

At a Meeting of Pembroke Dock Town Council held at the Pater Hall, Pembroke Dock on Thursday 12th March 2015

PRESENT: Councillors P George, P Kraus, M Colgan, D Earl, P Folland, G Goff, P Gwyther, K Higgs, A McNaughton, M Murton, S Perkins and J Phillips

IN ATTENDANCE:

Sarah Scourfield – Town Clerk

Amanda Dillaway – Deputy Town Clerk

142.APOLOGIES FOR ABSENCE

Councillors C Fortune, A Lee, J McNaughton and T Wilcox

143.DECLARATIONS OF INTEREST

There were none

144.QUESTION AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC

A member of the public read a letter to Members which outlined her disappointment about the untidiness of the Town. Specifically the grass embankment adjacent to London Road which borders the retail park which continually appears covered with cans, bottles and fast food rubbish and the main bus drop-off point at the Tesco traffic lights. There had recently been some fines on members of the public in Carmarthen for litter dropping incidents and it was questioned why this could not be the case in Pembroke Dock. The public member also stated that another particularly bad area of the town was Pembroke Road along by the school and leisure centre. The Headmaster of the Pembroke School had been sent a letter by the lady's husband suggesting that good citizenship lessons were introduced to the children but unfortunately no reply had been received. The member of the public suggested that posters were placed around the Town stating that litter be disposed of properly and fines would be given to those not doing so. This all said, the member of the public also commended some areas of the town that were well-kept including the Roundabouts at Water Street and Waterloo.

Councillor P George responded stating that the Town Council try to ensure that litter around the town is kept to a minimum however the Town Council only employ one person who works externally but only part of his role is keeping the Town Centre free of litter. Councillor George continued that much of the problem is down to educating people to dispose of their litter correctly and that the Community School do already ensure that the children carry out regular clean-ups around their school and the surrounding area. It was further stated that it is good that the schools do try to teach the children to be aware of how to correctly dispose of rubbish.

In response to the question of fining those caught litter dropping, it was stated that Pembrokeshire County Council had investigated the outsourcing of fining to another company, however it was proved that the cost would not be viable versus the potential fines being imposed. It was further commented that employees of the Town Council and of the County Council do not have legal power to impose fines on members of the public.

It was suggested that perhaps the Regeneration Team of Pembroke Dock could become involved in the litter problem by asking individual retailers throughout the town to make more of an effort to ensure the town stays tidy.

It was questioned whether the PCSO's within the town could start to fine those caught dropping litter however it was stated that the team are low on numbers at present.

Councillor P George and Councillor S Perkins suggested that the Town Council write or contact Pembrokeshire County Council, local shopkeepers and the Regeneration Team to make them aware of the current problem areas and to see if it would be possible for more frequent litter picking to take place in the town.

145. MINUTES OF 12TH FEBRUARY 2015

Item 130 - Q&A Session with the Public

It was stated that clarification was needed on the section of the minutes which stated “*no support was received from Pembrokeshire County Council...*” the comment made by Mr Leyland who was representing the Library Members was in fact “*no support was received from County Councillors of the Town*” as opposed to the County Council as a whole.

Item 136 – Report from Town Council Representatives serving on Outside Bodies

In the section reported about the Patient Participation Group, it was incorrectly noted that Councillor M McNaughton had attended. The correction to the minutes is that Councillor J McNaughton attended the PPG Meeting.

It was

PROPOSED by Councillor M Murton

SECONDED by Councillor M Colgan

RESOLVED – That with the addition of the points noted above, the Minutes of 12th February 2015 are adopted as a true record.

146. MATTERS ARISING FROM THE MINUTES OF 12TH FEBRUARY 2015

Item 130 – Q&A Session with the Public

Councillor M Murton stated that during the public session of the meeting which discussed the reduction in hours of the Library in Pembroke Dock a comment was made by Councillor T Wilcox where he stated that the library was not being subjected to full closure but just a reduction in hours and there are more important services that could be saved than one day at the library. Councillor Murton further commented that the fear is cuts will probably continue and her concern is that year on year the library will be faced with further cuts in hours.

Councillor S Perkins stated that there are certain services that the County Council do not have to pay for – including the provision of a library – and in the current climate it is difficult to keep everything going.

Item 138 of Town Clerk’s Report – Silver Band Trust

The Town Clerk stated that Mr Marsden of the Town Band had visited the Council offices to confirm that the dates requested by the Town Council had been noted by the Band. Mr Marsden also wished to clarify that the Town Band are separate to the Silver Band Trust and therefore do not benefit financially in any way from funds given to the Trust. It was noted that all the band members are volunteers.

There followed a further discussion about the financial request received previously and whether the insurance was still required considering many of the instruments in question were deemed to be not of working order and irreparable. Again it was stated that some of the instruments are of working order and were to be offered to Oxfam who have an amnesty scheme that recycles instruments and offer them to charities or schools once refurbished.

It was commented that enquiries had been made by the Pater Hall Trust as to whether the instruments can be added to the insurance schedule for the Pater Hall – however this was not an option. It was then questioned whether the instruments could be added to the insurance of the Town Council. However, it was stated that as many of the instruments were not working what would be the point of insuring them.

It was commented that if the Town Band cannot benefit from the Silver Band Trust funds, the Constitution of the Silver Band Trust being a number of years old could benefit from being reviewed and rewritten.

Councillor S Perkins stated that all the instruments that are of no use should be disposed of and if a young person decides they want to join the Town Band, a criteria put in place that the Town Council could be approached to help fund the purchase of any instrument that is required.

It was

PROPOSED by Councillor S Perkins
SECONDED by Councillor M Murton
RESOLVED –That all instruments of non-working order be disposed on and Criteria be put in place for financial assistance to be requested of the Town Council for any new young member of the Town Band who needs assistance to purchase an instrument

Item 123 of Town Clerk’s Report – Oily Sludge Plant

Councillor S Perkins stated that this planning application would now be on the Agenda for the April meeting of the Planning and Public Rights of Way Committee at County Hall, however, this is yet to be confirmed.

Beer Festival

It was commented that the recent Beer Festival held at the Pater Hall on February 27 and 28 had been funded by the Chamber of Trade.

Councillor S Perkins stated that there is a lot of European funding currently available that the Town of Pembroke Dock is not apparently picking up on. This European funding would not be around forever and it was important that the Regeneration Team start to get some of this money for the town. Fishguard are miles ahead with their regeneration projects and Haverfordwest and Pembroke are also forging ahead with their own plans. Councillor Perkins stated that there never seemed to be any ideas from the group and perhaps a joint meeting with the Town Council and Regeneration Team might be of benefit

Item 139 – Community Issues

Alleyway between Bargain Booze and Paul Sartori

It was confirmed that the graffiti had now been painted over.

Christmas Lights

No further progress had been received from Festive Lighting on the schemes for 2015.

147.REPORT OF THE TOWN CLERK

154 – Pembrokeshire County Council (Pembrokeshire Coast National Park) Off Street Parking Order 2015

The Town Clerk stated that a consultation document had been received from County Council, the order proposed to replace the present off-street parking order for the National Park Authority prepared by Dyfed County Council in 1991. The only car park within Pembroke Dock which comes under this order is Llanion Park, the car park which fronts the National Parks offices. There is to be no charges implemented within this order. The Town Clerk had included in members papers the statement of reasons for the review of this order document.

The Town Clerk asked for members comments, however there were none made at the meeting.

155 Civic Dinner Guest List and Caterers

The Town Clerk stated planning had commenced for the Civic Dinner and copies of the guest list and menu suggested by the only tender response received had been included in members’ papers.

It was commented whether an invitation to the dinner should be extended to past mayors of the Town going back 15 years.

It was

PROPOSED BY: Councillor P Gwyther
SECONDED BY: Councillor M Colgan
RESOLVED: That the proposed list was agreed and past Mayors of the Town covering the last 15 years be invited to the Civic Dinner

A vote took place on this proposal which was counted as 6 votes for and 2 votes against. Therefore the motion was carried that past Mayors receive an invite to the dinner.

The Town Clerk requested that addresses for the people in question be provided to the office as soon as possible.

The Town Clerk then sought agreement from those present to use Courtyard Caterers for the Civic Dinner

It was **PROPOSED BY: Councillor M Colgan**
SECONDED BY: Councillor P Folland
RESOLVED: That the provision of catering services for the Civic Dinner 2015 be awarded to Courtyard Caterers

There followed a vote on the proposal which was unanimously carried.

156 Floral Baskets

The Town Clerk reported that tender dates for the floral baskets throughout the town had now closed. There was one tender received which was from Hill Farm Nurseries. Within the quote we asked them to identify the plants which would be used and for them to provide costings for the installation and removal/disposal of the baskets. The quote received was £2294 which is more than last years, but this is due to the installation and removal/disposal costs. Last year's costs were £1960.

The Town Clerk sought members' agreement to use Hill Farm Nurseries for the floral baskets this year.

Before the proposal was tabled, it was questioned whether the proposed colours of the plants that would be used could be checked with the supplier to ensure that some contrasting colours were available once the baskets were in full flower.

It was **PROPOSED BY: Councillor M Colgan**
SECONDED BY: Councillor P Folland
RESOLVED: That the Town Council award the tender for provision of Floral Displays to Hill Farm Nurseries

The Town Clerk also stated that the regular watering of the baskets needed to be looked at as in previous years this was undertaken by an employee of the Town Council. It was therefore requested that the tenders included costings for this within the quote. Hill Farm Nurseries quoted £40 per day for watering to be undertaken for 137 days from June to October (every day from June to end of September and every other day in October). The total cost for this would be £5480 against costs in previous years for watering being half of this amount.

The Town Clerk stated that Council have 3 options available to them:

1. Accept the quote of £5,480 for watering for the 137 days - Everyday June to end of September and every other day in October;
2. Request that the watering of baskets be reduced to every other day June to end of October which is 75 days which would bring the quote down to £3,000
3. Employ a seasonal worker to undertake the work required which would cost between £2800 - £3400 dependant on the contracted hours.

There followed a general discussion on the options given by the Town Clerk after which it was felt that option 3 would be the best for the Town Council as a seasonal worker could be used for other tasks throughout the town during the busier summer months.

It was questioned whether investigation into an auto-watering system for the baskets might be a more cost-effective option in the long term. However, it was felt that any system that might be

available would still require someone to replenish each system with water even if just on a weekly basis and therefore not something that was a viable option.

It was

PROPOSED BY: Councillor A McNaughton

SECONDED BY: Councillor J Phillips

RESOLVED: That the Town Council see to employ a seasonal worker for 20 hours per week between May and October.

157 Grant Funding Requests

a) Cruse Bereavement Care

The Town Clerk stated we had been approached by the above organisation for grant funding to help towards their volunteering training programme and the hire of appropriate venues to meet with clients. This organisation had funds of £7,803 as of March 2014.

The request was declined as the group do not fall within the remit of the Town Council's grant funding.

b) Santes Ffair Afterschool & Holiday Club

The Town Clerk stated a request had been received from the above organisation to ask for funding for their "Away Down Memory Lane" project, which had been inspired by last year's bicentenary. The children would learn about the two world wars and how it had affected Pembroke Dock. There would be cookery classes to learn about rationing/workshops/trips and craft activities. This organisation had funds of £2,103.97 as of December 2013.

The request was declined on this occasion.

158. Membership One Voice Wales 2015-16

The Town Clerk informed members that we had been contacted by One Voice Wales with reference to memberships. The Organisation had agreed that councils who had not been in membership of One Voice Wales in the last 3 years will be given a one off 50% reduction for this year's renewal.

The membership would therefore cost £628.50 for the 2015/2016 year with future years costing £1257.

A general discussion took place where it was commented that as the Town Council had not been a member in recent years, had the Town Council lost out in any way. It was further questioned at what would be gained by the Town Council if membership were taken up.

The decision was taken not to take membership of One Voice Wales.

159 Closures of Registration Outstations

Councillor Gwyther had requested for this item to be discussed this evening after he noted that Tenby Town Council were asking if it is possible for their staff to be trained to undertake this service to ensure there is no loss or inconvenience to the town.

The Town Clerk stated that she had contacted the Monitoring Officer to enquire what would be involved in taking on the service and had been informed that any staff would need to fulfil a number of criteria before training could take place.

It was questioned whether County Council could be requested to provide even a couple of hours service to Pembroke Dock each week to try and alleviate the problem. The Town Clerk would look into this.

160 Town Council Website

Councillor Gwyther has requested for this item to be discussed. The Town Clerk had included in members papers a copy of the email received from Councillor Gwyther in relation to this item.

Among the items that Councillor Gwyther had highlighted that are required to be listed on the Town Council's Website included:

- List political affiliations (if any) of councillors
- Publish annual accounts
- Publish Notice of Meetings which would include committee meetings to give at least 3 clear days' notice
- Publish document relating to the meeting where practical – not including private and confidential matters.

It was questioned how frequently members are asked to complete information forms. The Town Clerk stated that each councillor were required to complete an "Interests" form following each election or if any changes were made mid-term, ie School Governorship.

The Town Clerk stated that much of the information is already shown on the Town Council website but where there were items that needed to be added, these would be done so.

161 Pembrokeshire Community Energy Event

Members had been invited to the above event which was taking place on Thursday 19th March 6pm till 8pm at County Hall. There will be a buffet supper and guest speakers, the event will discuss turning less energy into more and exploring how communities can lead tomorrow's energy revolution.

The Town Clerk asked for members to let her know if they wished to attend.

162 Review of Secondary Education

The Town Clerk stated there were to be a number of sessions held throughout the County to discuss the above item. The County Council were looking for views on a number of different options available to the County. The Town Clerk had included in members papers a copy of the information received. The session for Pembroke Dock would take place on Monday 20th April from 6.30pm till 8pm at Pembroke Dock Community School.

The Town Clerk asked for members to let her know if they wished to attend.

Councillor S Perkins stated that it is very important that people attend the session for Pembroke Dock as this is probably the single most important change that has been suggested in the County for the last 50 years. Councillor Perkins gave a brief overview of the potential changes that are for discussion including the request for Pembrokeshire College to be allocated 450 places into the proposed new Pembroke School.

Councillors M Colgan, J Phillips, P Kraus and P George put themselves forward to attend the session.

163 Possible Closure of Lloyds Bank

The Town Clerk stated that we had been informed of the possible closure of Lloyds bank in Pembroke Dock was being discussed. The Town Clerk felt that with the recent closure of Barclays Bank it is important for the Town Council to contact Lloyds before any final decision had been made in order to put forward the positives of Pembroke Dock and reasons for them to stay open within the Town.

The Town Clerk further commented that she had subsequently spoken to Lee Jones, the Branch Manager, who had confirmed that no closure was taking place but a reduction in the hours of the branch might be reviewed. Pembroke Dock is one of the largest branches of Lloyds within the area.

It was commented that in the press it had recently been reported that the branch was to close on a Saturday and a Wednesday. The Town Clerk stated she would follow this up with Mr Jones as this had not been mentioned in the conversation she'd had with him.

164 Armed Forces Day

The Town Clerk informed members that Armed Forces Day would be taking place in Pembroke Dock on 27th June this year. The service would take place in the grounds of the Dockyard Chapel. There is to be a parade which will leave Pembroke Dock Community School at 10.30am and march across to the Chapel grounds in readiness for the service.

The British Legion have approached the Town Clerk and asked if the day could be made into more of a celebration instead of remembrance. The RBL commented that this could be done by encouraging all the local organisations like sea cadets, army cadets etc to hold a stand and undertake some re-enactments. The Town Clerk had spoken with the Sunderland Trust who have agreed for their grounds to be used and are more than happy to support the event. Castlemartin camp had also offered for 3 vehicles to be present for the children to climb on along with 9 men to advise on the uses of the vehicles. The event will run until 3pm.

165 Sale of Albion School

Councillor M Murton had requested for this item to be raised. The County Council had been discussing the option of the closure for Albion School. The Town Clerk stated that members are aware the building currently provided classrooms for adult learning in Pembroke Dock.

Councillor M Murton stated that she had been approached by a number of residents as they had been advised by their tutors that the courses would be ending. Councillor Murton further stated that this would be another community venue that would be lost for residents who not only use this for education but also for friendship and contact with other people. Councillor Murton continued that a few years ago public monies were put into the renovation of the property and she felt that Pembrokeshire County Council should not benefit from any potential sale of the property once it is no longer in use.

Councillor S Perkins stated that as adult education was part of her portfolio as a County Councillor, she would like to assure Councillor Murton that adult education services were not closing – however the Albion School building would probably close as PCC sought to move the services offered there to the Market Building in Town.

Councillor Perkins further stated that the decision had been made quite recently by cabinet at County Hall as PCC had been faced with a 30% cut by the Welsh Government to help provide adult education services. However, the cabinet proposal had been called into Scrutiny and this would lead to a delay as a public consultation might well take place, which could last up to 12 months.

166 Hobbs Point Car Park Charging

The Town Clerk had received a number of concerns from residents regarding the above proposal after it was mistakenly advertised in the Western Telegraph last month. The Town Clerk stated that we were later informed the introduction of charges would be required to go out to public consultation before it could be agreed.

The initial proposal would be charging for 2 hours to be implemented within the Hobbs Point car park. The concerns which had been received are from a number of boat users and fishermen of the area who feel that if the charging was implemented it would cause problems as people would start parking on the slipway instead. After contacting Pembrokeshire County Council it is hoped that the consultation would be released on 11th March with a 2 week consultation period.

The Town Clerk sought members' comments on this proposal.

Councillor P George stated that she spoke for the Town Council as a whole to say we are dead against the charges be implemented. The area in question is one that is visited by many people just to look out over the water views. It was questioned why the introduction of charges at this spot in Pembroke Dock should be discussed at all when all car parking within Neyland overlooking the same waterway was free of charge.

It was further commented that those boat users and anglers would find the two hour limit very restrictive in them continuing with the enjoyment of their pastimes if they had to clock watch.

It was felt that the area in question only had 19 parking spaces and taking into account the installation of a machine to take payment for any charges, would the area actually generate any funding for the County Council.

The Town Clerk stated that the Town Council must formally respond to the consultation.

Councillor D Earl stated that he would table a proposal stating that the Town Council strongly put forward the points made during the meeting.

It was **PROPOSED BY: Councillor D Earl**
SECONDED BY: Councillor M Colgan
RESOLVED: That the Town Council respond to the public consultation for Hobbs Point Car Park Charging objecting strongly and stating the views and comments made during this item of the meeting

There followed a vote on the proposal which unanimously agreed by those present with Councillor S Perkins abstaining from the vote.

167 Letter of thanks – Pembroke Dock Friendship Club

A letter of thanks had been received from the above organisation in response for the grant of £50 which was agreed at the last meeting of this Council.

168 Review of Policies and Procedures

The Town Clerk had undertaken a review of the policies and procedures of this Council. The Town Clerk had provided members with copies of these procedures for their review.

The agreement for the policies and procedures would be brought back to the next meeting to give sufficient time for members to review them.

148.SUPPLEMENTARY REPORT OF THE TOWN CLERK

169 Personnel Committee – Delegated Powers

Those members of the Council who form the Personnel Committee declared an interest in this item and took no part in the discussion.

The Town Clerk stated at a recent meeting of the Committee it was questioned whether they had delegated powers from full Council. The Town Clerk informed the Personnel Committee that there was no evidence to state that this was the case but due to some of the issues which the Committee discussed then it would be assumed that they did have delegated powers.

It was therefore suggested that the question over powers were brought back to this meeting of the Town Council to confirm the delegated powers for the Personnel Committee.

The Town Clerk sought agreement from those members taking part in the discussion that the Personnel Committee do have delegated powers and can deal with all issues put before them.

It was **PROPOSED BY: Councillor D Earl**
SECONDED BY: Councillor G Goff
RESOLVED: That the Personnel Committee of the Town Council have delegated powers to deal with issues brought before them

There followed a vote on this proposal with the remaining 6 members of the Town Council taking part in the discussion all voting for the proposal and therefore the proposal was carried.

Councillor P Folland left the meeting at this point

170 New Town Signage

The Town Clerk had received a copy of the proposed signage for the entrances to the Town which had been distributed for members to review at the meeting. On the graphic provided the signage was shown in a number of colour options that are now available to Councils.

The Town Clerk had noted that other towns in the area had their crest on the signage and suggested that Pembroke Dock should also request use of our Town Crest rather than the image shown on the example sent for review. All those present agreed that the Town Crest should be placed on the signage for the Town.

There followed a discussion on which colourway should be used for Pembroke Dock and a vote took place on the options available with the Purple being selected with five Councillors voting for it.

171 Temporary Road Closure – Carriage Resurfacing Works

The Town Clerk informed members that resurfacing is to be undertaken in the following locations:

1. Church Street – the entire length of the road
2. U3388/U3381/U3384 – roads which run from the southern end of Gwyther Street, via Laws Street and Church Street to its junction with Prospect Place.

It was commented that Upper Meyrick Street is another area that could benefit from some resurfacing work.

172 Civic Amenity Site Consultation

The Town Clerk reported that a consultation had been received from Pembrokeshire County Council which outlines the proposal that the Pembroke Dock Amenity site will be closed on Mondays and Tuesdays. The consultation anticipated that the opening hours will remain the same as the current opening hours for the site. It also reported that there are a number of other sites across the county that will also be affected by the closures.

There followed a discussion about the proposed closures where it was questioned if the closures were to be seasonal or permanently instated. The Town Clerk commented that the closures were proposed to be a permanent 2 day closure on Mondays and Tuesdays.

It was stated that the Town Council are aware that cuts do have to be made and therefore we will reluctantly have to accept the proposals put forward in the consultation document from Pembrokeshire County Council.

173 Civic Service for 2016

The Town Clerk stated that she had received a request from the Reverend at St Johns Church asking the Town Council to avoid the 2nd and 3rd Sunday's in May for the Civic Service due to Christian Aid Week.

It was commented that the Town Council must write to the vicar and explain that they are unhappy with the proposal and do not wish for changes to be made to civic events that have been happening on the same weekend in the Mayoral year for a long time.

It was

PROPOSED BY: Councillor S Perkins

SECONDED BY: Councillor M Murton

RESOLVED: That the Town Clerk write to the Vicar of St Johns Church on behalf of the Town Council stating reasons for the Civic Service to remain the same weekend for 2016

174 Consultation on New Carer's Strategy

The Town Clerk had been informed by Pembrokeshire County Council that a new carer's consultation had been launched in conjunction with Hywel Dda University Health Board. The consultation is seeking the views on the future plans to support the health and wellbeing of local carers. The document noted that a carer can be anyone of any age who provides unpaid care and support to a relative, friend or neighbour who needs care and support.

The consultation document is electronic and the Town Clerk stated that if any member would like to view the document to let her know and the link can be forwarded to them.

Councillor D Earl stated that he would like the link forwarded to him.

175 Proposed move of Post Office

The Town Clerk informed members that she had been sent information via Simon Hart MP detailing the proposed relocation of the Post Office within Pembroke Dock. The letter stated that the proposal will be to relocate the Post Office to Card craft at 17 Gordon Street. A public consultation would run from 12th March for six weeks and would like opinions on the following:

- How suitable is the new location and premises and how easy it is to get there
- Are the new premises easy to enter and is the inside easily accessible
- Are there any concerns about the new location and if so do you have suggestions that would help make it better
- Are there any local community issues which might be affected by the proposed move
- Is there anything that is particularly liked about the proposed change

There followed a general discussion in which it was questioned why the Town Council had not received notification of the consultation by Royal Mail direct rather than it have to come via Simon Hart. It was also commented that the current location of the Post Office does have a number of available disabled parking bays directly outside and there is no similar provision of parking within Gordon Street.

Other immediate issues that were highlighted during the discussion included:

- The new location is a very small premise compared to the current Post Office
- It will leave yet another empty property within Dimond Street
- With the closure of Barclays Bank some residents are using the Post Office for certain banking transactions and it was felt the new premises might not offer the same security to those users with the dual purpose premises (post office counter services and retail services of the Cardcraft shop)
- Security over the movement of parcels from the new location to the sorting office in Lewis Street – currently there is no requirement for external movement of these items as the Post Office and Sorting Office are linked by an internal corridor.
- Has the proposal been highlighted to residents?

149.ANY OTHER ITEMS WHICH THE MAYOR DECIDES ARE URGENT

There were none.

150.REPORT FROM TOWN COUNCIL REPRESENTATIVES SERVING ON OUTSIDE BODIES

Police Forum

Councillor M Murton commented that there were a number of items following the recent meeting: **Speeding** – following the recent speed checks that had taken place within the Town, 2 people had been issued with tickets. The police had been asked to include Stranraer Road and Military Road when the checks next take place.

Dog Fouling – PCSOs are patrolling with the dog wardens. The areas around the Innovation Centre are looking to introduce a "No Dogs" policy due to the problems of fouling in the area and the field

opposite that is used by dog walkers has also been fenced off leaving some dog walkers angry that there is nowhere to walk their dogs.

Parking Issues – there are still some issues being reported in Park Lane due to a business operating in the area. Further issues in Imble Lane although this had been resolved for the time being.

Priorities for the month include continued patrols against dog fouling, continued speed checks and the spate of 5 point turning that is occurring in Clarence Street.

Pater Hall Trust

Councillor P Gwyther gave an update on the outstanding grant funding that the Trust were still hoping was available for further upgrade works at the Pater Hall. Where the Trust were having to make a decision on upgrading the curtains for the stage or the lighting within the main hall, they have decided to move ahead on both of these options along with the improvements to provide baby changing facilities.

The Trust will have to pay for the upgrade works to take place and then reclaim the monies from the available grant funding that remains for them. The Trust accounts have £7500 available to them to progress the upgrades. Bookings for the Pater Hall are healthy at present.

Ferry Lane Traffic Lights

It was commented that the sequencing of the newly installed lights in Ferry Lane are not quite right and seem to change very quickly. It was felt that the junction now needed some explanation and clarification from Pembrokeshire County Council.

151.ACCOUNTS FOR PAYMENT

ACCOUNTS FOR PAYMENT

| Date | Description | Amount | Payment Method |
|-------------|--|---------------|-----------------------|
| 16-01-2015 | BT – Telephone Charges | £85.28 | DDR |
| 05-02-2015 | Post Office Limited – Meeting Papers Postage | £13.14 | |
| 09-02-2015 | 1&1 Internet Limited – Website Fees | £71.96 | DDR |
| 05-02-2015 | Guy Thomas & Co – Valuations on Properties | £300.00 | |
| 29-01-2015 | Eurooffice – Stationery Stocks | £24.88 | |
| 16-02-2015 | Swalec – Christmas Lighting Supply Charges | £107.38 | CHQ 100268 |
| 20-02-2015 | Post Office Limited – Postage – AFD Invites | £38.16 | |
| 25-02-2015 | A Dillaway – File Dividers | £3.00 | |
| 26-02-2015 | Eurooffice Ltd – A4 Envelopes | £19.00 | |
| | | | |

PAYMENTS PREVIOUSLY AGREED e.g., Grants, Sec 137 payments, allowances

| Date | Description | Amount | Payment Method |
|-------------|--|---------------|-----------------------|
| 02-03-2015 | Pater Hall Trust – Rent for March | £583.33 | |
| 01-05-2014 | Pater Hall Trust – Rent for May 2014* | £583.34 | |
| 01-06-2014 | Pater Hall Trust – Rent for June 2014* | £583.34 | |

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|------------|---|---------|--|
| 01-08-2014 | Pater Hall Trust – Rent for August 2014* | £583.33 | |
| 01-09-2014 | Pater Hall Trust – Rent for September 2014* | £583.33 | |

*These amounts previously unreported so require formal sign-off.

ACCOUNT RECEIPTS

| Date | Description | Amount |
|-------------|--------------------|---------------|
| | | |

SALARIES AND WAGES

| | | |
|-----------------------|------------------------|----------|
| 06/02/2015-05/03/2015 | Salaries and Wages | £3357.14 |
| 06/02/2015-05/03/2015 | Tax and NI | £649.82 |
| 06/02/2015-05/03/2015 | Pensions Contributions | £645.34 |

ACCOUNT BALANCES

| | | |
|------------|----------------------|------------|
| 05-03-2015 | HSBC Current Account | £41,422.54 |
| 05-03-2015 | HSBC Premium Account | £52,397.39 |

It was

PROPOSED by Councillor A McNaughton
SECONDED by Councillor M Murton
RESOLVED – That the Town Council approve payment of
Accounts and Salaries and Wages as previously agreed.

152.AGENDA/REPORT ITEMS FOR THE NEXT MEETING

Apart from the previously mentioned review of Policies and Procedures, there was nothing else to be added to the next meeting.

153.COMMUNITY ISSUES

Commercial Row

Councillor J Phillips questioned why the safety barriers were still in place around the area that the fallen tree once was within Commercial Row.

Credit Union

Councillor P Gwyther suggested that the Town Clerk write to the volunteers on behalf of the Town Council to thank them for the years of provision of the Credit Union service. Councillor S Perkins stated that County Council Anti-Poverty team are looking at ways to fill the gap left by the credit union closing. However it was further stated that the Credit Union did not get the uptake of the Town's residents that it was hoping to get.

Bush Street Property

Councillor G Goff stated that a property at 25 Bush Street had a very overgrown garden and he had received reports from residents that rats had been seen around the property. Councillor Goff requested that the owner of the property be contacted to request they attend to the vermin problem.

Railway Lines

Councillor P Kraus stated that the section of lines between Gordon Street and the St Govans Centre has now been cleared of rubbish.

Councillor S Perkins left the meeting at this point

154.MAYORS REPORT

The Mayor, Councillor P George, stated she had not had a busy month but had attended the following:

Hosted a group of Cub Scouts in the Council Chamber who all enjoyed their visit
Friendship Club and given them a talk
Taken part in the FAST Graduation at the Community School
Attended Pennar School to see off the Choir on their trip to Paris

Councillor A McNaughton left the meeting at this point

155.PRIVATE AND CONFIDENTIAL

It was **PROPOSED by Councillor M Murton**
SECONDED by Councillor M Colgan
RESOLVED – That the press and public be excluded from the meeting under the Public Bodies (Admission to Meetings) Act 1960 due to legal privilege and disclosure of personal details.

9. Minutes from the 12th February 2015 Meeting

It was **PROPOSED by Councillor M Murton**
SECONDED by Councillor G Goff
RESOLVED – That the Private and Confidential Minutes of 12th February 2015 are adopted as a true record

10. Private and Confidential Report of the Town Clerk

3 Change in Pay Scale Rates

The Town Clerk presented confirmation that reviewed salary scales to which this Council worked had been received. The scales apply to any employee whose contract is based on the model contract or the NJC (Green Book) terms.

It was **PROPOSED by Councillor M Murton**
SECONDED by Councillor K Higgs
RESOLVED – That the revised salary scales are accepted and implemented.

4 Pater Hall Community Trust 2013/2014 Grant

The Town Clerk stated that following on from February's meeting, to ensure the Town Council is covered then a new resolution is tabled to ensure clarification on the grant given to the Pater Hall Trust.

It was **PROPOSED by Councillor D Earl**
SECONDED by Councillor G Goff
RESOLVED – That a new motion be tabled to confirm clarification on the grant given to the Pater Hall Trust

There being no further business the meeting closed.