Clerk and Pater Hall staff for their help on the weekend of the Winter Festival and also wanted to thank the festival committee for the lanterns and the Silver Band, The Lions and Cleddau FM. She suggested that a letter should be sent to the Silver Band Trust apologising for the confusion on the night of the Winter Festival. Councillor S Perkins also thanked everyone for their help she stated it was a great success.

#### **Pater Hall Notice board**

Councillor P Gwyther commented that the notice board was looking battered and worn; he stated that the lighting was also not very effective. The Town Clerk stated that the notice board is regularly cleaned and an electrician would be needed to resolve the lighting issue.

#### **Ombudsman decision**

Councillor P Gwyther informed members that he had received a letter from the Ombudsman informing him that he had been cleared from investigation; he stated that he had been asked not to discuss his arguments with anyone. The Town Clerk advised Councillor Gwyther prior to the meeting that this should not be discussed in the public and she also advised Councillor Gwyther in the meeting that he should not be discussing the matter with anyone.

#### **Memorial Park**

Councillor S Perkins informed members that developments for the Memorial Park were moving forward she stated that the architect had been chosen and she was hoping for for bike track to start in March of next year.