

At a Meeting of Pembroke Dock Town Council held at the Pater Hall, Pembroke Dock on Thursday 10th December 2009.

PRESENT:

Councillor P George (Mayor)
M Colgan (Deputy Mayor), K Higgs
Kate Becton, E Cook, T Wilcox
D Esmond, P Kraus, D Humphreys, P Gwyther, S Perkins, C Gwyther, A McNaughton

IN ATTENDANCE:

Moirsa Saunders- Town Clerk
Sarah Scourfield- Assistant Town Clerk

104. APOLOGIES FOR ABSENCE

Apologies were received from Councillors D King & C Fortune

105. QUESTION AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC

A member of the public questioned if any of the council knew who owned the Barrack Hill, and if it could become common land or a village green status. Councillor T Wilcox stated that it was owned by Pembrokeshire County Council and commented that the Town Council have asked Pembrokeshire County Council before about changing the status of the land to common land but Pembrokeshire County Council would not allow for this to happen. Councillor S Perkins commented that there is no proposal in the local development plan for houses to be built on this land, but stated that the Members are very protective over the area and would keep a close eye on the matter.

106. MINUTES

It was

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

**RESOLVED -
That the Minutes of 19th November 2009 were adopted as
a true record.**

107. MATTERS ARISING FROM THE MINUTES

(a) Minute 98c Provision of skate board park and dirt track for bikes in the Memorial Park

Councillor S Perkins informed members that the park meeting had been cancelled, and stated that there was no progress to report. She commented that once the consultation had taken place then there would be more information available.

(b) Minute 109 (e) Christmas Meal

The Mayor Councillor P George commented that the Christmas Meal was a good night and thanked Councillor P Gwyther for the quiz that he put together for the evening.

(c) Minute 149 Banking facilities for the Town Council

The Town Clerk informed members that banking facilities for the Town Council are being transferred over to HSBC after receiving unsatisfactory service from Barclays. She stated that HSBC had agreed to the online banking and that the transfer process

was in progress.

(d) Minute 148 Provision of Police Community Officers in Pembroke Dock

Councillor T Wilcox commented that this situation is not as bad as the members originally thought he stated that the town would be receiving an extra PCSO soon which will bring the numbers up to 3 PCSO's in Pembroke Dock.

(e) Minute 158 Christmas Festivities 2009.

The Town Clerk reminded members that the Lantern Parade was to take place on Friday 11th December with carols, fire show and fireworks at 7pm, she also commented that there would be a Craft Fair held in the Pater Hall on Saturday 12th December with Father Christmas for the Children and various craft and charity stalls. Councillor S Perkins stated that all stewards for the parade would be meeting at 4.30pm in the youth club and commented that it would be worth walking with the parade. The Mayor Councillor P George commented that there would be no charge for the gifts from Father Christmas on the Saturday, and informed members that she would be on Radio Pembrokeshire on the Friday morning to advertise the towns Christmas events.

99. REPORT OF THE TOWN CLERK

PART 1 – GENERAL

196. Tourist Directional Signs – Flying Boat Centre, Pembroke Dock

The Town Clerk informed members that she had received a letter from the County Council asking for the comments of the Town Council. She stated that the proposal is that signing from the Criterion Roundabout to the centre located at the Dock yard will be in place. The Town clerk stated that all costs associated with the manufacture and installation of the signs together with any future replacement in the event of damage would be borne by the applicant.

There were no objections from Councillors.

197. Third Sector Resource Centre-Pembrokeshire

The Town Clerk informed members that she had included a copy of an email that she had received regarding the setting up of a resource centre. Councillor P Gwyther asked where it would be based, but the Town Clerk commented that was all the information she had.

198. Eligibility for the Award of Grants (Section 137 payments)

The Town Clerk stated that she had attached a revised form and criteria for awarding grants to outside bodies under Section 137. She commented that the revision takes notice of the fact that under this section of a Local Government Act the Town Council cannot make an award to any individual only to an organisation. The Town Clerk informed members that the Town Council can make an award to an organisation and ask that the money is used to support a particular member of that group, but not pay the individual directly.

The Town Clerk asked whether the Council would agree to the changes made to the forms and to policy.

The Mayor P George commented that awarding a grant to individuals is something the Town Council had always done. The Town Clerk advised members that there is a Act stating that as a Town Council we should not under section 137 give grants to an

individual. Councillor Perkins commented that at the moment we only give to groups in the town, so the criteria would need to be changed, as if an individual lives in Pembroke Dock but the organisation that the individual is a member of is based in Milford Haven they would not qualify under the current criteria. After further discussion the Town Clerk agreed she would look at the wording of the document and allow for associations outside Pembroke Dock to be given grants and bring that to the next meeting.

The Town Clerk informed members that she had also included copies of letters that she had received asking for support from the Town Council.

The Samaritans

It was agreed the Town Council would not award a grant

Ms Danielle Rowe

Councillor C Gwyther questioned if we could ask Ms Rowe to display a Town Council sticker, it was agreed this would be looked into to try and find a badge that could possibly be sewn on.

It was:

PROPOSED by Councillor S Perkins
SECONDED by Councillor A McNaughton

RESOLVED - That the Town Council agree that a grant of £200 was awarded to Ms Danielle Rowe

Cleddau Radio

Councillor P Gwyther questioned how commercial the radio station was, the Town Clerk commented that it is a community radio and not commercial. The Mayor Councillor P George stated that they do support the town and it would be good to support them.

It was:

PROPOSED by Councillor E Cook
SECONDED by Councillor A McNaughton

RESOLVED - That the Town Council agree that a grant of £300 was awarded to Cleddau Radio

Eisteddfod

It was agreed the Town Council would not award a grant

St Non's ward,

Councillor S Perkins stated that this is out of the Town Councils remit and was agreed that the Town Council would not award a grant.

Santes Ffair afterschool + Holiday Club.(St Mary's)

Councillor S Perkins questioned if the club was a private business and if they charged for the service they offer, she commented that if they contact Communities First they would offer free food hygiene training.

NSPCC

It was agreed the Town Council would not award a grant.

Councillor K Becton commented that the Town Council should be funding local people and it should not be down to the Town Council to award grants to the larger charities. Councillor D Esmond questioned if there was another group we could put the applications under, Councillor Perkins questioned if a community chest would be the best way, she commented that the LNG had planned to do something similar and questioned if this was something the Town Council could look into. The members agreed this was possibly the best way forward.

199. Budget for 2010/2011

The Town Clerk informed members that she had included in the papers a copy of some proposals for next year's budget. She stated that this will then be used to request our precept for the year 2010/2011.

The Town Clerk advised members that she had prepared three options to consider. She suggested a 'standstill' option, an option that includes a 1% increase on this year's precept and also a 2% increase.

The Town Clerk stated that although on the 'standstill' budget proposal she had changed the money allocated between the various budget headings, and that the overall spend would be the same as for this financial year. For instance £3000 has been taken from the Twinning budget and used that amount elsewhere to increase the budget for Christmas Lighting.

The Town Clerk advised members that after discussion with Mr Hugh Colley, Town Clerk of Pembroke, they have decided that as there is a balance of over £12,000 in the accounts for the Twinning budget, and there are no visits planned it would be unwise to place another £6000 (£3000 from each Council) into that budget and suggested for this year we do the same.

The Town Clerk informed members that salaries and wages are unlikely to increase by more than 1% for the next year and the existing budget amount would be enough to cover for that increase.

The Town Clerk advised members that the Christmas lighting had been increased to allow for the Council to employ a contractor to deal with the lighting. She commented that at the moment as all Councillors realise, Mr Jeremy Jones and Mr Jimmy Pickering put up and take down the lights and do any maintenance needed but felt that she could not rely on this to continue indefinitely.

After discussion it was agreed that a Special meeting should take place on 7th January to discuss the budget further.

200. Planning Applications

Councillor S Perkins, T Wilcox and K Becton declared an interest

09/0769/PA

Mrs Sandra Strudwick
31 Grove Drive
Pembroke
SA71 5QB

66 High Street
Pembroke Dock
SA72 6PB

**Alterations and
Extensions**

It was:

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

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

09/0705/PA

Mr William Rees
Pater Haven
Chapel Road
Pembroke Dock
SA72 6TL

Pater Haven
Chapel Road
Llanreath
Pembroke Dock
SA72 6TL

**Construction of one 1.5
storey dormer bungalow**

It was:

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

RESOLVED - That the Town Council recommend this application is not supported due to parking issues and overlooking issues to the property to the rear of the proposed site.

09/0416/PA

Mr Sean Burns
Bramble Hall Farm
Ferry Lane
Pembroke Dock
SA71 4RG

Bramble Hall Farm
Ferry Lane
Pembroke Dock
SA71 4RG

**Siting of three
caravans for
Residential use (Lawful
Development Certificate)**

It was:

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

RESOLVED - That the Town Council recommend this application is supported

201. Planning Decisions

09/0563/PA – Erection of Porch – Jumping Bean, Childs Day Nursey, Hawkstone Road, Pembroke Dock, SA72 6HN – **Granted**

09/0373/CA - Demolition of Existing Shed- 35 Pembroke Street, Pembroke Dock, SA72 6XH- **Consent given**

Conditions

1. *The demolition hereby permitted shall not commence until the contract for carrying out the works of redevelopment of the site is made and planning permission has been granted for the redevelopment for which the contract provides and the said redevelopment shall be commenced within 3 months of the commencement of the demolition unless otherwise agreed in writing with the Local Planning Authority.*

09/0498/PA – Conversion of garage into a kitchen and utility area and 1st floor extension – 25 Sycamore Street, Pembroke Dock, SA72 6QN- **Granted**

89. SUPPLEMENTARY REPORT OF THE TOWN CLERK

PART 1 – GENERAL.

202. Application for grants continued.

The Town Clerk informed members that since the papers were posted she had received two more applications for grants. She stated that she had not yet asked them for more information until the forms had been agreed at the meeting.

Pembrokeshire YFC

The Town Clerk informed members that The Young Farmers Movement gives young people the opportunity to gain training in a wide range of skills and crafts. She stated that the clubs are run on a democratic basis with the members encouraged to take responsibility for their own club programmes while keeping closely linked to the County Federation and commented that members are encouraged to develop close links with their community by carrying out community/environment projects, and helping out disadvantaged groups within their own areas.

The cost of running the movement is constantly increasing and to ensure that these opportunities remain available for today's and future generations of rural youth they need to maintain adequate funding.

It was agreed by all members that the Town Council would not award a grant to

Pembrokeshire YFC.

Pembroke Amateur Boxing Club

The Town Clerk informed member that Pembroke Amateur Boxing Club will be holding their annual Boxing Tournament in the Pater hall on 23rd January 2010 and as they are a voluntary organisation and raise their own funds to put on the show they are asking the Town Council if they wish to sponsor a bout for £50.00 or to sponsor the ring, trophies or food for £200.00.

Councillor T Wilcox commented that this is a worthy cause especially for the children. After further discussion,

Councillor S Perkins abstained from the voting

It was:

PROPOSED by Councillor A McNaughton

SECONDED by Councillor K Becton

RESOLVED - That the Town Council would award a grant of £100 to the Pembroke Amateur Boxing Club

203. Village Green Status in Pennar.

The Town Clerk informed members that she had sent out papers regarding this issue to each Councillor and commented that from the papers there are a number of questions that needed to be answered at this meeting. She stated that unfortunately she did not receive the documents until Monday 7th December from Mr. Huw Jones and the closing date of the consultation is the 23rd December 2009.

Councillor K Becton questioned that if item number 6 on the papers was answered would it answer a lot of the other items, and stated should the question be will the Town Council fund the costs. The Town Clerk informed members that it had been agreed in previous minutes back in 2007 that the Town Council would support it. Councillor P Gwyther commented that the Town Council did agree to support the solicitor's costs for the Village Green Status Councillor K Becton commented that this was some time ago. Councillor S Perkins questioned if there was a ceiling on the costs and how far would it go, Councillor K Higgs commented that it was worrying that it would cost £500 per day and questioned if we had an idea of how many days it would be likely to go on for.

Councillor T Wilcox stated that he had spoken with Huw Jones and commented that we have a good case; he said it had taken so long to get to this point due to Lowless and Lowless and was not happy with the service received and asked if he could see receipts which we had recieved, he stated that it would be nice to see the ½ acre of land being utilized in a proper way. Councillor K Becton commented that she supported Councillor T Wilcox and recognized the financial situation and commented that the piece of land would always be available and it is something for the whole town.

Councillor K Higgs questioned whether the costs are likely to snowball, Councillor T Wilcox stated that Haverfordwest have recently done the same thing which lasted 4 days at a cost of £6000. Councillor E Cook commented that the area looks green but there is not much for the children to play on.

Councillor C Gwyther stated that if the Town Council support this then there should be the recognition that it is for the whole town. She commented that this could be an open ended situation and was concerned about the costs spiraling. Councillor P Gwyther commented that the Town Council need to be looking long term as so many green areas are being taken by housing. The Town Clerk stated that she could bring a progress report to each meeting on costings before the case moves on, she also commented that answers were needed to the questions on the papers which were received.

Councillor K Becton proposed that a vote was taken on funding the application:

It was: **PROPOSED by Councillor C Gwyther**
SECONDED by Councillor T Wilcox

RESOLVED - That the Town Council agreed to pay the legal costs incurred in progressing the application to achieve village green status on land in Pennar that lies between Stranraer Road and Military Road.

Members were happy with the Consultation notice and agreed to use barristers advice up to a limit and would recommend that advice is used from the open space society.

It was: **PROPOSED by Councillor A McNaughton**
SECONDED by Councillor K Higgs

RESOLVED - That the Town Council would gain advice from a barrister in the first instance and that further costs are monitored closely with reports brought to Council regularly.

It was agreed by members that if the case gets to a stage where costs are spiralling then a meeting should be called to agree the next steps.

204. Planning Applications

09/0797/PA

Mr Huw Owen
Collingwood
Pembroke Dock
SA72 6XP

16 Market Street
Pembroke Dock
SA72 6XP
Demolition of existing extension and construction of a two storey extension

It was: **PROPOSED by Councillor C Gwyther**
SECONDED by Councillor K Higgs

RESOLVED - That the Town Council recommend this application is supported, but commented they suggest the window to the rear of the property to be frosted glass.

09/0808/PA

Mr Steven Lade
Sea Haze
Connacht Way
Pembroke Dock
SA72 6FB

Sea Haze
Connacht Way
Pembroke Dock
SA72 6FB
Extension to existing dwelling and new vehicular access

It was: **PROPOSED by Councillor P Kraus**
SECONDED by Councillor K Higgs

RESOLVED - That the Town Council recommend this application is supported

205. Planning Decisions

09/0560/PA –Erection of Dwelling – Land to the north of 72, Stranrear Road, Pennar, Pembroke Dock, SA72 6RX.- **Refused**

1. *The proposal would result in a cramped form of development and would result in a prominent building; therefore resulting in an adverse visual impact within the streetscene to the detriment of the prevailing character of the locality. As such the proposal would not be well related to the form and character of the existing settlement and would be contrary to Policy 46 (Settlement Boundaries) of the Joint Unitary Development Plan for Pembrokeshire (adopted 2006).*

100. FINANCIAL REPORT

9. Accounts for Payment

The following accounts were submitted for approval of payment:

103	Modern Print- Xmas Cards	£239.40
104	J S Pickering Electrical- Christmas Lighting	£2531.65
105	Chemical Uk battery powered speaker system	£329.00
106	Consortium - Cleaning products	£179.78
107	Funwarehouse - Santa Suit	£80.16
108	Parkes Dutch Bulbs	£188.20

The Town Clerk asked for the following additional accounts to be approved:

109	Lowless Commercial Solicitors	£2875.00
110	Parties in the bag- Santa Grotto presents	£151.95
111	All Seasons Fireworks - Xmas festivities display	£1000.00
112	Newey and Eyre- Xmas lighting materials	36.08

10. Internet Payments

01/12/09	Smart stamp - Postage	£40.00
December	Salaries, Wages, Tax and NI	£4183.59

It was:

PROPOSED by Councillor S Perkins
SECONDED by Councillor E Cook

RESOLVED -
That the Town Council approve payment of
Accounts numbered 103-112 and internet payments.

101. REPORTS FROM TOWN COUNCIL REPRESENTATIVES SERVING ON OUTSIDE BODIES

No Member had any item for discussion under this heading.

102. ANY OTHER ITEMS WHICH THE MAYOR DECIDES AS URGENT

No member had any item for discussion under this heading.

103. ANY OTHER BUSINESS

Pot Holes

Councillor A McNaughton questioned if anything was being done about the pot holes on London Road, Councillor S Perkins commented that this issue was being sorted but due to recent bad weather this had been delayed.

Carparking Charges

Councillor S Perkins informed members that the parking debate had been lost, as the charges were passed by the cabinet to start charging from April. She commented that Pembroke Dock have the highest charge per hour. She stated that she had spoken with the Director and stated how unfair it was, Pembroke Dock needed more free 1 hour parking. It was suggested that there should be herringbone parking in Meyrick Street and extend lower Meyrick Street. Councillor S Perkins stated that after Christmas she would speak with the Director again, but asked for a letter of support from the Town Council and Chamber of Trade to request more free parking as we are the only town with 30p per hour charges. She suggested that a copy of the letter is sent to the Director and also a copy is forwarded to Jamie Adams.

The Mayor Councillor P George commented that she felt the town was being penalised, Councillor S Perkins informed members that Pembrokeshire County Council were taking the information from the report which they produced in 2007 which stated that the Town was doing very well. The Mayor Councillor P George questioned where the people who work in the town will be able to park. Councillor S Perkins commented that Western Way would be their only option at present.

Councillor C Gwyther commented that she sat in the public gallery where the charges were discussed and she stated that Jamie Adams did appear to be fighting for Pembroke Dock. She stated that it would be better to try and obtain 1 hour free parking, and ask for this to apply to the car park at the bottom of Gordon Street and the extra herringbone parking in Meyrick Street. Councillor C Gwyther commented that she is pleased Pembrokeshire County Council are being imaginative.

The Mayor Councillor P George thanked Councillor S Perkins for all her hard work.

It was:

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

RESOLVED - That the Town Council write to Pembrokeshire County Council to support the 1 hour free parking and extra herringbone parking.

Western Telegraph representation

Councillor E Cook questioned if the Town Council had received notification from the Western Telegraph as to why there was no representation at Council meetings. The Town Clerk stated that there is currently nobody filling the position which Kirsty has left. Councillor C Gwyther questioned if we could start sending them our own reports. The Town Clerk informed members that the Western Telegraph receive copies of the minutes for every meeting.

Councillor C Gwyther

The Mayor Councillor P George congratulated Councillor C Gwyther for her success on getting selected as the Labour party candidate for the Carmarthen East Parliamentary seat, and wished everyone a Merry Christmas.

The meeting ended at 20.00hrs

Mayor

Co-option of new Councillor for Llanion Ward

There were 3 candidates for the vacancy. The 3 applicants were

Mr Andrew Lewis
Ms Laura Esmond
Mr William Rees

All 3 candidates were asked the same questions, and Councillors were asked to vote for the person they wanted to be part of the Town Council. The Candidate with the most votes was Mr William Rees.

The Mayor Councillor P George commented that all candidates were very good and congratulated Mr Williams Rees.