

At a Meeting of Pembroke Dock Town Council held at Pater Hall, Pembroke Dock on Thursday, 27th July, 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, D.L. Jones, M.B. Owen,
W.S. Rees, 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.

63. APOLOGY FOR ABSENCE

An apology for absence was received from Councillor P.G. Gwyther.

64. MINUTES

PROPOSED by Councillor Mrs. P.E. George
SECONDED by Councillor R.F. Finbow

RESOLVED -

That the Minutes of the Meeting held on the 6th July, 2000 be adopted as circulated, subject to the following amendments:-

65. MATTERS ARISING FROM THE MINUTES

(a) Minute 54(b) - Llanion Park - Artefacts

The Mayor, Councillor Mrs. P.E.M. Folland stated that she had attended the re-dedication ceremony of the plaques at Haverfordwest but had not been invited to the function at the Cleddau Bridge Hotel that evening.

RESOLVED -

That the Town Clerk write to Pembrokeshire County Council to establish a date when the plaques will be returned to the Town Council in line with the agreement reached in February, 2000.

(b) Minute 54(c) - Pater Hall Gates

The Town Clerk stated that he had made numerous telephone calls and left messages to Galvanised Gates regarding their agreement to undertake modifications to the gates.

RESOLVED -

- (1) That the Town Clerk give Galvanised Gates seven days notice that if no firm commitment is given the outstanding work would be put out to tender.
- (2) That the Town Clerk obtain a tender price for the outstanding work from Mr. Alan Thomas.

(c) Minute 54(d) - Mobile Cinema - Pater Hall

Councillor Mrs. V.M.J. Roach enquired as to whether a firm commitment had been received for the trial period of the mobile cinema to commence in September, 2000.

The Town Clerk advised that no firm commitment had been received and that he would contact Mr. Raikes in this matter.

(d) Minute 54(e) - Video - "What's Your Hurry"

The Town Clerk reported that he had received a letter from Pembrokeshire County Council expressing concern at the request to reduce the price of the video to £6 and that in future an official order should be issued by the Tourism and Leisure Department.

The Town Clerk further reported that he had referred this matter to the Joint Tourism Committee and that their next meeting is to be held on the 25th September, 2000.

(e) Minute 54(f) - Disused Railway Line - Rear of Dimond Street

The Town Clerk reported that two skips had been hired for use by the Probation Service and that a further skip was required for the following week in conjunction with the clearance of the undergrowth at the above location.

(f) Minute 54(i) - Pembroke Dock - Weeds

Concern was expressed by Members regarding the ongoing problem of weeds in the Town and it was

RESOLVED -

That the Town Clerk reiterate the Council's concern regarding the weed problem in the Town.

(g) Minute 55(61) - CCTV Cameras

The Town Clerk stated that Inspector Julian Bowen had advised that Members would be able to view the new CCTV cameras in Tenby and suggested that a date be arranged as soon as possible.

RESOLVED -

That the Town Clerk liaise with Inspector Bowen and arrange for Thursday, 3rd August, 2000 for interested Members to view the CCTV cameras in Tenby.

(h) Minute 55(62) - Pembroke Dock Access Award - Competition

Councillor Mrs. V.M.J. Roach congratulated the Mayor and Councillors P.G. Gwyther and D.L. Jones for the contribution to "Of Cabbages and Kings" compiled and published by the Creative Writing Group.

(i) Minute 67(ix) - Pembroke Dock Old Peoples Welfare Committee

Councillor Mrs. V.M.J. Roach stated that the contribution earmarked for the above Committee was increased last year from £400 to £500 to include the costs of their summer trip and it was

RESOLVED -

That the Council contribute £500 to the above Committee.

(j) Minute 56 - The Market - Public Conveniences

Councillor Mrs. V.M.J. Roach enquired as to whether it is Pembrokeshire County Council's intention to demolish the Market as the toilet facility is an integral part of the Market.

The Town Clerk stated that he had discussed this matter with Pembrokeshire County Council who had advised that they do not intend to demolish the Market.

(k) Minute 61(d) - Lloyds Bank - Scaffolding

The Town Clerk stated that Lloyds Bank had advised that the scaffolding had been erected in order to carry out repairs to the chimney which was to be followed by redecoration of the exterior of the premises.

(l) Minute 61(f) - Watersports Centre - Appearance

Councillor Mrs. V.M.J. Roach referred to a proposal which had been considered some time ago to the enhancement and screening of the approach road from Waterloo Industrial Estate and the relocation of the Waterloo Scrap/Skip Hire.

RESOLVED -

That the Town Clerk consult with Pembrokeshire County Council to establish whether the above proposals were to be implemented.

(m) Minute 61(i) - Pembroke Borough Silver Band - Name

The Town Clerk stated that he had contacted the Secretary who had confirmed the precise name of the Band which is the Pembroke Borough Silver Band.

66. REPORT OF TOWN CLERK

72. Audit of Accounts

The Town Clerk reported that the audit of accounts for the year ended 31st March, 2000 was carried out by the District Auditor on the 7th June, 2000.

Reproduced at Appendix "A" were copies of the financial statements as presented to the District Auditor. The following matters had been raised:-

(a) Tourism Committee

The District Auditor queried whether the Tourism Committee had been granted plenary powers. He was assured by the former Town Clerk that plenary powers had been granted and had advised accordingly.

(b) Internal Audit

An internal audit of accounts should be carried out at least three times per annum. The Mayor and Deputy Mayor had been previously appointed as the Internal Auditors and the first audit for 2000/2001 would shortly be undertaken.

(c) Bank Account Balances

Reference had been made to the high balances held, and it was noted that work had not yet been carried out on the Pater Hall. If this work was not to be carried out the precept should be reduced to decrease balances.

The Town Clerk referred to the fact that with regard to the bank account balances there would of course be substantially reduced when the modernisation to Pater Hall was undertaken.

The Mayor and Members paid tribute to the Town Clerk for the excellent financial statements presented to the District Auditor. The Town Clerk stated that this work had been undertaken by the former Town Clerk, Mrs. W.A. Vincent.

RESOLVED -

That the Council record their appreciation to the former Town Clerk, Mrs. W.A. Vincent for the excellent work undertaken in the preparation of the financial statements presented to the District Auditor.

73. New Postage Franking Meter

The Town Clerk reported that the new franking meter had been received and was in use. In order to have the Council's name printed on the envelope a charge of £32 (+ VAT) is made by Pitney Bowes for the advertising plate.

RESOLVED -

That the Council do not proceed with the advertising plate on the postal franking machine.

74. Accountancy Computer Software

The Town Clerk referred to the Council's receipts and payments accounts and bank reconciliation calculations which are maintained on a now ageing computer programme which does not operate on the familiar "Windows" operating system. Difficulties had been encountered for some time especially in the printing of the accounts.

Members were informed that Westgate Computers of Pembroke Dock, had advised that it was now well past it's life expectancy and cannot be maintained. They had recommended the purchase of a Sage Accounting software package in which there is local tuition. Independent enquiries had confirmed that the software would be suitable and would operate on the Council's new computer. The cost of the software is currently £99. If this was agreed by the Council it was hoped to continue to use the existing programme for the current financial year and introduce the new package in April, 2001.

RESOLVED -

That the Town Clerk be authorised to purchase the Sage Accounting software package at a cost of £99.

75. Hire of Tables and Chairs

The Town Clerk reported that he had received a request from the Organisers of a Medieval Fayre in Lamphey for the hire of tables and chairs. A charge of 50p per table and 25p per chair is normally charged for hirings made to organisations in the Town. As this event is outside the Town the Council were requested to consider this matter.

RESOLVED -

That the Town Clerk be authorised to hire out the tables and chairs referred to above.

76. Delegated Powers - Council Recess

The Town Clerk stated that it is customary for the Mayor, Deputy Mayor and Town Clerk to be authorised to deal with any urgent matters which arise during Council recess. It would therefore be appropriate for the Council to grant the necessary authority for the forthcoming period of recess.

RESOLVED -

That the Mayor, Deputy Mayor and Town Clerk be authorised to deal with any urgent matters which may arise during Council recess.

77. Pembrokeshire County Council - Customer Charter

The Town Clerk reported that Pembrokeshire County Council's Customer Charter had been launched on the 30th June, 2000. It informed the people of Pembrokeshire of the standard of service that they may expect. Copies of the complete document were available for viewing at several locations including the Library and Llanion Park reception in Pembroke Dock. Due to the size of the document complete copies will not be provided, but individual pages will be photocopied on request at either locations.

78. Pembroke Haven Yacht Club - River Trip

The Town Clerk reminded Members that the above River Trip will be held on Tuesday, 8th August, 2000 from Hobbs Point. The Yacht Club had requested that they be advised as to how many persons will be attending.

79. Milford Haven Port Authority - 1999 Annual Report

The Town Clerk reported that the 1999 Annual Report had been received and was available for Members' inspection.

**80. Environmental Agency for Wales
Cleddau and Pembrokeshire Coast Action Plan**

The Town Clerk stated that a copy of this action plan had been received and was available for inspection. The document was produced following an extensive consultation exercise and is part of an ongoing process to identify, assess, prioritise and endeavour to solve local environmental issues.

81. Mid and West Wales Fire Authority

The Town Clerk reported that a copy of the Brigade's Five Year Plan had been received and was available for inspection.

82. Pembrokeshire Rail Travellers Association

The Town Clerk reported that the Association's Spring/Summer Newsletter had been received together with the Pembrokeshire Railway Guide for summer 2000. Both were available for Members' inspection.

83. Objective 1 European Funding

The Town Clerk reminded Members that an early indication had been given to the European Officer, Pembrokeshire County Council of the Council's intention of making application for Objective 1 funding for the upgrading of the Pater Hall complex. This had been acknowledged and the Council would be contacted when details of the application procedure were known.

The Town Clerk submitted that Members may wish to consider the reappointment of the Pater Hall Sub-Committee, which had been convened during the recent unsuccessful funding application, in view of impending recess.

The Town Clerk circulated at the Meeting notes submitted by Councillor M.B. Owen on Objective One which would be considered at the Council Meeting to be held on the 28th September, 2000.

The Town Clerk stated that he had had a draft of the application form for funding under Objective 1 and submitted that he thought it would be advisable to consult with Mr. G. Evans, European Officer in order to establish the criteria under which funding may be available for the upgrading of Pater Hall.

The Town Clerk further reported that an invitation had been received from SPARC to view the new Community Hall in East Williamston on the 2nd August, 2000 at which information about modernisation of halls funding, access queries and kitchen information would be available. He stated that he would attend the guided tour of this new Hall in order to ascertain whether funding would be available for Pater Hall.

RESOLVED -

- (1) That the Town Clerk liaise with the European Officer with regard to funding availability.
- (2) That all Members of the Council be appointed to serve on the Pater Hall Sub-Committee.
- (3) That the notes submitted by Councillor M.B. Owen be considered at the Council Meeting to be held on the 28th September, 2000.

84. Town Awards Scheme

The Town Clerk referred to the last Council Meeting when it had been resolved that a possible Town Awards Scheme should be considered at this meeting.

As Members are aware a scheme is currently organised by Pembroke Town Council where awards are made to individuals and organisations. The scheme is advertised in the local press and nominations are invited.

RESOLVED,-

That this matter be deferred for further consideration at the next meeting of the Council to be held on the 7th September, 2000.

85. 54 Bush Street

The Town Clerk reproduced at Appendix "B" a letter from Pembrokeshire County Council regarding the scaffolding on the above property which was discussed at the last meeting.

RESOLVED -

That the Town Clerk thank Mr. Bartlett for the information and request that the Council be further updated in September, 2000.

86. Planning Applications

The following applications were submitted for consideration:-

255/00	Pembroke Dock Quins R.F.C. Bierspool Pembroke Dock	Land to SW of Clubhouse, Bierspool Ground - Site of Portacabin as Weight Training Room (in retrospect)
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Councillor W.S. Rees declared his interest in the above application and left the Chamber whilst this matter was being discussed.

PROPOSED by Councillor Mrs. P.E. George
SECONDED by Councillor M.B. Owen

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

282/00	M. Murphy Pembroke Boro A.F.C. Pembroke Dock	Pembroke Boro AFC, London Road - Proposed New Changing Rooms
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PROPOSED by Councillor Mrs. B. Roch
SECONDED by Councillor Mrs. C. Fortune

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

005/AD	Welcome Social Clubs Ltd. 42 High Street Alcester	30 Queen Street - Erection of Sign
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PROPOSED by Councillor Mrs. V.M.J. Roach
SECONDED by Councillor Mrs. C. Fortune

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

304/00	Mr. & Mrs. N.M. Phillips 6 St. Johns Road Pembroke Dock	6 St. Johns Road - Extension to Dwelling
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PROPOSED by Councillor Mrs. P.E. George
SECONDED by Councillor M.B. Owen

RESOLVED -

That the Council have no objection to the application.

87. Planning Decisions

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

- 111/00 Plateau A, Cleddau bridge Business Park (Cyber Bay) - Phase 2 Call Centre/Office Building with Associated Car Parking and Landscaping - Approved
151/00 14 Cromwell Street - Detached Garage - Approved
168/00 23 Britannia Road - Erection of Porch - Approved

88. Payment of Accounts

The following accounts were submitted for payment:-

49. SWALEC - Electricity Charges - Albion Square Centenary Lamp (2 Quarters)	£38.94
50. Pitney Bowes - Monthly Postage Meter Maintenance Cover	£11.74
51. Pembroke Nurseries - 3 Hanging Baskets - Pater Hall	£43.50
52. Glyn Edwards Office Equipment - Photocopier Charges	£108.31
53. Pennar Infants School - Schools in Bloom Prize	£50.00
54. Pennar Infants School - Contribution towards plants purchase	£80.00
55. Sugg Lighting Ltd. - 3 Rochester Lanterns - Albion Sq. Centenary Lamp	£1,328.93
56. Pater Jewellers - Repairs to Mayoral Chain	£15.00
57. Dwr Cymru - Welsh Water - Water & Sewerage Charges	£332.49
58. Zurich Municipal - Additional Premium - Public Liability	£31.50
59. Jewson Ltd. - Materials	£9.79
60. Imprest Account - Salaries, wages, tax & N.I.	£1,527.43
61. Pembroke & Pembroke Dock Amateur Boxing Club - Donation	£100.00
62. Pembrokeshire Begonia & Fuchsia Society - Donation	£100.00
63. Miss S. Griffiths - Donation	£100.00
64. St. John's Church - Donation	£100.00
65. St. Mary's School - Contribution towards plant purchase	£80.00
66. BT - Telephone & Fax Charges	£168.25
67. Consortium - Microwave Owen	£364.25
68. Jewson Ltd. - Materials	£14.42
69. Waterloo Waste Management - Hiring Skips (2)	£188.00

PROPOSED by Councillor Mrs. P.E. George
SECONDED by Councillor M.B. Owen

RESOLVED -

That account nos. 49 - 69 be approved for payment.

67. DOGS (FOULING OF LAND) ACT, 1996

The Town Clerk circulated at the Meeting a letter received from Pembrokeshire County Council regarding the above Act which is now in force throughout the whole of Pembrokeshire for the information of Members.

68. SOUTHERN FRIED CHICKEN TAKE-AWAY

The Town Clerk verbally reported a letter received from Pembrokeshire County Council regarding the above premises which had been inspected. Advice had been given on ways to prevent grease emanating from the extraction system. The situation would be monitored to ensure that problems do not recur.

69. THE CHARLTON HOTEL, PARK STREET - JUSTICES LICENCE

The Town Clerk verbally reported receipt of a transfer of the Justices Licence in respect of the above premises.

RESOLVED -

That the Council have no objection to the transfer of the Justices Licence in respect of the Charlton Hotel.

70. GARRISON CHAPEL, PEMBROKE DOCK

The Town Clerk verbally reported a letter received from Pembrokeshire County Council regarding the matter. Comment was submitted that the Garrison Chapel represented a critical project in terms of the Townscape Heritage Initiative which must be preserved and brought back into a viable future use.

71. PRIVATE AND CONFIDENTIAL

PROPOSED by Councillor D.T. Esmond
SECONDED by Councillor Mrs. B. Roch

RESOLVED -

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

3. Mr. P. Cremin, Relief Caretaker/Handyman

The Town Clerk submitted a report to Council regarding an accident to Mr. Cremin's clothing whilst undertaking duties at Pater Hall.

RESOLVED -

That the Council make a without prejudice, ex-gratia payment of £20 to Mr. Cremin in respect of the above matter.

72. **MATTERS RAISED VERBALLY**

(a) **Public Conveniences - Hobbs Point**

Councillor D.L. Jones stated that he had received a complaint that the public conveniences at Hobbs Point were closed in the early evening.

Reference was made to other public conveniences in the Town which are closed in the evening in order to reduce vandalism.

(b) **Albion Square - Appearance**

Councillor D.L. Jones referred to the neglected appearance in the Albion Square area and in particular to the flower beds, seating and fittings which require attention.

RESOLVED -

That Pembrokeshire County Council be requested to undertake works to improve the appearance of Albion Square.

(c) **Front Street - Dog Fouling**

Councillor D.L. Jones stated that the Road Sweeper does not undertake clearing of dog fouling in conjunction with road cleaning in Front Street.

RESOLVED.-

That the Road Sweeper's attention be drawn to the need to undertake clearing of dog fouling in conjunction with road cleaning in the above Street.

(d) **Army Tank - Western Way**

Councillor D.L. Jones stated that shrubs had covered trees which had been planted at the above location. It was imperative that this matter receive urgent priority in view of the damage being caused to very expensive trees.

RESOLVED -

That Pembrokeshire County Council be requested to give immediate attention to the neglected trees at the above location.

(e) **12 Front Street - Street Light**

Councillor D.L. Jones stated that the street light outside No.12 Front Street is flickering and required attention.

RESOLVED -

That Pembrokeshire County Council be requested to inspect and take appropriate action in respect of the above street light.

(f) **Dockyard Figure - Sculpture**

Councillor D.L. Jones stated that he had been approached by Mr. G. Lewis who had stated that he would like to undertake a sculpture of the historic figures representing the Dockyard era.

RESOLVED -

That Mr. G. Lewis be invited to attend a Council Meeting to discuss this matter.

(g) **Town Guide, 2000**

Reference was made to the recently published Town Guide which had omitted the name of Councillor C.H. Thomas as Chairman and first Mayor of the Town Council, there was no forward by the Mayor and Defensible Barracks had been left off the street plan.

(h) **Queen Street - Sign**

Councillor Mrs. V.M.J. Roach stated that the sign at the west end of the above Street was still missing and that there was a large amount of accumulated rubbish on the site of the former Central Garage.

RESOLVED -

That Pembrokeshire County Council be requested to replace the sign referred to in Queen Street and undertake clearance of accumulated rubbish in the vicinity of the former Central Garage site.

(i) **Commercial Row - Trees/Weed**

Councillor Mrs. V.M.J. Roach reiterated her concern regarding the weeds at the above location and to the fact that there is a dead tree which requires removal.

RESOLVED -

That Pembrokeshire County Council be requested to remove the dead tree and undertaken weed removal at the above location.

(j) Memorial Park - Commemorative Tree Plaque

Councillor Mrs. B. Roch referred to the plaque which had been removed from the commemorative tree planted by Councillor Mrs. M. Williamson.

RESOLVED -

That the Town Clerk investigate and take appropriate action in this matter.

(k) Flying Boat - Print

Councillor Mrs. B. Roch referred to the new print of a Flying Boat and enquired as to whether the Council would be purchasing one for display purposes in the Council Chamber.

RESOLVED -

That the Town Clerk be authorised to purchase a special edition signed print of the Flying Boat for display purposes in the Council Chamber.

The Meeting terminated at 8.10 p.m.

Mayor.

PEMBROKE DOCK TOWN COUNCIL

REPORT OF TOWN CLERK

27TH JULY, 2000

Madam Mayor, Ladies and Gentlemen,

PART I - GENERAL

72. AUDIT OF ACCOUNTS

The audit of accounts for the year ended 31st March, 2000 was carried out by the District Auditor on the 7th June, 2000.

Reproduced at Appendix "A" are copies of the financial statements as presented to the District Auditor.

Matters raised:-

(a) Tourism Committee

The District Auditor queried whether the Tourism Committee have been granted plenary powers. I am assured by your former Town Clerk that this is so and have advised accordingly.

(b) Internal Audit

An internal audit of accounts should be carried out at least three times per annum. You have previously appointed the Mayor and Deputy Mayor as the Internal Auditors and the first audit for 2000/2001 will be undertaken shortly.

(c) Bank Account Balances

Reference was made to the high balances held, and it was noted that work had not yet been carried out on the Pater Hall. If this work is not to be carried out the precept should be reduced to decrease balances.

73. NEW POSTAGE FRANKING METER

The new franking meter has been received and is in use.

In order to have the Council's name printed on the envelope a charge of £32 (+ VAT) is made by Pitney Bowes for the advertising plate.

I shall be glad to have Members instructions.

74. ACCOUNTANCY COMPUTER SOFTWARE

As Members are aware the Council's receipts and payments accounts and bank reconciliation calculations are maintained on a now ageing computer programme which does not operate on the familiar "Windows" operating system. Difficulties have been encountered for some time especially in the printing of the accounts.

Westgate Computers of Pembroke Dock, have advised that it is now well past it's life expectancy and cannot be maintained. They recommend the purchase of a Sage Accounting software package in which there is local tuition. I have made independent enquiries and have confirmed that the software would be suitable and would operate on the Council's new computer. The cost of the software is currently £99.

If Members agree, I intend hopefully to continue to use the existing programme for the current financial year and would seek to introduce the new package in April, 2001. Members instructions are requested.

75. HIRE OF TABLES AND CHAIRS

I have received a request from the Organisers of a Medieval Fayre in Lamphey for the hire of tables and chairs. A charge of 50p per table and 25p per chair is normally charged for hirings made to organisations in the Town.

As this event is outside the Town I shall be grateful for Members instructions.

76. DELEGATED POWERS - COUNCIL RECESS

It is customary for the Mayor, Deputy Mayor and Town Clerk to be authorised to deal with any urgent matters which arise during Council recess.

I shall be glad if the Council would grant the necessary authority for the forthcoming period of recess.

PART II - CORRESPONDENCE

77. PEMBROKESHIRE COUNTY COUNCIL - CUSTOMER CHARTER

The Pembrokeshire County Council Customer Charter was launched on the 30th June, 2000. It informs the people of Pembrokeshire of the standard of service that they may expect. Copies of the complete document are available for viewing at several locations including the Library and Llanion Park reception in Pembroke Dock.

Due to the size of the document complete copies will not be provided, but individual pages will be photocopied on request at either locations.

78. PEMBROKE HAVEN YACHT CLUB - RIVER TRIP

Members are reminded that the above River Trip will be held on Tuesday, 8th August, 2000 from Hobbs Point. The Yacht Club have requested that they are advised as to how many persons will be attending. It would therefore be appreciated if you could advise me as soon as possible.

79. **MILFORD HAVEN PORT AUTHORITY - 1999 ANNUAL REPORT**

The 1999 Annual Report has been received and is available for Members' inspection.

80. **ENVIRONMENTAL AGENCY FOR WALES
CLEDDAU AND PEMBROKESHIRE COAST ACTION PLAN**

A copy of this action plan has been received and is available for inspection. The document was produced following an extensive consultation exercise and is part of an ongoing process to identify, assess, prioritise and endeavour to solve local environmental issues.

81. **MID AND WEST WALES FIRE AUTHORITY**

A copy of the Brigade's Five Year Plan has been received and is available for inspection.

82. **PEMBROKESHIRE RAIL TRAVELLERS ASSOCIATION**

The Association's Spring/Summer Newsletter has been received together with the Pembrokeshire Railway Guide for summer 2000. Both are available for Members' inspection.

83. **OBJECTIVE 1 EUROPEAN FUNDING**

As Members know, early indication has been given to the European Officer, Pembrokeshire County Council of the Council's intention of making application for Objective 1 funding for the upgrading of the Pater Hall complex. This has been acknowledged and he will contact us when details of the application procedure are known.

In the meantime, in view of impending recess, Members might wish to consider reviving the Pater Hall Sub-Committee, which I understand was convened during the recent unsuccessful funding application. I should be grateful for Members' instructions.

84. **TOWN AWARDS SCHEME**

At the last meeting it was resolved that a possible Town Awards Scheme should be discussed at this meeting.

As Members are aware a scheme is currently organised by Pembroke Town Council where awards are made to individuals and organisations. The scheme is advertised in the local press and nominations are invited. I shall have further details at the meeting.

85. **54 BUSH STREET**

Reproduced at Appendix "B" is a letter from Pembrokeshire County Council regarding the scaffolding on the above property which was discussed at the last meeting.

PART III - PLANNING

86. PLANNING APPLICATIONS

255/00	Pembroke Dock Quins R.F.C. Bierspool Pembroke Dock	Land to SW of Clubhouse, Bierspool Ground - Site of Portacabin as Weight Training Room (in retrospect)
282/00	M. Murphy Pembroke Boro A.F.C. Pembroke Dock	Pembroke Boro AFC, London Road - Proposed New Changing Rooms
005/AD	Welcome Social Clubs Ltd. 42 High Street Alcester	30 Queen Street - Erection of Sign

87. PLANNING DECISIONS

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

- 111/00 Plateau A, Cleddau bridge Business Park (Cyber Bay) - Phase 2 Call Centre/Office Building with Associated Car Parking and Landscaping - Approved
- 151/00 14 Cromwell Street - Detached Garage - Approved
- 168/00 Erection of Porch - Approved

PART IV - ACCOUNTS

88. PAYMENT OF ACCOUNTS

The following account are submitted for payment:-

49. SWALEC - Electricity Charges - Albion Square Centenary Lamp (2 Quarters)	£38.94
50. Pitney Bowes - Monthly Postage Meter Maintenance Cover	£11.74
51. Pembroke Nurseries - 3 Hanging Baskets - Pater Hall	£43.50
52. Glyn Edwards Office Equipment - Photocopier Charges	£108.31
53. Pennar Infants School - Schools in Bloom Prize	£50.00
54. Pennar Infants School - Contribution towards plants purchase	£80.00
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60. Imprest Account - Salaries, wages, tax & N.I.	£1,527.43
61. Pembroke & Pembroke Dock Amateur Boxing Club - Donation	£100.00
62. Pembrokeshire Begonia & Fuchsia Society - Donation	£100.00
63. Miss S. Griffiths - Donation	£100.00
64. St. John's Church - Donation	£100.00
65. St. Mary's School - Contribution towards plant purchase	£80.00

T.R. EDWARDS

Town Clerk.

PEMBROKE DOCK TOWN COUNCIL
BALANCE SHEET AS AT 31ST MARCH, 2000

LONG TERM ASSETS		
Investments	Nil	
CURRENT ASSETS		
Debtors	£4,943.66	
Cash at Bank	<u>£129,992.17</u>	Per Bank Reconciliation
	<u>£134,935.83</u>	
CURRENT LIABILITIES		
Creditors	£5,792.73)	Net of VAT
Payments in Advance	£1,136.75)	
	<u>£6,929.48)</u>	
Total Assets Less Liabilities.	<u>£128,006.35</u>	
Represented By		
Fund Balance	<u>£128,006.35</u>	

The above statement represents fairly the financial position of the authority as at 31st March, 2000. and reflects its income and expenditure during the year.

P. J. M. F. O. J.
 Mayor

J. H. C. H. W. S.
 Responsible Financial Officer

PEMBROKE DOCK TOWN COUNCIL
BANK RECONCILIATION STATEMENT 1999/2000

Balances brought forward 1/4/99	128,522.65
Total receipts	92,350.62
Total payments	-90,881.10
Balance carried forward 31/3/2000	<u>£129,992.17</u>

Represented By:-

Current Account Balance	5,657.01
Premium Account Balance	111,831.00
Imprest Account Balance	1,637.65
Pater Hall Repairs Account Balance	5,509.82
Tourism Account Balance	5,777.64
	£130,413.12
Less Unpaid Cheques	-420.95
	<u>£129,992.17</u>

Signed.....*P. H. M. Farrell*.....
Mayor

.....*J. H. S. ...*.....
Town Clerk

SUMMARY INCOME & EXPENDITURE ACCOUNT - YEAR ENDED 31:3:2000					
Last Year's	ACTIVITY	Receipts	Adjustments	Adjustments	INCOME
Income &		& Payments	re Last	Re Current	&
Expenditure			Year	Year	EXPENDITURE
£		£	£	£	£
	INCOME				
72,250.00	Precept	73,250.00			73,250.00
3,926.05	Bank Interest	2,809.95			2,809.95
11,523.00	Pater Hall Bookings	10,357.57	798.25	-1,136.75	10,019.07
225.00	Publications	13.50			13.50
1,633.36	Miscellaneous	848.42			848.42
0.00	V.A.T (98/99)	977.77	-977.77		0.00
0.00	V.A.T (99/2000)	414.17		-414.17	0.00
490.27	Tourism	3,280.24			3,280.24
	Videos	399.00			399.00
90,047.68	Total Income	92,350.62	-179.52	-1,550.92	90,620.18
	EXPENDITURE				
32,078.89	Salaries,Wages, Tax & N.I.	34,121.05		1,277.71	35,398.76
7,831.17	General Administration (2a -2f)	7,090.29	-1,109.87	1,178.93	7,159.35
2,768.40	Official Entertainment(3a-3b)	2,756.19			2,756.19
16,262.39	Pater Hall (4a-4f)	18,266.24	-840.14	206.09	17,632.19
1,729.40	Town Decoration (5a-5c)	4,000.58		3,130.00	7,130.58
3,516.00	Section 137 (6a)	6,286.12			6,286.12
	Section (6b-6h)	4,719.92			4,719.92
978.89	Miscellaneous (7a -7b)	3,865.70			3,865.70
0.00	V.A.T.	5,357.83		-5,357.83	0.00
795.90	Tourism	4,432.18	-12.00		4,420.18
	Write Back	-15.00			-15.00
65,961.04	Total Expenditure	90,881.10	-1,962.01	434.90	89,353.99
					£
	Balance Brought Forward 1st April 1999				126,740.16
	Add Total Income				90,620.18
	Deduct Total Expenditure				-89,353.99
	Balance Carried Forward 31st March 2000				128,006.35

PEMBROKE DOCK TOWN COUNCIL

NOTES TO 1999/2000 ACCOUNTS

ASSETS

During the year the following assets were purchased at the cost shown	Cost £
1 Nech Computer	903.50
300 Chairs	6,583.50
Vertical Blinds (2)	99.72
Christmas Light Bulbs	390.00
Christmas Light (Sleigh)	1,595.00
Mayoral Robes	1,013.00

During the year the following assets were disposed of for the amounts shown:	Receipt £
Computer	50
150 Chairs	Nil
At the 31st March,2000 the following assets were held:	Value £

Building	641,634.00
Office Equipment	11,091.00
Furniture, Fittings & Equipment	22,184.00
Mayor's Chain of Office	2,216.00
Mayor's Medallion	1,662.00
Mayoral Robes	1,000.00

The basis of valuation of these assets is insurance value.

PEMBROKE DOCK TOWN COUNCIL
INVOICES OUTSTANDING 31st MARCH, 2000

		Gross	Nett	V.A.T.
20/03/2000	Newey & Eyre	2.46	2.10	0.36
20/02/2000	Zurich Insurance	14.42	14.42	
09/03/2000	Fireguardian Ltd	38.39	32.67	5.72
10/03/2000	Fireguardian Ltd	69.94	59.52	10.42
22/03/2000	Kalamazo	193.31	164.51	28.80
14/02/2000	Amberol	1,621.50	1,380.00	241.50
17/03/2000	Pembrokeshire C.C.	2,056.25	1,750.00	306.25
27/03/2000	The Consortium	94.00	80.00	14.00
16/03/2000	Llanion Glass	37.37	31.80	5.57
		4,127.64	3,515.02	612.62

DEBTS OUTSTANDING AT 31ST MARCH,2000

Customs & Excise (VAT)	4,943.66	4,943.66
N.Ainger	33.75	33.75

At the year end debts of £4977.41 were outstanding and due to the Council. The Ages of these debts were:-

	No.	Value
More than three months	1	3863.73
Less than three months	1	1113.68

PEMBROKE DOCK TOWN COUNCIL

NOTES - 1999/2000 ACCOUNTS

Section 137 Payments

The limit for spending under Section 137 of the Local Government Act 1972 for the year ended 31st March, 2000 was £22477.00 and the payments made were:-

Payee	Nature of Payment	Amount
P. Dock & District Chrysanthemum Society	Charitable Donation	25.00
Sail Training Association	Charitable Donation	100.00
St. Mary's School P.T.A.	Donation of Plants	79.12
Albion Square School P.T.A.	Donation of Plants	50.00
Warrior Venture Scouts	Charitable Donation	300.00
Miss R. Broughton	Youth Trip to Croatia	50.00
Pennar Out of School Club	Charitable Donation	100.00
Pembs Begonia & Fuchsia Society	Charitable Donation	100.00
P. Dock Branch of Cruse	Charitable Donation	100.00
South Pembrokeshire Hospital	Donation towards a Laryngoscope	500.00
P. Dock Old Peoples Welfare Committee	Charitable Donation	500.00
P. Dock Mustangs Line Dancing Club	Charitable Donation	100.00
Friends of Albion Square School	Donation towards Millennium Gifts	100.00
P. Dock Sea Cadet Corps.	Charitable Donation	100.00
Pembrokeshire Access Group	Charitable Donation	100.00
P> Dock Pensioners Friendship Club	Charitable Donation	100.00
Pembs. Rail Travellers Assoc.	Charitable Donation	20.00
Millennium Plates		3,862.00
		6,286.12

BRYN PARRY-JONES, M.A. (Oxon),
Chief Executive,

R. BARRETT-EVANS, B.Sc. (Est. Mm), A.R.I.C.S.
Director of Leisure & Development

Pembrokeshire County Council,
County Hall, HAVERFORDWEST,
Pembrokeshire, SA61 1TP

DX 98295 HAVERFORDWEST
Telephone 01437 764551
Fax 01437 775838

Priif Weithredur

Cyfarwyddwr Hamdden a Dethllygu

Cyngor Sir Penfro,
Neuadd y Sir, HWLFFORDD,
Sir Benfro, SA61 1TP

DX 98295 HWLFFORDD
Ffôn 01437 764551
Ffacs 01437 775838

Your ref
My ref IB/RMB/DP/ENV/8/8
Please ask for Mr. I. Bartlett
Telephone 5720
Date 19th July, 2000

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

Dear Sir,

RE: 54 BUSH STREET, PEMBROKE DOCK.

I refer to your letter dated 14th July, 2000, in respect of the above.

I think that it would be most useful to briefly outline once again the context for this difficult problem.

On the 21st September, 1998, officers of the Building Control Division served notice on the owners of No. 54 Bush Street requiring them to remove the danger the building presented. Following a monitoring period it was detected that the front elevation was peeling away from the main body of the building and thereby presenting an unacceptable risk to the public. Clearly at this stage two potential options were available. Either the building was to be demolished or restrained in some fashion. No. 54 Bush Street is a 'listed' building and therefore a duty to preserve exists. The owners of the building were unable to carry out the work themselves and so the Council put in place the shoring scaffold. Because of our duty to preserve we applied to Cadw Welsh Historic Monuments for an acquisition grant to cover our costs of temporary works and then transfer the building to either the local Buildings Preservation Trust or Housing Association.

Cadw agreed conditional to transfer to the Preservation Trust. The Trust have since declined the offer of transfer and so we were left with the Housing Association as our only partner. The costs of repair are however so significant that there exists in the region of £180,000 shortfall between standard Housing Association funding levels and the cost of repair and reuse. Simply to take down and rebuild the front elevation would cost over £60,000. Running parallel with this however the Council were also developing its Townscape Heritage Initiative for the town with the Heritage Lottery Fund. The bidding process is now in the final stages and we can expect an offer from

Cont....



Cyngor Sir Penfro = Pembrokeshire County Council

2.

the HLF of approaching £2 million which will, incidentally, make it the largest scheme funded to date in the U.K. Match funding will we anticipate combine to make a common fund of approaching £6 million. The Housing Association remain committed to the scheme and following our identification of 54 Bush Street as a critical project the funding is ring fenced. We expect to be in a position to administer grants in September.

It is, therefore, most probable that the scaffolding will be required until at least September.

I hope the above clarifies matters and provides you with a clearer understanding of the difficult issues that surround this project.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'I. Bartlett', written in a cursive style.

I. BARTLETT
CONSERVATION ASSISTANT

PRIVATE AND CONFIDENTIAL

PEMBROKE DOCK TOWN COUNCIL

REPORT OF TOWN CLERK

27TH JULY, 2000

Madam Mayor, Ladies and Gentlemen,

3. **MR. P. CREMIN, RELIEF CARETAKER/HANDYMAN**

Mr. P. Cremin recently undertook duties as Relief Caretaker whilst the Cleaner was on holiday leave.

Unfortunately, Mr. Cremin accidentally spilt a quantity of bleach on to his trousers which were ruined. The bleach container had not been properly closed since being used prior to his duties.

I should be grateful if Members would consider making Mr. Cremin a without prejudice, ex-gratia payment of £20 to cover the cost of the trousers and inconvenience caused.

T.R. EDWARDS,

Town Clerk.

NOTES SUBMITTED BY COUNCILLOR M.B. OWEN

PEMBROKE DOCK AND OBJECTIVE ONE

INTRODUCTION

Pembroke Dock is a pivotal "entry and exit" point from the County and Wales which has suffered terribly because of three main factors:-

- (1) Reduction in armed forces and closure of service bases and Dockyard;
- (2) Changing pattern of retail and habits of shoppers requiring "chain store" goods from cities;
- (3) Economic recession and a failure to rebuild in its wake

CURRENT POSITION

Currently, economically, the town is little more than bumping along the bottom.

It is no good looking to past glories and seeking to turn the clock back. We have to look forward to a very different town based upon an increasing importance as a ferry port; (new ferries to France and Spain now being mentioned quite openly) and as a heritage and tourist town.

Very different amenities now required from its previous existence, and a very different treatment is necessary when travel becomes increasingly easy and Europeans in particular are moving around frequently and regularly.

There seems neither urgency, enthusiasm, nor decision making by the County Council, leaving both them and us, in danger of being left behind, and may be excluded, from the benefits of Objective One.

Therefore, I propose, as a Council, that we submit our own scheme.

OUR OBJECTIVE ONE SCHEME

- (1) Create a continuous promenade from the Gun Tower on Front Street to as near to Hobbs Point as possible. (This necessitates relocation of Jewson's to a more suitable site on a trading/industrial site).
- (2) Create a properly organised stop over caravan and motor caravan park on half of the car park behind the Co-op with full amenities (w.c's, showers, laundry room and water and electricity points), properly staffed and open week before Easter to the end of October.
- (3) Meyrick Street is one of the few streets in Britain to be called a true boulevard – so we should turn it into one. Plant trees on both sides from the Bush Street junction to Modern Print.
- (4) Turn the King William Street area into a woodland pathway from Tesco to the remainder of the town.
- (5) Dredge the area from Front Street Gun Tower to Hobbs Point to below lowest low tide level so there is water at all times.

Of these, Point 2 creates immediate jobs. The remainder, creates the environment for job creation.

I should like us all to think about this over the recess and return to discuss this at Council Meeting on the 28th September, 2000 when I have returned from holiday.

Councillor M.B. Owen.

Your ref **00/0304/PA**
My ref **Mr R B Rogers**
Please ask for **5554**
Telephone **21 July 2000**
Date

BRYN PARRY-JONES, M.A. (Oxon)
Chief Executive *Prif Weithredur*

R. BARRETT-EVANS, B.Sc. (Est. Man) ARICS
Director of Leisure and Development *Cyfarwyddur Hamdden a Datblygu*

Pembrokeshire County Council,
County Hall, HAVERFORDWEST,
Pembrokeshire, SA61 1TP

Cyngor Sir Penfro,
Neuadd y Sir, HWLFFORDD,
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DX 98295 HAVERFORDWEST
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Ffôn 01437 764551
Ffacs 01437 775394



Mr R Edwards (Clerk)
Pembroke Dock Town Council
Council Offices, Pater Hall
Lewis Street
PEMBROKE DOCK
Pembrokeshire
SA72 6DD

Dear Sir/Madam

PLANNING APPLICATION CONSULTATION

I enclose herewith a planning application for the development described below, and should be pleased to have your observations within the next 14 working days.

Proposal: **Extension To Dwelling**

Site Address: **6 St Johns Road, Pembroke Dock,
Pembs,**

Grid Ref: **SM97 03**

Date Registered: **21/07/00** 8 Week Date: **15/09/00**

Yours faithfully

D M LAWRENCE

HEAD OF DEVELOPMENT CONTROL

NB. Please quote the reference number (00/0304/PA) in any correspondence regarding this application.

Cyngor Sir Penfro = Pembrokeshire County Council





Cymgor Sir Penfro - Pembrokeshire County Council

BRYN PARRY-JONES, M.A. (OXON)
Chief Executive *Prif Weithredwr*

DAVID P. SEAL, M.C.L.E.H., M.Inst.W.M., M.Inst.M
Director of Housing and Regulatory Services *Cyfarwyddwr Tai a Gwasanaethau Rheoleiddio*

Pembrokeshire County Council,
County Hall, HAVERFORDWEST,
Pembrokeshire, SA61 1TP

Cyngor Sir Penfro,
Neuadd y Sir, HWLFFORDD,
Sir Benfro, SA61 1TP

DX 98295 HAVERFORDWEST
Telephone 01437 764551
Fax 01437 764232

DX 98295 HWLFFORDD
Ffôn 01437 764551
Ffacs 01437 764232

Your ref
My ref SH/DAB
Please ask for Ms S Huws
Telephone 01437 775481
Date 21 July 2000

TO ALL CITY, TOWN AND COMMUNITY COUNCILS

Dear Sir/Madam

Dogs (Fouling of Land) Act 1996

As I hope you will be aware, this Act is now in force throughout the whole of Pembrokeshire. The Act requires dog owners to clear up after their dogs on all land open to the public (with some exemptions). This means that there are much wider powers to control dog fouling. However, it will be an essential part of the process that the public inform us about problem areas, and provide details of dog owners who persistently flout the law. Times, dates, names and addresses are crucial in compiling evidence and enforcing the law.

If an officer authorised under the Act sees a contravention ie a dog fouls and the owner does not clear up after it, the officer can issue a £25 fixed penalty ticket. Alternatively there are powers to prosecute in the Courts, with a fine of up to £1,000. Where a member of the public is able and willing to provide a statement about an offence identifying the person responsible and to attend Court if necessary, these incidents can be pursued through prosecution.

Warning letters will continue to be sent to alleged offenders, which is current practice.

I have attached some information and posters for your use. The posters can be photocopied and put up in shops and notice boards.

There are also adhesive stickers available and I enclose some samples.

The cost of the 100 x 150 stickers is 50 pence each and the cost of the 200 x 150 stickers is £1.00 each. These can be obtained in small numbers from this Department or ordered direct from a local printer. Unit prices of bulk orders from a printer are cheaper. Permanent signs are not provided by this Department, but metal plates are available in small numbers for use for the 200 x 150 stickers at a cost of £3.00 each, including sticker. This does not include fixing the plates which is done by the customer.

The Dog Wardens are available to give talks and presentations to your meetings if you make arrangements at least three weeks in advance. Please contact them at the Council Offices.

Continued/...

21 July 2000

SH/DAB

To All City, Town and Community Councils

Continued/...

The Council has issued a press release on fouling and I enclose a copy of the newspaper article for your information. If you have any suggestions for publicity or promotion activities the Dog wardens would be pleased to hear from you. It is intended to hold a "Pembrokeshire Dog Week" in the week of 18-24 September 2000 and the National Canine Defence League will be bringing a roadshow unit for promotion of responsible dog ownership with an emphasis on micro-chipping.

Thank you for your support for the Dog Warden Service and I hope that we will continue to make progress in promoting responsible dog ownership.

Yours faithfully

Silva Huws

**Principal Officer
Domestic Environment Team
Housing and Environment Division**

Enc





Pembrokeshire County Council
Cyngor Sir Penfro

THIS AREA IS DESIGNATED UNDER THE DOGS (Fouling of Land) ACT 1996

**Clean up after your dog. A fixed penalty fine is in operation.
Failure to pay may lead to prosecution.**



MAE'R ARDAL HON WEDI'I DYNODI O DAN DDEDDF Y CŴN (Baeddu Tir) 1996

**Cofiwch lanhau ar ôl eich ci. Mae dirwy sefydlog
yn gweithredu. Gall methu talu arwain at erlyniad.**

DOGS (FOULING OF LAND) ACT 1996

The Dogs (Fouling of Land) Act 1996 applies to England and Wales only. Local authorities have had powers for some time to control the fouling of land by dogs through Byelaws. This was a slow process requiring the approval of the Secretary of State.

Under the 1996 Act, a district council or unitary authority may itself designate areas of land to which the Act applies in accordance with regulations issued by the Secretary of State. Pembrokeshire County Council has designated the whole of the County as an area covered by the Act. This applies from 1st June 2000.

With certain exceptions, the Act applies to all land which is open to the air on at least one side and to which the public have access, with or without payment.

Exceptions include land comprising or running alongside a highway for which the speed limit is over 40 mph, land used for agriculture or for woodlands, and which is predominantly marshland, moor or heath and common land (s 1).

It is an offence for a person in charge of a dog not to remove forthwith faeces left by a dog following defecation on designated land (s 3). No offence is committed if the person has a reasonable excuse or the owner, occupier, etc, of the land has given consent. Registered blind persons are excepted.

Provision is made for the issue of fixed penalty notices by local authority officers. (s 4). The fixed penalty is £25. There are also powers to prosecute through the courts.



Pembrokeshire County Council
Cyngor Sir Penfro



DOG WARDEN SERVICE

Tel: 01437 764551

THOSE DOGGONE LAWS !!!!

Dog Owners can incur penalties for breaking the law.

FOULING You must clean up after your dog in public areas. The fine is £25.

BEACHES with Byelaws have dog bans between 1st May and 30th September.

STRAY DOGS will be impounded. The fee payable is £25 plus kennelling costs.

COLLAR AND TAGS All dogs must wear a collar and identification tag in public places.

LEADS Dogs must be kept on a lead in Byelaw areas.

DANGEROUS DOGS If your dog is a danger you can be prosecuted.

PRESS RELEASE

NEW RULES ON CLEAN-UP

From 1st June 2000, owners who do not clear up after their dogs will be breaking the law. Pembrokeshire County Council has designated the whole of the County as an area covered by the Dogs (Fouling of Land) Act 1996. This applies from 1st June 2000. Council officers will be able to issue fixed penalty notices. The fixed penalty is £25. There are also powers to prosecute through the courts.

The Dog Wardens of Pembrokeshire County Council are enthusiastic about the new powers to ensure a cleaner County. Debbie Hart, Sally Bland and Lisa Jones hope that the public will come forward to provide information about irresponsible dog owners who let their dogs foul in public places with the resulting mess, nuisance and health concerns.

Sally Bland says, "Although we carry out regular patrols of problem areas, the owners often walk their dogs early in the morning and late in the evening at times when they believe no-one will pay attention. We rely on the public to inform us when this is happening so that we can plan our patrols."

In Pembrokeshire it is now an offence if the person in charge of a dog does not immediately remove faeces left by a dog, unless the owner or occupier of the land has given consent. This applies to land open to the air on at least one side and to which the public have access, with or without payment. Registered blind persons are excepted.

There are some exceptions, which include land comprising or running alongside a highway for which the speed limit is over 40 mph, land used for agriculture or for woodlands, and land which is predominantly marshland, moor or heath and common land.

Sally Bland, Dog Warden, says "These new powers are a great improvement on the previous situation where the controls only covered footpaths and grass verges. We have produced new posters, and bin stickers, as well as promotional poop-scoop bags. We urge all dog owners to 'bag it and bin it' using lined litter bins or their own bins at home."