

At a Meeting of Pembroke Dock Town Council held at Pater Hall, Pembroke Dock on Thursday, 28<sup>th</sup> February, 2002 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, Mrs. V.M.J. Roach,  
Mrs. B. Roch, R.G. Watts,  
Mrs. M. Williamson..

**IN ATTENDANCE:**

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

The Meeting was opened with Prayer.

195. **MINUTES**

PROPOSED by Councillor Mrs. C. Fortune  
SECONDED by Councillor R. Watts

**RESOLVED –**

That the Minutes of the meeting held on the 31st January, 2002 be adopted as circulated subject to the following amendments:-

196. **MATTERS ARISING FROM THE MINUTES**

(a) **Minute 184(a) – Heritage/Regeneration – Town/Picnic Area, Golf Course**

The Town Clerk reported that a letter had been received from the developers of Pennar Park, Achillion, Canterbury, Kent which stated that they had no objection in principle to the scheme. It was suggested that the Council seek funding on the basis that this was agreed in principal subject to contract and that a meeting be held with all the appropriate parties when funding had been allocated for the scheme.

**RESOLVED –**

That the letter received from Achillion be forwarded to Mr. A. Allison, Economic Regeneration Unit, Pembrokeshire County Council for his attention.

**(b) Minute 184(b) – Cycle Path – Top Road**

The Town Clerk stated that he had met on site with Mr. Gobbi, Road Safety Officer regarding the problems referred to by Councillor Mrs. P.E.M. Folland which would be take into consideration in any future proposals at the above location.

**(c) Minute 184(c) - 49 Gwyther Street**

Councillor R. Watts referred to the condition of the above property and advised that officials of Pembrokeshire County Council had recently inspected it.

**(d) Minute 184(d) – Web Site Meeting**

The Town Clerk reported that the Pembroke Dock Chamber of Trade would be submitting an application for grant aid to PAVS for the design of a web site.

**(e) Minute 184(e) - Pater Hall – Refurbishment/Upgrading**

The Town Clerk stated that the Hall had been inspected to-day by the Architects engaged by SPARC/PLANED in regard to the Council's application for the refurbishment and upgrading.

Members were advised that a meeting of SPARC/ PLANED would be held at Pater Hall on the 11<sup>th</sup> March, 2002 at 7.00 p.m.

**(f) Minute 184(f) – Albion Square Centenary Lamp**

The Town Clerk reported that MCM had stated that they were not interested in undertaking the repairs to the above Lamp. He stated that he had liaised with Pembrokeshire County Council who had advised that the repair work was complicated in that the electrical components required investigation as well as fabrication of the bolts which were corroded.

Councillor D.L. Jones stated that he would contact someone who may be able to investigate the engineering aspect of the Lamp.

**RESOLVED –**

- (1) That Pembrokeshire County Council be requested to disconnect the Lamp.
- (2) That Councillor D.L. Jones report back to the next Council Meeting to be held on the 14<sup>th</sup> March, 2002.
- (3) That the Council seek Heritage Lottery funding for the refurbishment of the Lamp.

**(g) Minute 184(m) – 22 Gwyther Street – Condition**

The Town Clerk reported that a letter had been received from Pembrokeshire County Council which stated that the above property had been inspected and the owner had been advised of the poor state of repair.

**(h) Minute 186(153) – Pembroke By-Pass**

The Town Clerk reported that he had received replies in respect of the above matter from the following:-

- (1) The National Assembly of Wales had advised that the Town Council concerns had been noted.
- (2) Pembrokeshire County Council advised that that design study would include the addressing of concerns raised by stakeholders. Consultations to be continued with the Town Council.

**(i) Minute 186(155) – Pembroke Dock Harlequins R.F.C.**

The Town Clerk reported that he had liaised with the Secretary of the above Club who had advised that they would request that the Mayor attend to present prizes at the Carnival to be held on Saturday, 3<sup>rd</sup> August, 2002.

**(j) Minute 192(c) – St. Govan's Centre - Condition**

The Town Clerk reported that a letter had been received from Bettabuys Quality Discount Stores which stated that a builder had been contacted with regard to the roof, but due to poor weather conditions a positive assessment had not been possible. With regard to the tiled area which had been cordoned off and the appropriate craftsman had been contacted.

**(k) Minute 192(d) – Port Authority - Explosives Licence**

The Town Clerk reported that he had received correspondence in respect of the above matter from the following:-

- (1) Milford Haven Port Authority – The Town Council's comments were noted and would be taken into consideration.
- (2) Health and Safety Executive – The Town Council's views were noted and would be taken into account.
- (3) Pembrokeshire County Council – No planning permission was needed (unless there was a related requirement, e.g. to erect a building to store the items). Neither was any consent required under the Council's Public Protection duties. The licensing body being the Health and Safety Executive through their Explosive Directorate at Bootle in Liverpool.
- (4) N. Ainger MP – Further detailed information required prior to risk assessment being undertaken.

**RESOLVED –**

That Mr. N. Ainger's letter be sent to the Health and Safety Executive for their information.

**(l) Minute 192(g) – Millennium Tree – Presentation to Schools**

The Town Clerk reported that a letter had been received from the Head Teacher, Pembroke Dock Community School which stated that the School would be pleased to receive a tree on behalf of the Town Council. It was suggested that a flowering cherry would be suitable to avoid site drainage difficulties.

**RESOLVED –**

That the Council donate a flowering cherry tree to be planted at the new Pembroke Dock Community School.

**(m) Minute 192(j) – Brewery Street/Wellington Street - Lighting**

Councillor Mrs. V.M.J. Roach stated that one of the decorative street lights in the car park at Albion Square was not working and enquired as to whether this was off the same supply as the Centenary Lamp.

**RESOLVED –**

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

**(n) Minute 192(l) – Llanion Park Area – Childrens Play Area**

The Town Clerk advised that this matter had been referred to the Head of Planning, Pembrokeshire County Council for his attention.

**197. REPORT OF TOWN CLERK**

**162. Appointment of Mayor Elect 2002/2003**

The Town Clerk requested that in accordance with previous procedure consideration be given to the appointment of the Mayor Elect for the year 2002/2003.

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

**RESOLVED -**

That Councillor Mrs. P.E. George be appointed Mayor Elect for the year 2002/2003.

**163. Appointment of Deputy Mayor Elect 2002/2003**

The Town Clerk requested that in accordance with previous procedure consideration be given to the appointment of the Deputy Mayor Elect for the year 2002/2003.

**PROPOSED** by Councillor Mrs. C. Fortune  
**SECONDED** by Councillor Mrs. B. Roch

**RESOLVED –**

That Councillor Mrs. P.E.M. Folland be appointed Deputy Mayor Elect for the year 2002/2003.

**164. Civic Function**

The Town Clerk reproduced at Appendix "A" and Appendix "B" the Guest Lists for the Civic Luncheon and Civic Dance respectively.

Following discussion it was decided that the following amendments be made to the Guest List for the Civic Luncheon.

**RESOLVED –**

That the guest list for the Civic Luncheon 2002 as submitted for 2001 – Appendix "A" be approved subject to the following amendment:-

**Deletion**

Mr. T.R. Edwards and Partner (Duplicate entry)

**Additions**

Mayor & Partner, Pembroke, Malta  
Deputy Mayor & Partner, Pembroke, Malta

**FURTHER RESOLVED –**

That the guest list for the Civic Dance 2002 as submitted for 2001 – Appendix "B" be approved subject to the following amendments:-

**Deletions**

No. 13 – Womens' Institute – Disbanded  
No. 27 – Friends of South Pembs. Hospital - Disbanded

**165. Co-option of Town Councillor – Llanion Ward**

The Town Clerk reported that following the public notice in the Western Telegraph and at several locations in the Town, four applications had been received for consideration for co-option on to the Town Council. The applications were reproduced at Appendix "C" and the details were as follows:-

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

Members were reminded that in accordance with previous practice, the Council interviewed all the applicants.

**RESOLVED –**

That the afore-mentioned persons be interviewed at the next Council Meeting to be held on Thursday, 14<sup>th</sup> March, 2002 at 6.00 p.m. for co-option to fill one vacancy as a Town Councillor for Llanion Ward.

**166. Town Awards Scheme**

The Town Clerk reported that fourteen nominations had been received by the advertised closing date of 14<sup>th</sup> February, 2002. One person had received three nominations and three persons had received two nominations each. The nominations could be considered at the next Council Meeting or if Members preferred at the Special Meeting to be arranged to interview the applicants for co-option.

**RESOLVED –**

That the nominations for the Town Awards Scheme be considered at the next Council Meeting to be held on Thursday, 14<sup>th</sup> March, 2002.

**167. Visit of H.M.S. Pembroke**

The Town Clerk stated that H.M.S. Pembroke would be berthing on Carr Jetty, Pembroke Dock on Sunday, 3<sup>rd</sup> March, 2002 for a 4 day visit.

The Mayor and Mayoress had been invited to a Service at Monkton Priory Church, Pembroke at 11.00 a.m. on the 3<sup>rd</sup> March, 2002 which would be attended by the Ship's Captain and representatives of the crew. At 6.30 p.m. the Mayor and Mayoress would also attend a Cocktail Party on board.

On Monday, 4<sup>th</sup> March, 2002 at 10.15 a.m. the Mayor would welcome the Captain in the Council Chamber. In the afternoon, there would be an opportunity to visit the ship. If any Member would attend please notify the Town Clerk. H.M.S. Pembroke would depart at 10.30 a.m. on Wednesday, 6<sup>th</sup> March, 2002.

**RESOLVED –**

That Councillors D.T. Esmond, Mayor  
Mrs. P.E. George, Deputy Mayor  
Mrs. M. Williamson and R.G. Watts  
visit the Ship on the 4<sup>th</sup> March, 2002.

**168. Twinning with Pembroke, Malta**

The Town Clerk reproduced at Appendix "D" a letter received from Pembroke Town Council which enclosed correspondence received from Pembroke Local Council in Malta.

The Mayor spoke on behalf of Councillors who formed the delegation who had visited Malta and had witnessed the signing of the Twinning Agreement on the 20th February, 2002. The delegation had had a wonderful welcome and had been presented to the President of Malta as well as the High Commissioner and had attended receptions in their honour. The signing of the Twinning Agreement had been attended by towns people as well as Councillors and a plaque had been unveiled outside the Council Offices which commemorated the Agreement. A wreath laying ceremony was held at the Pembroke War Cemetery and at Kalkara Naval Cemetery.

Councillor D.L. Jones congratulated the Mayor on the way he had represented the Town in Malta and thanked the Town Clerk for his assistance.

The letter from Pembroke Town Council, informing the Council that they too had decided to twin with Pembroke, Malta was fully discussed.

**RESOLVED -**

That the Mayor and Deputy Mayor of  
Pembroke Dock Town Council meet  
with Mayor and Deputy Mayor of  
Pembroke Town Council and the  
respective Town Clerks to discuss the  
above matter.

**169. Communities First**

The Town Clerk advised that Communities First is a major programme from the National Assembly for Wales aimed at reducing poverty and helping to improve the lives of people who live in the poorest areas. The Llanion Ward was included in the programme.

The Head of Tourism and Community Regeneration, Pembrokeshire County Council had arranged a meeting in the Refreshment Room, Pater Hall on Wednesday, 27<sup>th</sup> February, 2002 at 7.30 p.m. to which Members representing the Llanion Ward had been invited.

170. **Community Safety**  
**Crime and Disorder Audit, 2001**

The Town Clerk informed Members that a copy of the Pembrokeshire Crime and Disorder Audit, 2001 had been received and was available for inspection. Comments were requested by the 28<sup>th</sup> February, 2002.

171. **Milford Haven Port Authority**  
**Sea Empress Compensation Claim**

The Town Clerk reproduced at Appendix "E" for Members information a letter received from the General Manager of the Milford Haven Port Authority.

172. **Blood Donation Sessions, Pater Hall**

The Town Clerk reported for Members information, the attendance results at the February blood donation sessions:-

	<b><u>No. of Donors</u></b> <b><u>attending</u></b>	<b><u>No. able to make</u></b> <b><u>a donation</u></b>	<b><u>New</u></b> <b><u>Donors</u></b>
31 <sup>st</sup> January	119	106	7
7 <sup>th</sup> February	123	111	5
14 <sup>th</sup> February	103	90	6

173. **Planning Applications**

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

992/01	WJE & FE Harris Cherry Cottage Millback Monkton Pembroke	Plot 5 Site North of Essex Road, Llanion – Alteration to existing application
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PROPOSED by Councillor Mrs. V.M.J. Roach  
SECONDED by Councillor Mrs. P.E. George

**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 that previously allowed.



1018/01      Hallmark Homes      Plot 4, Donovan Reed Gardens –  
31/32 St. Govans Centre      Revised application for 3 bedroom  
Dimond Street      bungalow. Previous consent for 2  
Pembroke Dock      bedroom bungalow (01/432/PA)

PROPOSED by Councillor Mrs. P.E. George  
SECONDED by Councillor P.G. Gwyther

**RESOLVED –**

That the Council have no objection to  
the application.

28/01/LB      Pembrokeshire C.Council      Dockyard Gates and adjoining Colonade,  
County Hall      Royal Dockyard –  
Haverfordwest      Restoration works

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

**RESOLVED –**

That the Council have no objection to  
the application.

**174. Planning Decisions**

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

- 561/01 – Plot A, St. Patricks Hill, Llanreath – Erection of dwelling – Approved
- 844/01 – Plot 5, Shropshire Road, Waterloo Road – One dwelling – Approved
- 858/01 – St. Mary's School, Britannia Road – Erection of a single store secure  
equipment storage building - Approved
- 866/01 – Land at, Ferry Lane – Engineering Works to construct retaining wall and car park –  
Approved
- 496/01 – Former Borough Football Club, London Road – Hotel (Travel Lodge Style  
Accommodation), including Restaurant and Parking - Refused
- 498/01 – Former Borough Football Club, London Road – Erection of 18 self-contained  
flats (including shared amenity and parking areas) – Refused

**175. Draft Supplementary Planning Guidance  
The Conversion of Traditional Farm Buildings**

The Town Clerk reported that a copy of the above detailed document had been received  
from Pembrokeshire County Council and was available for inspection. Any comments are  
requested by the 8<sup>th</sup> March, 2002.

**198. SUPPLEMENTARY REPORT OF TOWN CLERK**

**176. Additional Planning Application**

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

1025/01	Mr. G. Pendleton Creg Na Baa Lower Llanreath Pembroke Dock	GP Motorcycles, Albion Square – Change of Use to Two Houses
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PROPOSED by Councillor Mrs. V.M.J. Roach  
SECONDED by Councillor R.G. Watts

**RESOLVED –**

That the Council have no objection to the application.

**177. Building Development – North of Essex Road**

The Town Clerk reproduced at Appendix "F" correspondence from Mr. P. James, 23 Essex Road, Llanion Park regarding the building development to the north of Essex Road. The application in respect of Plot 4 was considered at the last meeting Planning Application No. 942/01 refers.

The Town Clerk referred to Report No. 173 – Planning Application No. 992/01 when Appendix "F" was taken into consideration prior to determination.

**RESOLVED –**

That Mr. James be advised that the Council had refused planning application no. 992/01.

**199. MEDALS – COUNCIL CHAMBER**

The Town Clerk reported that a letter had been received from the Secretary of the Pembroke Dock Museum Trust which stated that one room in the Gun Tower Museum would house the RAF and flying-boat memorabilia. A request was submitted that the collection of medals awarded to the late Flight Lieutenant Wally Walters DFC and Bar and of the late Flight Lieutenant Dudley Hewitt which are displayed in the Council Chamber be transferred to the Gun Tower for display purposes.

**RESOLVED –**

That the Council agree to the transfer of the medals awarded to the late Flight Lieutenant Wally Walters and the late Flight Lieutenant Dudley Hewitt for display in the Gun Tower Musuem.

**200. STAFFING – RELIEF CARETAKER**

The Town Clerk reported that the relief Caretaker, Mr. P. Cremin had indicated that he would not be able to undertake duties as relief Caretaker. Mr. F. Ablitt who had undertaken duties as a temporary Caretaker had agreed to provide relief cover. He had undertaken one session and had written and advised that he no longer wished to undertake this work. The Town Clerk advised that it would now be necessary to obtain relief cover for both the Caretaker and Cleaner duties for holiday and sickness.

**RESOLVED –**

That the Town Clerk liaise with the Job Centre to ascertain availability of relief cover for cleaning and caretaking duties.

**201. PEMBROKESHIRE FISH WEEK**

The Town Clerk reported that a letter had been received from Pembrokeshire County Council which advised that Pembrokeshire Fish Week would be held from the 29<sup>th</sup> June – 7<sup>th</sup> July, 2002.

**202. AGE CONCERN – PEMBROKESHIRE**

Councillor Mrs. V.M.J. Roach, Council's representative on the above Organisation submitted an invitation to Members to attend the official opening of the Art & Handicraft Exhibition & Competition to be held on Tuesday, 12<sup>th</sup> March, 2002 at 2.30 p.m. at the Library Hall, The Library, Haverfordwest.

**203. HM QUEENS GOLDEN JUBILEE CELEBRATIONS**

The Town Clerk reported that the next meeting of the Tourism Committee was to be held on the 6<sup>th</sup> March, 2002 when the Golden Jubilee celebrations would be considered.

**204. REPORT OF FINANCIAL OFFICER**

**17. Pater Hall Hiring Charges**

The Financial Officer reported that due to absence on sick leave, the Pater Hall Hiring Charges were not submitted for consideration at the same time as the Estimates for 2002/2003. Consideration would now have to be given to the hiring charges for the year commencing 1<sup>st</sup> April, 2002.

Attached at Appendix "A" to the report was a copy of the charges for the current year together with a copy of the charges for St. John's Community Hall for comparison purposes.

**RESOLVED –**

That the scale of hiring charges for the year 2002/2003 remain the same as for 2001/2002.

## 18. Payment of Accounts

The following accounts were submitted for payment:-

167.	Blackwells University Bookshop – Publication – “Fire Safety – An Employer’s Guide”	£9.95
168.	St. Mary’s RC School Stamp Club – Donation	£100.00
169.	Pembroke & District Air Training Corps – Donation	£100.00
170.	Lloyd’s Jewellers – Decanter and Base for Presentation to Pembroke L.C., Malta	£170.00
171.	Electrical & Technical Services – Electrical Repairs	£316.12
172.	HCL Safety Ltd. – Maintenance of Fall Arrest System	£326.65
173.	Pitney Bowes Ltd. – Maintenance of Postage Meter	£11.74
174.	Jewson Ltd. – Materials	£1.77
175.	Imprest Account – Wages, Tax and N.I.	£2,154.34

The following additional account was requested to be included for payment:-

176.	The Consortium – Stationery -	77.90
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PROPOSED by Councillor R.G. Watts  
SECONDED by Councillor Mrs. P.E.M. Folland

### **RESOLVED -**

That account nos. 167 – 176 be approved for payment.

## 205. MATTERS RAISED VERBALLY

### (a) London Road/King William Street – Litter

Councillor Mrs. M. Williamson referred to the proliferation of litter in the above location and it was

### **RESOLVED –**

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

### (b) Top Road – Grass Cutting Schedule

Councillor P.G. Gwyther referred to the grass verge alongside the new footpath at the above location and enquired as to whether this was included in the grass cutting schedule.

### **RESOLVED –**

That Pembrokeshire County Council advise whether the grass verge alongside the new footpath at the above location was included in the grass cutting schedule.

(c) **Water Street – Gymnasium**

Councillor D.L. Jones stated that he had received complaints that vehicles park on double yellow lines in the above location.

**RESOLVED –**

That Dyfed-Powys Police be requested to enforce no parking on double yellow lines in the above location in the interest of safety.

(d) **Front Street – Litter**

Councillor D.L. Jones reiterated his concern regarding the proliferation of litter which has accumulated in the above location.

**RESOLVED –**

That Pembrokeshire County Council be requested to undertake clearance of the litter in the above location for the benefit of residents and in view of the tourism aspect of the Gun Tower Museum.

(e) **Front Street – Sand/Dust/Noise Nuisance**

Councillor D.L. Jones reiterated complaints he had received from residents in the above location with regard to the sand, dust and noise nuisance.

**RESOLVED –**

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

(f) **Traffic System – Pennar**

Councillor Mrs. P.E.M. Folland referred to the fact that there was only one way into the Pennar area and expressed concern if an emergency incident occurred entrance and egress could become impassable.

Discussion ensued when reference was made to the road known as Kings Hill which had been closed with concrete bollards. The possibility of the bollards being adapted to being lockable in case of an emergency should be investigated.



**RESOLVED –**

That Pembrokeshire County Council be requested to investigate the existing one way entry into Pennar and to consider an alternative route in the event of an emergency situation.

**(g) Victoria Road/Market Street – Dog Fouling**

Councillor R. Watts referred to complaints that he had received from residents regarding dog fouling in the above locations.

**RESOLVED –**

That the Dog Warden be requested to investigate the above complaint.

**(h) The Dockyard – Litter Problem**

Councillor Mrs. V.M.J. Roach referred to the proliferation of litter in Meyrick Owen Way in particular and requested that in view of the Irish Ferry traffic this should be given priority.

**RESOLVED –**

That Pembrokeshire County Council be requested to carry out a litter pick in the above location in view of the tourism related aspect.

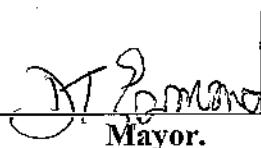
**(i) Defunct Pole – Leo's Store**

Councillor Mrs. V.M.J. Roach referred to the defunct pole which had housed the old cctv camera situated in close proximity to Leo's Store and requested that it be removed.

**RESOLVED –**

That Pembrokeshire County Council be requested to remove the defunct pole in the above location.

**The Meeting terminated at 8.25 p.m.**

  
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Mayor.