

At a Meeting of Pembroke Dock Town Council held at Pater Hall, Pembroke Dock on Thursday, 7th December, 2000 at 6.30 p.m.

PRESENT:

Councillor Mrs. P.E.M. Folland, Mayor
Councillors W.J. Davies, D.T. Esmond,
R.F. Finbow, Mrs. C. Fortune,
Mrs. P.E. George, P.G. Gwyther,
D.L. Jones, M.B. Owen, S. Perkins,
Mrs. V.M.J. Roach, Mrs. B. Roch,
Mrs. M. Williamson.

IN ATTENDANCE:

Mr. T.R. Edwards, Town Clerk
Mrs. P.E. Prout, Secretary

The Meeting was opened with Prayer.

127. **MINUTES**

PROPOSED by Councillor R.F. Finbow
SECONDED by Councillor D.T. Esmond

RESOLVED –

That the Minutes of the Meeting held on the 16th November, 2000 be adopted, as circulated, subject to the following amendments:-

128. **MATTERS ARISING FROM THE MINUTES**

(a) **Minute 108(b) – Remembrance Sunday Service**

The Town Clerk reported that a letter had been received from the Editor, Western Telegraph which stated that as the Pembroke and Pembroke Dock Remembrance Day Services were held at the same time it was their practice to cover the Towns in alternative years.

Members stated that the Services are not held in Pembroke and Pembroke Dock at the same time, Pembroke's service is in the morning whilst Pembroke Dock is in the afternoon.

RESOLVED –

That the Town Clerk advise the Western Telegraph that the Services in the Towns are not held simultaneously and request that coverage of the Pembroke Dock's Remembrance Service, 2001 be confirmed.

(b) Minute 108(c) – Memorial Park - Plaques

The Town Clerk reported that the Council's Caretaker, Mr. J. Jones had undertaken necessary remedial work to secure the plaques in the above Park.

(c) Minute 108(j) – On Digital Training

Councillor Mrs. V.M.J. Roach stated that arrangements had been made for the Council to visit the new On Digital Training Centre on Wednesday, 13th December, 2000 at 10.30 a.m. Up to 10 Members would be able to attend.

The Town Clerk reported that Manpower had donated £50 towards the Winter Carnival.

Councillor Mrs. P.E. George, Chairman of the Tourism Committee stated that a Trophy Cup had been purchased for the Best Illuminated Property in the Town Competition which is to be judged on Monday, 18th December, 2000.

RESOLVED –

- (1) That Council Members visit the new On Digital Training Centre on Wednesday, 13th December, 2000 at 10.30 a.m.
- (2) That the Town Clerk express the Council's appreciation for the £50 donation from Manpower towards the Winter Carnival.

(d) Minute 108(k) - Flea Market – Signage

Councillor M.B. Owen again reiterated his concern regarding the proliferation of signs at the above Market.

The Town Clerk stated that he had received a letter from Pembrokeshire County Council which stated that the Enforcement Section of the Planning Department were investigating this complaint.

RESOLVED –

That Pembrokeshire County Council be requested to provide a information board at the above location similar to that provided to the various businesses at Do It All to replace the numerous signs.

(e) Minute 108(n) – Elizabeth Court – Abandoned Vehicles

The Mayor stated that the abandoned vehicles were no longer at the above location.

(f) **Minute 108(o) – Top Road – Memorial Park – Street Lighting**

Councillor D.T. Esmond stated that the School Governors had written expressing their concern to Pembrokeshire County Council regarding the lack of lighting at Top Road.

County Councillor S. Perkins reported that a Government grant to provide safe routes for Schools would be allocated to upgrade the street lighting in this location.

The Town Clerk reported that a letter had been received from Pembrokeshire County Council on the hedgebank. It stated that no action was necessary regarding the trees and shrubs.

The Mayor expressed her appreciation to the Councillors for their assistance in this matter and to the fact that this area will now be lit in the interest of public safety.

(g) **Minute 110(b) – Carnival – Float/Walkers**

The Town Clerk referred to the proposed visit to the Pembroke Tanyard and it had been suggested by the Youth Project Co-ordinator that either the 13th or 20th December, 2000 at 11.00 a.m. would be available.

RESOLVED –

That the visit be postponed until the beginning of 2001.

(i) **Minute 111 – Informal Meeting**

The Town Clerk reported that the above Informal Committee Meeting had not been held due to the fact that there was not a quorum present.

(Councillor M.B. Owen requested that it be recorded in the Minutes his disappointment with regard to the lack of interest shown by Members).

The Town Clerk reported that a letter had been received from Pembrokeshire County Council which agreed to a Joint Meeting to be held between this Council and the County Authority on 2nd February, 2001 at 10.30 a.m. at Pater Hall.

RESOLVED –

(1) That an Informal Committee Meeting be held on Wednesday, 10th January, 2001 at 10.30 a.m.

(2) That the Town Clerk confirm arrangements for the Joint Meeting to be held at Pater Hall on the 2nd February, 2001 at 10.30 a.m.

(j) **Minute 112(146) – Christmas/New Year, 2000**

Councillor Mrs. V.M.J. Roach referred to the Staff and Christmas bonuses and it was

RESOLVED --

That Staff Members be given £25 each as a Christmas bonus.

(k) Minute 112(150) – Pembroke Borough Silver Band – Instrument Trust

Councillor R.F. Finbow declared his interest in the above matter.

(l) Minute 112(153) - Review of Community and Related Acute Services For Adults and Older People in Pembrokeshire

The Town Clerk reported that SPARC had agreed to change their meeting not to coincide with this meeting on the 13th December, 2000. The SPARC meeting would be held on the 12th December, 2000 at Pater Hall.

(m) Minute 112(155) - St. John's Community Hall – Presentation

The Mayor stated that as per Minute 103(2000/2001) she had attended the Presentation Evening to Mrs. Lomas, on her retirement as Church Organist, and had presented Mrs. Lomas with a Council scarf and Council slate plaque on behalf of the Council with which she was delighted.

The Town Clerk reported that Mrs. Lomas had written to the Council thanking them for her gifts.

(n) Minute 112(168) – Payment of Accounts

The Town Clerk reported that account No. 121 – Mr. Odley - Refund – Street Market Stall in the sum of £200 had not been paid as he had traded at the Winter Carnival.

(o) Minute 123 – Station Inn, Pembroke Dock – Transfer of Licence

The Town Clerk stated that the applicant in respect of the above premises was Mr. D.T. Esmond.

(p) Minute 124 – Cricketers Social Club, Pembroke Dock

The Town Clerk stated that the applicant in respect of the above premises was

(q) Minute 125 – Christmas Dinner

Councillor Mrs. P.E. George reported that the Council's Christmas Dinner was to be held on Tuesday, 19th December, 2000 at the Cleddau Bridge Hotel. The number attending had to be notified to the Hotel tomorrow.

The Mayor stated that Mrs. W.A. Vincent should be invited to attend the Council's Christmas Dinner as she still undertakes work on behalf of the Council.

RESOLVED –

That an invitation be extended to Mrs. W.A. Vincent to attend the Council's Christmas Dinner on Tuesday, 19th December, 2000 at the Cleddau Bridge Hotel.

(r) **Minute 126(d) – Britannia Drive – Resurfacing**

Councillor Mrs. V.M.J. Roach stated that residents who had complained regarding the appalling condition of the above road had requested to their appreciation be conveyed to the Council for their assistance as the road had been now be resurfaced.

129. REPORT OF TOWN CLERK

170. Pater Hall – Scale of Hiring Charges

The Town Clerk reproduced at Appendix "A" a copy of the current scale of hiring charges for the Pater Hall. These charges had not been increased since 1st April, 1998. For estimate purposes Members were requested to consider whether it is intended to increase the charges from 1st April 2001 as labour costs and other overheads had increased since the charges were last fixed. One anomaly had come to light during the year. The charge for a private party in the Entertainment Room should also apply to the Refreshment Room.

(Councillor D.L. Jones declared his interest in the above matter and left the Chamber whilst this matter was under discussion).

RESOLVED –

- (1) That the charges for Pater Hall remain as at present for the year 2001/02.
- (2) That private party category be included for the Refreshment Room at £7.25 per hour and £10.25 per hour after 10.00 p.m. weekdays and all day Saturday, Sunday and Bank Holidays.

171. Photocopier

The Town Clerk reported that the Council's Toshiba 2550 photocopier had been purchased eight years ago and had recorded 248,884 copies. In recent weeks some operational problems had been encountered and the Maintenance Engineer had had to be called out on two consecutive days.

The Company had advised that spare parts would soon be impossible to obtain. In these circumstances, and with estimate calculations in mind, consideration by Members regarding a replacement after April, 2001 would be necessary.

Some guide prices from the current maintenance Company had been received but other quotations would have to be obtained if a replacement was required.

RESOLVED –

That the Town Clerk obtain prices to purchase a digital photocopier and submit report back to Council.

172. Off-Licence at 5-7 Dimond Street – Justices Licence

The Town Clerk reported that notice of application for the transfer of the Off-Licence at the above premises had been received. The applicants are Peter Soproniuk and Robert Wiliams Fry.

RESOLVED -

That the Council have no objection to the transfer of the Justices Licence in respect of the Off-Licence at 5-7 Dimond Street.

173. Cleddau Bridge Hotel – Public Entertainment Licence

The Town Clerk reported that a copy of the variation application to include public entertainment on Sundays had been received in respect of the above premises. Any comments are requested by the 8th December, 2000.

RESOLVED –

That the Council have no objection to the variation application to include public entertainment at the above premises.

174. Planning Applications

The following applications were submitted for consideration:-

| | | |
|--------|--|--|
| 598/00 | Pembrokeshire C.C. County Hall Haverfordwest | Pembroke Dock Dockyard – Erection of One Building for Office, Industrial and Warehouse Use |
|--------|--|--|

Please note that this application was considered and approved at the last Council Meeting – The above is a revised plan.

PROPOSED by Councillor S. Perkins
SECONDED by Councillor Mrs. V.M.J. Roach

RESOLVED –

That the Council have no objection to the application.

| | | |
|-------|---------------------------------------|-------------------------------------|
| 27/PN | BT PLC 81 Newgate Street London | Bush Street – Resite 1 no. Kiosk |
|-------|---------------------------------------|-------------------------------------|

PROPOSED by Councillor W.J. Davies
SECONDED by Councillor Mrs. P.E. George

RESOLVED –

That the Council have no objection to the application

175. Planning Decisions

The following decisions had been received from Pembrokeshire County Council in respect of current planning applications:-

505/00 – 19 Lewis Street – Kitchen and Bathroom Extension - Approved
530/00 – Cleddau Bridge Business Park – Construction of Temporary Car Park with Associated Lighting - Approved

176. Payment of Accounts

The following account was paid out of Meeting.

127. Petty Cash £50.00

The following accounts were submitted for payment:-

| | |
|--|-----------|
| 128. Modern Print – Stationery | £18.07 |
| 129. Festive Lighting Company – Christmas Lights | £82.25 |
| 130. Cllr.R.F. Finbow – Materials for Town Crests | £33.58 |
| 131. Fire Protection Services – Maintenance of extinguishers & one new | £238.54 |
| 132. Jewson Ltd. – Materials | £29.73 |
| 133. Alexandra Plc – Protective clothing | £95.11 |
| 134. Imprest A/c – Salaries, wages, tax and NI | £1,957.33 |
| 135. Edmundson Electrical Ltd. – Ropelight | £157.45 |

The Town Clerk requested that the following accounts be included for payment:-

| | |
|--|--------|
| 136. Jewson Ltd. – Materials | £46.46 |
| 137. Alexandra – Protective Clothing | £12.63 |
| 138. Newey & Eyre – Bulbs – Christmas Lights | £20.66 |

PROPOSED by Councillor Mrs. M. Williamson
SECONDED by Councillor Mrs. P.E. George

RESOLVED –

That account nos. 128 – 138 be approved for payment.

177. Planning Application

The following application was circulated at the Meeting for consideration:-

| | | |
|--------|---|--|
| 690/00 | Defence Estates Castlemartin Range Castlemartin | Rmas, Dockyard – Notice Under Circular 37/84 To Extend The Existing Building |
|--------|---|--|

PROPOSED by Councillor Mrs. V.M.J. Roach
SECONDED by Councillor D.L. Jones

RESOLVED –
That the Council have no objection to the application.

130. FERRY INN, PEMBROKE DOCK – DIRECTIONAL SIGN

The Town Clerk reported that a letter had been received from Pembrokeshire County Council which advised that application for a tourist directional sign in respect of the above premises had been applied for

RESOLVED –
That the Council have no objection to the directional sign for the Ferry Inn, Pembroke Dock.

131. OFF-LICENCE – SICILY DIRECT LTD.

The Town Clerk reported that a notice had been received for an Off-Licence in respect of Sicily Direct Ltd., Llanion Works, Llanion Park. The applicants were Elizabeth Ann Grainger and Justin Thomson Wild

RESOLVED –
That the Council have no objection to the granting of an Off-Licence in respect of Sicily Direct Ltd.

132. LETTERS OF THANKS

The Town Clerk reported that letters of appreciation had been received in respect of the Council's donations from:-

Mrs. Gaccon, Pembroke Dock Old Peoples Welfare Committee
Pembroke Borough Silver Band.

133. **MATTERS RAISED VERBALLY**

(a) **Greenacre Waste – Waterloo – Itinerants**

Councillor Mrs. V.M.J. Roach advised that itinerants had returned to the above location and it was

RESOLVED –

That Pembrokeshire County Council be advised of the itinerants at the above location.

(b) **The Mount, Prospect Place – Seats**

Councillor Mrs. V.M.J. Roach referred once again to the two broken seats at the above location and to the fact that repairs had not been undertaken.

Councillor W.J. Davies referred to the danger for pedestrians in this area with leaves etc.

RESOLVED –

That Pembrokeshire County Council be requested to undertake repairs to the two broken seats at the above location and removal of undergrowth in the interest of public safety.

(c) **Upper Gwyther Street – Undergrowth**

Councillor Mrs. V.M.J. Roach reported that there are broken tree branches on the slope at the southern end of Upper Gwyther Street which required attention.

RESOLVED –

That Pembrokeshire County Council be requested to remove the broken branches from the above location.

(d) **Water Sports Centre – Appearance**

Councillor Mrs. V.M.J. Roach reiterated her concern regarding the neglected appearance of the shrubs and surrounding area at the above location.

RESOLVED –

That Pembrokeshire County Council be again requested to undertake clearance at this tourist amenity attraction.

(e) **High Street – Pavement**

Councillor Mrs. C. Fortune stated that she had received complaints from elderly residents that the pavement on the Post Office side at the above location required attention. Comment was

submitted that this matter had received attention. Councillor Fortune stated that she would report back to the next Council Meeting on this matter.

(f) Pater Hall – External Window Redecoration

Councillor Mrs. B. Roch expressed concern regarding the untidy condition of the external windows which had been redecorated at the front of Pater Hall by the Dyfed Probation Service.

RESOLVED –

That the Town Clerk arrange for the remedial work to the condition of the windows be undertaken

(g) Army Presentation – Castlemartin

Councillor R.F. Finbow referred to the excellent Army Presentation which had been given at the Officer's Mess at Castlemartin Ranges on the 30th November, 2000.

RESOLVED –

That the Town Clerk write to Col. Jackson, Army Presentation Team and Lt. Col. M. Portman, Castlemartin congratulating them on the very successful Presentation Evening.

(h) London Road Industrial Estate - Pedestrians

Councillor P.G. Gwyther referred to pedestrians walking in the above location and to the lack of a pavement and street lighting from the Estate entrance to the Cemetery Lay-by.

RESOLVED -

- (1) That Pembrokeshire County Council be requested to provide a new pavement in the above location.
- (2) That Pembrokeshire County Council be requested to provide street lighting in the above location in the interest of public safety.

(i) 17 Wesley Court – Condition

Councillor R.F. Finbow stated that he had received a complaint from the tenant regarding dampness and requested that another Councillor inspect the property. County Councillor S. Perkins stated that she would visit the above property.

(j) Front Street – Paving Slabs

Councillor D.L. Jones stated that Pembrokeshire County Council had removed paving slabs in the above Street and it was

RESOLVED –

That Pembrokeshire County Council be requested to replace the paving slabs at the above location.

(k) Library – Seats – Water

Councillor D.L. Jones referred to the seating area at the Library at which surface water is ponding and it was

RESOLVED –

That Pembrokeshire County Council be requested to undertake remedial work at the above location.

(l) Albion Square – Centenary Lamp

Councillor D.L. Jones enquired as to the continued delay for the replacement of the above Lamp.

The Town Clerk stated that Pembrokeshire County Council had advised that difficulties had been encountered in removing the old fittings. However he had been promised that the Lamp be operational by Christmas.

(m) Waterloo – Hedge Growth

Councillor Mrs. P.E. George referred to the hedge which required attention at Waterloo Roundabout from the Essex Road exit in the interests of road safety.

RESOLVED –

That Pembrokeshire County Council be requested to investigate this complaint and take appropriate action in this matter.

(n) Winter Carnival – Fireworks Display

Councillor Mrs. P.E. George, Chairman of the Tourism Committee referred to the Winter Carnival held on the 2nd December, 2000 which had been very successful except for the unfortunate incident during the fireworks display.

The Mayor read out a statement which stated that legal advice had been sought with regard to the incident during the fireworks display which was being investigated by Health and Safety partment, Pembrokeshire County Council and the Fireworks Company.

Councillor Mrs. P.E. George paid tribute to the small number of Councillors who had contributed towards the success of the Carnival as well as to the Office Staff and Mr. P. Tallett.

The Mayor and Members paid tribute to Councillor Mrs. P.E. George for the work that had been undertaken to ensure the success of the Carnival.



The Mayor wished Councillors and Staff a very merry Christmas and a happy New Year.

The Meeting terminated at 7.45 p.m.

P. J. J. J.

Mayor.

18

PEMBROKE DOCK TOWN COUNCIL

REPORT OF TOWN CLERK

7TH DECEMBER, 2000

Madam Mayor, Ladies and Gentlemen,

PART I – GENERAL

170. PATER HALL – SCALE OF HIRING CHARGES

I enclose at Appendix "A" a copy of the current scale of hiring charges for the Pater Hall. These charges have not been increased since 1st April, 1998. For estimate purposes I should be grateful if Members would consider whether it is intended to increase the charges from 1st April 2001. As Members will know, labour costs and other overheads have increased since the charges were last fixed.

One anomaly has come to light during the year. The charge for a private party in the Entertainments Room should also apply to the Refreshment Room.

Members instructions are requested.

171. PHOTOCOPIER

The Council's Toshiba 2550 photocopier was purchased eight years ago and has recorded 248,884 copies. In recent weeks some operational problems have been encountered and the Maintenance Engineer had to be called out on two consecutive days.

I am informed that spare parts will soon be impossible to obtain. In these circumstances, and with estimate calculations in mind, I should be grateful if Members would consider a replacement after April, 2001.

If it is decided to replace, a decision will have to be taken whether to purchase outright, as was done last time, or to lease the copier over a five year period.

I have already obtained some guide prices from the current maintenance Company but will have to obtain other quotations if a replacement is required.

Members instructions are requested.

PART II – CORRESPONDENCE

172. OFF-LICENCE AT 5-7 DIMOND STREET – JUSTICES LICENCE

Notice of application for the transfer of the Off-Licence at the above premises has been received. The applicants are Peter Soproniuk and Robert Williams Fry.

173. CLEDDAU BRIDGE HOTEL – PUBLIC ENTERTAINMENT LICENCE

A copy of the variation application to include public entertainment on Sundays has been received. Any comments are requested by the 8th December, 2000.

PART III – PLANNING

174. PLANNING APPLICATIONS

| | | |
|--------|--|--|
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Please note that this application was considered and approved at the last Council Meeting – The above is a revised plan.

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| 27/PN | BT PLC 81 Newgate Street London | Bush Street – Resite 1 no. Kiosk |
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175. PLANING DECISIONS

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530/00 – Cleddau Bridge Business Park – Construction of Temporary Car Park with Associated Lighting - Approved

PART IV – ACCOUNTS

176. PAYMENT OF ACCOUNTS

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|-----------------|--------|
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|-----------------|--------|

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T.R. EDWARDS,
Town Clerk.

PATER HALL - SCALE OF HIRING CHARGES

FROM 1ST APRIL 1998

| | Rate per hour | Rate per hour after 10.0 p.m. weekdays and all day Saturday, Sunday and Bank Holidays | | Rate per hour | Rate per hour after 10.0 p.m. weekdays and all day Saturday, Sunday and Bank Holiday |
|---|-----------------|---|---|---|--|
| <u>MAIN HALL AND STAGE</u> | | | | | |
| 1. Plays, Concerts and other events with a seated audience | £5.75 | £8.25 | <u>REFRESHMENT ROOM, AND KITCHEN FACILITY - GROUND FLOOR</u> | | |
| 2. Displays and other sporting events by any local organisation with a seated audience | £5.75 | £8.25 | | 1. Coffee Mornings, Jumble Sales etc. (Minimum 2 hours) | £3.75 |
| 3. Bazaars, Fetes, Flower Shows, Sales of Work, Non-trade Exhibitions, Exhibitions by Arts Clubs etc. | £5.75 | £8.25 | 2. Meetings of Societies, etc. (Minimum of 2 hours) | £3.75 | £5.25 |
| 4. Trade Exhibitions, Private Art Exhibitions, etc. where exhibits offered for sale | £5.75 | £8.25 | <u>ENTERTAINMENT ROOM (FIRST FLOOR)</u> | | |
| 5. Meetings of Societies, Conferences etc. (Minimum 2 hrs.) | £5.75 | £8.25 | | 1. Meetings of Societies, etc. (Minimum of 2 hours) | £3.75 |
| 6. Private parties, Receptions, Dances, etc. where no charge made for admission and admission by invitation only (Minimum 4 hrs.) | £8.50 | £11.25 | 2. Private Parties, Receptions, etc. Admission by invitation only (Minimum 2 hours) | £7.25 | £10.25 |
| 7. Dances, Discos, etc. where charge made for admission (Minimum 2 hrs) | £12.25 | £16.25 | <u>FOYER</u> | | |
| 8. Discos for children under 12 yrs. | £6.25 | £8.25 | | 1. Jumble Sales etc. (Minimum 2 hours) | £3.75 |
| 9. Use of Stage for Rehearsals | £4.25 | £5.50 | <u>SETTING-UP CHARGE</u> | | |
| 10. Blood Donation Sessions | Nil | Nil | | | £4.75 |
| 11. Evening Classes, Activities, etc. run on a commercial basis and charge made for participation | £10.25 | £12.25 | | | |
| 12. Retail One-Day Sales - Per Session 8.00 a.m. to 6.00 p.m. (£20.00 per hour) | £200.00 per day | £200.00 per day | | | |

ADDITIONAL CHARGE FOR PROVISION OF BAR - £20.00



PEMBROKE DOCK TOWN COUNCIL

SUPPLEMENTARY REPORT OF TOWN CLERK

7TH DECEMBER, 2000

Madam Mayor, Ladies and Gentlemen,

177. PLANNING APPLICATION

| | | |
|--------|---|---|
| 690/00 | Defence Estates Castlemartin Range Castlemartin | Rmas, Dockyard -- Notice Under Circular 37/84 To Extend The Existing Building |
|--------|---|---|

T.R. EDWARDS,

Town Clerk.

