

At a Meeting of Pembroke Dock Town  
Council held at Pater Hall, Pembroke Dock  
on Thursday, 14th June, 2001 at 6.30 p.m.

**PRESENT:**

Councillor D.T. Esmond (Mayor)  
Councillors W.J. Davies, Mrs. P.E.M. Folland,  
Mrs. P.E. George, P.G. Gwyther, M.B. Owen,  
S. Perkins, Mrs. V.M.J. Roach, Mrs. B. Roch,  
Mrs. M. Williamson.

**IN ATTENDANCE:**

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

The Meeting was opened with Prayer.

52. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Mrs. C. Fortune and D.L. Jones.

53. **MINUTES**

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

**RESOLVED –**

That the Minutes of the meeting held on  
the 24th May, 2001 be adopted as circulated  
subject to the following amendments:-

54. **MATTERS ARISING FROM THE MINUTES**

(a) **Minute 34(a) – Sale of Old Photocopier**

The Town Clerk stated that the advertisement had been placed in the Western Telegraph and no enquiries had been received.

The Mayor stated that the Yo-Yo Centre had their own facilities.

Councillor P.G. Gwyther stated that he would enquire as to whether the local Scout Group would be interested in the photocopier.

(b) **Minute 34(e) – District Council Offices, Llanion Park – Listed Building**

The Town Clerk stated that CADW had requested a location plan and photographs of the District Council Offices. A plan had been sent and photographs would be sent in due course.

**RESOLVED –**

That CADW be requested to consider that the District Council Offices be listed in order to preserve the facade in view of its historical importance to the Town.

(c) **Minute 34(f) – St. Mary's Road – Vehicles**

Councillor Mrs. P.E. George advised that the vehicles had been removed by Pembrokeshire County Council.

The Town Clerk reported that a letter had been received from Pembrokeshire County Council which stated that although they had removed the vehicles they were still concerned that similar problems could be encountered in the future. Pembrokeshire County Council had written to the tenants who rent garages referring to their obligations under the tenancy conditions and of the consequence of failing to comply with them. Any information that the Council could provide which may lead to the identification of those individuals responsible for causing the problems would be dealt with in a confidential manner.

(d) **Minute 34(g) – Pembroke Dock Museum – Martello Tower**

The Town Clerk reported that a letter had been received from the Museum Trust Committee expressing their appreciation to the Council for the donation of £1,000 for this financial year.

Councillor Mrs. P.E. George advised that the lease had now been received and the Tower would be open in the near future.

(e) **Minute 34(h) – Town Trail**

The Mayor stated that he had attended a meeting with the Townscape Heritage Officer on the 1<sup>st</sup> June, 2001 to discuss the above matter which had been very helpful.

(f) **Minute 36(16) – One-Way Traffic System**

The Town Clerk stated that he had been advised to contact Pembrokeshire County Council to ascertain as to whether an Officer would be permitted to attend a Public Meeting. He had written but no reply had been received to date.

(g) **Minute 36(20)(a) – Donations**  
**Bush & Park Tenants & Residents Association**

The Town Clerk stated that he had not received the above Association's balance sheet and could not therefore release the cheque.

(h) **Minute 37 – Ship – Isle of Inishmore – Council Visit**

The Mayor referred to the visit to the above newly commissioned Ship and buffet at the Cleddau Bridge Hotel earlier that day. The hospitality was excellent and it was

**RESOLVED –**

That the Town Clerk write to Irish Ferries expressing the Council's appreciation for the hospitality they had received.

(i) **Minute 38 – Office Equipment – Filing Cabinet**

The Town Clerk reported that he had ordered an additional cabinet for use by the Financial Officer.

**RESOLVED –**

That the action of the Town Clerk be confirmed in purchasing an additional cabinet in the sum of £85 for use by the Financial Officer.

(j) **Minute 45(b) – Speech Therapist**

The Town Clerk reported that he had written to Dr. Vipulendran, Withybush Hospital who had replied that every effort will be made to meet at least statutory requirements during this period. Councillor Mrs. B. Roch advised that Councillor Mrs. C. Fortune had also been advised that every effort would be made to provide a replacement for the Speech Therapist to cover maternity leave.

(k) **Minute 45(c) – Memorial Park**

Councillor Mrs. P.E.M. Folland advised that the flower beds had now been planted. A wall near the cycle path on the Top Road had been knocked down and it was

**RESOLVED –**

That Pembrokeshire County Council be requested to undertake repairs to the wall.

(l) **Minute 45(g) – Unauthorised Signs – Town**

The Town Clerk reported that a letter had been received from Pembrokeshire County Council which stated that above matter was being investigated.

(m) **Minute 45(i) – Hobbs Point – Pontoon**

The Town Clerk reported that he had contacted Pembrokeshire County Council and County Councillor T.V. Hay with regard to the urgent need to locate the pontoon at Hobbs Point for the Spring Bank Holiday period and was advised that remedial work was being undertaken at present

55. **MINUTES OF SPECIAL MEETING**

PROPOSED by Councillor Mrs. P.E.M. Folland  
SECONDED by Councillor P.G. Gwyther

**RESOLVED –**

That the Minutes of the Special Meeting held on the 11<sup>th</sup> June, 2001 be adopted as circulated subject to the following amendments:-

(a) **Date of Meeting**

The Town Clerk apologised for the error in the date of the meeting which should be amended to read the 11<sup>th</sup> June and not the 14<sup>th</sup> June as stated.

(b) **Minute 50 – Applications for Post of Town Clerk**

The Town Clerk reported that the Mayor and himself had met Mr. Crossman earlier in the day and had advised him of the Council's decision to offer him the post of Town Clerk subject to condition with regard to his duties as a Justice of the Peace. Mr. Crossman advised that he would not accept the post.

The Town Clerk stated that he had reconsidered his position and would be prepared to continue as Town Clerk.

PROPOSED by Councillor S. Perkins  
SECONDED by Councillor Mrs. P.E.M. Folland

That Mr. T.R. Edwards, The Gables, Whitehill, Cresselly be offered the post of Town Clerk at a salary in accordance with spinal point 22 of the National Joint Council for Local Government Services grading structure.

On being put to the Meeting a recorded vote was taken as follows:-

**For The Proposal**

Councillor D.T. Esmond  
Councillor Mrs. P.E.M. Folland  
Councillor Mrs. P.E. George  
Councillor P.G. Gwyther  
Councillor S. Perkins  
Councillor Mrs. M. Williamson

Abstentions  
Councillor W.J. Davies  
Councillor M.B. Owen  
Councillor Mrs. V.M.J. Roach  
Councillor Mrs. B. Roch

For the Proposal 6 votes, abstentions 4 votes, the Mayor thereupon declared the Proposal CARRIED.

**RESOLVED -**

That Mr. T.R. Edwards, The Gables, Whitehill, Cresselly be offered the post of Town Clerk at a salary in accordance with spinal point 22 of the National Joint Council for Local Government Services grading structure.

**56. REPORT OF TOWN CLERK**

**28. Audit of Accounts**

The Town Clerk advised that the Audit of Accounts for the year ended 31<sup>st</sup> March, 2001 had been carried out by the District Auditor on the 23<sup>rd</sup> -24<sup>th</sup> May, 2001.

The Town Clerk reproduced at Appendix "A" copies of the financial statements presented to the District Auditor.

The only matters noted were:-

- (a) The Tourism Committee Minutes had not been signed by the Chairman.
- (b) Minute page numbers 155-166 and 155-167 had been duplicated.
- (c) Only one internal audit check had been carried out. Three per annum are recommended.
- (d) Bookwork and production of documents were very good.

**29. Informal Communication Network Meeting**

The Town Clerk reminded Members that the next Network Meeting was to be held on the 18<sup>th</sup> June, 2001 at 7.00 p.m. The Minutes of the previous meeting held on the 22<sup>nd</sup> May, 2000 were reproduced at Appendix "B."

**30. Townscape Heritage Initiative**

The Town Clerk reproduced at Appendix "C" an invitation from the Townscape Heritage Officer to a meeting at his Offices on Tuesday, 26<sup>th</sup> June, 2001 at 7.00 p.m. The purpose was to explain the processes of the Heritage Lottery Award and the potential benefit to Pembroke Dock.



**31. Pembrokeshire Rail Travellers Association**

The Town Clerk reported that the Newsletter for June had been received and was available for inspection.

**32. Public Rights of Way – Barrack Hill**

The Town Clerk enclosed at Appendix "D" for Members information a copy of a letter and map sent by Pembrokeshire County Council to the Pembroke Dock Civic Society regarding four of the footpaths on the Barrack Hill.

**33. Planning Applications**

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

127/01            Hallmark Homes                            Plot 2, Donovan Reed Gardens -  
                      St. Govans Centre                        One dwelling  
                      Pembroke Dock

PROPOSED by Councillor W.J. Davies  
SECONDED by Councillor M.B. Owen

**RESOLVED –**

That the Council have no objection to the application.

128/01            Mr. & Mrs. J. Burns                        Bramble Hall Farm, Pembroke –  
                      Bramble Hall Farm                        Deposit of Top Soil (Depth 0.5m – 2m)  
                      Pembroke                                        for Agricultural Purposes (In Retrospect)

PROPOSED by Councillor W.J. Davies  
SECONDED by Councillor M.B. Owen

**RESOLVED –**

That the Council have no objection to the application

142/01            Mr. M.G. Davies                            63 Park Street –  
                      63 Park Street                            Erection of double garage  
                      Pembroke Dock

PROPOSED by Councillor W.J. Davies  
SECONDED by Councillor M.B. Owen

**RESOLVED –**

That the Council have no objection to the application

171/01      Dept. of Development      Cleddau Bridge Business Park –  
Pembrokeshire C.C.      Construction of spine road to serve  
County Hall      Business Park  
Haverfordwest

PROPOSED by Councillor W.J. Davies  
SECONDED by Councillor M.B. Owen

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

187/01      Mr. K. Baxter      Plot 4, Off Britannia Road -  
Park House Hill Farm Park      Proposed residential dormer bungalow  
Britannia Road  
Pembroke Dock

PROPOSED by Councillor W.J. Davies  
SECONDED by Councillor M.B. Owen

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

15/LB      M. Haven Port Authority      Sunderland House, Royal Dockyard –  
The Docks      External Refurbishment and Demolition  
Milford Haven      of Recent Alterations and Extensions

PROPOSED by Councillor W.J. Davies  
SECONDED by Councillor M.B. Owen

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

#### 34. Planning Decisions

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

940/00 – Unit 1, Poolman Court, London Road Industrial Estate – Renewal of consent 99/0489/PA for childrens indoor play area - Approved

20/1/PA - 24 Military Road, Pennar – Demolition of existing kitchen/bathroom and provision of new extension - Approved

**35. Payment of Accounts**

The following accounts were submitted for payment:-

41. The Consortium – Cleaning Materials	£116.92
42. Jewson Ltd. – Paint and Materials	£52.30
43. Imprest A/c – Salaries, wages, tax & NI	£3,114.11
44. Pembroke Dock Sea Cadet Corps 613 – Donation	£100.00
45. Bush & Park Tenants & Residents Assc. – Donation	£100.00
46. SWALEC – Electricity	£165.85
47. Pitney Bowes – Postage top-up	£50.00
48. Fire Protection Services – Fire Extinguisher Services	£159.60
49. Llanion Glass – Glass supplied	£12.93

The Town Clerk requested that the additional account be included for payment:-

50. Jewsons Ltd. – Paint	£49.80
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PROPOSED by Councillor W.J. Davies  
SECONDED by Councillor M.B. Owen

**RESOLVED –**

That account nos. 41 – 50 be approved  
for payment.

**57. SUPPLEMENTARY REPORT OF TOWN CLERK**

**36. Resignation of Councillor R.F. Finbow**

The Town Clerk reported that he had received a letter from Councillor R.F. Finbow, Market Ward tendering his resignation as a Town Councillor with effect from the 11<sup>th</sup> June, 2001.

**RESOLVED –**

That the Council declare a casual vacancy  
for Town Councillor and advertise the  
vacancy in the Western Telegraph.

**37. Objective 1 – Grant Application  
Upgrading of Pater Hall**

The Town Clerk submitted a letter received from the Pembrokeshire Partnership Management Board regarding the Council's grant application.

**RESOLVED –**

That the Town Clerk discuss the Council's  
grant application with Mr. G. Evans and  
the Community Regeneration Unit and  
request that they attend a Council Meeting.



### 38. Planning Applications

200/01 McDonald's Restaurants Ltd. Land at London Road (east of Tesco)  
6 Victoria Road Class A3 Freestanding Restaurant  
Sutton Coldfield  
West Midlands

PROPOSED by Councillor S. Perkins  
SECONDED by Councillor M.B. Owen

**RESOLVED –**

That the Council have no objection to the application.

201/01 McDonald's Restaurants Ltd. Land at London Road (east of Tesco)  
6 Victoria Road Class A3 Freestanding Restaurant  
Sutton Coldfield  
West Midlands

PROPOSED by Councillor S. Perkins  
SECONDED by Councillor M.B. Owen

**RESOLVED –**

That the Council have no objection to the application.

10/01/AD McDonalds Restaurants Ltd. Land Adjacent to Rayers, London Rd  
6 Victoria Road Internally Illuminated Corporate  
Sutton Coldfield "M" Pole Sign  
West Midlands

PROPOSED by Councillor S. Perkins  
SECONDED by Councillor M.B. Owen

**RESOLVED –**

That the Council have no objection to the application.

### 39. Planning Decisions

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

6/01 – 69 Laws Street, Pembroke Dock – Erection of Conservatory – Approved.

17/01 – 38/39 Castle Street, Pennar – Conversion of existing redundant shop into bedroom and shower room – Approved

56/01 – Plot J, St. Patricks Hill, Llanreath – Split level residential dwelling with integral garage – Approved

61/01 – 68 Military Road – Loft extension and conversion to provide more bedrooms and living space - Approved

58. **BUS SHELTER – LAWS STREET**

The Town Clerk reported that Pembrokeshire County Council had advised that arrangements had been made for the necessary repairs to be carried out to the above bus shelter.

59. **JUNCTION – GLEN VIEW AND GLOUCESTER WAY, LLANION PARK**

The Town Clerk reported that following representations from a resident a letter had been received from Pembrokeshire County Council which advised that Gloucester Way is not an adopted highway and therefore not the maintenance responsibility of the County Council. If this road were adopted it would not appear to satisfy the normal criteria for the provision of "Give Way" markings. Therefore the requested works cannot be undertaken.

County Councillor S. Perkins stated that she would discuss this matter with the Highways Department, Pembrokeshire County Council.

60. **P.I.P.P.A.**

The Town Clerk reported that notification had been received that the Eighth Annual General Meeting of the Physically Impaired People of Pembrokeshire Association was to be held on the 26<sup>th</sup> June, 2001 at the Bungalow, Meadow Park, Haverfordwest at 2.30 p.m. Refreshment would be available from 2.00 p.m.

61. **QUIZ NIGHT**

The Town Clerk reported that a letter had been received from Pembroke Town Council which advised that the Mayor of Pembroke was to hold a Quiz Night on the 29<sup>th</sup> June, 2001 at the Hoyland Hotel, Pembroke at 8.00 p.m. as one of several fund raising events.

The Council were requested to enter a team of a minimum of four players and a maximum of six. The tickets were £5.00 each and would include chicken in a basket after the quiz.

**RESOLVED –**

That the Mayor enter a team for the Quiz Night on the 29<sup>th</sup> June, 2001.

62. **MATTERS RAISED VERBALLY**

(a) **Barrack Hill – Stray Dogs**

Councillor Mrs. P.E.M. Folland stated that it had been reported to her that there are a pack of three dogs who are roaming Barrack Hill.

**RESOLVED -**

That the Dog Warden, Pembrokeshire County Council be requested to investigate the above complaint.

(b) **School Gardens, Pennar**

Councillor Mrs. B. Roch, in the absence of Mrs. C. Fortune, submitted a letter and Petition received from residents of School Gardens regarding various problems at the above location.

**RESOLVED -**

That a copy of the letter and Petition be forwarded to Mr. John Allen and Pembrokeshire County Council for their administrative attention.

(c) **Water Sports Centre – Screening of Road**

Councillor M.B. Owen referred to the road leading to the Water Sports Centre and in particular to the visual appearance in the Scrap yard vicinity.

**RESOLVED –**

That Pembrokeshire County Council be requested to undertake planting of leylandii trees in order to screen the visual appearance in the above location.

(d) **Pump House – Heritage Lottery Grant**

Councillor P.G. Gwyther referred to the deteriorating condition of the Pump House and requested that the question of ownership be finalised in order that the application for a Heritage Lottery grant may be submitted.

**RESOLVED –**

That the Town Clerk establish ownership of the Pump House together with information as to the possibility of a Heritage Lottery grant being considered and report back to the next Council Meeting.

(e) **Laws Street/Bush Street – Mini Roundabout**

Councillor Mrs. P.E.M. Folland stated that the road markings on the mini roundabout at the above location had been obliterated and it was

**RESOLVED –**

That Pembrokeshire County Council be requested to repaint the road markings in the above location in the interest of road safety.

(f) **Catholic School – Land - Grass Cutting**

Councillor Mrs. P.E.M. Folland referred to land to the south of St. Mary's Catholic School which required grass cutting.

**RESOLVED –**

That the Town Clerk investigate ownership of this land and request the landowner to undertake grass cutting to improve the appearance of the area.

(g) **Water Sports Centre – Grass Cutting**

Councillor Mrs. V.M.J. Roach referred to the fact that grass cutting at the above location was urgently needed.

**RESOLVED –**

That Pembrokeshire County Council be requested to undertake grass cutting and general maintenance in the above location.

63. **PRIVATE AND CONFIDENTIAL**

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

**RESOLVED –**

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

64. **REPORT OF TOWN CLERK**


4. **Pay Award**

The Clerk reported that notification had been received from the National Joint Council for Local Government Services of a pay award with effect from 1<sup>st</sup> April, 2001 for employees.

**RESOLVED –**

That the pay award be implemented with effect from 1<sup>st</sup> April, 2001.

**The Meeting terminated at 7.45 p.m.**

  
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Mayor.