

At a Meeting of Pembroke Dock Town Council held at Pater Hall, Pembroke Dock on Thursday, 15<sup>th</sup> March, 2001 at 6.30 p.m.

**PRESENT:**

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

**ALSO PRESENT:**

County Councillor B.J. Hall

**IN ATTENDANCE:**

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

The Meeting was opened with Prayer.

**162. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors D.T. Esmond, R.F. Finbow and Mrs. B. Roch.

**163. PLANNING APPLICATION NO. 915/00 –  
OLD BREWERY, MEYRICK STREET**

County Councillor B.J. Hall together with residents of Meyrick Street attended the meeting in respect of the above planning application.

Detailed discussion ensued when concern was expressed regarding the danger for traffic emanating from the proposed site and that in the interest of road safety, arrangements should be made for vehicles to turn within the curtilage of the site. Reference was made to the need for the erection of a suitable retaining wall and that in the interest of privacy, only bathroom windows should overlook the existing dwelling.

The residents of Meyrick Street left the Meeting.

**164. WESTERN WAY – ACCESS INTO THE TOWN**

County Councillor B.J. Hall advised that the above matter would be considered at the next meeting of the Highways & Transportation Committee when it would be reported that permission had been obtained to allow an access into the Town from Western Way. This would be considered by the Policy and Resources Committee and then subject to ratification by Council.

Members were pleased to learn that this access would be permitted and hoped that it would encourage passengers from the Irish Ferry terminal to visit and shop in the Town rather than as at present disembark and leave the Town.

**165. PATER HALL – DEATH**

County Councillor B.J. Hall referred to the sudden death of a gentleman who had been attending the Old Tyme Dancing Club on Tuesday evening and to the exemplary manner in which Mr. J. Jones, Caretaker had dealt with this very sad situation.

**RESOLVED –**

That the Town Clerk write to the Caretaker conveying the Council's appreciation for the manner in which he dealt with the above incident.

County Councillor B.J. Hall then left the Meeting.

**166. MINUTES**

PROPOSED by Councillor Mrs. M. Williamson  
SECONDED by Councillor M.B. Owen

**RESOLVED –**

That the Minutes of the Meeting held on the 22<sup>nd</sup> February, 2001 be adopted, as circulated, subject to the following amendments:-

**167. MATTERS ARISING FROM THE MINUTES**

**(a) Minute 155 – Councillor W.J. Davies – Indisposition**

Councillor W.J. Davies thanked Members for his get well card and stated that he was now much improved.

**(b) Minute 157(a) – Llanion Park – Artefacts**

The Mayor referred to the artefacts which were now on display in the Council Chamber which were greatly admired by Members.

**(c) Minute 157(i) – CCTV Cameras – Pembroke Dock**

Members were advised that arrangements had been made for viewing of the new CCTV cameras at the Police Station as well as attendance at incidents for 16th and 23rd March, 2001.

**(d) Minute 158(b) – One Way Traffic System Through the Town**

The Town Clerk reported that he had received comments from some of the local County Councillors but not on behalf of the Chamber of Trade.

**RESOLVED –**

That this matter be deferred pending the Chamber of Trade views to be submitted to the next Council meeting.

**(e) Minute 158(e) – Memorial Park**

Councillor Mrs. P.E. George enquired as to whether any response had been received from Pembrokeshire County Council regarding the broken childrens play equipment. The Town Clerk reported that no reply had been received.

**(f) Minute 157(208) – The Firework Company**

The Town Clerk reported that he had been informed by the Insurance Company acting on behalf of the Firework Company that after undertaking initial investigations they consider that any liability for the incident rests with the Council. Further investigations were being carried out.

It was suggested that the Council report this matter to their own Insurers and the Claimant's Solicitors.

The Town Clerk reported that he had written to the Council's Insurers in this matter.

**RESOLVED –**

That the Council await for their Insurers advice on the above matter.

**(g) Minute 157(209) - Council - Website**

The Town Clerk stated that the Council were on the Pembrokeshire County Council Website, but only the Council's name and the name of the Town Clerk were shown.

**RESOLVED –**

That Pembrokeshire County Council be requested to advise as to whether the Council's entry on their Website could be increased to include information on Pater Hall letting facilities etc.

**(h) Minute 157(212) – Pembroke Dock Railway Station**

The Town Clerk reported that he had received a reply from Railtrack regarding facilities at the above Station which advised that the day to day management of the Station was the responsibility of the train operating Company, in this case Wales & West.

The Town Clerk further reported that the Station was cleaned on a monthly basis by GTRM. Their responsibility was for removing the rubbish lying on the track-bed running through the Station, not for any debris in the Station itself.

**(i) Minute 157(217) – Footpaths on Barrack Hill**

The Town Clerk reported that a copy of a letter from Pembroke Dock Civic Society to Pembrokeshire County Council regarding the site meeting held on the 21<sup>st</sup> February, 2001 had been received for the information of the Council.

**(j) Minute 224 – Future of SPARC**

The Town Clerk reported that SPARC had advised that , because of the Foot and Mouth outbreak, consultations with the NFU and the National Assembly for Wales had been undertaken and it had been decided that as no guest speakers from outside the area would be present that the meeting to be held on the 16th March, 2001 could proceed.

**(k) Minute 160(8) – Town Clerk – Resignation**

The Town Clerk stated that the closing date for the receipt of applications for the post of Town Clerk was noon on Wednesday, 21<sup>st</sup> March, 2001 and a Special Council Meeting would have to be convened.

Reference was made to the fact that the restructuring did not include provision for additional work to be undertaken from the Tourism Committee and the Winter Carnival and annual/sick leave cover.

**RESOLVED –**

- (1) That a Special Council Meeting be held on Thursday, 29<sup>th</sup> March, 2001 at 6.30 p.m. to consider applicants for the post of Town Clerk/Financial Officer.
- (2) That the Town Clerk report back to the Council Meeting regarding additional work during the Winter Carnival period after the appointment of the Town Clerk/Financial Officer had been determined.

**(l) Minute 161(a) – Notice of Application for Hazardous Substances Consent – Pembroke Port**

The Town Clerk reported that a letter had been received from the Public Protection Division, Pembrokeshire County Council which advised that they were liaising with the Council's Emergency Planning Officer and other personnel in relation to the application.

**(m) Minute 161(b) – Street Lighting – Lewis Street**

The Town Clerk reported that a letter had been received from Pembrokeshire County Council which stated that arrangements would be made to replace the street lighting lantern opposite the telephone kiosk which should improve the area.

Discussion ensued as to whether the CCTV cameras covered Pater Hall and Lewis Street.

**RESOLVED –**

That the Town Clerk consult with Dyfed-Powys Police as to whether the CCTV cameras cover Pater Hall and Lewis Street.

(n) **Minute 161(d) – Junction of Cromwell Street/Hawkstone Road/ Trinity Road**

The Town Clerk reported that a letter had been received from Pembrokeshire County Council which stated that an inspection of this area had been undertaken which had failed to identify any problem.

**RESOLVED –**

That a site plan be submitted to Pembrokeshire County Council in respect of the above matter.

(o) **Minute 161(e) – Unauthorised Signs**

The Town Clerk reported that a letter had been received from Pembrokeshire County Council regarding the “weight loss” signs which are still displayed on the lamps posts etc., in the Town which stated that the Enforcement Section would investigate this complaint. The Town Clerk reported that Mr. J. Wood telephoned and advised that the signs had been removed but had been re-erected. Enquiries regarding this matter was still ongoing and any information received from Members would be appreciated.

(p) **Minute 161(g) – Bus Stops – Timetables**

The Town Clerk reported that he had been advised by Pembrokeshire County Council that the timetables would be given to the Town Council to display in locked cabinets in bus shelters. The keys will be held by the Town Council.

**168. MINUTES OF THE TOURISM COMMITTEE**

PROPOSED by Councillor Mrs. V.M.J. Roach  
SECONDED by Councillor Mrs. P. Williamson

**RESOLVED –**

That the Minutes of the Meeting held on the 28<sup>th</sup> February, 2001 be adopted as circulated.

**Minute 73(c) - Pater Hall – Disco**

Reference was made to the fact that the word “next” should be included on the second line of the resolution. It was

**RESOLVED –**

That the word “next” be included on the second line of the resolution.

## **169. REPORT OF TOWN CLERK**

### **227. Town Awards Scheme**

The Town Clerk referred to previous Council decision that nominations for Town Awards would be considered at this meeting. Seven nominations had been received by the advertised closing date, six for individuals and one for an organisation. Three of the individual nominations were for the same person. The date and format of the Awards Ceremony would have to be considered.

#### **RESOLVED –**

That Mr. R. Horne be nominated for a Town Award and added to the above list.

#### **FURTHER RESOLVED –**

- (1) That the nominations for the Town Awards Scheme for 2001 be closed.
- (2) That the Town Awards nominations be considered at the Special Council Meeting to be held on the 29<sup>th</sup> April, 2001.

### **228. Objective 1 European Funding – Pater Hall**

The Town Clerk reported at Appendix "A" a letter received from the Secretariat of the Pembrokeshire Partnership Management Board. He stated that before supplying the further information requested the matter would have to be discussed by Council. A copy of the relevant extract of report to Council on the 7<sup>th</sup> September, 2000 was enclosed to remind Members of the details involved.

#### **RESOLVED –**

- (1) That the Town Clerk liaise with Mr. G. Evans to establish what sum is allocated to Pembroke Dock Llanion Ward.
- (2) That the Town Clerk liaise with Mr. H. Johnston in the above matter.

### **229. Purchase of New Photocopier**

Members were reminded of Council decision to purchase a new digital photocopier (Min. 171 – December 7<sup>th</sup> 2000) and a sum of £4,000 had been included in the estimates for the coming financial year. The Town Clerk reported that three Companies had been requested to tender and the quotations received were as follows:-

**Glyn Edwards (Office Equipment), Milford Haven**

Toshiba E Studio 20	£2,824.00
Toshiba E Studio 25	£3,144.00
Service Contract .8p per copy (+ toner)	

**Konica Peter Llewellyn Ltd. Swansea**

Konica 7020	£2,970.00
Konica 7030	£3,470.00
Service Contract .575p per copy (includes toner)	

**MNP, Haverfordwest**

Rex Rotary 2822	£3,535.00
Service Contract .6p per copy (includes toner)	

The Town Clerk reported that he had tried to ensure that the three quotations were on a "like for like" basis but this had been difficult to do in view of the number of features and options that were available. The quotations were also on the basis that the current photocopier was retained by the Council and could be disposed of as decided by Council.

**RESOLVED –**

- (1) That the Council accept the quotation from Konica Peter Llewellyn, Swansea for the the supply of a photocopier Konica 7020 in the sum of £2,970.00.
- (2) That Konica Peter Llewellyn be requested to advise as to value of the Council's photocopier and that this be advertised for sale in due course.

**230. Sage Accounting – Computer Software**

The Town Clerk reminded Members that he had intended to use Sage Accounting Software with effect from the 1<sup>st</sup> April, 2001. The general Sage package did not cater for the specific needs of a Local Authority and would need to be "tailored" to meet the necessary requirements by the addition of a reporting module to produce the accounts in the format required by the District Auditor.

The Town Clerk stated that Redview Computers of Thatcham, Berkshire had released a module compatible with the Sage Software for the sum of £130.00 which included a manual, implementation notes and one year telephone support. It would be advisable to purchase this reporting module in readiness for the new Town Clerk.

**RESOLVED –**

That the Council purchase Sage Software module in the sum of £130.00.

### 231. Floral Baskets

The Town Clerk reported that eight Nurseries had been invited to tender for the filling and fixing of the 70 floral baskets for the coming season, and to submit their quotation by the 5<sup>th</sup> March, 2001.

The following quotations had been received:-

	<u>Cost per Basket</u> £	<u>Hourly rate for fixing</u> £ (per person)
(a) Crofty Nurseries Llanteg	7.50	8.00
(b) Pembroke Nurseries Slade Cross	10.00	5.00
(c) Bangeston Farm Garden Centre Bangeston	10.00	5.00

Crofty Nurseries had advised that each basket would contain compost, slow release fertiliser, 3 bizzy lizzies, 2 surfina petunias, 1 trailing geranium and lobelia.

The Town Clerk stated that he had ordered additional floral baskets and brackets as per Council decision.

#### **RESOLVED –**

That the Council accept the quotation submitted by Pembroke Nurseries, Slade Cross, cost per basket £10.00, hourly rate for fixing £5.00 per person.

### 232. Standards Committee

The Town Clerk reported that a Consultation Paper had been received from the National Assembly for Wales and was available for inspection.

The Local Government Act, 2000 required each County/County Borough Council, Fire and National Park Authority in Wales to set up Standards Committees to promote high standards of conduct by elected and co-opted members. Although there was no similar requirement on Town and Community Councils to establish their own Standards Committee, the Act requires that standards in Community Councils would fall within the remit of County Councils' Standards Committees. The closing date for comments would be the 21<sup>st</sup> March, 2001.



**233. Blood Donation Sessions, Pater Hall**

The Town Clerk reported for Members' information, the attendance results at the February blood donation sessions:-

	<u>No. of Donors attending</u>	<u>No. able to make a donation</u>	<u>New Donors</u>
1 <sup>st</sup> February	146	116	16
8 <sup>th</sup> February	92	87	7
15 <sup>th</sup> February	110	87	7

**234. Pembrokeshire Association of Local Councils**

The Town Clerk enclosed at Appendix "B" a copy of a Membership subscription request from the above Association. The amount requested being £212.00. Pembroke Dock Town Council is currently among the 23% of town and community councils in the County who are not members of the Association.

**RESOLVED –**

That the Council do not become members  
of the Pembrokeshire Association of Local  
Councils.

**235. Support for Community Development**

The Town Clerk enclosed at Appendix "C" a letter from the Leader of Pembrokeshire County Council which had been sent to all Town and Community Councils. The letter was in response to recent correspondence from SPARC.

**236. Pembrokeshire Partnership Management Board  
Local Action Plan Summary**

The Town Clerk reported that a summary version of the Pembrokeshire Local Action Plan had been received and was available for inspection. A full version was available in each library in the County. Any views on the Local Action Plan should be sent to the PPMB Secretariat at County Hall, Haverfordwest.

**237. 2<sup>nd</sup> Pembrokeshire Fish Week – 26th May to 2nd June, 2001**

The Town Clerk enclosed at Appendix "D" a letter from the Fisheries Project Leader of Pembrokeshire County Council. Any planned activity or involvement had to be notified by the 16<sup>th</sup> March, 2001.

**238. Pennar Post Office, 8 High Street - Licensing**

The Town Clerk reported that notice of application for a transfer of the Justices' Licence had been received from Peter McGorrigan and Sonia McGorrigan. The current licence is held by Jeffrey and Susan Taylor.

**RESOLVED -**

That the Council have no objection to the transfer of the Licence in respect of Pennar Post Office, 8 High Street.

**239. The Alexandra Vaults, Dimond Street**

The Town Clerk reported that notice of renewal of the Justices' Licence in respect of the above premises had been received. The applications are the current licensees, Andrew Timothy Whelton and Ian David Hywel Thomas.

**RESOLVED -**

That the Council have no objection to The renewal of the Licence in respect of the Alexandra Vaults, Dimond Street.

**240. Palace Bingo Club, Queen Street – Licensing Gaming Act, 1968**

The Town Clerk reported that as a matter of courtesy, a copy of a renewal of the Gaming Licence (Bingo only) had been received from the Solicitors acting for Welcome Social Club Ltd.

**241. Donations**

The Town Clerk reproduced at Appendix "E" the following applications which had been received:-

**(a) Sail Training Association**

The Council had been asked to consider sponsoring a berth or part of a berth to send local youngsters on the Tall Ships Schooners, the Sir Winston Churchill and the Malcom Miller.

**(b) Romanian Project – Youth Venture**

The application is from Miss Hannah John, 45A Bush Street, Pembroke Dock who is part of a joint project in Romania.

**(c) Pembrokeshire Crossroads**

The Pembrokeshire Crossroads Scheme provides relief to carers in the community.

**RESOLVED -**

- (1) That the Council contribute £50.00 as sponsorship of a berth subject to the person being named and a resident from Pembroke Dock.

**RESOLVED - Continued**

- (2) That the Council contribute £100.00 to Miss H. John and that a report be given after her visit to Romania.
- (3) That Pembrokeshire Crossroads Scheme be advised that they do not fall within the criteria of the Council's policy i.e. organisations based in Pembroke Dock.

**242. Planning Applications**

The following applications had been received from Pembrokeshire County Council and were submitted for consideration:-

902/00	Pembroke Port The Port Office The Royal Dockyard Pembroke Dock	Pembroke Port, The Royal Dockyard – Application for Hazardous Substances Consent – Proposed Fertilizer Imports
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PROPOSED by Councillor S. Perkins  
SECONDED by Councillor M.B. Owen

**RESOLVED –**

That the Council refuse the application on the following grounds:-

- (1) The proposed site is considered to be too near to residential areas.
- (2) The storage of hazardous substances could result in public health dangers.
- (3) The proposal would have a detrimental effect on the existing tourist industry and on attempts to further the promotion of tourism.

915/00	Mr. C. Collins Paperchase Castle View Pembroke	Old Brewery, Meyrick Street – Refurbishment of Commercial Premises Into 3 no. Self Contained Dwellings
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The Town Clerk reported that three letters of objections had been received in respect of the above application.

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

**RESOLVED –**

That the Council have no objection to the application subject to the following conditions:-

- (1) The erection of a suitable retaining wall at an agreed height between the proposed dwellings and an existing dwelling at No. 80 Meyrick Street.
- (2) In the interests of privacy, only bathroom windows should overlook the existing dwelling.
- (3) That suitable arrangements be made for vehicles to turn within the curtilage of the proposed site.

923/00	A Roberts & J. Pugh 1 Milton Meadows Milton	13 Melville Street, Old Sacred Heart Convent – Change of Use to Training Centre
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PROPOSED by Councillor W.J. Davies  
SECONDED by Councillor M.B. Owen

**RESOLVED –**

That the Council have no objection to the application.

**243. Planning Decisions**

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

766/00 – Land Adjacent To, 82 Stranraer Road – Approved  
794/00 – 21 Springfield Road, Imble Lane – Garage, WC and Study Extension – Approved

**244. Payment of Accounts**

The Town Clerk reported that account nos. 178 – 179 were paid out of meeting.

178. Western Telegraph – Town Clerk Post – Advertisement	£175.40
179. Western Mail & Echo – Town Clerk Post – Advertisement	£448.03

The following accounts were submitted for payment:-

180. Relate - Dyfed-Powys – Donation	£50.00
181. Pitney Bowes – Postage meter maintenance	£11.74
182. SWALEC – Electricity Charges	£319.94
183. Jewson Ltd. – Insulation materials	£75.69
184. Imprest A/c – Salaries, wages, tax & N.I.	£2,563.73

185. Kalamazoo – Salaries & wages stationery £193.31

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

186.	Pembs.C.C. (Norman Industries) – Oak Cabinet	£323.13
187.	Jewson Ltd. – Materials	£6.34
188.	Newey & Eyre – Theatre Lights	£71.50

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

**RESOLVED –**

- (1) That account nos.178 – 188 be approved for payment.
- (2) That the Town Clerk write to Norman Industries expressing the Council's compliments on the excellent workmanship in making the oak cabinet recently supplied by them.

**245. Cleddau Bridge - Footpath**

The Town Clerk submitted a supplementary report and reproduced at Appendix "F" a letter from Pembrokeshire County Council in response to the Council's request that a footpath be provided on the eastern side of Waterloo Road to benefit employees based at the Cleddau Bridge Business Park.

**246. Planning Applications**

The Town Clerk submitted a supplementary report which included the following applications:-

931/00	Social Services Department Pembrokeshire County Council County Hall Haverfordwest	Units 4 & 5 Richmond Road, Llanion Park – Arts & Craft Store Using Recyclable Materials Including Shop Area Where Goods Can Be Purchased
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PROPOSED by Councillor Mrs.V.M.J. Roach  
SECONDED by Councillor W.J. Davies

**RESOLVED –**

That the Council have no objection to the application.

938/00      Mr. S. Wilson      20 Queen Street –  
Farnham Hotel      Four Self Contained Garages  
Southcliff Street  
Tenby

PROPOSED by Councillor P.G. Gwyther  
SECONDED by Councillor Mrs. C. Fortune

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

940/00      Mr. N. Peniket      Unit 1 Poolman Court,  
9 Lower Row      London Road Ind. Estate -  
Golden Hill      Renewal of Consent 99/0489/pa  
Pembroke      Childrens Indoor Play Area

PROPOSED by Councillor W.J. Davies  
SECONDED by Councillor P.G. Gwyther

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

946/00      Mr. M. Rees      Development Adjacent To,  
c/o 8 Cromwell Street      Imble Caravan Park,  
Pembroke Dock      Britannia Road –  
Erection of Dwelling

PROPOSED by Councillor Mrs. C. Fortune  
SECONDED by Councillor M.B. Owen

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

#### **247. Planning Decision**

The following decision had been received from Pembrokeshire County Council in  
respect of a current planning application:-

26/00/LB – 50 – 54 Bush Street – External Alterations to Rear Gardens, Replace Various  
Windows, Internal Alterations and Repair of Front Elevation – Listed Building Consent  
Approved.

#### **170. FRONT STREET/WESTERN WAY – JUNCTION**

The Town Clerk verbally reported that a letter had been received from Pembrokeshire County Council regarding the provision of double yellow lines at the above location due to the parking of large lorries opposite the Jewson Depot.

The area had been examined and a discussion held with the Manager of the Depot. Vehicles occasionally wait opposite the Depot whilst the yard clears and allows the vehicle to enter to unload. In view of the road width available this short term parking does not appear to cause a problem. The junction had no recent recorded injury accidents and the provision of waiting restrictions would appear unnecessary at this time.

#### **171. MATTERS RAISED VERBALLY**

##### **(a) Albion Square Centenary Lamp**

Councillor Mrs. V.M.J. Roach stated that it would appear that the fittings had been removed from the above Lamp.

The Town Clerk reported that he had written to Pembrokeshire County Council expressing the Council's concern over the continued delay in the completion of works to the Centenary Lamp.

##### **(b) Town/Community Councils – Members Expenses**

Councillor Mrs. V.M.J. Roach expressed her continued concern that the public are under the impression that Town and Community Councillors are paid expenses. This work is undertaken on a voluntary basis and it was agreed that in view of comments in the press recently that it should be noted that Town and Community Councillors are on a voluntary not expenses paid basis.

##### **(c) 107 Haven FM**

Councillor Mrs. V.M.J. Roach referred to the bid to broadcast between 107 Haven FM and More FM and it was

##### **RESOLVED –**

That the Town Clerk liaise with 107 Haven FM to enquire as to whether the Council could assist further in their bid to obtain broadcasting rights.

##### **(d) Railway Line – Rear of Dimond Street - Litter**

Councillor M.B. Owen stated that litter had accumulated at the railway line at the rear of Dimond Street and suggested that the Dyfed Probation Service be requested to undertake clearance.

The Town Clerk stated that he would liaise with the Dyfed Probation Service in this matter and report back to the next Council Meeting.

**(e) Townscape Heritage Initiative**

Councillor D.L. Jones gave the Town Clerk a copy of the Townscape Heritage Initiative for his information. He stated that two business premises had already applied for grants under the above scheme.

**(f) Pater Hall – Gates**

Councillor D.L. Jones referred to the new gates at Pater Hall which required attention. He referred specifically to the town crests which are beginning to rust.

**RESOLVED –**

That the Caretaker be requested to carry out necessary repairs to the gates.

**(g) Kwik Save – Litter/Weed Growth**

Councillor D.L. Jones referred to the litter and weed growth in and around the Kwik Save area and it was

**RESOLVED –**

That the Town Clerk request Kwik Save to undertake clearance of litter and weed growth within the curtilage of their premises.

**(h) Front Street – Boat**

Councillor D.L. Jones referred to a dilapidated boat which was against the Dockyard wall on the western end of Front Street which should be removed.

**RESOLVED –**

That Pembrokeshire County Council be requested to remove the above dilapidated boat and undertake clearance of the area.

**(i) Western Way Car Park – Electricity**

Councillor D.L. Jones referred to the electricity box on the pavement adjacent to the Western Way car park which was accessible by the public.

**RESOLVED –**

That the Town Clerk liaise with SWALEC regarding the above matter.

**(j) CWS – Electricity Sub-Station**

Councillor D.L. Jones referred to the above sub-station which had been accessible by the public. The Town Clerk stated that he had written regarding this matter.



**(k) CCTV Cameras – Poles**

Councillor D.L. Jones referred to the CCTV cameras which had been erected on new columns whilst the old columns had not been removed.

**RESOLVED –**

That the Town Clerk write to Pembrokeshire County Council requesting the removal of the old columns on which the CCTV cameras had been mounted.

**(l) Tregennis Hill – Daffodils**

Councillor Mrs. P.E. George referred to the daffodils which had been planted by the Council at the above location and stated that she had been disappointed to observe someone picking them.

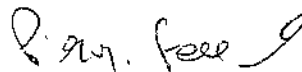
**(m) Milton Terrace – Pothole**

The Mayor referred to a large pothole at the above location which had been filled, the ball of concrete which filled the pothole was now by the side of the hole.

**RESOLVED –**

That Pembrokeshire County Council be requested to undertake remedial work at this location as soon as possible in the interests of public safety.

**The Meeting terminated at 9.15 p.m.**



**Mayor.**



# **PEMBROKE DOCK TOWN COUNCIL**

## **REPORT OF TOWN CLERK**

**5TH APRIL, 2001**

Madam Mayor, Ladies and Gentlemen,

### **PART 1 - GENERAL**

#### **248. ONE-WAY TRAFFIC SYSTEM**

The Chamber of Trade have now submitted comments in response to the Council's request, and they are enclosed at Appendix "A".

Of the 70 questionnaires issued by the Chamber, 21 replies have been received to date. They can be summarised as follows:-

- 10 suggest a one-way system from Laws Street – Barclays Bank;
- 9 stated that Dimond Street should be widened or left as it is with access from Lower Meyrick Street;
- 1 suggested a one-way system from Commercial Row – Laws Street;
- 1 suggested Dimond Street be pedestrianised.

Members instructions are requested.

#### **249. OBJECTIVE 1 EUROPEAN FUNDING – PATER HALL**

Enclosed at Appendix "B" is a reply from the PPMB Secretariat, Mr. Gwyn Evans in response to the Council's request for further information regarding the funding allocation for Llanion Ward. Also enclosed is his earlier letter reported at the last Council Meeting together with the relevant extract from my report to Council on the 7<sup>th</sup> September, 2000.

I should be grateful if Members would consider the response to be given to item 4 of the letter dated 6<sup>th</sup> March, 2001.

### **PART 11 - CORRESPONDENCE**

#### **250. MEMORIAL PARK, PEMBROKE DOCK**

I enclose at Appendix "C" the response from Pembrokeshire County Council regarding the Council's recent representations in respect of conditions in the Memorial Park. Also attached is a letter from residents of Gwyther Street.

**251. PEMBROKE SCHOOL – COMPLAINTS PANEL**

I enclose at Appendix “D” a letter from the Head Teacher of Pembroke School, requesting whether any Members would be willing to serve on the School’s Complaints Panel.

Members instructions are requested.

**252. FOOTPATH – TOP ROAD TO ST. PETERS ROAD**

I enclose at Appendix “E” a copy of a letter from Christine Gwyther AM enclosing her letter to Pembrokeshire County Council regarding the above footpath.

**253. SPARC**

I enclose at Appendix “F” a letter from SPARC reporting the outcome of the meeting held in Haverfordwest on the 16<sup>th</sup> March, 2001. Also enclosed is advance notice of the SPARC Annual General Meeting to be held on Wednesday, 9<sup>th</sup> May, 2001. The Council can appoint two delegates to attend the meeting and they will receive the formal notice.

Members instructions are invited.

**254. LICENSING -  
ALBION STORES, ALBION SQUARE**

Notice of an application for the transfer of the Justices Licence has been received. The licence is currently held by D & H Townsend and the new applicant is Kevin Thomas Evans of Llawhaden House, Princes Street, Pembroke Dock.

**PART III – PLANNING**

**255. PLANNING APPLICATIONS**

979/00	Morbaine Ltd. The Finlan Centre Hale Road Widnes Cheshire	Land at London Road – Variation of Conditions Nos. 1, 7 & 8 of Planning Consent 98/0010/pa
36/PN	One2One Imperial Place Maxwell Road Borehamwood Hertfordshire	Silcox Coaches, Waterloo Garage – Installation of Telecommunications Equipment Including a 13m Monopole Antenna Microwave Dishes and Associated Cabin

993/00	Pembroke Boro AFC London Road Pembroke Dock	Pembroke Boro AFC, London Road – Changes to Roof of Previously Approved Application for New Changing Rooms
1002/00	Mr. T. Middleton 18 Arthur Street Pembroke Dock	18 Arthur Street – Erection of New Garage

#### **PART IV – ACCOUNTS**

##### **256. PAYMENT OF ACCOUNTS**

The following accounts are submitted for payment:-

189.	Pitney Bowes Ltd., - Postage Top-up	£50.00
190.	Jewson Ltd., – Materials	£19.02
191.	Pembs. C.C. – Theatre Licence Renewal	£168.00
192.	The Consortium – Cleaning Materials	£136.09
193.	Imprest A/c – Salaries, wages, tax & N.I.	£2,256.91
194.	Miss H. John – Donation	£100.00
195.	Redview Computers – Sage Reporting Module	£152.75

T.R. EDWARDS,

Town Clerk.



# Pembroke Dock Chamber of Trade & Commerce

The Pater Hall, Diamond Street, Pembroke Dock.

THE TOWN COUNCIL + POLICE HAVE PUT

FORWARD A PLAN TO MAKE DIMOND ST

ONE-WAY BETWEEN PATER HALL AND BARCLAYS BANK.

I HAVE LISTED VARIOUS OPTIONS BELOW AND YOUR COMMENTS WOULD BE APPRECIATED SO THAT THE BUSINESS VIEWS CAN BE FULLY CONSIDERED.

1/ ONE-WAY PATER HALL - BARCLAYS BANK.

2/ " " ADEMAN'S FLOWER SHOP - BARCLAYS BANK

3/ " " " " COMMERCIAL RD - MIDW. GARDEN ST

4/ LEAVE AS IS TILL LOWER MIDDLE ST IS OPENED UP. !!

5/ ONE WAY COMMERCIAL RD - ADEMAN'S etc.

6/ ANY OTHER SUGGESTIONS -

PLEASE RETURN TO THE TOWN COUNCIL - PATER HALL  
PRIORITY ASAP

APPENDIX "A"

# Pembroke Dock Chamber of Trade & Commerce

The Pater Hall, Diamond Street, Pembroke Dock.

M/R R. EDWARDS

New Li

28 MAR 2001

27/3/01.

Re your request for the business views on the proposed one way lower St - Barclays Bank.

I declined to undertake a survey and to date have received 21 Replies.

9/ letters stated that Diamond St should widened, as left a ' with some width it opened up.

1/ letter. One way Commercial Rd - Lower St

1/ " Pedestrians Diamond St

10/ " One way from Lower St - Barclays as there people felt the widening was not as bad from Lower St - Pater Hall.

Yours sincerely  
R. Edwards

28 MAR 2001

**Bwrdd Rheoli Partneriaeth Sir Benfro  
Pembrokeshire Partnership Management Board**

26 March 2001

Mr T R Edwards  
Town Clerk  
Pembroke Dock Town Council  
Council Offices  
Pater Hall  
Lewis Street  
Pembroke Dock  
Pembrokeshire  
SA72 6DD

Dear Mr Edwards

**EUROPEAN REGIONAL DEVELOPMENT FUND  
OBJECTIVE 1 SPD 2000 - 2006**  
Ref: A011 Refurbishment/Upgrading - Pater Hall, Pembroke Dock

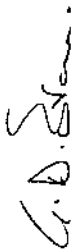
Thank you for your letter of 21 March.

At the time of writing, the Objective 1 Programme Monitoring Committee has decided only to release half of the allocation under Priority 3 Measure 3. The remainder will be released later in the programme period. Thus the £65,942 for Pembroke Dock Central is effectively for half the programme period 2000 - 2006.

The first half of the allocation for Priority 3 Measure 3 for Pembroke Dock Llanion is £114,872. None of these funds have been earmarked at present. The figures are based on the populations of the targeted wards.

I hope that this information will answer your query.

Yours sincerely



Gwyn Evans  
PPMB Secretariat

Please reply to: PPMB Secretariat, c/o Economic Development Division,  
Pembrokeshire County Council, County Hall, Haverfordwest, Pembrokeshire SA61 1TP  
Tel: 01437 776174/5/6 Fax: 01437 776184

**Bwrdd Rheoli Partneriaeth Sir Benfro  
Pembrokeshire Partnership Management Board**

- 7 MAR 2001

6 March 2001

Mr T R Edwards  
Town Clerk  
Pembroke Dock Town Council  
Council Offices  
Pater Hall  
Lewis Street  
Pembroke Dock  
Pembrokeshire  
SA72 6DD

Dear Mr Edwards

**EUROPEAN REGIONAL DEVELOPMENT FUND  
OBJECTIVE 1 SPD 2000 - 2006**  
Ref: A011 Refurbishment/Upgrading - Pater Hall, Pembroke Dock

Further to your pro-forma application for this project, and your recent telephone conversation with Helen Ross of this office, I have reviewed your application with a view to presenting the project to the Pembrokeshire Partnership Management Board for their consideration.

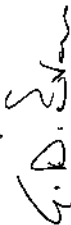
Before I am able to do so, I would be pleased to receive further information regarding your proposals:

1. Please provide a detailed statement of the works to be undertaken.
2. Please confirm that the works to be undertaken are permanent improvements and not maintenance, which is ineligible for ERDF support.
3. Please indicate whether you have any evidence of community support for the project (eg. through the Pembroke Dock Visiting Exercise or Community Appraisal, or the emerging Pembroke Dock Action Plan.
4. The project is seeking ERDF support of £163,000. The funds available for Pembroke Dock Central in Priority 3 Measure 3 are £65,942 (although this is anticipated to increase to £131,884). To meet your request for funds therefore it would be necessary to draw on funds allocated to Pembroke Dock Llanion. Is it possible to increase the match funding element to avoid taking funds from another area? Alternatively is there support from Pembroke Dock Llanion to provide funding for this project?

On receipt of this information I shall place the project before the Management Board for their consideration.

If you have any questions regarding this letter please contact me.

Yours sincerely



Gwyn Evans  
PPMB Secretariat

Please reply to: PPMB Secretariat, c/o Economic Development Division,  
Pembrokeshire County Council, County Hall, Haverfordwest, Pembrokeshire SA61 1TP  
Tel: 01437 776174/5/6 Fax: 01437 776184





# Cyngor Sir Penfro - Pembrokeshire County Council

## APPENDIX "C"

BRYN PARRY-JONES, MA (Hons)  
Chief Executive  
Pembrokeshire County Council  
County Hall, Haverfordwest, SA61 1TP  
Telephone 01437 764331  
Fax 01437 775068

1 MAR 2001

Your ref  
My ref  
Please ask for  
Telephone  
Date

NJB/ajb/FO/0504/03

Mr. N. Bayley

Extension 5411

19 March 2001

Mr T R Edwards  
Pembroke Dock Town Council  
Council Offices  
Pater Hall  
PEMBROKE DOCK  
Pembrokeshire  
SA72 6DD

Dear Mr Edwards,

**Memorial Park, Pembroke Dock**

Thank you for your letter dated 2 March 2001.

I think you will find that the steps and pump house have already been removed from the park. This work was scheduled from your original letter dated 29 November 2000.

There already exists, a dog free zone ie the area fenced off for the play areas. One of these is quite a large area and as long as the gates are kept closed, it should remain dog free. I will ask the dog wardens to put up new signs. However, I know from experience they do tend to get torn down. We tried to make the Park a no dog area some years ago, but were prevented from doing so by the Welsh Office. The reason being that the Park is for the use of everyone and that includes dog walkers.

The matter of the play equipment is still not resolved. However, I believe a strategy is soon to be unveiled. But until then, we are unable to provide any new items of play. All Community & Town Councils will be informed, once the strategy has been ratified.

Yours sincerely

**W. B. Davies,**  
Head of Operations

Cc: Silva Huws - Principal Officer, Housing & Environment

Outline budget costs for internal alterations

	£K's	(+/- inflation)
New bar servery	15	
Uplift/amend office	4	
Cinema equipment	60	
Seating (400 @ 30)	12	
Lift (including pit and shaft) - disabled access	37	
Changing rooms	26	
Basement works	5	
Acoustic ceiling to hall	17	
Windows to hall/new fire escape	11	
Upgrade services (including new boiler, ventilation etc)	53	
New disabled toilets and external ramp	13	
	253	278
	13	14
	266	292

Professional/Cinematic specialists design fees @ 12.5%  
plus planning/building regulation fees and  
miscellaneous fittings etc.  
Total cost (excluding VAT)

Note:  
Costs are current third quarter 1998 and are all exclusive of VAT

If the same specification, for the proposed upgrading is used for the Objective 1 application, the financial position, depending on which level of grant was approved would be:

	68.09% Grant £K's	41.92% Grant £K's
Total Cost (excl. VAT)	336	336
Possible grant	229	141
Shortfall	107	195

The previous budget costs included cinema equipment (£60K) and seating (£12K). Also a new boiler was included in the costs of upgrading services. The Council purchased a new boiler in 1998 at a cost £3,295. If the cost of the new boiler together with the cinema and seating costs were deleted from this application the shortfall would be reduced to:-

	68.09% Grant £K's	41.92% Grant £K's
Approx. reduced costs, after adjustment for professional fees	239	239
Possible grant	163	100
Shortfall	76	139

In the 1998 application, Council had agreed to allocate £50,000 from reserves towards the project.

93 Gwyther Street  
Pembroke Dock  
Pembro.

12 MAR 2001

6th March 2001

Dear Sir

Re: Pembroke Dock Memorial Park

Firstly we would like to say a heartfelt thank you for removing the hazardous steps from the smaller play area of the park, this will save a lot of leg work accompanying our toddlers up and down these steps over the forthcoming summer months and I'm sure will avoid the nasty accidents that we all feared.

You may already have a redevelopment programme in hand regarding the park, and if you have we would like you to bear in mind the following points:-

1. Dog exercise - obviously there is nothing you can directly do to avoid this and we acknowledge the penalty signs posted at points in the park, and the fenced off areas, however we believe that a few red dog exercise bins in key areas may encourage more dog owners to clean up after themselves.

We have noticed that a few more people are taking responsibility for their own waste products however the only waste bin available at the top of

the park is the general waste bin in the small childrens play area, which in the summer produces a very unpleasant odor and an unacceptable level of filth around a seating area where small children are gathered and may just be eating.

2. Lack of amenities for older children - whilst the smaller play area has excellent facilities for the younger children the older children have only a set of four swings to keep the occupied. Would it be possible to introduce play structures to the larger fenced off area of the park, similar to those in Oranga Gardens or Middleton Park

We thank you in advance for your kind attention to these matters.

Concerned mothers of Gwyther Street

J Phillips. J Jarrett.

Julia B Phillips. Linda Jarrett.

K Bannister. L S Callan

Kerry Beveridge. Louise Callan.



**CHRISTINE GWYTHYR AM**  
Labour Member for Carmarthen West  
and South Pembrokeshire

Cynulliad Cenedlaethol Cymru  
The National Assembly for Wales

Your Ref: WBD/GDR/ROE/GM/

Constituency Office/Swyddfa Etholaeth  
17 Morley Street  
CARMARTHEN  
Carmarthenshire  
SA31 1RB  
Tel/Ffon 01267 238306  
Fax/Ffacs 01267 220555

Our Ref: 000323

19 March 2001

Mr Huw Roberts  
Director of Transportation and Technical Services  
Pembrokeshire County Council  
County Hall  
HAVERFORDWEST  
Pembrokeshire  
SA61 1TP

Dear Mr Roberts

**FOOTPATH - PEMBROKE DOCK TOP ROAD TO ST PETERS ROAD**

I refer to my letter dated 25<sup>th</sup> January 2001 and am disappointed to note that I have not even received an acknowledgement let alone any substantive reply.

As you will gather from the content of my letter dated 25<sup>th</sup> January I was far from impressed with the Council's response to my initial correspondence dated 11<sup>th</sup> December 2000 which appeared to represent little more than attempt to ignore the concerns raised.

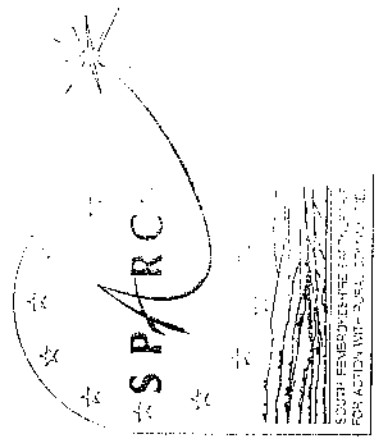
It is now over three months since I raised with the County Council a relatively straightforward request for action to enhance public safety on the above footpath. It is difficult to comprehend why there should be an apparent absence of any will on the part of the Transportation and Technical Services Department to address these concerns. I can only hope that the failure in this instance relates to administrative problems rather than any wilful attempt to avoid taking any action but I would clearly welcome your observations.

Notwithstanding the reasons for any failings to date I am determined that the concerns raised be given proper consideration and to this end I would now request a meeting with yourself and relevant officers on site to look at this matter and determine the appropriate remedial action. I should be grateful if you would contact my office on the above number to make the necessary arrangements.

Yours sincerely

**CHRISTINE GWYTHYR AM**

SOUTH PEMBROKESHIRE PARTNERSHIP  
FOR ACTION WITH RURAL COMMUNITIES LIMITED  
THE OLD SCHOOL STATION ROAD, LARBOROUGH, PEMBROKESHIRE, SA20 8JF  
Tel: 01646 601400 Fax: 01646 601401  
Email: info@sparc.org.uk Website: www.sparc.org.uk



26 MAR 2001

22 March 2001

To: All members of the Consultative Committee, Community/Residents Associations,  
Town & Community Councils, Funding & Advisory Partners

**Advance Notice - AGM**

This is to inform you that the Annual General Meeting will take place on Wednesday 9<sup>th</sup> May 2001. One purpose of this meeting is to consider and agree a method of selecting the Council of Management/Board of Directors on a pan Pembrokeshire basis.

Please note under SPARC's current policy:-

1. Funding partners, local Community Associations, Town and Community Councils, Special Interest, Agricultural, Tourism, and Business groups in the area, are entitled to send delegates to the Annual General Meeting. These delegates then form the Consultative Committee, and it is from the Consultative Committee, that the Council of Management is selected.
2. It is very important that local Community Associations, at a properly constituted meeting, to which all residents are invited, appoint two delegates to the Consultative Committee.
3. Town and Community Councils can also appoint two delegates.
4. All County Councillors in the area are entitled to be members of the Consultative Committee.

5. Formal notice and minutes of the previous Annual General Meeting will be sent to the delegates nominated.
6. The Countryside Council for Wales, Welsh Development Agency, West Wales Training and Enterprise Council, (ELWa), and Pembrokeshire Coast National Park Authority, each appoint one delegate.
7. The Council of Management consists of 28 members.

At the meeting proposals will be put forward for:-

- a) The method of selection of the Council of Management (Board of Directors) to be representative of the communities, organisations and funding partners
- b) a method of fully involving all organisations both at local and strategic levels.

Please return enclosed card by Thursday 12<sup>th</sup> April 2001

I look forward to hearing from you.

Yours sincerely

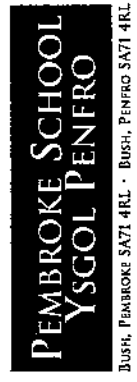
  
Joan Asby  
Co-ordinator

AGM/Com/Sec/Com/Resid/Assoc/2000

Ac'd. 21/3/01

APPENDIX "D"

16 MAR 2001



FC/DSM  
15<sup>th</sup> March 2001

The Town Clerk,  
Pembroke Dock Town Council,  
Pater Hall,  
Pembroke Dock,  
Pembrokeshire

Dear Sir/Madam,

I would be grateful if you could request whether any of your members would be willing to serve on Pembroke School's Complaints Panel. New Government regulations say that we must have a Complaint Panel with at least one non-governor member.

If anyone would like further information, or a copy of the school's Complaints Policy, please ask them to contact S. Wilczynski (Business Manager) on 01646 623301.

With thanks for your help with this matter.

Yours faithfully,

F. Ciccotti - Headteacher



APPENDIX "E"

20 MAR 2001

**CHRISTINE GWYTHYR AM**  
Labour Member for Carmarthen West  
and South Pembrokeshire

Cynulliad Cenedlaethol Cymru  
The National Assembly for Wales

Your Ref:

Our Ref: 000323

Constituency Office/Swyddfa Etholaeth  
17 Monley Street  
CARMARTHEN  
Pembrokeshire  
SA31 1RB  
Tel/Ffôn 01267 238306  
Fax/Ffacs 01267 220555

19 March 2001

Mrs W A Vincent  
Clerk  
Pembroke Dock Town Council  
Pater Hall  
Lewis Street  
PEMBROKE DOCK  
Pembrokeshire  
SA72 6DD

Dear Mrs Vincent

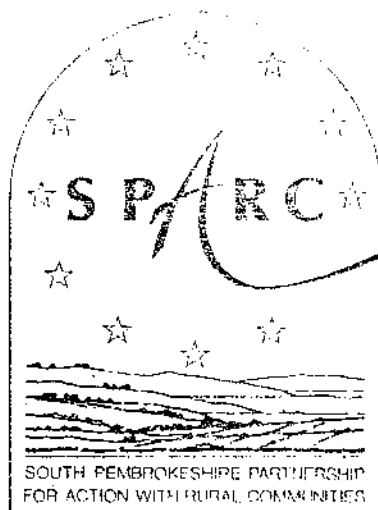
**FOOTPATH - PEMBROKE DOCK TOP ROAD TO ST PETERS ROAD**

With reference to the above matter you will note from the enclosed copy correspondence that I am still endeavouring to secure a meaningful reply / action from the County Council.

As soon as any progress is made I will inform you further.

Yours sincerely

**CHRISTINE GWYTHYR AM**



SOUTH PEMBROKESHIRE PARTNERSHIP  
FOR ACTION WITH RURAL COMMUNITIES LIMITED  
THE OLD SELKIE, 12 SOUTHMOY, NARDELL, PEMBROKESHIRE  
SA20 0EE, Pembrokeshire

Telephone: 01323 874444 Fax: 01323 874444  
e-mail: info@sparc.org.uk or 01323 874444 www.sparc.org.uk

26 MAR 2001

21 March, 2001

To all Town & Community Councils, Community and Voluntary Associations,

### **Community Led Pan Pembrokeshire Development Initiative**

I am delighted to inform you that the meeting held on Friday 16<sup>th</sup> March was attended by 114 people, from a very wide cross-section of community life, with 40% representing the former Preseli area.

I should like to point out that Cllr Maurice Hughes, the LEADER of the County Council and Cllr Tom Richards, Chairman of the Economic Development Committee of the County Council, were present and were given the opportunity to put the County Council perspective.

At the end of a wide ranging discussion, an overwhelming majority of those present voted in favour of the establishment of a community led, pan Pembrokeshire initiative, based on the SPARC model.

We will now follow an agreed process: -

1. Confirm to all relevant agencies that the organisation has a mandate to continue its activities pan Pembrokeshire.
2. 21<sup>st</sup> March 2001 - amend SPARC Constitution to enable it to cover all of Pembrokeshire.
3. A Steering Group meeting to be held to examine the proposals for Pan Pembrokeshire representation and participation in the management of the organisations.
4. 9<sup>th</sup> May 2001 - AGM and first meeting of pan Pembrokeshire representatives.

Should your organisation wish for an opportunity to see the video, highlighting SPARC activities, which was shown at the public meeting, or to receive a presentation, please do not hesitate to contact us.

Yours sincerely

Col R H Gilbertson  
Acting Chairman



# **PEMBROKE DOCK TOWN COUNCIL**

## **SUPPLEMENTARY REPORT OF TOWN CLERK**

**5TH APRIL, 2001**

Madam Mayor, Ladies and Gentlemen,

**257. PUBLIC ENTERTAINMENT LICENCE – THE STATION INN,  
HAWKSTONE ROAD, PEMBROKE DOCK**

A copy of an application for the transfer of the Public Entertainment Licence in respect of the above premises has been received. The applicants are Donald Thomas Esmond and Sion Ifor Esmond.

**258. LEWIS STREET – PARKING**

I enclose at Appendix “G” copy of a letter received from Mr. E. Harrison, 14 Lewis Street regarding on-street parking. Members instructions are requested.

**259. JUNCTION – FERRY LANE/TOP ROAD**

I enclose at Appendix “H” a letter from N. Ainger, MP and of a letter to him from Dyfed-Powys Police. Members instructions are requested.

**260. PLANNING APPLICATIONS**

1033/00	K.G. & H.E. Lewis 7 Oak Road Pennar Pembroke Dock	Plot of Land Adjacent To, 6 Owen Street – Dwelling and Garage
1034/00	London Road (Pembroke) Management Co. Ltd. Enterprise House PO Box 34 Oakham Rutland	London Road Shopping Mall – Change of Use of Part Shopping Mall to B1, B2, B8 Use Class and Associated Alterations

T.R. EDWARDS

Town Clerk.





APPENDIX "G"

Mr. E Harrison  
14 Lewis street  
01646 686682

29 MAR 2001

Dear Sir / Madam

I recently noticed on passing that there is now Residential Parking only in bush street opposite the site for the new school. Although in principal I think this is the correct thing to do, I am some what concerned as to how this has come about, as when the residents of Lewis street inquired about residential parking only, we was continually fobbed off with some very poor excuses along with some very good ones.

I would particularly like to know how much they have paid for this priceless luxury ?, as this was a major stumbling block for our own attempts, how is this to be enforced ?, as the local police have said they would only do so as and when man power allowed, and we was told by a senior officer that this would be very low on there priorities.

At present the bush street residents only suffer from workmen and the occasional rep etc, and I would not argue that they do park there all day. when the school is opened I dare say that the will be adequate parking spaces for all staff within the grounds, so apart from the open and close of school there problem should get better in time. Our however gets worse much worse. Many residents will not use there cars after 6 pm unless they really have to when the is something on in the Pater hall, We have the sorting office, the post office, both major employers and that does not mention all other shops and businesses whose staff use Lewis street as a car park. But the problem does not stop there, you try and leave the street especially during busy periods 10 am to 2 pm you have to queue to leave the street, as the Lewis street car park over flow, known locally as diamond street becomes a dodgem circuit with traffic blocking our exit, could we not at least have a keep Junction clear marking, so we do not have wait for the intermittent one way system to clear before we can make our escape down Gorden street.

One other problem that concerns me is the loading only and disabled driver bays out side the pater hall, no problem with the disabled bays if and only if they are enforced but time and time again I have seen postmen and owners of the chicken fast-food place park there all day, come on from that point providing they are not blocked in they are only 25/35 seconds from a large FREE car park. Back to the loading only bays again the above mentioned drivers use them as private parking bays, one Saturday morning I was in one of these bays ( I had to it was the only space on a Friday evening) I went to my car about 10 am as I got in I was approached by a wpc and accused of moving the bollards, which she then accepted was not in place when I parked, however I was quite clearly reminded of the restrictions, and of I went. I was moved on to allow people to use the hall who then parked there all day, when I queried this with the police I was told they had permission from the council, How can I get this Priceless luxury as well ?

In short I do not expect to be able to park outside my own house all the time but it would be nice to be in the same street. And I would like all the towns people to be treated the same if its good enough for Bush Street Its good enough for Lewis Street after all our nearest free alternative parking is somewhat further than theres, and our problem is every single day of the week including Sunday albeit not so bad, and every week of the year I look forward to your reply.

yours sincerely.



NICK AINGER MP/AS

APPENDIX "H"

Member for Carmarthen West and South Pembrokeshire  
Aelod Llafur dros Gorllewin Caerfyrddin a De Benfro  
House of Commons, Westminster, London SW1A 0AA  
Tel/Ffon: 0207 219 4004 Fax/Ffacs: 0207 219 2690



Constituency Office/Swyddfa Etholaeth  
Ferry Lane Works  
Ferry Lane

PEMBROKE DOCK SA71 4RE  
Tel/Ffon: 01646 684404 Fax/Ffacs: 01646 682954

Our Ref/Ein Cyf: 00/PDTC

30 March 2001

- 2 APR 2001

Mr Roland Edwards  
Town Clerk  
Pembroke Dock Town Council  
Council Offices  
Pater Hall  
PEMBROKE DOCK  
Pembrokeshire  
SA72 6DD

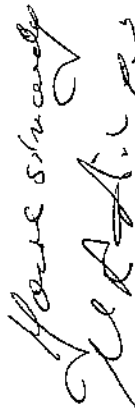
Dear Mr Edwards,

JUNCTION - FERRY LAND, TOP ROAD, BUTTERMILK CLOSE,  
PEMBROKE

Further to my letter of 19<sup>th</sup> January 2001 I enclose a copy of a response I have received from W P Phillips, Chief Inspector of Dyfed-Powys Police.

I must say that I am somewhat surprised that there has only been one recorded accident in this area and I wonder if you have any comments concerning this.

I look forward to your reply.



NICK AINGER MP

Encl



## Heddliu Dyfed-Powys Police

Yn diogelu ein cymuned - Safeguarding our community

Pencadlys Rheolwrhol y Heddliu,  
Blauch Post 31, Hwlford, Sir Benfro, SA61 1PF.

Phôn/Tel.: 01437 763355  
Ffôn/Fax: 01437 763181

Divisional Police Headquarters,  
PO Box 31, Haverfordwest, Pembrokeshire, SA61 1PF.

Dyfed-Powys Police DX 98288 Haverfordwest 1  
www.dyfed-powys.police.uk

Eidd eidd / Your ref.  
Ein eidd / Our ref.

00/PDTC.  
WPP/SMJ.

Gofynnwch am/Please ask for:

Chief Inspector.

21<sup>st</sup>, March, 2001.

Dear Mr. Ainger,


RE: JUNCTION - FERRY LANE, TOP ROAD,  
BUTTERMILK CLOSE, PEMBROKE.

I refer to your letter dated 19<sup>th</sup>, January, 2001, concerning the above. I apologise for the delay in responding, but the original paperwork had been mislaid.

We do not routinely record non-injury accidents. However, I have caused a search to be carried out on our Command & Central System, which records incidents by type. There is only one non-injury collision recorded at this site and this involved a vehicle skidding on ice.

I hope that this will be of some assistance to you.

Yours sincerely,

  
W.P. Phillips,  
Chief Inspector,  
Pembrokeshire Division.

Nick Ainger M.P.,  
Labour Member for Carmarthen West & South Pems.,  
House of Commons,  
Westminster,  
LONDON.  
SW1A 0AA.

Mr. Terence Grange, QPM, MSc - Prif Gwmstabi/Chief Constable

Mae Heddliu Dyfed-Powys yn croeso i gyswllt yn y Gymraeg. Sueding.  
Dyfed-Powys Police welcomes correspondence in either Welsh or English.



**Private and Confidential**

**PEMBROKE DOCK TOWN COUNCIL**

**REPORT OF TOWN CLERK**

**29TH MARCH, 2001**

Madam Mayor, Ladies and Gentlemen,

**9. APPLICATIONS FOR POST OF TOWN CLERK/FINANCIAL OFFICER**

Applications for the above post have been received from the following:-

- (1) Mrs. K. Bellmaine, 8 Argyle Street, Pembroke Dock
- (2) Mr. D. Bentley-Miller, 10 Charlton Place, Pembroke Dock
- (3) Mrs. J. Chadwick, Amstell House, Sageston, Tenby
- (4) Mrs. E. Denoff, Brynhilog, Login, Whitland
- (5) Mr. P.J. Dodd, Cold Comfort Farm, Wolfscastle, Haverfordwest
- (6) Mrs. J. Fisher, Plumstone Cottage, Hayscastle Cross, Haverfordwest
- (7) Mr. D.G. John, 38 Meyrick Street, Pembroke Dock
- (8) Miss J. Jones, 72 Barn Street, Haverfordwest
- (9) Miss J.M. Knight, Little Phoenix, Dinghurst Road, Churchill, N. Somerset
- (10) Ms F.A. Masangcay, 92 Cromwell Road, Milford Haven
- (11) Mr. P. Richmond, 22 Meyrick Street, Pembroke Dock
- (12) Mr. S. Stern, Haven View, 4 Woodlands Park, Neyland
- (13) Miss V. Vidal, Wenvoe, Barn Street, Haverfordwest
- (14) Miss A. Wickett, 70 Trewent Park, Freshwater East
- (15) Miss W.J. Wilkinson, 34 Kent Row, Llanion Park, Pembroke Dock

**10. TOWN AWARDS SCHEME**

I enclose copies of nominations received for the above Awards for consideration by Members as follows:-

**Nominee**

Mrs. G. Butland  
Mr. S. Buttle  
Mr. R. Horne  
Mr. G. Lewis

**Nominated by**

Councillor P.G. Gwyther  
Councillor P.G. Gwyther  
Councillor Mrs. P.E. George  
Mr. C.J. Birch

**Nominee**

Mrs. J. Rees  
Mrs. C. Rowe  
Mr. P. Tallett  
Mr. P. Tallett  
Mr. P. Tallett  
Miss P. Thomas  
Bush & Part Tenants &  
Residents Association

**Nominated by**

Toni Leggett  
Councillor P.G. Gwyther  
Councillor D.L. Jones  
Mrs. V. John  
Mrs. A. Powell  
Mrs. I.M. Thomas  
Toni Leggett

T.R. EDWARDS,  
Town Clerk/Financial Officer.

# Pembroke Dock Town Council Civic Awards

I should like to nominate Mr Sandy Buttle M.B.E., for the Award of Merit at our first Presentation.

He has spent most of his adult life working for various Youth movements including the Youth Club, Scout Association and Canoe Club. He was District Commissioner for Scouts as well as leader in the local sea scout group for many years and is still serving the movement as District President.

He started, and continues to be active in the local canoe club and has also achieved high office at Welsh level. His commitment to safety and proper training has encouraged many other adults to follow his example and become leaders.

Many hundreds of youngsters in Pembroke Dock have been put on the right track by Sandy and to be as active as he is now at a senior age is an inspiration to all. I can think of no better person to be the first recipient of this award

## Commendation award

I would also like to nominate another Youth leader for the commendation award.

There are a number of Scout and Guide leaders in Pembroke Dock who have devoted many years of unfailing service to youngsters but I would especially wish to honour Mrs Carol Rowe, Group Scout Leader of the 3rd Sea Scout Group. My reason is that she has suffered greatly from crippling arthritis - a condition which has steadily worsened requiring a number of hospital visits and operations. She has continued her work nonetheless apart from when in hospital and along with the other scout leaders have a very successful group. She also does a lot of background work for the County set up as Badge Secretary.

There are two other very long serving and well known Scout leaders in Mr Mike Rowe and Mr Don Brickle - both of whom are active in the County set up as well as local groups but I would suggest that these well deserving gentlemen could be kept for next year

## Commendation award 2

If it is felt that a better balance would be achieved by also having a Guide leader, then I would definitely suggest Mrs Geraldine Butland Leader of the St Patrick's Guides. She has been a leader for about ten years and has built the group up so well that there is a waiting list to join. Many of her guides have gone on international visits and she works tirelessly to provide an interesting programme for the guides.

**PEMBROKE DOCK TOWN COUNCIL**

**TOWN AWARDS SCHEME**

1. I wish to recommend/

~~The undermentioned has been recommended to me~~

NAME MR REG. HORNE

ORGANISATION \_\_\_\_\_

ADDRESS 30 BLENNEY STREET

PEMBROKE DOCK

to be considered for an award under the above scheme.

2. The reasons for recommendation are as follows:-

for many years of voluntary service and  
assistance to many organisations in the Town  
especially with the use of his sound equipment.

3. SIGNED CHLR MR P.E. GEORGE

ADDRESS 26 ST MARY'S ROAD

PEMBROKE DOCK

DATE 15<sup>th</sup> MARCH 2001

\* DELETE AS NECESSARY

PLEASE RETURN THIS FORM TO THE TOWN CLERK, COUNCIL OFFICES,  
PATER HALL, PEMBROKE DOCK, SA72 6DD BY 15TH FEBRUARY, 2001.

**PEMBROKE DOCK TOWN COUNCIL**

**TOWN AWARDS SCHEME**

1. **I wish to recommend/**

**The undermentioned has been recommended to me**

**NAME** GEORGE LEWIS

**ORGANISATION** \_\_\_\_\_

**ADDRESS** CORONATION C.E.C.  
MEYRICK STREET  
PEMBROKE DOCK  
SA72 6AT

**to be considered for an award under the above scheme.**

2. **The reasons for recommendation are as follows:-**

Organising volunteers, planning & completion of  
the 'Millennium Mural' depicting history of Pembroke  
Dock at the Coronation Centre. Also the mural  
depicting Pembroke Dock as a Garrison Town at  
the centre.

3. **SIGNED** C.T. Birch **C.T. BIRCH**  
**COMMUNITY EDUCATION OFFICER**

**ADDRESS** CORONATION C.E.C.  
MEYRICK STREET  
PEMBROKE DOCK  
SA72 6AT

**DATE** 31/1/01

\* **DELETE AS NECESSARY**

**PLEASE RETURN THIS FORM TO THE TOWN CLERK, COUNCIL OFFICES,  
PATER HALL, PEMBROKE DOCK, SA72 6DD BY 15TH FEBRUARY, 2001.**

## PEMBROKE DOCK TOWN COUNCIL

### TOWN AWARDS SCHEME

1. I wish to recommend/

The undermentioned has been recommended to me

NAME JANET REES

ORGANISATION BUSH+PARK TENANTS+RESIDENTS ASSOCIATION (CHAIR)

ADDRESS % 13 Waverle Crescent, Pembroke Dock

to be considered for an award under the above scheme.

2. The reasons for recommendation are as follows:- Janet has worked tirelessly to benefit not only Bush+Park estates but Pembroke Dock as a whole. She gives her own time freely and is passionate, motivate + an excellent role model. Only some of her work is listed here:-
- a) She has been instrumental in bringing 1/4 million pounds to Pembroke Dock (eg: Sweetstart funding, People in Communities etc) as an active member of many committees.
  - b) People on the B+P estates are now talking of a sense of community
  - c) All age ranges are catered for (eg: babies to very elderly people - all are offered regular trips off the estates, support + advocacy where necessary)
  - d) Janet had a pivotal role in securing People in Communities funding + in the estates regeneration plans - working closely + selflessly with residents + the local council.
3. SIGNED Teri Leggett

ADDRESS 4090 Family Centre

25 Hamilton Court

Pembroke Dock

DATE

13/2/01

\* DELETE AS NECESSARY

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\*e) Janet, I believe, was also instrumental in bringing recognition to Pembrokeshire last year - when an Award went to B+P Tenants + Residents Association which has never previously been brought to South Wales (TPAS).

f) Janet always consults her committee prior to taking decisions is well able to work in partnership with others - both individuals and organisations - is wholly reliable and incredibly hard working.



**PEMBROKE DOCK TOWN COUNCIL**

**TOWN AWARDS SCHEME**

1. I wish to recommend/

The undermentioned has been recommended to me

NAME Mr. Philip Tallett.

ORGANISATION \_\_\_\_\_

ADDRESS 6, SHROPSHIRE Rd.  
HANLION PARK.

to be considered for an award under the above scheme. ,

2. The reasons for recommendation are as follows:-

PLEASE FIND REASONS FOR  
RECOMMENDATION ATTACHED.

3. SIGNED

ADDRESS 12, FRONT STREET

PEMBROKE DOCK.

DATE

12-2-2001

\* DELETE AS NECESSARY

PLEASE RETURN THIS FORM TO THE TOWN CLERK, COUNCIL OFFICES,  
PATER HALL, PEMBROKE DOCK, SA72 6DD BY 15TH FEBRUARY, 2001.

## PEMBROKE DOCK TOWN COUNCIL TOWN AWARDS SCHEME

My reasons for recommending Mr Tallett are as follows :-

Over the years Mr Phil Tallett has been the leading member of Pembroke Dock's Chamber of Trade working over many years to promote our Town. I needn't enlarge on the physical effort that he puts in to support our council as for example during our theme weeks and during the Christmas Carnival. He is also prepared to devote time to the planning of such events in his support of the Town Council's Tourist Committee Meetings.

He has through the years devoted his time to supporting football, rugby and cricket at junior and senior levels. He is what I would call a hands on man, in so much that he is always prepared to work and he is not afraid to get his hands dirty.

Mr Tallett is a trustee and treasurer of St.John's Community Hall Committee. Not only is he an active committee member but he also performs many of the physical jobs relating to the running of the hall whether it is sweeping the floor or setting up furniture to meet the demands of many of the different groups using the hall.

He even finds time to cut the grass around St.John's Church.

In his business he is always ready to deliver or carry green groceries to customers cars. A service that you don't get from the so called Super-stores.

I believe that he is a man who would never ask or expect praise but as far as I'm concerned I would rate him as the Town's number one citizen.

Yours Faithfully

  
David L. Jones

Pembroke Dock Town Council

**PEMBROKE DOCK TOWN COUNCIL**

**TOWN AWARDS SCHEME**

1. I wish to recommend/

~~The undermentioned has been recommended to me~~

NAME MR. PHIL TALLETT.

ORGANISATION ST. JOHN'S COMMUNITY HALL MANAGEMENT  
COMMITTEE.

ADDRESS PEMBROKE FRUITERS

23 DIAMOND ST, PEMBROKE DOCK.

to be considered for an award under the above scheme.

2. The reasons for recommendation are as follows:-

As the community worker at St. John's Community Hall, I work very closely with Mr. Tallet. His assistance is invaluable to the day today running of the hall, which he does alongside running his own business. He is always willing to assist groups who use the hall, many of whom have special requirements. He is committed to the management committee, and holds the position of Treasurer.

3. SIGNED Vanessa John

ADDRESS St. John's Community Hall

Church St, Pembroke Dock

DATE 14/2/01

\* DELETE AS NECESSARY

PLEASE RETURN THIS FORM TO THE TOWN CLERK, COUNCIL OFFICES,  
PATER HALL, PEMBROKE DOCK, SA72 6DD BY 15TH FEBRUARY, 2001.

**PEMBROKE DOCK TOWN COUNCIL**

**TOWN AWARDS SCHEME**

**1. I WISH TO RECOMMEND MR. PHILIP TALLETT**

The undermentioned has been recommended to me

NAME: \_\_\_\_\_

ORGANISATION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

To be considered for an award under the above scheme.

**2. The reasons for recommendation are as follows:-**

In my capacity as Parish Secretary to St. John's Church, Pembroke Dock, Which is closely linked to the new St. John's Community Hall, I have observed the tremendous amount of work Philip Tallett does for the Community of Pembroke Dock. His willingness to help everyone – both the young and the elderly and infirm is to be commended. He gives a considerable amount of his own time to ensure the smooth running of the Community Hall and nothing is too much trouble for him. At this point I wish to make it clear that Mr. Tallett receives no remuneration for any duties he undertakes at the Hall. He appears to be content with the knowledge that he has helped to provide an excellent facility which may be enjoyed by all age groups. He served on the Committee throughout the difficult period when the Hall was under refurbishment and has continued to do so since that time, providing a very valuable contribution.

He has also proved his worth as a member of Pembroke Dock Chamber of Trade and is a person that people know they can trust to work in the interests of the town of Pembroke Dock.

I feel that Philip Tallett can be held up as an excellent example of someone who cares for, gives his time to, and wishes to further the interests of our town.

**3. SIGNED:** *G. Podesse*  
**ADDRESS:** *48 Prospect Place Pembroke Dock*  
**DATE:** *14.02.2001*

**PEMBROKE DOCK TOWN COUNCIL**

**TOWN AWARDS SCHEME**

1. I wish to recommend/

~~The undermentioned has been recommended to me~~

NAME MISS PEGGY THOMAS

ORGANISATION PEMBROKE DOCK CIVIC SOCIETY

ADDRESS 19 PRESELY VIEW

PEMBROKE DOCK.

to be considered for an award under the above scheme.

2. The reasons for recommendation are as follows:-

FOR ALL HER WORK AS A J. P. FOR  
MANY YEARS.

ALSO FOR HER DEDICATION AND  
HARD WORK AS SECRETARY OF THE  
PEMBROKE DOCK CIVIC SOCIETY.

3. SIGNED Gona M. Thomas

ADDRESS 39 CHURCH STREET

PEMBROKE DOCK

DATE 13-2-01

\* DELETE AS NECESSARY

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PATER HALL, PEMBROKE DOCK, SA72 6DD BY 15TH FEBRUARY, 2001.

## PEMBROKE DOCK TOWN COUNCIL

### TOWN AWARDS SCHEME

1. I wish to recommend/

The undermentioned has been recommended to me

NAME BUSH + PARK TENANTS + RESIDENTS ASSOCIATION

ORGANISATION as above

ADDRESS % 13 Wavell Crescent, Pembroke Dock.

to be considered for an award under the above scheme.

2. The reasons for recommendation are as follows:- They have worked hard to change the 'reputation' of the estates in a whole range of areas - some examples of which are listed here:-
- a) Working in partnership with the County Council + the broader local community on the regeneration plans for both estates - which are indeed the gateway to Pembroke Dock.
  - b) Working in partnership with the local family centre and the Princes Trust to improve the children's play area
  - c) Successfully petitioning for traffic calming / road safety measures such as the cul-de-sac in Wavell Crescent, school crossing patrol + chicanes.
  - d) Advocating for a Surestart development with the family centre in Pembroke Dock.

3. SIGNED Toni Heggelt  
ADDRESS 40% Family Centre  
25 Hamilton Court  
Pembroke Dock
- DATE 13/2/01

\* DELETE AS NECESSARY

PLEASE RETURN THIS FORM TO THE TOWN CLERK, COUNCIL OFFICES,  
PATER HALL, PEMBROKE DOCK, SA72 6DD BY 15TH FEBRUARY, 2001.

## PEMBROKE DOCK TOWN COUNCIL

### DESCRIPTION OF DUTIES - CLERK/FINANCIAL OFFICER

#### HOURS

The normal working week shall be 30 hours. Hours of work shall be 4 hours each weekday morning during the period 9.00 a.m. and 1.00 p.m. plus a further 10 hours as agreed with the Council.

The salary to be between Points 20 - 25 of the Local Government Services Spine £11,595.00 - £13,524.00 according to age, qualifications and experience.

That the position of Clerk be designated with the duties of proper officer in respect of the following:-

- (a) To receive declaration of acceptance of office;
- (b) To receive and record notices disclosing pecuniary interests;
- (c) To receive and retain plans and documents;
- (d) To sign notices or other documents on behalf of the Council;
- (e) To receive copies of byelaws made by Pembs. County Council;
- (f) To certify copies of byelaws made by the Council;
- (g) To sign summonses to attend meetings of the Council;
- (h) To provide a minute book for recording the proceedings of the Town Council;

In any other case the proper officer shall be the person nominated by the Council and in default of nomination, the Clerk.

1. Additional functions will be to convene meetings, prepare agendas and reports, attend Council, Committee and Electors meetings as required, record minutes, undertake correspondence and action Council minutes and ensure smooth administration of the Council.
2. Maintain all books and documents and records of the Council in tidy and good order.
3. Undertake management of the Pater Hall, bookings, income, staff and maintenance of building in accordance with Council policy.  
To continue work with an application already submitted for grant aid under European Objective One funding legislation in respect of the Pater Hall complex.
4. Maintain adequate financial records in relation to banking, borrowing, payment of orders, keeping accounts, estimate provision and budget control in respect of all Council expenditure and income to satisfactory standard for Audit inspection.
5. To prepare cash and cheques for banking.
6. To maintain records of petty cash with regard to sundry items.

7. Ensure adequate liaison with Pembrokeshire County Council on the filling of any casual vacancies.
8. To keep under review levels of insurance cover in respect of Council property and liabilities.
9. To be designated licensee in respect of Public Entertainment.
10. To participate in local events and functions and ensure good public relations between the public, local organisations and the Council.
11. To prepare work sheets and details of weekly duties for Council's manual staff having regard to bookings of Pater Hall.
12. To check work sheets and calculate wages and salaries for all employees.
13. To calculate V.A.T., arrange payment and maintain records in respect of wages, salaries, P.A.Y.E. and National Insurance for all Council staff using "Kalamazoo" wages system.
14. To receive and check invoices for goods and services, to prepare list of invoices for submission to Council for authority to pay.
15. To prepare cheques for payment of invoices when authority to pay has been received.
16. To maintain Council's Receipts and Payments accounts.
17. To maintain records of annual leave and sick leave in respect of all employees.
18. To undertake similar duties to those listed above in respect of the Tourism Committee.
19. To supervise the work of the Cleaner and Caretaker and the maintenance of Pater Hall.
20. To be available to meet with members of Council and the public at all times during office hours.

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### **PERSONAL SPECIFICATION**

Ideally applicants will have a Local Authority background and be computer literate. Previous experience of SAGE Accounting will be an advantage.

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