

At a Meeting of **Pembroke Dock Town Council** held at the Pater Hall, Pembroke Dock on Thursday 15th January 2015

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

IN ATTENDANCE:

Sarah Scourfield – Town Clerk

Amanda Dillaway – Deputy Town Clerk

115.APOLOGIES FOR ABSENCE

Councillors P Folland, C Fortune, P Kraus, A Lee, S Perkins and T Wilcox

116.DECLARATIONS OF INTEREST

There were none

117.QUESTION AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC

There were no members of the public present.

At this point, the Mayor, Councillor P George, wished all those present a Happy New Year and wished speedy recoveries to Councillors P Folland and P Kraus.

118.MINUTES OF 18th DECEMBER 2014

It was

PROPOSED by Councillor M Colgan

SECONDED by Councillor M Murton

RESOLVED –That the Minutes of 18th December 2014 are adopted as a true record.

119.MATTERS ARISING FROM THE MINUTES OF 18TH DECEMBER 2014

Item 118 of Town Clerk's Report – Savings Consultation – Town and Community Councils

Councillor P Gwyther stated that following the discussion at the December Council meeting on how the Town Council might take on the provision of some services from the County Council, that the time might be right for the Finance Committee of the Town Council to start considering what services could be taken on and whether the precept that is requested by the Town Council needs to be increased in line with providing extra services. It is likely the largest increases would be in additional manpower required to ensure provision of the extra services can be met.

It was questioned whether the County Council would be in a position to look at an increased precept request if they are already looking at cost saving measures. It was commented that at the County Council Budget Meeting which was attended by Councillor J McNaughton recently, PCC gave a clear message that monies would be available where Town and Community Councils are able to offer help with other services.

The Town Clerk stated that it would be a good time for the Finance Committee to start to think about what services the Town Council could take on along with taking into account any other ideas that might be put forward over the coming 12 months. This would give the Town Council time to work with the County Council and to look at the precept and what increase would be needed.

It was further questioned whether, in fact, the increased services that the Town Council might provide would be funded by rate payers and not the County Council as the precept increases come directly from residents of the town via their Council Tax. If this were the case then perhaps a consultation with residents of the Town is needed to show that there is support for the Town Council taking on any additional services.

It was noted that the Police seem to annually increase their precept request to the County Council however the Town Council must ensure that any increase that is requested is warranted.

It was commented that the Town Council should find out from PCC exactly what services they plan to cut and then perhaps a consultation with the residents of the town could take place to ascertain whether or not residents could manage without a particular service or whether they would be prepared to bear increased taxes for the Town Council to take over the provision of any services the residents particularly wish to keep.

There followed a general discussion on the merits of arranging a questionnaire for residents to complete but it was felt that to do this for all 9000 residents would be a costly exercise with no guarantee that sufficient responses would be returned to gauge opinion to the degree that would be required.

The Town Clerk further stated that within her Supplementary Report, she has noted an event that Pembrokeshire County Council are running on 25th February. This event is called PCC is Changing and will be a chance for members of the public to be involved in setting new principles for the provision of services in the future. This event would be a good time to bring any questions on provision of services to the attention of our County Council.

Item 122 of Town Clerk's Report – Access Issues, 1 Lewis Street

This particular issue of a resident's access problems at 1 Lewis Street was raised at the recent Police Forum meeting. Assurances had been given by Pembrokeshire County Council that special road markings are to be placed around the entrance to 1 Lewis Street to ensure the resident has constant access into and out of his property.

Item 123 of Town Clerk's Supplementary Report – Oily Sludge Planning Application 13/0818/PA

This application is due to be heard at the Planning and Public Rights of Way Committee at County Hall on 20th January 2015 and the paperwork issued with the agenda stated that it is to be "Recommended for Refusal". However, the P&PRW Committee can obviously overrule the recommendation if they decide to.

Item 125 of Town Clerk's Supplementary Report – CCTV Information

The Town Clerk stated that unfortunately the proposed meeting with the Police Commissioner had once again been postponed by the office of Christopher Salmon and that no further date could be offered at this time. However, they had stated that Mr Salmon would be visiting the town to hold 1-1 sessions. It was questioned whether Mr Salmon could meet with the Town Council on the date he visits to hold the 1-1 sessions at the Pater Hall.

120.REPORT OF THE TOWN CLERK

126 Christmas Bonus for Staff

The Town Clerk stated this was previously agreed at the December meeting but as it was discussed under "Community Issues" there was insufficient notice provided for the payments to be agreed. The Town Clerk therefore required a resolution from Council in order for the payments to be made.

It was

PROPOSED BY: Councillor J McNaughton

SECONDED BY: Councillor M Murton

RESOLVED: That the amount of £50 be paid to each member of staff as a Christmas Bonus

127 Meeting with Police and Crime Commissioner

The Town Clerk reminded Council that there was a meeting with Christopher Salmon, Police and Crime Commissioner, on Thursday 29th January at 5.30pm.

This however, had now been cancelled and as discussed within item 119 "Matters Arising" above.

128 Society of Local Council Clerks Conference

The Town Clerk stated that there is to be a conference held by the Society of Local Council Clerks on 17th September 2015 in Swansea. These conferences are the ideal time for staff to meet other clerks and provide networking opportunities. This conference offers the opportunity to discuss the changes in some of the legal powers available to councils and also the changes in employment law. The cost for the Town Clerk and the Deputy Town Clerk to attend would be £158. With this booking one Councillor can attend free of charge.

It was commented that perhaps a representative from the Personnel Committee should attend the conference. The Town Clerk stated that any Councillor who wishes to attend let her know.

It was

PROPOSED BY: Councillor M Murton

SECONDED BY: Councillor J McNaughton

RESOLVED: That the amount of £158 be paid to reserve places at the SLCC Conference

129 Cyd Cymru/Wales Together Collective Energy Switching Scheme

Pembrokeshire County Council is once again backing the Cyd Cymru/Wales Together collective energy switching scheme, which will be launching its third switch in January 2015.

Cyd Cymru/Wales Together is a 3 year collective energy scheme for Wales, which aims to reduce energy bills through the collective buying of energy, with the ultimate aim of addressing fuel poverty. Whilst targeted in the areas of Cardiff and the Vale of Glamorgan, the project has been widened to include residents from across Wales.

Year one of the scheme proved to be very successful with:

- Over 6,800 people across Wales registering interest in the scheme
- Over 1,500 switching to a new tariff deal
- £185 average saving per household
- Over £284,000 total savings across Wales

Cyd Cymru state that they are committed to doing their best to promote Switch 1 and 2 of the scheme in Pembrokeshire, focusing on word of mouth and promoting the message to the customers and communities that we work with. As a result of all of the hard work done in Pembrokeshire, they achieved the third highest registration rate for switches 1 and 2, behind Cardiff and the Vale of Glamorgan, equating to a 6% share of the total registrations for Wales.

They would like to build on this success for Switch 3, which has recently been announced to take place in the New Year, enabling more Pembrokeshire residents to benefit from the potential savings obtained through participating in the scheme.

Some of the key messages about the Cyd Cymru scheme are:

- It is free to register and switch
- There is no obligation to switch
- Switching is very straightforward, with all of the hard work being done by the agent handling the switch
- Registration is available to everyone who lives in Wales, for all households who pay their energy bill directly to an energy company, regardless of household income or property type

The registration for the next switch is:

Registration opens: 2nd January 2015

Offers and Switching: 2nd – 16th March 2015

Pembrokeshire County Council are going to be doing everything they can to promote the next switch locally, and would appreciate the help and support of local organisations and staff working within Pembrokeshire to pass the message on to residents.

130 Library Opening Hours

Confirmation had been received from Pembrokeshire County Council that the proposed changes to the Library opening times, which had recently been discussed at this Council will be going ahead as of 1st April 2015. This was discussed at Cabinet on 5th January 2015, it was noted that they were aware of the petition which was currently in place, but the petition had not been handed into the County Council upon release of the information.

The Town Clerk stated that the group of library members who attended the Council Meeting in November had requested to attend the February Town Council Meeting to further discuss the revised opening of the town library.

121.SUPPLEMENTARY REPORT OF THE TOWN CLERK

131 Hywel Dda Health Board Meeting

Hywel Dda Health Board will be holding a series of meetings from 22nd January – 23rd February to provide information and to listen so they can improve their services. The meetings will be held in various locations on various dates.

There is to be a meeting held in the Pater Hall, Pembroke Dock on Thursday 22nd January between 3pm and 5pm for anyone who wishes to attend.

It was commented that the times of the meeting are not good for any resident who works full time and might wish to attend.

132 Planning and Public Rights of Way Committee – Pembroke Dock Applications

The Town Clerk stated that there were two planning applications for Pembroke Dock to be heard at the above committee meeting of the County Council on Tuesday 20th January 2015 at 10am. The two applications are as follows:

- Construction of 8 semi-detached affordable homes with access road – Land west of Lavinia Drive, Bufferland- 14/0595/PA
- Construction of Pyrolysis unit to treat oily sludge – Ledwood Mechanical Engineering, Waterloo Industrial Estate – 13/0818/PA

The Planning Committee of this Council had made previous representation for both the above applications with a vote of not supporting either application. The Planning Committee are liaising with other organisations to decide who is to speak against the applications at the Planning and Public Rights of Way meeting.

The Lavinia Drive application had subsequently been taken off the agenda for Tuesday 20th January but the Town Council had no information as to why.

133 Regeneration Group Administration Support

The regular meeting of the above group took place on Monday 12th January, the meeting was attended by the Deputy Town Clerk and Councillors Colgan and Phillips. There were a number of issues discussed within this meeting where the Town Council were criticised for decisions which they have made. The Town Clerk reminded Councillors who attend this meeting from the Town Council that they are still bound by the code of conduct and when decisions are made by council they must respect this decision whether they agreed with the decision during the meeting or not.

The Town Clerk further stated since this group had been formed the staff of the Town Council had undertaken a massive proportion of work to help progress specific projects with very little support from other members of the Group. It has also been noted that when background work is completed for the Group to progress projects further, no action is taken. The Town Clerk therefore proposed that the Town Council revoke administrative support to the Group and the Group undertake their own administration work. This would free up staff time for other projects and give the Council a chance to be more proactive in other areas.

It was commented that the Regeneration Group seem to be quite settled now and have become quite self-contained and therefore it would be a good time for the Town Council to step back with the provision of support however, it is important that the Group know they can still approach the Town Council for support, such as photocopying, should it be required.

It was

PROPOSED BY: Councillor D Earl

SECONDED BY: Councillor M Murton

RESOLVED: That the Town Council revoke administrative support to the Regeneration Group

134 Mayor and Deputy Mayor Nominations

The Town Clerk stated that nomination forms for Mayor and Deputy Mayor had been given to members.

Members were informed that all nominations are to be delivered to the Town Clerk by 1pm on Monday 2nd February 2015. Any late nominations will not be accepted.

135 Temporary Road Closures

Notification had been received regarding some Temporary road closures which would be taking place throughout the county. The areas in Pembroke Dock which would be affected are:

- The County of Pembroke (Side Road (U3407) at Waterloo Road, Pembroke Dock) (Temporary Prohibition of Vehicular Traffic) Order 2015
- Road affected:- U3407 parallel to Waterloo Road, Pembroke Dock - from the north junction with Waterloo Road, south to a point at the north boundary of No. 34.

Proposed start date / duration – 9 February 2015 for approximately 10 days

136. Pembrokeshire County Council Is Changing Event

The Town Clerk stated that this had already been mentioned earlier in the meeting but to recap, there are to be a number of events held throughout the County by Pembrokeshire County Council to inform members of the public how they are changing. The County Council are looking to establish constructive relationships with local people, communities and organisations and agree a set of principles by which to provide services in the future. County Councillors will be in attendance at these events and also Ian Westley the acting head of paid service as well as other senior officers.

The meeting for Pembroke Dock will take place on Wednesday 25th February at 7pm till 9pm and it will be held at Pembroke Dock Community School.

137. Meeting with Police and Crime Commissioner

A meeting was due to be held with the Police and Crime Commissioner on 29th January to discuss issues within Pembroke Dock and the future of CCTV. Unfortunately he had to reschedule the meeting providing a date of 28th January, the Town Clerk had since informed his office that this date is unsuitable for Councillors and requested a new date for members to meet with him.

The Town Clerk had received an email on Thursday 15th January from Mr Salmon's office stating that they are currently unable to offer another date, however they had requested to hear what members would like to discuss with Mr Salmon. The Town Clerk asked members if they wished to send any questions they had?

The Town Clerk stated this had already been covered earlier in the meeting, however as Mr Salmon would now find it difficult to specifically meet with members of the Town Council, he is asking for questions to be sent to him. If any Councillor has any questions, please send them to the Town Clerk for forwarding to Mr Salmon. It was further questioned if he were attending the Pater Hall for the 1-1 meetings then perhaps meeting with the Town Council could take place on the same date.

One question that was put forward for Mr Salmon was why the PCSO team in Pembrokeshire appear to have less power than their counterpart in other areas of Wales – specifically as PCSO's in neighbouring counties appear to have the power to fine members of the public when their dogs foul in public places. There are so few dog wardens in Pembrokeshire that to make use of the PCSO team with the ability to fine would be a help to the dog warden team.

The Town Clerk also reminded those who had been previously issued the consultative document from the Commissioner's office that any comments on the document were still required.

122.ANY OTHER ITEMS WHICH THE MAYOR DECIDES ARE URGENT

There were none.

123.REPORT FROM TOWN COUNCIL REPRESENTATIVES SERVING ON OUTSIDE BODIES

Police Forum

Councillor M Murton stated that the latest meeting had been a good one and priorities for this month include:

Dog Fouling – extra patrols were taking place around Pennar School as this appears to be an area particularly badly affected at the moment. It was commented by the Town Clerk that additional signage had been placed in the area following an earlier report of this by one of the PCSO's directly to the office.

New PCSO – Rhiannon Tebbutt had recently joined the team and she has 7 years experience of the locality as a PCSO.

There had also been a reduction in reported crime over the Christmas period - much of this within the domestic violence category fortunately. Over the period there were 110 calls and 20 of these were of domestic violence. In 2013 this category had three times that amount reported just over the Christmas period. Of the 110 calls there had been two of theft and some of shoplifting with Boots and B&Q being two of the retailers who were targeted.

The problem with parking in Lewis Street was also discussed as had been mentioned earlier in this meeting (during Matters Arising). However, there were also recurring problems with parked cars in the Bentlass Terrace/Charlton Road areas. These areas had been kept clear more recently but the parking of cars too close to the junctions had again started and were causing problems with the through traffic, especially buses.

Valero Community Advisory Panel

The Mayor, Councillor P George, stated that she had attended an interesting meeting of the CAP at Valero. Some points of interest that had been passed on at that meeting include:

- Valero had a busy 2014
- The shutdown went very well and local people were employed wherever possible. The next major shutdown would be in five years time.
- Celebrated their 50th anniversary and had a royal visit.
- Received very few complaints with regards to emissions and suffered only one pollution problem with a pint of oil getting into the waterway.
- Their Charity of the year for 2015 is SNAP in Pembroke Dock, which is great news and they will also continue to support the Air Ambulance, McMillan Cancer Support and Paul Sartori.
- They have reviewed their security in light of the recent terrorist activity in Paris although security at the site is always high, they have decided to increase the level of security at the present time.
- Other items that might be for discussion during this election year would be the road network which is in place for all the heavy industry in the area. Witybush Hospital and their current problems with the downgrading of services is also on their agenda specifically as this was built due to the proximity of the refining industry and required support in the event of any major incident that might occur. Members who attended the CAP suggested that Valero might make representation to the Welsh Assembly and to London to stress the continued downgrading of services at Witybush does not continue.

124.ACCOUNTS FOR PAYMENT**ACCOUNTS FOR PAYMENT**

Date	Description	Amount	Payment Method
11-12-2014	SSE SWALEC	£31.15	CHQ100264
11-12-2014	S Scourfield – Christmas Craft Supplies	£8.79	
11-12-2014	Post Office Meeting Papers/Stamps/Letters	£65.46	Debit Card
12-12-2014	Royal British Legion Poppy Appeal 5x Wreaths	£90.00	CHQ100265
16-12-2014	Wilko Christmas Tree for Bethany Competition	£20.00	Debit Card
19-12-2014	Tesco Mince Pies – Council Meeting	£4.10	
19-12-2014	Bargain Booze – Milk Council Meeting	£1.80	
19-12-2014	Bargain Booze – Milk Council Meeting	£1.80	
05-01-2015	SSE SWALEC – Street lighting Albion Square	£29.76	CHQ100266
05-01-2015	Pater Hall Community Trust – Office Rent	£583.33	Direct Debit
05-01-2015	Donation Sunderland Ward SPH – Val Watts	£25.00	Cash
06-01-2015	Ebay-Fancy Dress All Kinds–Santa Beard/Wig	£23.32	Paypal
07-01-2015	Info Commissioners Office-Renewal Data Protection Reg	£35.00	Direct Debit
07-01-2015	Clarity Copiers Ltd – Black Copies	£57.13	

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

Date	Description	Amount	Payment Method

ACCOUNT RECEIPTS

Date	Description	Amount
05-01-2015	Receipt of precept from PCC	£50240.00

SALARIES AND WAGES

06/12/2014-05/01/2015	Salaries and Wages	£3310.35
06/12/2014-05/01/2015	Tax and NI	£677.02
06/12/2014-05/01/2015	Pensions Contributions	£679.11

ACCOUNT BALANCES

08-01-2015	HSBC Current Account	££58085.73
08-01-2015	HSBC Premium Account	£52392.65

The Town Clerk stated to Members that there had been duplicate payments noted within the Finance Report in error – these being Bargain Booze which was on this report and to Clarity Copiers that had been previously noted on the December Finance Report.

It was **PROPOSED** by Councillor J McNaughton
SECONDED by Councillor G Goff
RESOLVED – That the Town Council approve payment of Accounts and Salaries and Wages payments as previously agreed.

125.AGENDA/REPORT ITEMS FOR THE NEXT MEETING

There were none.

126.COMMUNITY ISSUES

Oily Sludge Plant

Councillor M Murton stated that although this had been covered earlier in the agenda it was important to stress that this application should not have reached the point of being discussed at the Planning and Public Rights of Way Committee as Pembroke Dock was totally the wrong place for such a development.

Barclays Bank and Town Wifi

Councillor P Gwyther stated that Barclays had suggested they would be prepared to install a wifi network for the town and they were working with Communities First on this project. Councillor Gwyther stated that perhaps this information should be passed to the Regeneration Group. The Town Clerk stated that the Regeneration Group had been made aware of this during their meeting on Monday 12th January.

Litter Picking in the Town Centre

It was stated that perhaps the old railway lines next to Parfitts Carpets could be included in the rota of the Town Council's street cleaner as the area was very untidy. The Town Clerk stated that this could be looked at.

Pathway Tremeyrick Street to Travel Lodge

Councillor K Higgs stated that this pathway was becoming very dangerous as it appears there is a constant flow of water over the path and if the weather continues to freeze, the path would become lethal. It was requested that this be reported to PCC for their immediate attention.

127.MAYORS REPORT

The Mayor, Councillor P George commented that unfortunately she had not been able to attend South Pembrokeshire Hospital on Christmas Eve due to a family emergency but had sent her apologies and had suggested she visit on an alternative date.

It was also with sadness that she had to report the death of Owen Vaughan. Councillor George commented how much he had enjoyed the recent launch of his book and even though the event made him very tired, he was adamant he wanted to stay and speak to as many people as possible. Mr Vaughan's funeral would be taking place on Thursday 22nd January at 2pm in St Mary's Church Pembroke.

It was commented that although the family had asked for no flowers, that a donation to Prostate Cancer charity be made by the Town Council.

There being no further business, the meeting closed.