

At a Meeting of Pembroke Dock Town Council held at Pater Hall, Pembroke Dock on Thursday, 26th July, 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, D.L. Jones, M.B. Owen,  
Mrs. V.M.J. Roach,  
Mrs. M. Williamson.

**IN ATTENDANCE:**

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

The Meeting was opened with Prayer.

**80. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Mrs. C. Fortune, S. Perkins and Mrs. B. Roch.

**81. PATER HALL – UPGRADING - OBJECTIVE 1**

The Mayor welcomed Mr. Gwyn Evans, European Officer and Ms. E. Heard, Community Regeneration Unit, Pembrokeshire County Council to the meeting.

Ms. Heard stated that Pembrokeshire County Council had created a Community Regeneration Unit based in Haverfordwest. The creation of the unit is a direct result of the changes brought about by the Local Government Act, 2000 which places a clear responsibility on Local Authorities to involve communities in the way their area develops and in identifying projects. The Regeneration Unit are able to assist in any proposals submitted by the Town and Community Councils.

Mr. Evans referred to the Council's application for Objective 1 funding for the refurbishment and upgrading of the Pater Hall. The application had been deferred by the Pembrokeshire Partnership Management Board pending clarification on a number of issues. Firstly, there were a number of queries on the estimated budget costs for the internal alterations but he was confident that these could be resolved. Secondly the PPMB had queried whether the Council should be upgrading to such an extent when other facilities already existed in the town centre, having in mind the St. John's Hall. They felt that a project specifically to tackle access for the disabled would be more appropriate in scale and grant request.

Thirdly, Mr. Evans explained that funding under Priority 3, Measure 3 was restricted to Central and Llanion Wards only and specifically to address the economic regeneration of these Wards. The PPMB would need to have strong evidence that the communities of these wards supported the application in preference to any others. The holding of a public meeting to address this was suggested.

Mr. Evans stated he was aware of the Council's resolution to agree in principle to enter into further discussion regarding the Garrison Chapel and felt that a more community based application for the Pater Hall might be considered. Funding under Priority 3 was not intended for ongoing maintenance of the Hall. Assistance with a more community based application would be available from the new Community Regeneration Unit and probably from other Agencies.

Discussion ensued with regard to a more community based application being submitted and that priority consideration be given to adaptations to access for the disabled which by law have to be provided by 2004. Reference was made to the poor condition of the windows at Pater Hall which should be replaced.

The Town Clerk reported that the Pembrokeshire Access Group would undertake a free disability audit of Pater Hall.

Mr. Evans and Ms. Head left the Meeting.

**RESOLVED –**

- (1) That Pembrokeshire Access Group be requested to undertake a free disability audit of Pater Hall.
- (2) That a more community based application be submitted for consideration.
- (3) That the Civic Centre Steering Committee terms of reference be extended to include consideration of an application for funding under Objective 1 and other sources for the adaptations to Pater Hall.

82. **MINUTES**

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

**RESOLVED –**

That the Minutes of the meeting held on the 5<sup>th</sup> July, 2001 be adopted as circulated subject to the following amendments:-

83. **MATTERS ARISING FROM THE MINUTES**

(a) **Minute 68(i) – Water Sports Centre – Road Screening**

Councillor Mrs. V.M.J. Roach stated that the grass required cutting in the above location.

**RESOLVED –**

That Pembrokeshire County Council be requested to undertake grass cutting at the above location.

(b) **Minute 68(j) – Pump House – Heritage Lottery Grant**

The Town Clerk reported that after consultation with Pembrokeshire County Council it had been established that the former South Pembrokeshire District Council in April, 1988 had resolved to transfer ownership of the Pump House to Pembroke Dock Town Council. The deeds which are deposited with the Bank had been inspected and no conveyance relating to the Pump House was found. It appeared that the Pump House had not been conveyed to Pembroke Dock Town Council as resolved by South Pembrokeshire District Council and the matter would be referred to the Property and Asset Management Division in order that a way forward can be considered.

(c) **Minute 69(40) – Evening River Cruise and Buffet**

Councillor Mrs. P.E.M. Folland referred to the evening river cruise and buffet held on the 19<sup>th</sup> July, 2001 and it was

**RESOLVED –**

That a letter of appreciation be sent to the Pembroke Haven Yacht Club for inviting the Council to the evening river cruise and the excellent buffet.

(d) **Minute 70(49) – Consent Street Designation  
Meyrick Street and Lower Meyrick Street**

The Town Clerk verbally reported that permission had been granted by Pembrokeshire County Council in respect of the above matter. The relevant Public Notice would be placed in the Western Telegraph.

(e) **Minute 70(51) – Planning Application No. 297/01**

The Town Clerk stated that he had written to the Welsh Assembly as instructed but that no reply had been received to date.

(f) **Minute 75 – Coronation Community Education Centre –  
Certificate Presentation Evening**

The Mayor referred to the Certification Presentation Evening held on the 11<sup>th</sup> July, 2001 and it was

**RESOLVED –**

That a letter of congratulations be sent on behalf of the Council to the Staff at the Coronation Community Education Centre in respect of the Certificate Presentation evening.

(g) **Minute 77(b) – St. John’s Church – Town Clock**

The Town Clerk stated that he had received a letter from Pembrokeshire County Council which advised that the Town Clock was to be inspected by a clock specialist.

(h) **Minute 77(c) – Bush Street – Chicane Bollards**

Councillor Mrs. P.E. George referred to a recent accident at the above location when the bollards had been displaced.

**RESOLVED –**

That Pembrokeshire County Council be requested to reinstate the chicane bollards at the above location.

84. **REPORT OF TOWN CLERK**

53. **Casual Vacancy**

The Town Clerk reported that Pembrokeshire County Council had advised that an election had not been requested to fill the casual vacancy following the resignation of Councillor R.F. Finbow and that the vacancy can be filled by co-option.

The Town Clerk stated that he had received a letter from a person who wished to be considered for co-option.

**RESOLVED –**

That the vacancy be advertised by co-option and submitted for consideration at the next Council Meeting to be held on the 6<sup>th</sup> September, 2001.

54. **Citizens Advice Bureau – Council Representation**

The Town Clerk referred to the appointment of Councillor Mrs. P.E.M. Folland to serve on the Citizens Advice Bureau until May, 2002 (Minute 36(21)) refers.

Councillor Mrs. P.E.M. Folland had advised that the date of meetings coincides with a previous regular commitment. It will therefore be necessary for the Council to appoint another Member to serve on the Citizens Advice Bureau.

**RESOLVED –**

That Councillor P.G. Gwyther be appointed to serve on the Citizens Advice Bureau.

**55. Council in Recess – Delegated Powers**

The Town Clerk stated that it was customary for the Mayor, Deputy Mayor and Town Clerk to be authorised to deal with any urgent matters which may arise during Council recess.

**RESOLVED –**

That the Mayor, Deputy Mayor and Town Clerk be granted authority to deal with any urgent matters during the forthcoming period of recess.

**56. Dyfed Probation Services – Painting of Pater Hall**

The Town Clerk stated that he had previously reported that the Dyfed Probation Services had agreed to undertake exterior painting work at the Pater Hall.

In order to erect the tower scaffolding the appropriate consent under the Highways Act, 1980 had to be received from Pembrokeshire County Council. The Probation Service had received the licence but had advised that they were unable to comply with all the conditions and would therefore be unable to undertake the work. Relevant correspondence was reproduced at Appendix "A."

Reference was made to the poor condition of the window surrounds in Pater Hall which should be included in any grant aid application for replacement.

**RESOLVED –**

That Mr. J. Jones, Caretaker be requested to survey the windows, doors etc. and that a report be submitted to the next Council Meeting to be held on the 6<sup>th</sup> September, 2001.

**57. Justices Licence –The Cricketers', Imble Lane**

The Town Clerk reported that notice of application for a new Justices' Licence had been received in respect of the above premises. The applicant is Jeanette Anne Richards.

**RESOLVED -**

That the Council have no objection to the application for a new Justices' Licence in respect of the above premises.

**58. Notice Board/Street Plan**

The Town Clerk reproduced at Appendix "B" a letter received from Mr. T. Marmara, Townscape Heritage Officer regarding the above matter.

Councillor D.L. Jones expressed his concern over the lack of information in the Town for visitors and it was

**RESOLVED –**

That the Clerk write to Pembrokeshire County Council expressing the Council's concern regarding the lack of information in the Town for visitors and request that immediate action be taken to alleviate this problem for the current holiday season.

**59. Garrison Chapel**

The Town Clerk reproduced at Appendix "C" a letter received from Mr. T. Marmara, Townscape Heritage Officer regarding the above matter for the information of Members.

**60. Planning Applications**

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

339/01	Mr. R. Nugent Gleneagle Branders Park Cresselly	9 Brewey Street – 2 No. detached dwellings
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PROPOSED by Councillor Mrs. V.M.J. Roach  
SECONDED by Councillor D.L. Jones

**RESOLVED –**

That the Council refuse the application as it is considered that it will be an overdevelopment of the site.

345/01	Mr. P.F. Jennings 54 Meyrick Street Pembroke Dock	54 Meyrick Street – Erection of garage
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PROPOSED by Councillor Mrs. V.M.J. Roach  
SECONDED by Councillor P.G. Gwyther

**RESOLVED -**

That the Council have no objection to the application.

347/01	Mr. D. Bentley 17 Laws Street Pembroke Dock	17 Laws Street – First Floor Extension
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PROPOSED by Councillor Mrs. V.M.J. Roach  
SECONDED by Councillor D.L. Jones

**RESOLVED -**

That the Council have no objection to the application.

**61. Planning Decision**

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

979/00 – Land at London Road – Variation of condition nos. 1, 7 & 8 of planning consent  
98/0010/PA - Approved

**62. New Traffic Order – Bush Street**

The Town Clerk reproduced at Appendix “D” a letter from Pembrokeshire County Council regarding proposed waiting restrictions near the new School in Bush Street.

**RESOLVED –**

That the Council have no objection to the proposed waiting restrictions in Bush Street.

**63. Waiting Restrictions – North Street & Queen Street**

The Town Clerk reproduced at Appendix “E” a letter from Pembrokeshire County Council regarding amendments to waiting restrictions in North and Queen Street.

**RESOLVED –**

That the Council have no objection to the amendments to waiting restrictions in the above locations.

**64. Welsh Blood Service**

The Town Clerk reported that a letter of thanks had been received for the use of the Pater Hall for blood donations earlier this month. The attendance details were:-

<u>Date(s)</u>	<u>No. of Donors Attending</u>	<u>No. Able to Make A Donation</u>	<u>New Donors</u>
5 <sup>th</sup> July	153	132	10
12 <sup>th</sup> July	139	123	16
19 <sup>th</sup> July	107	86	14

**65. Planning Application**

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

366/01	Mr. C. Dureau The Boathouse Lower Beach Road Pembroke Dock	Plot 6, Lower Beach Road, Llanreath – Building Plot
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PROPOSED by Councillor Mrs. V.M.J. Roach  
SECONDED by Councillor M.B. Owen

**RESOLVED –**

That the Council request that the application be deferred for site inspection as this area is considered to be overdeveloped.

**85. COMMUNITY REGENERATION UNIT**

The Town Clerk reported that Pembrokeshire County Council had created a Community Regeneration Unit based in Haverfordwest. The creation of the Unit is a direct result of the changes brought about by the Local Government Act, 2000. This places a clear responsibility on Local Authorities to involve communities in the way their area develops and identifying projects.

At present there is a proposal being put before Pembrokeshire County Council that the county be divided into eight areas with a dedicated Community Development Officer. Each officer to work with Town and Community Councils, Community Associations, Business and Voluntary Organisations. Mr. A. Allison had submitted a letter in which it was stated that he had been allocated to the area which included Pembroke Dock and requested that he attend a Council Meeting to advise on the services which can be offered to the Council.

**RESOLVED –**

That Mr. A. Allison, Community Development Officer be invited to attend the next Council Meeting to be held on the 6<sup>th</sup> September, 2001.

**86. WINTER CARNIVAL 2000 – FIREWORK INCIDENT**

The Town Clerk verbally reported that the Firework Company had pleaded guilty at the Magistrates Court on the 23<sup>rd</sup> July, 2001 and had been fined the sum of £4,000 and costs of £2,683 a total of £6,683. The Court took into account the full co-operation from the Firework Company who had stated that the training methods had been tightened up.



**87. WESTERN WAY – ARMY TANK**

The Town Clerk reported that the Army Tank at the above location had been painted by the Queens Dragoon Guard Army Cadets, Pier Road who had been informed that it is their responsibility to repaint and maintain it. Paint had been obtained from Pembrokeshire County Council and Castlemartin Camp. In order to clear rubbish etc. from inside the tank access had been requested.

Councillor D.L. Jones stated that the Cadets had also painted the seat dedicated by Councillor Mrs. M. Williamson which is located in the Military Cemetery.

**RESOLVED –**

- (1) That the Army Cadets be requested to liaise with Castlemartin RAC Range regarding access into the tank.
- (2) That the Council express their appreciation to the Dragoon Guard Army Cadets for undertaking the painting of the Army Tank and the commemorative seat in the Military Cemetery.

**88. DIMOND STREET – ONE WAY SYSTEM**

The Town Clerk reported that he had received written confirmation from Pembrokeshire County Council that the possible introduction of one way flow in the above street would not be considered at this time pending the outcome of negotiations regarding the exit off Western Way.

**89. MEYRICK STREET – LOOSE & MISSING SETS**

The Town Clerk reported that a letter had been received from Pembrokeshire County Council which stated that emergency repairs to make the defects safe had been put in hand. Reconstruction would be programmed later this year.

**90. NAVY TAVERN & FORMER MAYPOLE BUILDING, PEMBROKE STREET**

The Town Clerk reported that he had received a letter from the Townscape Heritage Initiative Officer regarding the above buildings which had been sent to the owners, James Williams (Narberth) Ltd. It advised that the scheme funded by the Heritage Lottery Fund and Partner agencies aimed to improve the heritage building stock of Pembroke Dock and actively supported the re-use of redundant buildings. The above properties could be discussed with regard to their future enhancement.

**91. FINANCIAL DONATION – SEA CADET CORPS**

The Town Clerk reported that a letter of appreciation had been received from Mrs. Williams, Treasurer of the TS Warrior – Pembroke Dock Sea Cadet Corps for the Council's donation of £100 to the Unit.



92. **NARBERTH WINTER CARNIVAL -- BIKE RIDE**

The Town Clerk reported that a letter had been received from the Secretary of Narbeth Winter Carnival with a request that the Pembroke Dock Winter Carnival Committee provide light refreshments on Sunday, 12<sup>th</sup> August, 2001 at approximately 2.30 p.m. for approximately 18 persons who were to undertake a bike ride from Narberth and Tenby to Pembroke Dock.

**RESOLVED –**

That light refreshments be provided for the bike riders and that the Mayor's offer to supply be accepted.

93. **REPORT OF FINANCIAL OFFICER**

2. **Delegated Powers - Recess**

The Financial Officer reported that it is customary for delegated powers to be granted to pay accounts during the period of Council recess.

**RESOLVED –**

That the Mayor and Financial Officer be granted plenary powers to deal with any financial matters during the period of recess.

3. **Payment of Accounts**

The Financial Officer reported that the following accounts were submitted for payment:-

61.	St. Mary's Catholic School - Prize - Schools In Bloom Comp.	£50.00
62.	Friends of P.D. Community School - Donation	£100.00
63.	Pembs. Begonia & Fuchsia Society - Donation	£100.00
64.	St. Patrick's Guide Unit - Donation	£100.00
65.	Pitney Bowes - Maintenance of Postage Meter	£11.74
66.	Glyn Edwards - Photocopying	£20.84
67.	Konica Peter Llewellyn - Photocopying	£47.94
68.	SWALEC - Electricity - Albion Square Centenary Lamp	£21.78
69.	Modern Print - Letterheads	£173.90
70.	Jewson - Materials	£52.04
71.	British Gas - Gas Supply	£487.67
72.	Imprest Account - Wages, Tax and N.I.	£1,813.67
73.	BT - Telephone & Fax Charges	£158.11

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

74. The Consortium – Stationery and Materials	£114.59
75. Fire Protection Services – Maintenance of Emergency Lighting	£68.95

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

**RESOLVED –**

That account nos. 61 – 75 be approved for payment.

**94. MATTERS RAISED VERBALLY**

**(a) Albion Square Lamp Standards**

Councillor D.L. Jones referred to the appalling condition of the above lamp standards which urgently required painting.

**RESOLVED –**

That Pembrokeshire County Council be requested to undertake maintenance of the lamp standards as a matter of priority.

**(b) Footpaths - Jacobs Pill/Castle Street & Treowen Road/Castle Street**

Councillor Mrs. P.E.M. Folland referred to the overgrown condition of the above footpaths and it was

**RESOLVED –**

That Pembrokeshire County Council be requested to undertake maintenance of the above footpaths as a matter of priority.

**(c) Top Road – Cycle Path**

Councillor Mrs. P.E.M. Folland stated that vehicles are using the cycle path, it was not clear as to whether it was Contractors or the general public but was dangerous and it was

**RESOLVED –**

That Pembrokeshire County Council be requested to provide bollards at the above location to stop vehicles using the cycle path.

**(d) Military Road – Picnic Site**

Councillor P.G. Gwyther referred to a proposal by Pembrokeshire County Council to provide a picnic site at the above location and it was

**RESOLVED –**

That Pembrokeshire County Council be requested to advise as to whether they proposed to provide a picnic site at Military Road.

**(e) Golf Club – Public Footpath**

Councillor P.G. Gwyther referred to the public footpath at the Golf Club and stated that he was concerned that walkers may experience difficulties in view of the close proximity on the practice area by the car park.

**RESOLVED -**

That Footpaths Officer, Pembrokeshire County Council be requested to advise as to whether there are difficulties for users of the footpath in view of the close proximity of the golf practice area on the car park.

**(f) Commercial Row – Tree**

Councillor Mrs. V.M.J. Roach referred to the fact that the dead tree at Western Way had still not been removed.

**RESOLVED –**

That Pembrokeshire County Council be requested to remove the dead tree in the above location as soon as possible.

**(g) Picnic Park – Cleddau Bridge – Rubbish Bin**

Councillor Mrs. V.M.J. Roach expressed concern with regard to the frequency that the rubbish bin at the above location was emptied.

**RESOLVED –**

That Pembrokeshire County Council be requested to empty the rubbish bin at the above location on a more regular basis.

**(h) Devonshire Road, Llanion Park – Unkempt Condition**

Councillor Mrs. P.E. George stated that Councillor S. Perkins had requested that in her absence that Members be advised of the concern of residents in the above location regarding the unkempt condition of the grassed areas at the Parade Ground.

**RESOLVED –**

That Pembrokeshire County Council be requested to undertake clearance of the area as a matter of priority.

95. **PRIVATE & CONFIDENTIAL**

PROPOSED by Councillor Mrs. P.E. George  
SECONDED by Councillor D.L. Jones

**RESOLVED –**

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

96. **REPORT OF TOWN CLERK**

7. **Stakeholder Pension Scheme**

The Town Clerk reported that under new Government legislation, employers with five or more employees are required to give their employees access to a stakeholder pension scheme. The scheme came into effect on the 6<sup>th</sup> April, 2001 and by the 8<sup>th</sup> October, 2001 employers have to designate a stakeholder pension scheme that employees can join.

The Council's employees had been circulated with the above information and had advised that they were not interested in participating in the Pension Scheme.

**RESOLVED –**

That the Council do not enter into a Stakeholder Pension Scheme.

**The Meeting terminated at 8.05 p.m.**



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Mayor.

