

At a Meeting of Pembroke Dock
Town Council held at the Pater
Hall, Pembroke Dock on Thursday
20th November 2008.

PRESENT:

Councillor R Watts (Mayor)
Councillors K Becton, P. E. George, D.
Esmond, C. Gwyther, P. Gwyther, D. King,
A. McNaughton, S. Beasley, T. Wilcox, M.
Colgan, E. Cook, S. Perkins, C. Fortune

IN ATTENDANCE:

Ian Jones, Town Clerk
Moirsa Saunders, Committee Clerk

113. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors K. Higgs

114. TALK ON FAIR TRADE WALES

Chris Urack of Fair Trade Wales made a presentation to the Town Council regarding Fair Trade Town Status.

Mr Urack told the meeting that Wales was the first Fair Trade Country and in order to highlight the fact a Fair Trade flag was moving around the country. This flag is due into Pembroke Dock on 15/01/09, and on the 16/01/09 it will leave Pembroke Dock from Hobbs Point to travel to the Milford Haven Port Authority premises in Milford Haven. Mr Urack outlined the features that make Fair Trade fair to producers mostly in third world countries. He highlighted that local businesses do not suffer as a result of Fair Trade products as usually the items are not produced in the local surrounds. For example coffee can not be grown successfully in Pembrokeshire.

Mr Urack stated that Fair Trade encourages constructive not destructive practices, that the producers receive a fair and guaranteed price for their goods, which allows the producers to plan for their businesses and therefore the whole community benefits and living standards rise.

Mr Urack asked the Town Council for ideas as to what could be done when the Fair Trade flag comes into Pembroke Dock.

The Town Council also supported the Fair Trade Town Status and asked Mr Urack to progress this for Pembroke Dock. He stated that he would steer and chair the process towards the town becoming a Fair Trade Town.

It was agreed that a date in Early January 2009 needed to be decided for a meeting to take place. Thursday 15/01/09 at 1700hrs was agreed for such a meeting as this was prior to the Town Council meeting in January 2009.

Mr Urack was thanked by the Town Council and left the meeting at 1900hrs.

Councillors P. Gwyther and S .Perkins entered the meeting at 18.35hrs.

Councillor C Gwyther entered the meeting at 18.43hrs.

115. QUESTION AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC

Mrs Vanessa Owen addressed the meeting with regard to the state of cleanliness of Pembroke Dock and presented a petition .

Mrs Owen stated that she was representing the feelings of many people in Pembroke Dock about the perceived ‘dirty ‘ state of the town. Mrs Owen spoke of her concern about dirty slippery footpaths and how some residents feel unable to leave their homes due to the danger of falling.

Mrs Owen also felt that the amount of litter on roads and footpaths in Pembroke Dock was unacceptable and needed to be addressed. She had even overheard visitors to the town comment on the filthy state of certain areas.

Councillor R Watts stated that the Town Council were aware that certain areas of the town are not cleaned adequately, but that the service the town received from Pembrokeshire County Council was a standard one and that any extra cleansing service had to be paid for by the council tax payer.

Councillor S Perkins explained that the County Council have one of the lowest Council Taxes in Wales . She also stated that Pembroke Dock Environmental Action Team (PDEAT) were lobbying the County Council to improve street cleaning within the town. There was also an event taking place in the new year organised by Tidy Towns that will focus on making a bigger impact on cleaning up unsightly areas within the town. She supported the Town Council’s efforts to improve matters within the Town.

Councillor D King described a scheme that the Chamber of Trade are progressing which will involve issuing premises in Pembroke Dock with brushes to encourage them to keep the fronts of their businesses clean. He also stated that there was only one mechanical sweeper and one litter picker for the town, which he felt was inadequate.

Councillor K Becton stated that the litter picker does very well, but that people are often seen throwing litter on the ground whilst being in close proximity to a litter bin. There was some responsibility on people of Pembroke Dock to use the bins and not throw rubbish on the ground.

Mrs Owen stated that there was impacted slime and wet leaves on footpaths which makes it dangerous to people on foot.

Councillor C Gwyther agreed that the County Council should be stepping up the cleansing of pavements particularly taking into account the wet leaves around at this time of year.

Mrs Owen was encouraged by the Town Council to write to the Highways Department in County Hall

Councillor S Perkins agreed to take the petition to the County Council.

Councillor R Watts thanked Mrs Owen and Mr Shapcott for attending and asked if one of them would like to attend the next PDEAT meeting.

116. MINUTES

AMENDMENTS

Councillor A McNaughton asked whether copies of the minutes were being sent to the Tenby Observer, the Town Clerk apologised that they were not but that would be rectified as soon as possible.

The Town Clerk also indicated that there was an error in the date of the minute 104, the date should show 9th October .

With this amendment it was

PROPOSED by Councillor S. Beasley
SECONDED by Councillor A. McNaughton

RESOLVED

That the Minutes of the meeting of the Town Council held on 30th October 2008 be adopted.

117. MATTERS ARISING FROM THE MINUTES

(a). Minute95(146) Contribution towards CCTV cameras within Pembroke Dock

The Town Clerk reported that he was still waiting for information on statistics also he stated that the police felt that the issues at Albion Square had been resolved but PDEAT had reports that it had not.

118. REPORT OF TOWN CLERK.

PART 1 GENERAL.

176. PLANTING OF A TREE IN THE MEMORIAL PARK TO MARK THE 90TH ANNIVERSARY OF THE SIGNING OF ARMISTICE IN 1918.

It was suggested that the Town Council plant a tree in the Memorial Park to mark this anniversary. In addition an anonymous donor was prepared to replace the tree planted to mark the late Queen Mother's 100th Birthday which was destroyed by vandals some years ago. The Town Clerk had spoken to the Area Maintenance Officer and he was prepared for two trees to be planted in the Park. The Town Clerk suggested that Whitebeam and an Acer (Maple) would be suitable. The cost of a Whitebeam or Hornbeam would be approximately £110.45.

Councillor S Perkins asked the Town Clerk whether there was an intention to protect the trees in some way to avoid damage to them. The Town Clerk stated that there was to be some fencing or protection around the trees .

PROPOSED by Councillor K. Becton

SECONDED by Councillor D King

RESOLVED

That two trees be purchased and planted in the Memorial Park as discussed.

177. LLANION COMMUNITIES FIRST.

The Town Clerk placed on the table to the RHS of the Chamber a copy of the monthly bulletin for November for members to peruse.

178. PEMBROKESHIRE COUNTY COUNCIL A – Z GUIDE TO SERVICES.

The Town Clerk had been approached by the County Council to ascertain if the Town Council wished to advertise our town in this publication. The cost for a half page advert is £425 and the publication will last 2 years. The Town Clerk understood that both Milford Haven Town Council and Pembroke Town Council have agreed to place an advert. This cost can be deferred until April 2009 but if the Town Council were under spending on the budget then the amount could be paid later this financial year.

Councillor A Wilcox stated that he did not feel the Town Council should place such an advert. The Town Council agreed that they should not place this advert.

179. FRIENDS OF PEMBROKE DOCK MEMORIAL PARK.

Members were made aware that progress was being made on making improvements to the Park. The Friends were now a properly constituted body with a committee and constitution. The Group had already invited and received proposals for upgrading the under 7s play area, the 7 – 16 age group play area, improvements to the tennis courts and multi sports area such that a bid for funding will shortly be made to the National Lottery under the “Childs Play” scheme in the sum of circa £160,000 plus VAT. If a BMX track were also installed then there would be further additional costs. At this stage permission was sought to transfer to the Friends group the sum of £5000 carried forward from last year’s budget which will be used by the Friends for some minor alterations and improvements. The group will be seeking the assistance of a specialist in putting together the bid to the Lottery so some incidental costs will also need to be met.

Councillors S. Perkins, C. Gwyther, P. Gwyther, P. George, R. Watts, K. Becton and M. Colgan declared an interest as they are members of the Memorial Park Sub Committee and took no part in the discussions and voting.

PROPOSED by Councillor A. McNaughton

SECONDED by Councillor S Beasley

RESOLVED

That £5000 is transferred from The Town Council to the Friends of the Memorial Park Group.

180. PEMBROKESHIRE COUNTY COUNCIL SUPPLEMENTARY PLANNING GUIDANCE ON PLANNING OBLIGATIONS, CONSULTATION PROCEDURES.

The Consultation Group met on Monday 10th November 2008 and produced a response to these documents that was shown in the Appendix A.

Councillor K. Becton expressed her thanks for this response.

Councillor C Gwyther reminded the meeting that the consultation was open until 28th November 2008 and encouraged anyone as part of another group (for example County Councillors), considering a response to consider using the same type of language as used by the Consultation Group of this Town Council. She intended to do just that as a National Park member.

It was agreed that the response put forward by the Consultation Group should be sent to the County Council.

181. MID AND WEST WALES FIRE AND RESCUE AUTHORITY RISK REDUCTION ACTION PLAN 2009/2010 AND IMPROVEMENT PLAN 2008/9.

The Town Clerk placed on the table to the RHS of the Chamber a copy of the Plan for members to peruse.

182. PRIDE IN OUR COMMUNITIES ANNUAL REPORT 2007 / 8.

The Town Clerk placed on the table to the RHS of the Chamber a copy of the above report for members to peruse.

PART 2 – CORRESPONDENCE.

183. AUTOMATIC DOOR CLOSURES ON PUBLIC CONVENIENCES.

The Town Clerk had received a letter from the Chairman of Pembrokeshire Association of Local Councils concerning the above matter. The Town Clerk understood that the County Council had installed a magnetic door catch system on 41 of the 95 public toilets within Pembrokeshire. The door closure was activated by a remote system which enabled the toilets to stay open for a longer period and removed the need for staff and vehicles to physically open and close each convenience. As part of the improvements in those toilets which had the remote closing device, all external doors have been “undercut” by 4” to allow ventilation. The Town Clerk understood that there was an incident involving one of the “remote” sensor sites at Carew in the summer when a child was “locked” in the toilet area for about 1 hour before a member of the County Council staff was able to “release” her from the remotely locked building, this was because she was unable to reach the release mechanism in the toilet area. It has been suggested that such release mechanisms be placed at a lower height to prevent this happening again. The Town Clerk had been asked by the PALC Chairman whether local councils wish the matter to be taken further with the County Council.

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

RESOLVED

That PALC are asked to take this matter further with the County Council to ensure that no one is locked in a public toilet..

184. LOCAL GOVERNMENT BOUNDARY COMMISSION FOR WALES – WORKSHOPS 2008.

The Commission will be holding a Workshop at the Halliwell Centre in Carmarthen on Wednesday 10th December 2008 at 1030hrs to 1300hrs at which the following topics will be discussed:-

1. Are Councillor Numbers to Voters right?
2. Making clearer communications
3. What makes better boundaries?
4. What can we do better?

Town Clerks and any Town / Community Councillor were invited to attend the Workshop.

The Town Clerk asked for representatives from the Town Council. Councillors C. Gwyther, A. Wilcox and S Perkins all agreed to attend.

185. REVIEW OF POLLING DISTRICTS AND POLLING PLACES (PARLIAMENTARY ELECTIONS) REGULATIONS 2006.

The Town Clerk received a letter from the Monitoring Officer of the County Council about the above review. In relation to the use of the Pater Hall as a Polling Station the following comments were recorded:-

“Access to Polling Station via a flight of 5 steps but alternative access has a step with a ramp available. Car Parking on street and car park with disabled parking spaces within 100 yards. Located within settlement. Good facilities and services.”

No improvements were suggested by the County Council.

186. JOINT TOURISM AND TWINNING COMMITTEE.

This Committee met on Thursday 13th November. One of the Town Councillors present wished to update members on what was discussed in relation to budget for next year and the possibility of the publication of a Joint Town Guide.

Other matters debated included Town Tourism Publicity and the production of a new DVD to replace the Video “What’s Your Hurry”, a Visit to Pembroke Malta in May 2009 and the possibility of two young people visiting Bergen for the Anne Frank Days in 2009. Details of the Visit to Malta were given in the Town Clerk’s report dated 18th September

2008 and attached as Appendix B were further details of the provisional arrangements. Any member who was interested in the official visit was asked to let the Town Clerk know by 27th November 2008.

Councillor P Gwyther stated that one of the main concerns of a joint guide with Pembroke is that Pembroke Dock be given an equal share in order to promote the town. Councillor D King queried whether this guide would be duplicating the work of the Chamber of Trade. Councillor S Perkins also voiced concern that Pembroke Dock may lose the town identity against Pembroke.

PART 3. PLANNING

Councillors S. Perkins, K. Becton, A. Wilcox declared an interest as County Councillors and took no further part in the discussions.

Councillor K. Becton left the chamber at 1900hrs

187.PLANNING APPLICATIONS

08/0839/PA	Mr&Mrs G.Williams 5, Woodfield Close, Cosheston, Pembroke Dock SA72 4UE	Erection of two dwellings Land at rear of 6,7&8 Chapel Road Llanreath, Pembroke Dock, SA72 6TP
-------------------	---	--

Councillor C. Gwyther asked whether car parking had been accounted for and was assured that it had.

PROPOSED by Councillor A McNaughton
SECONDED by Councillor D Esmond

RESOLVED

That the Town Council support this application

08/0851/PA	Jeff Teague Milford Haven Port Authority Quay Side Estates Suite 4B, Cedar Court Milford Haven, SA73 3LS	Alterations & extensions to building Royal Dockyard 53, Pembroke Dock Pembrokeshire
-------------------	--	--

PROPOSED by Councillor C Fortune
SECONDED by Councillor C Gwyther

RESOLVED

That the Town Council support this application.

08/0869/PA	Mr Mark Parcell 24, Church Street Pembroke Dock	Erection of single storey rear extension 24, Church Street, Pembroke Dock
-------------------	---	---

PROPOSED by Councillor C Fortune
SECONDED by Councillor D King

RESOLVED

That the Town Council support this application

08/0874/PA	Mr & Mrs Bateman, 30, Clarence Street Pembroke Dock SA72 6JP	Proposed rear conservatory 30, Clarence Street Pembroke Dock SA72 6JP
-------------------	---	--

PROPOSED by Councillor C Fortune
SECONDED by Councillor M Colgan

RESOLVED

That the Town Council support this application

188. PLANNING DECISIONS

08/0521/PA Erection of dwelling, Land adjoining 39, Waterloo Road, Pembroke Dock, Pembrokeshire – **granted.**

08/0699/PA Extension to dwelling , 13, Cromwell Street, Pembroke Dock,Pembrokeshire,SA72 6HP - **granted**

119. SUPPLEMENTARY REPORT OF THE TOWN CLERK

PART 1 – GENERAL.

189.THE ADJUDICATION PANEL FOR WALES – ANNUAL REPORT 2007-2008.

I have received one copy of the above report which I have placed on the table to the RHS of the Chamber for members to peruse.

PART 2 – CORRESPONDENCE.

190. NEW TRAFFIC ORDERS.

(a) Resident Parking, Bush Street, Pembroke Dock.

The Town Clerk attached as Appendix C a copy of the proposed order for members' consideration.

Councillor S Perkins expressed her concern that it was becoming harder to park in the town.

Councillor Watts pointed out that even where householders had access to a garage they were still parking on the street.

Councillor A McNaughton queried whether Residents only spots were being enforced after 5.00pm

Councillor A Wilcox said that Residents only parking had been policed outside of office hours.

Councillor S Perkins suggested that the Town Council approach the County Council to see whether the Residents Only parking spots could be used by visitors to the town between 9-5.

PROPOSED by Councillor S Perkins
SECONDED by Councillor C Gwyther

RESOLVED

That the Town Clerk write to the County Council to enquire whether Residents only parking spots could be used by commuters/shoppers during the hours of 9-5.

(b) One Way Street, Dimond Street, Pembroke Dock.

The Town Clerk had received a notification from the County Council that they will shortly be advertising a permanent one way order for Dimond Street. The Town Clerk attached as Appendix D a copy of the letter.

191. VEHICLE ACTIVATED SIGNS.

The Town Clerk attached as Appendix E a copy of a letter received from Mr J Price, Traffic Manager, Pembrokeshire County Council for consideration.

Councillor A Wilcox felt that Military Road would meet the criteria as laid down in the letter from the Traffic Manager.

The Town Clerk asked the Town Councillors to identify sites that might fit the criteria for the location of these vehicle activated signs, and the County Council will do the research for the Town Council. The Town Clerk asked the Council to respond by the next Town Council meeting.

192. TIDY TOWNS WEEK.

This will take place during week commencing 26th January 2009. The Pembroke Dock Environmental Action Team Sub Committee were to meet on Thursday 4th December 2008 at 1000hrs to prioritise the projects which were put forward by various sections of the Community. There will be a formal launch event on Monday 26th January at 1000hrs here in the Pater Hall.

Councillor C Fortune suggested that for the week of 26th January 2009 there should be zero tolerance shown to people dropping litter and rubbish. The Town Clerk stated that

this had been raised at PDEAT together with the question of Towns/Communities taking on fixed penalty duties for this work. A response from the County Council was awaited.

PART 3 – PLANNING.

193. PLANNING APPLICATIONS

08/0904/PA	Mrs Coates 44,Stranraer Road Pennar Pembroke Dock SA72 6RX	Erection of single storey extension 44, Stranraer Road Pennar Pembroke Dock SA72 6RX
-------------------	--	--

PROPOSED by Councillor C Fortune
SECONDED by Councillor A McNaughton

RESOLVED

That the Town Council support the application

194. PLANNING DECISIONS

08/0488/PA Extension to lounge bar and alterations to existing – PD Quins RFC Clubhouse, London Road, Pembroke Dock, Pembrokeshire SA72 6TT. - **approved**

08/0726/PA – Variation of Condition No 5 of 03/1222/PA to include domestic appliances, ancillary cables and scrap metal. –The Dockyard, Pembroke Dock.
Conditionally approved.

08/0555/CA Demolition of existing public house and re-development of site to provide 8 No flats and one maisonette with car parking – Caledonian Inn, 2, High Street, Pembroke Dock, SA72 6PA – **Refused**

120. REPORT OF THE FINANCIAL OFFICER

22. ACCOUNTS FOR PAYMENT

The following accounts are submitted for approval of payment:-

110	Talk Talk- Telephone Calls	£14.35
111	Sign ‘n’ Design – Updating Roll of Honour	£55.23
112	Completely PC- Computer Peripherals	£30.98
114	Zoe Priestly – Donation	£100.00
115	Royal British Legion-Poppy Wreaths	£78.00
116	I. Jones-Telephone	£65.78

23. INTERNET PAYMENTS

The following accounts were paid on line during the month of October 2008:-

01/10/2008	Smartstamp – Postage	£35.00
14/10/2008	Pater Hall Community Trust – Balance of Grant Sals & Wages	£8502.12
21/10/08	Ice MagicInternational-2 nd instalment	£978.07
	Salaries, Wages, Tax and NI	£4282.22

PROPOSED by Councillor C Fortune

SECONDED by Councillor A McNaughton

RESOLVED

That the Town Council approve payment of Accounts numbered 110 – 116 and the internet payments shown above.

121. REPORTS FROM TOWN COUNCIL REPRESENTATIVES SERVING ON OUTSIDE BODIES.

Councillor D King reported on the Police Liaison meeting that he had attended. The police reported that speed checks on Essex Road were carried out and excessive speed was not an issue. Also that the lorry parking at the lay-by adjacent to the Cemetery on London Road was not excessive and it was a safe place for the lorries to stop after the ferry journey.

Councillor S Perkins stated that there is now a lorry park at the ferry terminal but that it was not big enough .

Councillor D King stated that letters were to be given to lorry drivers presently parking in Pembroke Dock in Polish, French and English encouraging them to use the new lorry park.

Councillor C Gwyther asked that a letter is sent to the Milford Haven Port Authority asking them to increase the size of the lorry park.

PROPOSED by Councillor C Gwyther

SECONDED by Councillor D King

RESOLVED

That the Town Clerk write to MHPA asking that the lorry park at the Ferry Terminal in Pembroke Dock is increased in size in order that more lorries can be accommodated.

Councillor D King reported that a test purchasing operation took place with Trading Standards, 3 of 6 licensed premises tested sold alcohol to persons under the age of 18. PCC Licensing Authority are to initiate prosecutions.

Speed checks have been carried out on Bush Street and Hawkstone Road and only 3 people were stopped and advised about their speed

Councillor D King reported that there had been no more complaints about Anti Social Behaviour at Albion square.

Councillor D King also reported about a meeting with the Environmental Action Team. He stated that he, Councillors Becton and Watts together with the Town Clerk had walked around the Town area with Mr Codd of Pembrokeshire County Council and at least half of the issues identified had been addressed. The bus shelter in Laws Street is to be replaced. The hedge bordering the Asda car park and adjacent to the wall along Western Way is to be removed Councillor S Perkins reported that she had met with David Walker of the Youth Centre and that there was to be a Memorial Park meeting the next day. Councillor S Perkins or The Town Clerk would be reporting back to the Town Council on that meeting.

Councillor S Perkins reported that during the visit to the BMX tracks in Cardiff she was pleasantly surprised and it was an interesting visit. Councillor S Perkins also reported to the Town Council that a lottery bid will be made on behalf of the Friends of the Memorial Park by March 2009.

Councillor P Gwyther reported that there were plans that had been drawn up for improvements for the Pater Hall, but as yet none had been accepted. It was very much an on going process.

122. ANY OTHER ITEMS WHICH THE MAYOR DECIDES AS URGENT

No member had any item for discussion under this heading.

123. ANY OTHER BUSINESS

Councillor C Gwyther asked that a letter goes to the County Council to ask Highways to clear stones and drains in the vicinity of Prospect Place/Milton Place and Croft Terrace. Stones had been washed down in the inclement weather and the area is dangerous and slippery.

Councillor S Perkins had attended a PACTO meeting and reported that a pilot scheme running the Town Rider bus service for disabled and older people was due to end in march 2009. Councillor S Perkins asked that a letter is sent to Pembrokeshire County Council and PACTO encouraging them to keep this service. On this issue Councillor A Wilcox declared an interest as he holds a hackney licence and he did not participate in the discussion or decision.

Councillor S Perkins concerned that many footpaths in the town were slippery and needed cleaning.

Councillor S Perkins also felt that the Town Council should respond to a letter published in the Western Telegraph regarding Section 106 agreements. The Town Clerk was asked to write a letter to the newspaper putting forward the viewpoint of the Town Council.

Councillor E Cook commented on the traffic accident that had occurred at the Bush Street Ferry Lane junction. She was surprised that there had not been more accidents at this site and felt that the junction does not work safely. It was agreed that a letter would be sent to the County Council asking that the operation of this junction is reviewed.

Councillor C Fortune had reported in the past about an incident where she saw a person strewing a bag of rubbish on the street and that the police had not shown any interest . She had now received an apology from the police.

Councillor C Fortune also reported that the Pharmacy at the Argyle Street Surgery had now changed its hours to opening at 8.15 and closing at 6.45, but the surgery hours were still 8.00 am opening and 1900 closing. The Town Clerk was still awaiting an appointment with the Practice manager.

Councillor C Fortune stated that she had been approached by people wanting to be allowed to walk their dogs on Barrack Hill. Councillor A Wilcox stated that people can walk the dogs but must clear up after their pets. Some had been cautioned for not doing so.

Councillor P Gwyther reported that on the Pembroke Dock Town Council web site the details of the Councillors were available.

124. PRIVATE AND CONFIDENTIAL

PROPOSED by Councillor C Fortune
SECONDED by Councillor P Gwyther

RESOLVED

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

The meeting ended at 2037hrs.