

At a Meeting of Pembroke Dock Town Council held at Pater Hall, Pembroke Dock on Thursday, 24th May, 2001 at 6.30 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, M.B. Owen,  
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.

**31. APOLOGY FOR ABSENCE**

An apology for absence was received from Councillor R.F. Finbow.

**32. MR. LLOYD COLES, MORE FM**

Mr. Lloyd Coles gave a presentation on behalf of the licence application submitted by More FM. for the Pembrokeshire Radio franchise.

Reference was made to the excellent Presentation Evening held in the Cleddau Bridge Hotel recently and Mr. Coles gave a resume of the twenty four hour programmes which More FM would broadcast if they were successful in their bid.

The Mayor thanked Mr. Coles for attending the Meeting.

**33. MINUTES**

PROPOSED by Councillor M.B. Owen

SECONDED by Councillor D.L. Jones

**RESOLVED –**

That the Minutes of the Annual Meeting held on the 3rd May, 2001 be adopted as circulated subject to the following amendments:-

**34. MATTERS ARISING FROM THE MINUTES**

**(a) Minute 20(b) – Sale of Old Photocopier**

The Town Clerk reported that the advertisement had been placed in the Western Telegraph, under the section with computer games etc. As no enquiries had been received it was suggested that the advertisement had not appeared under the correct heading.

It was suggested that if the photocopier could not be sold then it should be donated to a local charitable organisation in the Town. The Mayor stated that he would be attending the Official Opening of the Yo-Yo Centre tomorrow and would enquire as to whether they would be interested in the photocopier.

**RESOLVED –**

That the Town Clerk request that the advertisement be placed in a more appropriate section of the Western Telegraph if the Yo-Yo Centre are not interested.

**(b) Minute 22(6) – Informal Communication Network Meeting**

The Town Clerk requested that if Members had any items for discussion at the next Network Meeting he would need to receive them by the 1<sup>st</sup> June, 2001.

**(c) Minute 22(7) – Pembroke Dock Action Plan**

The Mayor referred to the Public Meeting held the previous evening to discuss the Action Plan proposals which had been well attended.

**(d) Minute 23(12) – Western Way & Bierspool**

The Town Clerk reported that no reply had been received from Pembrokeshire County Council in the above matter.

**(e) Minute 27(a) – District Council Offices, Llanion Park – Listed Building**

The Town Clerk stated that he had written to CADW in respect of the above matter.

**(f) Minute 27(b) – St. Mary's Road – Vehicles**

Councillor D.L. Jones referred to the proliferation of vehicles in the garage vicinity at the above location and stated that Pembrokeshire County Council should be requested to take action in this matter.

**RESOLVED –**

That Pembrokeshire County Council be requested to take appropriate action to alleviate the problem in the above location.

(g) **Minute 27(c) – Pembroke Dock Museum – Martello Tower**

Councillor Mrs. V.M.J. Roach enquired as to when the Martello Tower would be open to the public.

Councillor D.L. Jones expressed his concern that the Museum Trust could not open the Tower until all the legal documents had been completed to the satisfaction of Pembrokeshire County Council. The Mayor stated that he would contact the Chairman, Pembrokeshire County Council and request that this matter be expedited in view of the forthcoming holiday weekend.

**RESOLVED –**

- (1) That the Town Clerk contact Pembrokeshire County Council urgently with a request that they complete the legalities so that the Museum Trust Committee may open the Tower immediately.
- (2) That the Town Clerk request County Councillor T.V. Hay to assist in this matter.

(h) **Minute 27(d) – Town Trail**

The Town Clerk reported that a letter had been received from Mr. T. Marmara, Townscape Heritage Officer stated that as part of the Heritage lottery scheme there is recognition that a Town Trail could be of benefit to tourists and local people. The funding is exclusively directed to Pembroke Dock for the development and implementation of the Trail and further discussion on this project will be held.

The Mayor stated that he had been invited to attend a meeting with the Townscape Heritage Officer on the 1st June, 2001 to discuss the above matter.

(i) **Minute 27(f) – Pater Hall - Painting**

The Town Clerk stated that the Dyfed Probation Service would be able to undertake this work in the near future.

(j) **Minute 27(g) – Railway Line – Rear of Dimond Street**

The Town Clerk stated that he had made the necessary arrangements for the refuse bags to be taken at the community skips with no charge being made to the Council.

**35. PRESENTATION – HAVEN 107 FM**

Mr. Keri Jones gave a presentation regarding the licence application to be submitted by Haven 107 FM for the Pembrokeshire Radio franchise.

Mr. Jones referred to the variety of programmes which Haven 107 FM would broadcast if they were successful in their bid.

The Mayor thanked Mr. Jones for attending the Meeting.

36. **REPORT OF TOWN CLERK**

16. **One-Way Traffic System**

The Town Clerk stated that at the last Council Meeting it had been resolved to consider possible one-way traffic proposals at this Meeting.

Reproduced at Appendix "A" were notes prepared by Councillor M.B. Owen which were circulated for consideration by the Council.

The Mayor stated this matter had been discussed last evening at the SPARC meeting when there had been considerable opposition to the implementation of a one-way system.

**RESOLVED –**

That a Public Meeting be held in Pater Hall to discuss the possible introduction of a one-way system.

17. **Water Mains Refurbishment**

The Town Clerk stated that notification had been received from Welsh Water that they intend to carry out water mains refurbishment in Pembroke Dock which would commence in August, 2001. The letter was reproduced at Appendix "B" for the information of Members. Plans were displayed at the meeting of the proposed works.

18. **Floral Displays**

The Town Clerk reported that the 70 floral baskets which were to be displayed in the Town this summer were in the course of preparation at Pembroke Nurseries and would be fixed during the first week in June, 2001.

The Caretaker, Mr. J. Jones had again agreed to water the baskets on a weekly basis. Last year it was resolved to pay him a minimum of three hours at the unsociable rate for watering the 40 baskets.

**RESOLVED**

That Mr. J. Jones, Caretaker be paid a minimum of six hours weekly, at the unsociable rate for the watering of the floral baskets in the Town.

19. **Appointment of Town Clerk and Financial Officer**

The Town Clerk reported that the closing date for receipt of applications for the above posts was noon on Thursday, 24th May, 2001.

After discussion with the Mayor it had been agreed that Members receive the details of applicants at the Council Meeting on the 24th May, 2001 and draw up a short list from the Private and Confidential Report of the Town Clerk.

## 20. Donations

The following requests for donations had been received and were reproduced at Appendix "C":-

(a) Bush and Park Tenants & Residents Association

The request was for a donation to enable the Association to continue its objectives of promoting existing and introducing new initiatives.

Councillor Mrs. P.E. George declared her interest in the above Association and took no part in the discussion and did not vote.

(b) Maritime Volunteer Services, Milford Haven Unit

The Maritime Volunteer Service is a National Volunteer Charity, whose principle aims are to help to maintain the great maritime heritage of Great Britain.

(c) T.S. Warrior, Pembroke Dock Sea Cadet Corps 613

The request was for a donation. A balance sheet had been received.

(d) Shelter Cymru

The request was for financial support from the Council towards the advice and assistance that the charity provides in this area.

(e) Llangollen International Musical Eisteddfod

Support was requested towards the costs of this year's Eisteddfod which would be held from 2<sup>nd</sup> – 8<sup>th</sup> July, 2001.

(f) Pembrokeshire Young Farmers Clubs

Due to the foot and mouth crisis the County Federation and individual clubs had been unable to hold their normal fund raising ventures. Financial support was requested.

### RESOLVED –

- (1) That the Council contribute £100.00 to the Bush & Park Tenants & Residents Association subject to the receipt of the latest balance sheet.
- (2) That the Maritime Volunteer Services, Milford Haven Unit be advised that they do not fall within the criteria of the Council's policy i.e. organisations based in Pembroke Dock.

**RESOLVED – Continued:**

- (3) That the Council contribute £100.00 to the T.S.Warrior, Pembroke Dock Sea Cadet Corps 613.
- (4) That Shelter Cymru be advised that they do not fall within the criteria of the Council's policy i.e. organisations based in Pembroke Dock.
- (5) 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.
- (6) That Pembrokeshire Young Farmers Clubs be Cymru be advised that they do not fall within the criteria of the Council's policy i.e. organisations based in Pembroke Dock.

**21. Citizens Advice Bureau**

The Town Clerk stated that the Council's present representative member on the Management Committee is Councillor D.T. Esmond. The Bureau Manager had written enquiring whether he would continue to serve until May, 2002.

**RESOLVED –**

That Councillor Mrs. P.E.M. Folland be appointed to serve on the Citizens Advice Bureau until May, 2002.

**22. Pembroke Dock Action Plan**

The Town Clerk enclosed a copy of the draft Action Plan for Members' perusal. A Public Meeting had been held on Wednesday, 23<sup>rd</sup> May, 2001 at 7.30 p.m. in the Pater Hall to discuss the recommendations.

**23. National Eisteddfod – St. Davids, 2002**

The Town Clerk reported that the Proclamation Ceremony was to be held on Saturday, 30<sup>th</sup> June, 2001 and the Council had been invited to choose two representatives to attend. The Ceremony would be held at 3.00 p.m. at the Gorsedd Circle on the old airfield at 3.00 p.m.

**RESOLVED –**

That the Mayor and Mayoress attend the Proclamation Ceremony to be held on Saturday, 30<sup>th</sup> June, 2001.

## 24. Planning Application

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

91/01	Mr. & Mrs. K.C. Higgs 21 Essex Road Llanion Park Pembroke Dock	21 Essex Road, Llanion Park – Alterations and extensions 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.

## 25. Planning Decisions

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

858/00 – Call Centre, Plateau A, Cleddau Bridge Business Park – Proposed Portakabins, 2 no. generators, smoking shelter, switchgear box and communications mast – phases 1 and 2 - Approved  
923/00 – Old Sacred Heart Convent – 13 Melville Street – Change of use to Training Centre – Approved  
931/00 - Units 4 & 5, Richmond Road, Llanion Park – Arts and Crafts Store using recyclable materials including shop area where goods can be purchased – Approved  
938/00 – 20 Queen Street – Three self-contained garages – Approved  
993/00 – Pembroke Boro A.F.C. London Road – Changes to roof design of previously approved application for new changing rooms – Approved  
1002/00 – 18 Arthur Street – New Garage – Approved  
1033/00 - Plot of land adjacent to 6, Owen Street, Pennar – Dwelling and Garage – approved

### **Reserved Matter**

946/00 – Development adjacent to Imble Lane Caravan Park, Britannia Road – Erection of dwelling – Approved

## 26. Town & Country Planning Act, 1990 – Permitted Development Order 11995 PART 24 – Installation of Telecommunications Equipment Including a 13M Monopole Antenna Microwave Dishes and Associated Cabin Near Waterloo Garage, Pembroke Dock

The Town Clerk reported that a letter had been received from Pembrokeshire County Council in respect of the above matter which stated that the development may proceed without the further approval of the Authority to the siting and appearance of the development.

This letter did not give clearance or approval under any other legislation. It related only to the notification under the 1990 Town and Country Planning Act.

**27. Payment of Accounts**

The following accounts were submitted for payment:-

30.	Newsquest – Press Advertisements	£183.10
31.	Cllr. D.T. Esmond – Mayor’s Allowance	£1,500.00
32.	Pembroke Dock Museum Trust – Donation	£1,000.00
33.	Cleddau Bridge Hotel – Mayoral Lunch	£1,096.30
34.	Zurich Municipal – Renewal of Insurance Premium	£3,261.19
35.	Adrian’s Flowershop – Flowers for Mayoral Lunch	£49.00
36.	Jewsons Ltd. – Materials	£158.58
37.	Imprest A/c – Salaries, wages, tax & NI	£1,138.37
38.	Pitney-Bowes – Postage meter maintenance	£11.74
39.	Chemical Express – Cleaning Materials	£47.58

Account No. 30 – Paid out of Meeting.

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

40.	The Consortium – Stationery	£31.73
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PROPOSED by Councillor W.J. Davies  
SECONDED by Councillor Mrs. M. Williamson

**RESOLVED –**  
That account nos. 30 – 40 be approved  
for payment.

**37. SHIP – ISLE OF INNISMORE – COUNCIL VISIT**

The Town Clerk reported that the Council had been invited to appoint six Councillors and partners to visit the newly commissioned Irish Ferries Ship on Thursday, 14<sup>th</sup> June, 2001 at 1.15 p.m. and thereafter attend a buffet at the Cleddau Bridge Hotel.

**RESOLVED –**  
That the Council accept the invitation and the  
following attend the above function:-

Mayor & Mayoress,  
Deputy Mayor & Consort,  
Councillor Mrs. P.E.M. Folland & Mr. D. Folland  
Councillor M.B. Owen & Mrs. Owen  
Councillor Mrs. B. Roch  
Councillor Mrs. V.M.J. Roach  
Councillor Mrs. M. Williamson  
Mr. T.R. Edwards, Town Clerk & Mrs. M. Rowlands, Partner



**38. OFFICE EQUIPMENT – FILING CABINET**

The Town Clerk reported that an additional filing cabinet was required in the Office and requested permission for this purchase which would be cost between £120-£140 including fittings.

**RESOLVED –**

That the Town Clerk be given authority to purchase a filing cabinet for the Office.

**39. PATER TOWER, DOCKYARD, PEMBROKE DOCK**

The Town Clerk reported that he had received a letter from Mr. G.R. Wright on behalf of the Collegiate of Knights Templar who are interested in purchasing the above building. The Tower would be resorted to its former glory and used by them for demonstrations, living history and education which would provide a unique tourist attraction.

**RESOLVED –**

That the Town Clerk liaise with Mr. Wright to establish as to whether the building would be open to the public and discuss this matter with Officers of Pembrokeshire County Council with the possibility of the building being leased to the Collegiate of Knights Templar.

**40. RESIDENTIAL PARKING – LEWIS STREET**

The Town Clerk reported that he had received a letter from Pembrokeshire County Council regarding the recent letter from Mr. E. Harrison, 14 Lewis Street which advised that a sign had been placed on the forecourt in Bush Street which indicated residents only. The sign was not official and no residents parking system is in place.

It was suggested that the residents of Lewis Street may wish to seek the introduction of a residents parking scheme. The residents could purchase an annual permit (currently £27) per annum and half the available on street parking would be removed from general use. The scheme would be enforced by the Police. An indication as to whether a residents parking scheme should be investigated for Lewis Street was requested.

**RESOLVED –**

That Pembrokeshire County Council be requested to liaise with the residents of Lewis Street to establish as to whether they wish to consider the introduction of a permit scheme.

#### 41. GENERAL MATTERS

The Town Clerk reported that he had received replies from Pembrokeshire County Council on the following matters:-

- (a) Front Street - Complaints being investigated.
- (b) King William Street & Kitchener Close - Replacement street name plates for the above had been ordered.
- (c) Albion Square - Seat will be temporarily removed in an attempt to alleviate the problem of unsociable behaviour by youths. If this proves successful, then this arrangement can become permanent.
- (d) The Mount - Complaint being investigated.
- (e) Memorial Park - Pembrokeshire County Council advised that that the Department dealing with the Park is being reorganised and that a team will be responsible for the future of all the Council's environmental assets, this includes parks and open spaces. It is hoped that there will be improvements in the near future.

#### 42. FERRY LANE/TOP ROAD/BUTTERMILK CLOSE - JUNCTIONS & FERRY LANE/BUSH STREET, FERRY LANE/LONDON ROAD

The Town Clerk reported that a copy letter had been received from Mr. N. Ainger MP which he had written to Mr. H. Roberts, Director of Transportation & Environment, Pembrokeshire County Council regarding the above matters. He stated that he shared the Town Council's concern about the safety of these road junctions and referred to the redesign and improvement which had been included in the Action Plan for Pembroke Dock which had been prepared in conjunction with SPARC. The three junctions should be considered as priorities for redesign and improvement and should be addressed as soon as possible on the grounds of road safety.

#### 43. SPARC - COMMUNITY PRIDE COMPETITION

The Town Clerk reported that the Council had received an invitation from SPARC to attend the above Competition Awards Ceremony to be held on Tuesday, 12<sup>th</sup> June, 2001 at the Regency Hall, Saundersfoot at 4.00 p.m.

#### 44. PEMBROKE HAVEN YACHT CLUB - RIVER CRUISE

The Town Clerk reported that an invitation had been received for Councillors from the Pembroke Haven Yacht Club on their annual evening river cruise and buffet on Thursday, 19<sup>th</sup> July, 2001 leaving Hobbs Point at 6.30 p.m. Names of Councillors who would be attending to be given to the Office as soon as possible.

45. **MATTERS RAISED VERBALLY**

(a) **Events Leaflet**

Councillor Mrs. B. Roch referred to a leaflet which detailed events in Pembroke and enquired as to whether a similar leaflet could be prepared for Pembroke Dock. The leaflet had been prepared by the Pembroke Chamber of Trade and it was suggested that the Pembroke Dock Chamber of Trade be consulted in this matter.

(b) **Speech Therapist**

Councillor Mrs. C. Fortune stated that the Speech & Language Therapist in Pembroke Dock would shortly be taking maternity leave. Concern was expressed that no temporary cover had been arranged and it was

**RESOLVED –**

That the Town Clerk write to Withybush Hospital and request that temporary cover for a Speech and Language Therapist be arranged during the period of maternity leave by the present postholder.

(c) **Memorial Park – Flower Beds**

Councillor Mrs. P.E.M. Folland expressed her concern regarding the fact that the flower beds had been prepared but that no flowers had been planted and that the soil is poor and required attention. Comment was submitted that the flower beds were in the course of preparation.

Councillor Mrs. M. Williamson stated that she had received complaints regarding the appalling condition of the Memorial Park.

**RESOLVED –**

That Pembrokeshire County Council be requested to complete the floral displays in the Memorial Park as soon as possible.

(d) **Memorial Park – Japanese Knotweed**

Councillor P.G. Gwyther referred to the laurel hedge by the south western part of the Park which is full of Japanese knotweed.

**RESOLVED –**

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

(e) **Memorial Park – Tennis Courts**

Councillor P.G. Gwyther enquired as to how individuals are able to hire out the public tennis courts. Councillor Mrs. C. Fortune stated that they are leased to the Tennis Club.

**RESOLVED –**

That the Sports Development Officer be requested to advise why the condition of the one public tennis court is in such a deplorable condition.

(f) **Memorial Park – Toilet Provision**

Councillor Mrs. B. Roch reiterated her request that toilets should be provided in the Park.

**RESOLVED –**

That Pembrokeshire County Council be requested to provide toilets in the Memorial Park.

(g) **Unauthorised Signs – Town**

Councillor P.G. Gwyther referred once again to the proliferation of unauthorised signs in the Town and it was

**RESOLVED –**

That Pembrokeshire County Council's Enforcement Officer be requested to arrange for the removal of unauthorised signage in the Town.

(h) **Front Street – Sand/Rubbish Nuisance**

Councillor D.L. Jones reiterated his concern regarding the unkempt condition of Front Street and to the nuisance caused by both sand and rubbish.

**RESOLVED –**

That Pembrokeshire County Council be again requested to undertake sand/rubbish clearance in the above location.

(i) **Hobbs Point – Pontoon**

Councillor Mrs. V.M.J. Roach referred to the forthcoming holiday weekend and to the fact that the pontoon was not in situ at Hobbs Point.

**RESOLVED –**

That the Town Clerk contact Pembrokeshire County Council regarding the urgent need to locate the pontoon at Hobbs Point in time for the forthcoming holiday weekend.

46. **PRIVATE AND CONFIDENTIAL**

PROPOSED by Councillor Mrs. C. Fortune  
SECONDED by Councillor Mrs. P.E. George

**RESOLVED –**

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

Councillor W.J. Davies left the Meeting.

47. **PRIVATE AND CONFIDENTIAL REPORT OF TOWN CLERK**

2. **Applications for Post of Town Clerk**

The Town Clerk reported that whilst seven persons had requested details of the above post only two applications had been received.

Following discussion with the Mayor it had been agreed that Members receive details of applicants at the meeting and draw up a short list for interview. The applicants were as follows:-

Mrs. J. Cooper, 18 Pentle Drive, Pentlepoir, Saundersfoot  
Mr. M.R. Crossman, Guinea Hill House, Norgans Hill, Pembroke

**RESOLVED –**

That the following persons be short listed for  
interview by the Council at a Special Council  
Meeting to be held on Monday, 11<sup>th</sup> June, 2001:-

Mrs. J. Cooper, 18 Pentle Drive, Pentlepoir, Saundersfoot  
Mr. M.R. Crossman, Guinea Hill House, Norgans Hill, Pembroke

3. **Applications for Post of Financial Officer**

The Town Clerk reported that whilst three persons had requested details of the above post only two applications had been received.

Following discussion with the Mayor it had been agreed that Members receive details of applicants at the meeting and draw up a short list for interview. The applicants were as follows:-

Mr. J. Phillips, 3 Hawkstone Road, Pembroke Dock  
Mrs. W.A. Vincent, The Glen, Jeffreyton, Kilgetty

The Town Clerk stated that Mrs. W.A. Vincent, former Town Clerk is still employed periodically by the Council and undertakes the monthly computerised financial records.

It was

**PROPOSED** by Councillor D.L. Jones  
**SECONDED** by Councillor Mrs. M. Williamson

**RESOLVED –**

That the post of Financial Officer be offered to Mrs. W.A. Vincent, The Glen, Jeffreyston, Kilgetty.

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 D.L. Jones  
Councillor Mrs. M. Williamson

Against the Proposal

Councillor Mrs. C. Fortune  
Councillor M.B. Owen  
Councillor Mrs. V.M.J. Roach  
Councillor Mrs. B. Roch

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

**RESOLVED –**

That the post of Financial Officer be offered to Mrs. W.A. Vincent, The Glen, Jeffreyston, Kilgetty

**The Meeting terminated at 8.45 p.m.**

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**Mayor.**

At a Special Meeting of Pembroke Dock  
Town Council held at Pater Hall, Pembroke  
Dock on ~~Thursday~~, 14th June, 2001 at 6.30 p.m.  
*Monday 11th*

**PRESENT:**

Councillor D. T. Esmond (Mayor)  
Councillors Mrs. P.E.M. Folland,  
Mrs. P.E. George, P.G. Gwyther,  
Mrs. M. Williamson.

**IN ATTENDANCE:**

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

The Meeting was opened with Prayer.

48. **APOLOGY FOR ABSENCE**

An apology for absence was received from Councillor D.L. Jones.

49. **PRIVATE AND CONFIDENTIAL**

PROPOSED by Councillor Mrs. P.E. George  
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.

50. **APPLICATIONS FOR POST OF TOWN CLERK**

The Town Clerk reported that whilst seven persons had requested details of the above post only two applications had been received.

The Meeting had been convened in order to interview the following applicants for the above post:-

Mrs. J. Cooper, 18 Pentle Drive, Pentlepoir, Saundersfoot  
Mr. M.R. Crossman, Guinea Hill House, Norgans Hill, Pembroke

The Town Clerk stated that Mrs. J. Cooper, 18 Pentle Drive, Pentlepoir had withdrawn her application.

Mr. M.R. Crossman was interviewed and during the interview advised Councillors of his commitment as a Justice of the Peace. He offered to make up any time lost due to his absence in the event of being offered the position of Town Clerk.

**RESOLVED –**

- (1) That the post of Town Clerk be offered to Mr. M.R. Crossman, Guinea Hill House, Norgans Hill, Pembroke at a salary in accordance with spinal point 21 of the National Joint Council for Local Government Services grading structure as from the 1<sup>st</sup> July, 2001.
- (2) This appointment is subject to the following condition that the Council permit Mr. Crossman one day a fortnight to undertake duties of a JP, with no further commitment, until October, 2001 and after 1<sup>st</sup> October, 2001 one day every third week. This condition to be included in the Contract of Employment.
- (3) That the Mayor and Town Clerk meet with Mr. Crossman to discuss the appointment prior to the Council Meeting to be held on the 14<sup>th</sup> June, 2001.
- (4) That the Personnel Department, Pembrokeshire County Council be requested to advise as to whether the Council's decision regarding the condition relating to Justice of the Peace duties being included in the Contract of Employment could be legally enforced.

**51. FINANCIAL OFFICER**

The Town Clerk stated that Mrs. Vincent had accepted the offer of the post of Financial Officer. The salary grade and starting date for commencement of duties had not been determined. The Town Clerk suggested that the Town Clerk and Financial Officer should be on the same spinal point to achieve parity.

**RESOLVED –**

That the salary of Mrs. W.A. Vincent, Financial Officer be in accordance with spinal point 21 of the National Joint Council for Local Government Services grading structure as from the 12<sup>th</sup> June, 2001.

**The Meeting terminated at 8.30 p.m.**



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Mayor.