

At a Meeting of Pembroke Dock Town Council held at Pater Hall, Pembroke Dock on Thursday, 14th March, 2002 at 6.0 p.m.

PRESENT:

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

ALSO PRESENT:

County Councillor A. Wilcox

IN ATTENDANCE:

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

The Meeting was opened with Prayer.

206. CO-OPTION OF COUNCILLOR

The Town Clerk stated that the following applicants for the casual vacancy on the Town Council for the Llanion Ward had been invited to attend for interview:-

Mr. D.A. Cook, No. 3 Caravan, The Orchard, Waterloo
Mr. K.C. Higgs, 21 Essex Road
Mrs. J.M. Rees, 12 Wavell Crescent
Mr. M.G.H. Thomas, 57 Hawkstone Road

The Mayor submitted a series of questions to each applicant in turn which was followed by a ballot when it was

RESOLVED –

That Mr. K.C. Higgs be co-opted as a
Town Councillor for the casual vacancy
in the Llanion Ward.

County Councillor A. Wilcox entered the Chamber at this juncture.



207. **MINUTES**

PROPOSED by Councillor D.L. Jones
SECONDED by Councillor Mrs. B. Roch

RESOLVED –

That the Minutes of the meeting held on the 28th February, 2002 be adopted as circulated subject to the following amendments:-

208. **MATTERS ARISING FROM THE MINUTES**

(a) **Minute 196(a) – Heritage/Regeneration – Town/Picnic Area, Golf Course**

County Councillor A. Wilcox with the permission of the Mayor, addressed the Meeting on the above matter.

Negotiations were being undertaken when it was hoped that the Pembrokeshire Coast Path could be redirected to include the Pennar Park area. Negotiations are ongoing with landowners concerned. The Town Clerk reported that the South Pembrokeshire Golf Club had agreed in principle to the Picnic area proposals.

RESOLVED –

That the Council write to Mr. A. Allison, Economic Regeneration Unit, Pembrokeshire County Council in support of this project.

St. Patrick's Church Hall

County Councillor A. Wilcox referred to the above Hall and stated that subject to approval by the Archbishop of Wales it was hoped that the Church Hall would become a Community Centre. Considerable repairs were needed but it was hoped to attract grant aid and it was

RESOLVED –

That the Council write to Mr. A. Allison, Economic Regeneration Unit, Pembrokeshire County Council in support of the Church Hall being transferred from the Church in Wales to a Community Centre.

Councillor Mrs. P.E. George entered the Chamber at this juncture.

(b) **Minute 196(f) – Albion Square Centenary Lamp**

The Town Clerk reported that Pembrokeshire County Council had disconnected the electricity supply to the above Lamp.

Councillor D.L. Jones reported that Mr. John Jenkins, had inspected the Lamp and was prepared to remove it to Main Port Engineers to investigate the fault. It would also be necessary when the fault had been identified for some fabrication of the Lamp to be undertaken.

RESOLVED –

That the Centenary Lamp be removed to Main Port Engineering for fault investigation and when identified the Council go to tender for necessary restoration works to be undertaken.

(c) **Minute 196(h) – Pembroke By-Pass**

Councillor S. Perkins stated that she had written to Sue Essex, Welsh Assembly and had been advised that a full consultation procedure would be undertaken when all comments would be taken into consideration.

(d) **Minute 196(n) – Llanion Park Area – Childrens Play Area**

Councillor Mrs. V.M.J. Roach stated that she had received complaints that the multi-use activity equipment at the Western Way play area was in need of repair in view of its use during the forthcoming Easter holiday period. Councillor Mrs. P.E. George said that she had received similar complaints. Councillor S. Perkins undertook to make enquiries with Pembrokeshire County Council.

RESOLVED –

That Pembrokeshire County Council be requested to undertake repairs to the above activity equipment in readiness for the forthcoming Easter holiday period.

(e) **Minute 197(167) – Visit of H.M.S. Pembroke**

The Mayor referred to the recent visit of H.M.S. Pembroke to the Town and to the visit of the Captain and two Officers to the Chamber. He had received a letter thanking the Council for the cordial welcome they had received.

(f) **Minute 197(168) – Twinning with Pembroke, Malta**

The Mayor stated that he, the Deputy Mayor and Town Clerk had met with the Mayor, Deputy Mayor and Town Clerk of Pembroke to discuss the above matter.

The Mayor of Pembroke Town Council was at present in Malta to sign a Twinning Agreement between the two Councils.

The Town Clerk stated that he had sought advice from the Local Government International Bureau and the Twinning Office in Brussels regarding the two towns twinning with Malta and the possible affect on the twinning grant. Contradictory opinions had been expressed with regard to grant availability.

Members expressed their disappointment that Pembroke Town Council had decided to twin with Malta in view of possible complications which could arise.

The Town Clerk reported that arrangements were in the preliminary stages for a visit by a group of 45 children from Malta ages 8 – 10 years in July, 2002, for a sporting and educational exchange.

RESOLVED –

That the Mayor, Deputy Mayor and Town Clerk liaise with Mayor, Deputy Mayor and Town Clerk in this matter.

Councillor P.G. Gwyther entered the Chamber at this juncture.

(g) Minute 197(169) – Communities First

The Town Clerk reported that a Public Meeting will be held on the 23rd April, 2002 at Pater Hall to discuss the above matter.

Councillor S. Perkins requested that Members representing the Llanion Ward attend this meeting.

**(h) Minute 197(173) – Planning Applications
Planning Application No. 992/01**

Councillor Mrs. P.E.M. Folland stated that there was an error in the Minute in that she had seconded the proposal and not Councillor Mrs. P.E. George as stated. It was agreed that the Minute be amended accordingly.

(i) Minute 200 – Staffing – Relief Caretaker

The Town Clerk reported that he had liaised with the Job Centre who had advised that they would be unable to assist in this matter as they could not advertise a relief position.

RESOLVED –

That an advertisement be placed in the Western Telegraph for a relief Caretaker/Cleaner.

(j) **Minute 205(c) – Water Street – Gymnasium**

The Town Clerk reported that a letter had been received from Dyfed-Powys Police which stated that traffic management in the Town would be reviewed. With regard to forthcoming seasonal traffic in the Town, a bid for a seasonal traffic warden would be submitted.

(k) **Minute 205(h) – The Dockyard – Litter Proliferation**

Councillor Mrs. V.M.J. Roach referred to the above Minute and stated that the major litter proliferation was in the White Farms Way area.

RESOLVED –

That Pembrokeshire County Council be requested to undertake litter clearance in the above area.

Councillor Mrs. C. Fortune left the Chamber at this juncture.

209. **TOURISM COMMITTEE**

PROPOSED by Councillor D.L. Jones

SECONDED by Councillor Mrs. M. Williamson

RESOLVED –

That the Minutes of the Tourism Committee held on the 16th January, 2002 be adopted as circulated.

(a) **Minute 35(a) - Pater Hall - Disco**

The Town Clerk reported that Jugglestruck had been engaged to provide entertainment for the morning of the Carnival on the 14th December, 2002 at Pater Hall.

(b) **Minute 35(f) - Swansea East Carnival Band**

The Town Clerk stated that he had contacted Narberth Carnival Committee with regard to other bands and the All Stars Comedy Band had been engaged to provide entertainment at the next Winter Carnival since this meeting.

(c) **Minute 37 – Carnival Amusement Rides**

Councillor Mrs. P.E. George stated that it had been decided at the last Tourism Committee that the amusement ride operators be advised that only the small amusement rides would be permitted at the next and future Winter Carnivals.



210. REPORT OF TOWN CLERK

178. Public Rights of Way

The Town Clerk reported that one of the purposes of the Countryside and Rights of Way Act, 2000 (CROW) was to modernise the Public Rights of Way System (PROW).

The National Assembly for Wales had made additional resources available to Pembrokeshire County Council to implement the CROW Act, particularly in ways which would lead to an improvement in the delivery of Public Rights of Way and open access. Information was needed to prepare a new Strategy for Public Rights of Way to guide this work.

Members were advised that to assist in these objectives being achieved, Pembrokeshire County Council intended to carry out a survey of all PROW routes within the County. These surveys would determine which paths were in the greatest need of repair.

The success of the project would be dependent on the involvement of Town and Community Councils in Pembrokeshire.

Plans had been received which showed all footpaths and bridleways in the Town and were available for inspection. A copy of a Survey/Report form together with guidance notes was enclosed at Appendix "A."

The assistance of the Town Council was requested in the collection of data, the condition of Public Rights of Way within the Town, whether the route was accessible for public use and whether the route was signed where it meets a metalled road.

Councillor P.G. Gwyther volunteered to walk as many of the footpaths and bridleways in the Town as possible and submit his comments in due course.

RESOLVED –

That Councillor P.G. Gwyther report back to Council on this matter in due course.

179. Floral Baskets

The Town Clerk reported that the following tenders had been received for the filling and fixing of 70 floral baskets for display in the Town during the coming season:-

(a) Croft Nurseries, Llanteg

£7.50 per basket – Labour for fixing £8 per hour per person.

Each basket would contain, compost, slow release fertiliser, 3 bissy lizzies, 2 surfina petunias, 1 trailing geranium and lobelia.

(b) **Pembroke Nurseries, Slade Cross**

£11.00 per basket – Labour for fixing £5 per hour per person.

Baskets would contain a variety of plants, including geraniums, surfina petunias, trailing geraniums and lobelia.

Bush School Nursery had declined to tender and no reply had been received from Bangeston Farmyard Nursery.

RESOLVED –

That the Council accept the tender submitted by Pembroke Nurseries, Slade Cross. That Pembroke Nurseries be informed that they did not submit the lowest tender but that the Council wished to support local business.

180. Town Awards Scheme

The Town Clerk enclosed details of the fourteen nominations received, for consideration. Members were reminded that there are two categories of Awards, viz. Award of Merit and Certificate of Commendation.

(Councillor Mrs. B. Roch requested that her name be recorded as not taking part in this matter),

RESOLVED -

(1) **Award of Merit**

That the following nominated persons be granted the above Award:-

Mrs. C. Collins
Mr. F. Donovan
Mr. W. Jones

(Councillor D.L. Jones declared his interest in respect of the nomination of Mrs. C. Collins and took no part in the discussion and did not vote).

(2) **Certificate of Commendation**

That the following nominated persons be granted the above Award:-

Mr. A. Ashby
Mrs. L.E. Gaccon
Mr. H. Johnston
Mr. V. Scott
Mrs. L. Waterman
Mrs. M. Windale

(Councillor D.L. Jones declared his interest in respect of the nomination of Mr. H. Johnston and took no part in the discussion and did not vote).

(Councillor R. Watts declared his interest in respect of the nomination of Mrs. L.E. Gaccon and took no part in the discussion and did not vote).

The Town Clerk stated that Councillor P.G. Gwyther had prepared the Award Certificates for last year. Councillor Gwyther agreed to prepare the Certificates for 2002.

FURTHER RESOLVED –

That the Town Clerk proceed with the Town Awards Ceremony to be held on Friday, 19th April, 2002 at 7.00 p.m.

181. Pembroke School – Complaints Panel

The Town Clerk reported that the Head Teacher of the above School had written to request that as Councillor M.B. Owen had resigned it would be necessary for the Council to appoint another nominee for the Complaints Panel.

(Councillors D.T. Esmond and S. Perkins declared their respective interests in the above matter and took no part in the discussion and did not vote).

RESOLVED -

That Councillor R. Watts be nominated by the Council to serve on the above Complaints Panel.

182. Donations

The Town Clerk reported that the following applications had been received and were reproduced at Appendix "B":-

(a) St. John's Ambulance

The request was for a donation. As Members were aware the Pembroke Dock Division provided first aid cover for the annual Winter Carnival.

(b) Pembroke Dock Pensioners' Friendship Club

The request was for a donation towards Club funds. An audited Receipts and Payments Account for the year ended 31st January, 2002 had been received.

(c) Dansation School of Dance

The Principal, Miss M. McPhee holds dance classes in the Pater Hall on three days per week. The request was for sponsorship of a Cheerleading squad or a financial contribution towards the necessary kit.

(d) **Pembrokeshire Counselling Service**

A donation towards the Service's running expenses had been requested. A balance sheet had been received.

(e) **Pembrokeshire Crossroads**

The Crossroads Scheme provides relief for carers in the community. A donation towards costs had been requested.

(f) **Llangollen International Musical Eisteddfod**

The annual appeal for financial assistance had been received.

(g) **Pembrokeshire Begonia & Fuchsia Society**

The request for a donation was due to the cost of having to hire tables which was proving to be expensive. A donation of £100 was made to the Society in July, 2001. A balance sheet had been received.

RESOLVED –

- (1) That the Council contribute £100 to St. John's Ambulance subject to receipt of satisfactory balance sheet.
- (2) That the Council contribute £100 to Pembroke Dock Pensioners' Friendship Club.
- (3) That the Council contribute £100 to Dansation School of Dance towards necessary kit for a Cheerleading squad.
- (4) That the Pembrokeshire Counselling Service be advised that they do not fall within the criteria of the Council's policy i.e. organisations based in Pembroke Dock.
- (5) That Pembrokeshire Crossroads be advised that they do not fall within the criteria of the Council's policy i.e. organisations based in Pembroke Dock.
- (6) That Llangollen International Musical Eisteddfod be advised that they do not fall within the criteria of the Council's policy i.e. organisations based in Pembroke Dock.



RESOLVED – Continued:

- (7) That the Council contribute £100 to the Pembrokeshire Begonia & Fuchsia Society towards the cost of having to hire tables for their Show.

183. Pembroke Dock Community Buildings Audit

The Town Clerk reported that SPARC/PLANED had held a meeting of the Pembroke Dock Action Plan Steering Group on Monday, 11th March, 2002 at 7.00 p.m. in the Entertainments Room, Pater Hall.

The main item for discussion was a presentation by TACP Consultant Richard Staden which detailed his initial findings from the Review and Analysis stage of the Community Buildings Audit. A draft report was issued for consultation. The result of his findings was to be displayed in Pater Hall in the near future to which members of the public would be invited.

The meeting was followed at 8.00 p.m. by a presentation about Priority 3 funding by representatives of the Objective 1 Community Audit group.

211. SUPPLEMENTARY REPORT OF TOWN CLERK

184. H.M. Queen – Jubilee Souvenirs

The Town Clerk reported that at the Tourism Committee on the 6th March, 2002 the presentation of a suitable souvenir to schoolchildren in the Town had been discussed. It was resolved to include all children on the roll in the five Junior Schools. The Head Teachers had been contacted and a total of 1,223 souvenirs would be required. A decision on the choice of souvenirs was deferred for consideration at this meeting at which costings would be provided.

The Town Clerk displayed souvenir mugs, plates and coins for consideration by Council and it was

RESOLVED –

That the Council purchase 1,250 bone china mugs from Countryside Art, of Swaby, Lincolnshire @ £2.45 per mug.

185. H.M. Queen – Jubilee Celebrations

The Town Clerk reproduced at Appendix "C" a letter from Pembrokeshire County Council regarding street parties and events to celebrate the Queen's Jubilee in June, 2002.

Members were advised that it would be helpful to identify any celebrations to be held in the Town. The proposal form included had to be completed and returned to Pembrokeshire County Council by the 31st March, 2002.

The next Jubilee celebrations meeting had been arranged for 10th April, 2002 at 7.00 p.m. in the Refreshment Room, Pater Hall.

**186. The Fire Precautions (Workplace) Regulations, 1997
Pater Hall and Offices**

The Town Clerk reported that following a visit by an officer of the Fire Authority in connection with the renewal of the Public Entertainment Licence, he had received a letter from the Assistant Chief Officer which stated that the Council was currently in breach of the above regulations. A copy of the Fire Safety Report was reproduced at Appendix "D." The Fire Authority had requested that a risk assessment be undertaken and information to be sent to the Fire Authority. Fire risk assessment worksheets had been provided to assist with this. This would identify the need for a fire alarm system and emergency lighting system as described in the fire safety report.

The Town Clerk stated that he had informed the Fire Authority that the Council had proposals to undertake improvements and alterations in the Pater Hall in the near future and requested whether these requirements could be included in the contract at that time. He had been informed that an extension of the time for completion of the necessary requirements may be requested but was unlikely to be granted into next year. It would be necessary to invite tenders for the installation of a fire alarm system and emergency lighting system to the specification described in the Fire Officer's report.

RESOLVED –

That the Town Clerk be authorised to invited tenders for the installation of a fire alarm system and emergency lighting system to the Fire Authority's specification.

187. Sage Accounting Course

The Town Clerk stated that the Financial Officer was nearing the completion of the Sage Accounting Course with SIMTRA in Narberth.

Following the Course it would be necessary for the Sage programme to be customised for the Council's requirements. As previously reported the necessary module had been purchased to enable the accounts to be produced in the format required by the District Auditor.

SIMTRA would be able to offer suitable customised training at a charge of £30 per hour. It would be difficult to estimate at this time how many hours would be required. The Town Clerk stated that he had discussed the situation with ELWa (Education and Learning Wales) and was informed that the Council would be eligible to apply for a 50% grant towards this training.

RESOLVED –

That the Council authorise the necessary customised training from SIMTRA in order that the new accounting system may be introduced.



188. Donations:

(a) The Pater Pantomime Society

The Town Clerk reported that a request had been received and was reproduced at Appendix "E" for a donation to the above Society to help with the costs of the annual pantomime production. A balance sheet had been received.

**(b) The Collegiate of Knights Templar –
42B Mevrick Street, Pembroke Dock**

The Town Clerk reported that a request had been received and was reproduced at Appendix "F" for a donation to this Medieval Re-Enactment Society and cost of their activities. A balance sheet had not been received.

RESOLVED –

- (1) That the Council contribute £100 to the Pater Pantomime Society.
- (2) That the Council contribute £100 to the Collegiate of Knights Templar subject to receipt of satisfactory balance sheet.

(Councillor Mrs. P.E. George declared her interest in respect of the Pater Pantomime Society application for a donation and took no part in the discussion and did not vote).

(Councillor D.T. Esmond declared his interest in respect of the Collegiate of Knights Templar application for a donation and took no part in the discussion and did not vote).

189. Council Ties

The Town Clerk reported that there no Council ties remain in stock and a re-order would be required. The Company which supplied the ties in 1990 had now been taken over by C.H. Munday Ltd., the Company who supplied the Council's Town Shields.

The following quotation had been received:-

Minimum re-order	50 ties	£5.35 each + postage + VAT
“ “ “	75 ties	£4.85 “ “ “
“ “ “	100 ties	£4.45 “ “ “

Delivery 6 – 8 weeks.

The Mayor had requested that a quotation be obtained for the supply of a Council embroidered blazer badge. The following quotation had been received:-

Hand embroidered wire and silk blazer badge

Single orders	£9.00	each	+	postage	+	VAT
5 badges	£5.95	“	“	“	“	“
10 “	£4.95	“	“	“	“	“
25 “	£4.50	“	“	“	“	“
50 “	£3.95	“	“	“	“	“

RESOLVED –

(1) That the Council re-order 75 ties at £4.85 each + postage + VAT.

(2) That the Council order 10 blazer badges at £4.95 each + postage + VAT.

190. Planning Applications

The following planning applications had been received from Pembrokeshire County Council for your consideration:-

35/01/LB Pembrokeshire Housing Asscn. 50 – 54 Bush Street -
Meyler House Erection of Satellite Dish
St. Thomas Green
Haverfordwest

PROPOSED by Councillor Mrs. V.M.J. Roach
SECONDED by Councillor R. Watts

RESOLVED –

That the Council have no objection to the application.

1087/01 WJE & FE Harris Plot 6, Connacht Way, Llanion -
Cherry Cottage
Millback
Monkton
Pembroke

PROPOSED by Councillor Mrs. V.M.J. Roach
SECONDED by Councillor Mrs. B. Roch

RESOLVED –

That the Council refuse the application in view of representations made by residents of Essex Road that the roofline on the application to alter the approved design is higher than the previously allowed.

1099/01 Hallmark Homes Plot 12, Donovan Reed Gardens –
31/32 St. Govans Centre Construction of bungalow
Dimond Street
Pembroke Dock

PROPOSED by Councillor D.L. Jones
SECONDED by Councillor R. Watts

RESOLVED –
That the Council have no objection to the
application

1105/01 Mr.D.&Mrs.S.E.Cooper Rear of 23 Prospect Place & Cambrian House,
Cambrian House Prospect Place –
Prospect Place Pair of semi-detached Dwellings
Pembroke Dock

PROPOSED by Councillor Mrs. V.M.J. Roach
SECONDED by Councillor Mrs. B. Roch

RESOLVED –
That the Council refuse the application due to
overdevelopment of the site and restricted
access.

191. Planning Decisions

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

- 852/01 – Kingswood Cool Store, London Road – Proposed alterations and external works – Approved
- 908/01 – 77 Bush Street – Extension to Dwelling – Approved
- 948/01 – Plot 3 Richmond Road – Erection of 2 storey single dwelling – Approved

212. PEMBROKESHIRE RAIL TRAVELLERS ASSOCIATION

The Town Clerk reported that a letter had been received from the above Association which expressed their appreciation for the Council's support in respect of their proposals for bus/rail interchange in West Pembrokeshire. Commitment in principle had been received from the Wales & Borders Railway to implement the intervalidity of tickets between Milford Haven and Pembroke Dock subject to the bus services being changed.

RESOLVED –
That the Council write to Pembrokeshire
County Council expressing their support
for the Rail Travellers Association proposals.

213. ST. MARY'S STAMP CLUB – DONATION

The Town Clerk reported that a letter had been received from St. Mary's Stamp Club expressing their appreciation for the Council's donation.

214. ARMY TANK – WESTERN WAY CAR PARK

The Town Clerk reported that a letter had been received from Pembrokeshire County Council which stated that work would be undertaken in the above area in the near future.

215. FOOTPATH – KING WILLIAM STREET – TESCO

The Town Clerk reported that a letter had been received from Pembrokeshire County Council which stated the above footpath was on land which is owned by Tesco. It was installed by Tesco to ease pedestrian movement to their store.

RESOLVED –

That Tesco be requested to undertake clearance work at the above location.

216. FOOTPATH – TRINITY ROAD – BUSH STREET

The Town Clerk reported that a letter had been received from Pembrokeshire County Council which stated that they would investigate the above and ascertain as to whether a straightforward solution existed.

217. BUNTING – H.M. QUEEN'S GOLDEN JUBILEE

The Town Clerk referred to previous discussion with regard to bunting being erected in the Town to celebrate H.M. Queen's Golden Jubilee.

RESOLVED –

That bunting be purchased and erected in the Town to celebrate H.M. Queen's Golden Jubilee.

218. REPORT OF FINANCIAL OFFICER

19. Payment of Accounts

The following accounts were submitted for payment:-

177.	Glyn Coch Designs – Sunderland Plates	£352.50
178.	Kalamazoo – Stationery	£85.19
179.	Pitney Bowes – Maintenance of Postage Meter.	£11.74
180.	Pitney Bowes – Postage by Phone	£50.00
181.	Cllr.D.T. Esmond – Wreaths laid at War Cemeteries in Malta	£33.35
182.	Jewson Ltd. – Materials	£106.00
183.	Imprest Account – Salaries and Wages	£4,215.32

The following additional accounts were requested to be included for payment:-

184.	Dwr Cymru Cyf – Water and Sewerage Charges	£86.19
185.	SWALEC – Electricity Supply	£421.66

PROPOSED by Councillor R. Watts
SECONDED by Councillor Mrs. B. Roch

RESOLVED –
That account nos. 177 – 185 be approved for payment.

219. **MATTERS RAISED VERBALLY**

(a) **War Memorial – St. John's Church**

Councillor D.L. Jones referred to the repair work being undertaken at the War Memorial and stated that the pointing work undertaken was not very good and enquired as to who had had been awarded the contract. No information was available on this matter.

(b) **Army Tank – Western Way**

Councillor D.L. Jones referred to the overgrowth of trees and shrubs on the periphery of the Tank.

RESOLVED –
That Pembrokeshire County Council be requested to undertake clearance of overgrowth of trees and shrubs in the above location.

(c) **Front Street – Litter**

Councillor D.L. Jones reiterated his concern with regard to the litter problem in Front Street generally and in close proximity to the Museum.

RESOLVED –
That Pembrokeshire County Council be requested to carry out litter clearance at the above location.

(d) **Front Street – Mooring of Vessels**

Councillor R. Watts expressed his concern with the dilapidated condition of some of the smaller motorcrafts moored in Front Street.

RESOLVED –
That the Town Clerk make enquiries regarding the above matter.



(e) **Pembroke Town Council – Notice Board**

Councillor P.G. Gwyther referred to the impressive new notice board which had been erected outside the Town Hall and had been donated by the Rotary Club.

The Mayor stated that he had been contacted by the Rotary Club who had volunteered to provide a similar notice board for this Council. The Mayor would provide the Town Clerk with details.

(f) **The Swimming Pool, Haverfordwest**

Councillor Mrs. B. Roch referred to a recent Arts & Craft Exhibition which had been organised by Age Concern which she had visited at the Haverfordwest Library and to the fact that the toilet facilities at the Swimming Pool were in a poor condition.

Councillor S. Perkins stated that she would forward the complaint to the relevant Department for their attention.

(g) **New Call Centre – Argyle Street**

Councillor Mrs. P.E. George stated that she had had complaints from residents in the above Street regarding the overdevelopment of the new Call Centre. There were problems regarding parking of cars and concern over lopping of branches of trees.

Councillor S. Perkins stated that she would investigate this complaint and contact County Councillor T.V. Hay in this matter.

The Meeting terminated at 9.20 p.m.



Mayor.

PEMBROKE DOCK TOWN COUNCIL

REPORT OF TOWN CLERK

4TH APRIL, 2002

Mr. Mayor, Ladies and Gentlemen,

PART I – GENERAL

1. TOWN TWINNING WITH PEMBROKE, MALTA

As resolved at the last meeting, the Mayor and Deputy Mayor will be meeting the Mayor and Deputy Mayor of Pembroke to discuss a way forward. The outcome of that meeting will be reported at this Council Meeting.

I enclose at Appendix "A" for Members' information a letter from the Mayor of Pembroke, Malta, together with a copy of his letter to Pembroke Town Council on the 5th March, 2002. A delegation from Malta is planning a visit to Pembroke Dock and Pembroke between 30th April – 7th May, 2002. If a commemorative plaque is to be unveiled, I shall be grateful if Members would consider the type and location so that the necessary arrangement can be made.

Regarding the proposed visit by a group of 45 children and officials in July, 2002 I have completed the European Union grant application forms and submitted them to the Town Twinning Department in Brussels. As I was informed that a decision will not be known for some weeks, I have sent a copy to the local M.E.P's office in Cardiff with a request for assistance in obtaining a decision as soon as possible.

Members instructions are requested regarding a commemorative plaque.

PART II - CORRESPONDENCE

2. WALES ASSOCIATION OF COMMUNITY AND TOWN COUNCILS

I enclose at Appendix "B" an invitation to join this Association. The annual membership fee, based on electoral population, would be £234.

The Association has published a second edition of the handbook "Planning – A Guide for Community and Town Councillors in Wales." Copies are available at £4 per copy plus postage.

Members' instructions are requested.

3. **JOINT UNITARY DEVELOPMENT PLAN FOR PEMBROKESHIRE
COMMUNITY COUNCIL SEMINAR**

Pembrokeshire County Council and the Pembrokeshire Coast National Park are jointly hosting this year's Community Council Seminar which will be held at the Pembrokeshire College, Merlins Bridge on Saturday, 27th April, 2002 at 10.00 a.m.

The Council has been invited to send two representatives to the Seminar. Registration and coffee will be from 9.30 a.m. and lunch will be provided. A detailed programme will be forwarded in due course.

Members instructions are requested.

4. **FREEDOM AND RESPONSIBILITY IN LOCAL GOVERNMENT**

A copy of the Policy Statement has been received from the Welsh Assembly and is available for inspection.

This is the first document in which the Welsh Assembly Government has set out fully its policies for local government in Wales and its vision for the future of local government.

There are some consultation elements in the statement and comments are invited by the 17th May, 2002.

PART III - PLANNING

5. **PLANNING MATTER**
DRAFT SUPPLEMENTARY PLANNING GUIDANCE
PEMBROKE DOCK CONSERVATION AREA
CHARACTER STATEMENT

I enclose, as a separate document, a copy of the above detailed statement which has been approved by Pembrokeshire County Council for consultation purposes.

Comments are invited by the 15th April, 2002. Plans and drawings are also available for inspection.

6. **PLANNING APPLICATIONS**

The following planning applications have been received from Pembrokeshire County Council for your consideration:-

1092/01	Mr. & Mrs. R. Kenniford Cloverton Cottage 7 Waterloo Pembroke Dock	5 Kitchener Close - Construction of Dwelling
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1135/01	H.R. Bendelow Llanion Flats Ltd. 2 Westhaven Cosheston Pembroke Dock	17-20, 21-24,25-28 & 29-32 Dorset Row, Llanion Park - Erection of 4 Communal Satellite Dishes
1136/01	H.R. Bendelow Llanion Flats Ltd. 2 Westhaven Cosheston Pembroke Dock	33-36, 37-40, 41044, 45-48, Kent Row, Llanion Park - Erection of 4 Communal Satellite Dishes
1138/01	H.R. Bendelow Llanion Flats Ltd. 2 Westhaven Cosheston Pembroke Dock	1-4, 5-8, 9-12 & 13-16, Sussex Row, Llanion Park - Erection of 4 Communal Satellite Dishes

T.R. EDWARDS

Town Clerk

APPENDIX "A"



PEMBROKE

Kunsill Lokali Pembroke

motto: Għal Kull Bżonn

Triq Alamein, Pembroke, STJ 14
 Tel : (356) 372111 Fax : (356) 372555
 Web site - www.vol.net.mt/LocalCouncils/pembroke/c
 E-Mail - pembroke/c@vol.net.mt

Our Ref. : 46/0945/02/O/123
 Your Ref. :
 Internal Ref. :

22nd March 2002

Pembroke Dock Town Council
 Pater Hall
 Pembroke Dock
 SA 72 6 DD

Att : Mr. Donald Esmond -- Mayor Pembroke Dock Town (0044 1646 622788)

Dear Donald

With respect to our Twinning agreement on behalf of my Council I would like to inform you that Twinning with Pembroke Town has materialized also. The Twinning documents were signed at our office on Friday 15th of March 2002 during a short visit by Councillor Aden Brinn Mayor of Pembroke Town.

It was always the wish of the people of Pembroke Town Malta to twin with both Councils forming Pembroke in Wales. After your official visit to Malta this subject was brought up during one of our Council meetings in the presence of the public and it was agreed that twinning with Pembroke Town should go ahead also, since both Towns have a separate Town Council.

My Council wrote to Pembroke Town Council about the Twinning in a letter sent on the 5th March (see copy attached). We pointed out that one must appreciate that Pembroke Dock was the first to officially twin with Pembroke Town Malta.

In view of the fact that now, Pembroke Malta is twinned with all of Pembroke Wales, it would be appropriate should my Council come over to visit both your councils. We are planning to be there between the 30th of April and the 7th of May. This way we shall be present for the Mayor's change over in both localities and if you agree unveil a commemorative plaque and hoist the Maltese flag in both localities.

As stated, since you were the first to twin with us officially, we leave it up to you to decide if you want to be the first. We shall wait for your reply before we contact Pembroke Town or else you can take the initiative and work on this program together.

Thanking you in advance for a positive reply.

Yours Faithfully

Councillor Joe Zammit A.M.Inst.CM (UK)
 Mayor Pembroke Town Malta

Copy : Councillor Aden Brinn, Mayor Pembroke Town (0044 1646 683092)

**Mayor: J. Zammit Vice Mayor: P. J. Balduccio Councillors: C. Attard, R. Pace, P. Cordina
 Executive Secretary: K. Borg**



Kunsill Lokali Pembroke

motto: Ghal Kull Bzonn

Trig Alamein, Pembroke, STJ 14
 Tel : (356) 372111 Fax : (356) 372555
 Web site - www.vol.net.mt/LocalCouncils/pembroke/c
 E-Mail - pembroke/c@vol.net.mt

PEMBROKE

Our Ref. : 46/0762/02/O/123
 Your Ref. :
 Internal Ref. :

5th March 2002

Pembroke Town Council
 Council Office, Town Hall
 Main Street
 Pembroke
 Pembrokeshire, Wales, SA 714 JS

Att : Councillor Aden A. Brinn, J.P. -- Mayor Pembroke Town

Dear Aden

With respect to our friendship and cooperation agreement, I, together with my colleagues, am delighted to inform you and your Council that at last we are twinned with Pembroke Dock Town. On the 20th of February 2002 the Twinning Documents and Oath of Office were signed during our locality meeting.

Now, with reference to your letter dated 4th March 2002, it is the wish of my Council to be twinned with all of Pembroke Wales if that can be. This way will see all of Pembroke twinned with Pembroke Malta.

We do not wish to be involved in any misunderstandings between Pembroke Dock and Pembroke Town Councils, but one must appreciate that Pembroke Dock Town was the first to grasp the opportunity to twin with us. We hope that all activities and any initiative from both Pembroke Councils will be organized together. You must understand that we would not like to have paths crossed between Pembroke Dock and Pembroke Town on certain activities. This will definitely cause waste of money and energy between all of us.

Therefore, while wishing you all best regards, we wait for your decision whether you intend to continue with your twinning decision.

Yours faithfully,

Joe Zammit A.M.Inst.CM (UK)
 Mayor

Mayor: J. Zammit Vice Mayor: P. J. Baldacchino Councillors: C. Attard, R. Pace, P. Cordina
 Executive Secretary: K. Boff



Cyfarwyddwr/Director
Lyn Llewellyn

Uned 5 Parc Busnes Betws, Heol y Parc, Rhydaman, Sir Gaerfyrddin, SA18 2ET. Ffôn/Ffacs: (01269) 595400
Unit 5, Betws Business Park, Park Street, Ammanford, Carm., SA18 2ET. Telephone/Fax: (01269) 595400

DEAR CHAIRMAN AND MEMBERS

AN INVITATION TO JOIN THE WALES ASSOCIATION
OF COMMUNITY AND TOWN COUNCILS

AIMS AND OBJECTIVES:

1. To promote good and accountable Local Government in Wales.
2. To represent the interests of member Councils particularly on the Partnership Council of the National Assembly which is now responsible for Local Government in Wales.
3. To assist members in the performance of their duties and to develop and promote the social, cultural and economic life of communities, towns and villages

INFORMATION ABOUT THE ASSOCIATION:

- We are an independent, non-political Association that has been established for over 26 years with headquarters in Wales.
- The non-political status of the Association is clearly demonstrated by the fact that our Vice-Presidents and Patrons are drawn from all the mainstream political parties in Wales.
- The Association is fully recognised by the National Assembly and has a seat on the influential Partnership Council with direct input into the formulation of policy and the democratic process here in Wales. Our former Chairman, Cllr Mair Stephens, has been formally appointed to represent the interests of member Councils on the Partnership Council and, indeed, the interests of Community and Town Councils in general. In addition, the Association has direct access to the First Minister and the Minister for Local Government and are meeting with them and officials of the Assembly on a regular basis
- The President of the Association is Rhiannon Bevan, former Chief Executive of the Women's Institute in Wales and a leading figure in Welsh public life.
- Our Director is Mr Lyn Llewellyn, a former deputy chief officer with considerable experience in the field of local government finance and administration. Lyn has been with us for six years and is responsible for the day-to-day running of the Association from our headquarters at Ammanford - Tel/Fax (01269) 595400
- In addition we are fortunate to have the services of two very experienced and knowledgeable Development Officers. In South Wales we have Mr John Dilworth who is based at Pontyclun - Tel (01443) 228535. As well as being our Development Officer, John is a member of Pontyclun Community Council. In North Wales we have Mr Emlyn Evans who is based at Abergynolwyn, Tywyn. Gwynedd - Tel (01654) 782691 As well as representing us in the North, Emlyn is clerk to Tywyn Community Council.
- All the Association's services are free to member Councils - other than for the Annual Conference, training courses and seminars that are very reasonably priced.

Llywydd/President
Rhiannon Bevan

Is-lywyddion/Vice Presidents
Peter Hain AS/MP
Lembit Opik AS/MP
Eifryn Llwyd AS/MP
Ieuan Wyn Jones AC/AM AS/MP
Nick Bourne AC/AM
Mike German AC/AM

Llywyddion Anrhydeddus /Patrons
Arglwydd/Lord Roberts - Dr Glyn O Phillips
Arglwydd/Lord Elis-Thomas AC - Arglwydd/Lord Gersaint
Arglwydd/Lord Prys-Davies - John Lloyd Jones OBE
Peter Law AC/AM - John Osmond
Hugh Thomas CBE - Eluned Morgan ASE/MEP
Eurig Wyn ASE/MEP - Jonathan Evans ASE/MEP

STRUCTURE OF THE ASSOCIATION:

- **Completely Democratic and Independent**
The Association is completely democratic with all aspects of policy resting with the Annual Conference that affirms our independence.
- **Autonomy**
The decisions of members are acted upon without having to consult with any outside body, or be open to outside interference
- **Area Committees**
An essential aspect of the Association's structure is the Area Committee. It is the officers of these "Committees" that constitute the National Executive Committee of the Association, and it is from among these that National Officers are elected.

THE SERVICES WE OFFER

- Full bilingual service available on all occasions.
- The services of a Legal Panel that unravels Council member's legal problems.
- Direct access to the National Assembly to discuss all matters pertaining to Local Government in Wales.
- 'Bro' is the Association's official publication, which includes articles and information concerning all aspects of Community and Town Council activities throughout Wales.
- Our 'Newsletter' deals with technical information and the dissemination of information to member Councils
- Respond to requests for information, guidance and advice
- Annual Conference - at a modest fee
- Training Courses and Seminars - at very competitive fees

For further information please contact the Director at the above address.

The Association will be delighted to receive an invitation to make a presentation to your Council about the Association and the services we have to offer.

A membership application form together with a note of Membership and Area Committee Fees is enclosed.

We look forward to welcoming your Council as a new member of the Association.

.....

PEMBROKE DOCK TOWN COUNCIL

REPORT OF FINANCIAL OFFICER

4TH APRIL, 2002

Mr. Mayor, Ladies and Gentlemen,

The following matters are submitted for consideration:-

1. AUDIT OF ACCOUNTS

The District Auditor's Report for the year ended 31st March, 2001 has been received, and a copy is enclosed at Appendix "A." Also enclosed is a copy of the balance sheet and Income and Expenditure Account. Copies of all other financial statements were presented to Members at the Council Meeting held on the 14th June, 2001.

2. PAYMENT OF ACCOUNTS

The following accounts are submitted for payment:-

186.	Newsquest – Advertisement for Relief Caretaker	£111.95
1.	Fire Protection Services – Emergency lighting maintenance	£68.95
2.	Jewson Ltd. – Materials	£68.51
3.	St. Johns Ambulance – Donation	£100.00
4.	Pembroke Dock Pensioners' Friendship Club – Donation	£100.00
5.	Dansation School of Dance – Donation	£100.00
6.	Pembs. Begonia & Fuchsia Society – Donation	£100.00
7.	Pater Pantomime Society – Donation	£100.00
8.	Collegiate of Knights Templar – Donation	£100.00
9.	Pembs. County Council – Non-Domestic Rates 2002/3	£3,464.00
10.	Imprest A/C – Salaries & Wages	£3,243.68

* Account No. 186 paid out of meeting.

W.A. VINCENT

Financial Officer





DISTRICT AUDIT

AUDITOR'S REPORT TO

PEMBROKE DOCK TOWN COUNCIL

We certify that we have completed the audit of the statement of accounts and associated accounting notes on pages 1 to 10 which have been prepared by the Responsible Financial Officer in accordance with the Accounts and Audit Regulations 1996 and CIPFA Accounting Guidance Notes for Local Councils.

We carried out our audit in accordance with the Audit Commission Act 1998 and the Code of Audit Practice issued by the Audit Commission, which requires compliance with the relevant auditing standards.

Our audit included examination, on a test basis, of evidence relevant to the amount and disclosures in the summary account and notes, sufficient to give reasonable assurance that the summary account and notes are free from material misstatement.

In our opinion the financial statement presents fairly the financial position of Pembroke Dock Town Council at 31 March 2001 and its income and expenditure for the year then ended in accordance with the Accounts and Audit Regulations 1996 and CIPFA Accounting Guidance Notes for Local Councils.

Date..... *11 MARCH 2002*

Signature..... *G.M. Rees*

For and on behalf of DISTRICT AUDIT.

AUDIT REPORT

Audit Year 2000/01

Pembroke Dock

Community/Town Council

Advertisement of the Audit

Statement of Accounts

Accounting records *It is recommended that at least 3 internal audit checks are carried out annually.*

Review of Minutes *Taxation minutes should be initialed + signed.*

Balances *Year end balances are relatively high and increased during the year. If the Council has no specific purpose for the funds it should reduce its receipt. Any funds earmarked for a specific purpose should be shown on both on the Balance Sheet to distinguish them from General Fund balances.*

Banking arrangements

Receipts (Income)

Debtors & Prepayments

Payments (expenditure)

Salaries & Wages/Tax & N.I.

V.A.T.

Insurance Cover

Assets

Other

PEMBROKE DOCK TOWN COUNCIL

BALANCE SHEET AS AT 31st. MARCH 2001

LONG TERM ASSETS

Investments Nil

CURRENT ASSETS

Debtors 2439.40
Cash at Bank (Per Bank Reconciliation) 147861.19
150300.59

CURRENT LIABILITIES

Creditors (Net of VAT) 5407.33
Payments in Advance 465.75
5873.08

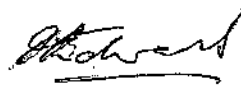
TOTAL ASSETS LESS LIABILITIES **144427.51**

REPRESENTED BY FUND BALANCE **144427.51**

The above statement represents fairly the financial position of the authority as at 31st. March 2001 and reflects it's income and expenditure during the year.



Mayor



Responsible Financial Officer

PEMBROKE DOCK TOWN COUNCIL					
SUMMARY INCOME & EXPENDITURE ACCOUNT - YEAR ENDED 31st.MARCH 2001					
Last Year's	ACTIVITY	Receipts	Adjustments	Adjustments	INCOME
Income &		& Payments	re Last	Re Current	&
Expenditure			Year	Year	EXPENDITURE
£		£	£	£	£
	INCOME				
73,250.00	Precept	75,300.00			75,300.00
2,809.95	Bank Interest	4,332.09			4,332.09
10,019.07	Pater Hall Bookings	9,480.74	1,136.75	-8.25	10,609.24
13.50	Publications	72.00			72.00
848.42	Miscellaneous	244.00			244.00
0.00	V.A.T.(1999/2000)	4,943.66	-4,943.66		0.00
0.00	V.A.T.(2000/2001)	2,302.33		-2,302.33	0.00
3,280.24	Tourism	640.21			640.21
0.00	Floral Grants	2,500.00			2,500.00
399.00	Videos	144.00			144.00
90,620.18	Total Income	99,959.03	-3,806.91	-2,310.58	93,841.54
	EXPENDITURE				
35,398.76	Salaries,Wages, Tax & N.I.	35,366.65	-1,277.71	782.72	34,871.66
7,159.35	General Administration (2a -2l)	7,730.29	-1,178.93	3,826.07	10,377.43
2,756.19	Official Entertainment(3a-3b)	2,978.73			2,978.73
17,632.19	Pater Hall (4a-4f)	14,029.98	-206.09	798.54	14,622.43
7,130.58	Town Decoration (5a-5f)	5,190.02	-3,130.00		2,060.02
6,286.12	Section 137 (6a)	1,432.00			1,432.00
4,719.92	Other Donations	3,000.00			3,000.00
3,865.70	Miscellaneous (7a -7b)	1,620.15			1,620.15
0.00	V.A.T.	4,284.23		-4,284.23	0.00
	Floral Displays (6c)	2,663.50			2,663.50
	C.C.T.V. Cameras	2,000.00			2,000.00
4,420.18	Tourism	1,794.46			1,794.46
-15.00	Write Back				
89,353.99	Total Expenditure	82,090.01	-5,792.73	1,123.10	77,420.38
					£
	Balance Brought Forward 1st. April 2000				128,006.35
	Add Total Income				93,841.54
	Deduct Total Expenditure				-77,420.38
	Balance Carried Forward 31st. March 2001				144,427.51

PEMBROKE DOCK TOWN COUNCIL

SUPPLEMENTARY REPORT OF TOWN CLERK

4TH APRIL, 2002

Mr. Chairman, Ladies and Gentlemen,

7. ILLEGAL SIGNS AND OBSTRUCTIONS

I enclose at Appendix "C" a letter from the Director of Transportation & Environment, Pembrokeshire County Council regarding the action to be taken to remove illegal advertising signs and similar obstructions from the public highway.

8. TRANSFER OF JUSTICE'S LICENCE
LIDL, PIER ROAD

Notice of an application for the transfer of the Justices' Licence has been received. The applicants are Helen Davies (Store Manager), Lawrence Steven Bedford (Store Manager) and Dean Christopher Evans (Deputy Store Manager). The current licence is held by Helen Davies and Allison Mary Evans.

9. PLANNING APPLICATIONS

The following planning applications have been received from Pembrokeshire County Council for your consideration:-

1151/01	Ms. G. Curtis 15 Kingsmoor Common Kilgetty	28 Commercial Row – Change of Use from Pharmacy to Cafe
1160/01	South Haven Construction Stockwell Road Llanion Park Pembroke Dock	Land to East of Charles Thomas Avenue, London Road – Erection of 4 bungalows, 3 houses and 6 dormer bungalows

T.R. EDWARDS

Town Clerk

Your ref
Eich cyfeirnod

- 3 APR 2002

My ref
Fy nghyfwrdd: H.E.R./WBD/DM/GM/

Please ask for
Gofynnwch am

Telephone

27 March 2001
Date

Dyddiad

To Community & Town Councils
Chambers of Trade & other Local Organisations
Copies for information to all Members of Pembrokeshire County Council.

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

Chief Executive

Prif Weithredwr

HUW E. ROBERTS, B.Sc(Hons), C.Eng., D.M.S., F.I.C.E., E.I.H.T., M.J.Mgt.

Director of Transportation
and Environment

Cyfarwyddwr Cludiant
a'r Amgylchedd

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

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

DX 98295 HAVERFORDWEST
Telephone 01437 764551
Fax 01437 775008

DX 98295 HWLFFORDD
Ffôn 01437 764551
Ffacs 01437 775008



Cyngor Sir Penfro = Pembrokeshire County Council

Dear Sir/Madam,

County Council action against illegal signs and obstructions

Following pressure and an increasing number of complaints from the public and organisations throughout the County, Pembrokeshire County Council has resolved to take action to remove illegal (unauthorised) advertising signs and similar obstructions and hazards from the public highway.

Illegal signs and vehicles for sale on highway verges distract motorists, obstruct maintenance operations and give visitors a poor impression of the County. Illegal signs and "stalled out" goods for sale on footways obstruct pedestrians, wheel chairs and push-chairs. It is also clear that signs are used as a form of advertising and in many cases the appearance of one sign acts as a magnet for others as businesses use these to level out the perceived advantages gained by a competitor who has introduced a sign.

It is important that the owners of illegal objects in the highway are aware that they can be responsible for causing accidents and are liable for claims arising. Signs and other objects can represent hazards in a variety of ways. They may not be seen in crowded streets or in poor light conditions or by the visually impaired. In some weather conditions, e.g. strong winds or icy conditions, they may pose particular hazards and in any event they may represent an obstruction to movements by pedestrian and others. It is almost impossible for the County Council to assess the potential hazard which any individual sign or other object might pose at any given time and it is for this reason that the County Council seeks to remove all unnecessary clutter of this kind from the highway.

The County Council can prosecute offenders with possible fines of up to £2,500. Initially, however, officers are giving owners of illegal objects in the highway the opportunity to remove them voluntarily.

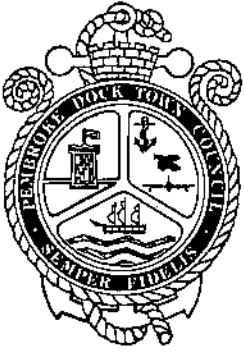
It should be noted that consent may be granted for certain types of sign on private property, temporary signs for events, or brown back-ground signs within the highway, if the qualifying conditions are met.

The County Council seeks the support of Community and Town Councils, Chambers of Trade and other Local Organisations in this action, in the interest of making our highways safer for residents and visitors alike.

Any queries regarding this policy should be made, in writing, to the Transportation and Environment Department.

Yours faithfully,

H E Roberts
Director of Transportation & Environment



PEMBROKE DOCK TOWN COUNCIL

Town Clerk
T.R. EDWARDS

Financial Officer
MRS. W.A. VINCENT

Council Offices
Pater Hall
Pembroke Dock
SA72 6DD

Telephone: Pembroke 01646 684410
Fax: 01646 622788

(Office hours 9.00 am - 1.00 pm, Mon - Fri.)

27th March, 2002

To: Council Members

Dear Councillor,

The next meeting to discuss the celebrated events to commemorate H.M. The Queen's Golden Jubilee over the Jubilee Weekend from 1st - 4th June, 2002 will be held in the Refreshment Room, Pater Hall (Lewis Street entrance) on Wednesday, 10th April, 2002 at 7.00 p.m.

I hope it will be possible for you to attend.

Yours faithfully,

Town Clerk.

