

At a Meeting of Pembroke Dock Town Council held at Pater Hall, Pembroke Dock on Thursday, 4th April, 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,
K.C. Higgs, D.L. Jones W.S. Rees,
Mrs. V.M.J. Roach, 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.

1. APOLOGIES FOR ABSENCE

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

2. WELCOME – COUNCILLOR K.C. HIGGS

The Mayor welcomed Councillor K.C. Higgs, who had been co-opted to serve on the Council for Llanion Ward, to his first Council Meeting.

3. DEATH OF H.M.QUEEN ELIZABETH THE QUEEN MOTHER

The Mayor referred to the recent death of HM Queen Elizabeth The Queen Mother and a minutes silence was observed as a mark of respect.

4. MINUTES

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

RESOLVED –

That the Minutes of the meeting held on the 14th March, 2002 be adopted as circulated subject to the following amendments:-

5. **MATTERS ARISING FROM THE MINUTES**

(a) **Minute 208(b) – Albion Square Centenary Lamp**

The Town Clerk reported that the globes had been removed from the above Lamp by Pembrokeshire County Council and were being stored at Pater Hall. Councillor D.L. Jones stated that he would contact Mr. Jenkins in order that further dismantling of the Lamp may be undertaken.

(b) **Minute 208(d) – Llanion Park Area /Western Way/ Childrens Play Areas**

The Town Clerk reported that a letter had been received from Pembrokeshire County Council that the complaint regarding Western Way multi-use activity equipment would be investigated.

(c) **Minute 208(i) – Staffing –Relief Caretaker**

The Town Clerk reported that he had received several enquiries regarding the above position but only one written application from Mr. D. O'Driscoll, 43 Gwyther Street who had been Caretaker at St. Mary's School. Mr. O'Driscoll had given Mr. T. Rawlings, Headmaster, as a referee, but as the school was on holiday it was

RESOLVED –

That the Town Clerk be authorised to appoint Mr.D. O'Driscoll as Relief Caretaker subject to satisfactory probationary period of six months.

(d) **Minute 208(j) – Water Street – Gymnasium**

The Mayor reported that he had observed that the Police had been issuing parking tickets at the above location.

(e) **Minute 210(180) – Town Awards Scheme**

The Town Clerk stated that Councillor Gwyther was preparing the Certificates for the Town Awards Scheme as in the previous year and that the buffet had been arranged.

RESOLVED –

It was agreed that the following persons be requested to speak on behalf of the nominees.

Mrs. C. Collins
Mr. F. Donovan
Mr. W. Jones
Mr. A. Ashby
Mrs. L.E. Gaccon
Mr. H. Johnston
Mr. V. Scott
Mrs. L. Waterman
Mrs. M. Windale

Councillor Mrs. P.E. George
Councillor W.J. Davies
Mr. P. Tallett/B. Price
Mr. Bowen
Mrs. V. Owen
Mrs. V. Owen or Councillor. D.L. Jones
Mr. P. Lloyd
Councillor D.T. Esmond
Councillor Mrs. M. Williamson

FURTHER RESOLVED –

That Mr. M. Cavaney, Photographer be requested to attend.

(f) **Minute 210(183) – Pembroke Dock Community Buildings Audit**

The Town Clerk reported that a further meeting in respect of the above matter had been arranged for Thursday, 18th April, 2002. The Consultants had stated that they wished to display the results of the Audit for two weeks.

RESOLVED –

That the Library be requested to display the results of the Audit.

(g) **Minute 210(186) – The Fire Precautions (Workplace) Regulations,1997 Pater Hall and Offices**

The Town Clerk stated that he had invited five firms to tender for the installation of a fire alarm system and emergency lighting system.

RESOLVED –

That the Town Clerk report back to the next Council Meeting on this matter.

(h) **Minute 211(190) - Planning Application No. 1105/01**

Councillor Mrs. V.M.J. Roach stated that the wording of the resolution should have read “dangerous access” and not “restricted access” as printed.

(i) **Minute 212 – Pembrokeshire Rail Travellers Association**

The Town Clerk reported that a letter had been received from Pembrokeshire County Council thanking the Council for their support which was welcomed and in accordance with their policies.

(j) **Minute 214 – Army Tank, Western Way**

The Town Clerk reported that a letter had been received from Pembrokeshire County Council which stated that the shrubs would receive attention as and when resources were free.

6. REPORT OF TOWN CLERK

1. Town Twinning with Pembroke, Malta

The Town Clerk stated that as discussed at the last meeting, the Mayor and Deputy Mayor had met the Mayor and Deputy Mayor of Pembroke to discuss a way forward.

The Mayor stated that the conclusions reached at the meeting was to disband the Joint Tourism Committee and that a new Joint Twinning Committee be formed to be known as Pembroke Dock & Pembroke Joint Twinning Committee.

Reproduced at Appendix "A" was 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 planned to visit Pembroke Dock and Pembroke between 30th April – 7th May, 2002. If a commemorative plaque was to be unveiled, it would be necessary for Members to discuss the type and location so that the necessary arrangement could be made.

The Town Clerk referred to the proposed visit by a group of 45 children and officials in July, 2002. EU grant application forms had been submitted to the Town Twinning Department in Brussels. As no decision would be known for some weeks, a copy had been sent to the local M.E.P.'s office in Cardiff with a request for assistance to ensure that a decision would be reached as soon as possible.

The Town Clerk stated that he had received a telephone call from Malta earlier in the day regarding the cost of the flights which were very expensive and enquired as to whether financial assistance could be given. No decision could be made on this matter until the outcome of the grant application was known.

RESOLVED –

- (1) That the Joint Tourism Committee be disbanded and that the balance in the account be transferred to the Pembroke Dock & Pembroke Joint Twinning Committee.
- (2) That the Joint Twinning Committee membership be equal and that the following be co-opted to the Committee as required:-
Mrs. P. Clark, Pembroke School,
Mr. C. Hughes, Pembroke Dock Bowling Club,
Mr. G. Price, Royal Naval Association
Mr. F. Harries, Pembroke Dock Male Voice Choir and Rotary Club
- (3) That the Council grant delegated powers to the Mayor, Deputy Mayor and Town Clerk to obtain a commemorative plaque to be erected on the wall inside the main gates to Pater Hall.

Councillor W.S. Rees congratulated the Mayor on the manner in which he had dealt with this difficult situation.

2. **Wales Association of Community and Town Councils**

The Town Clerk reproduced at Appendix "B" an invitation to join the above Association. The annual membership fee, based on electoral population, would be £234.

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

RESOLVED –

(1) That the letter lie on the table.

(2) That the Council order a copy of the above handbook.

3. **Joint Unitary Development Plan for Pembrokeshire
Community Council Seminar**

The Town Clerk reported that Pembrokeshire County Council and the Pembrokeshire Coast National Park were to jointly host this year's Community Council Seminar which was to be held at the Pembrokeshire College, Merlins Bridge on Saturday, 27th April, 2002 at 10.00 a.m.

The Council had 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 would be forwarded in due course.

RESOLVED –

That Councillor K.C. Higgs be appointed to represent the Council at the above Seminar.

4. **Freedom and Responsibility in Local Government**

The Town Clerk reported that a copy of the Policy Statement had been received from the Welsh Assembly and was available for inspection.

This was the first document in which the Welsh Assembly Government had set out fully its policies for local government in Wales and its vision for the future of local government. There were some consultation elements in the statement and comments were invited by the 17th May, 2002.

5. **Planning Matter
Draft Supplementary Planning Guidance
Pembroke Dock Conservation Area
Character Statement**

The Town Clerk reproduced as a separate document, a copy of the above detailed statement which had been approved by Pembrokeshire County Council for consultation purposes. Comments were invited by the 15th April, 2002. Plans and drawings were also available for inspection.

6. **Planning Applications**

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

1092/01 Mr. & Mrs. R. Kenniford 5 Kitchener Close -
 Cloverton Cottage New Access
 7 Waterloo
 Pembroke Dock

PROPOSED by Councillor Mrs. V.M.J. Roach
SECONDED by Councillor Mrs. C. Fortune

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

1135/01 H.R. Bendelow 17-20, 21-24,25-28 & 29-32
 Llanion Flats Ltd. Dorset Row, Llanion Park -
 2 Westhaven Erection of 4 Communal
 Coshaston Satellite Dishes
 Pembroke Dock

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

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

1136/01 H.R. Bendelow 33-36, 37-40, 41044, 45-48,
 Llanion Flats Ltd. Kent Row, Llanion Park -
 2 Westhaven Erection of 4 Communal
 Coshaston Satellite Dishes
 Pembroke Dock

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

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

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

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

RESOLVED –

That the Council have no objection to the application.

7. **SUPPLEMENTARY REPORT OF TOWN CLERK**

7. **Illegal Signs and Obstructions**

The Town Clerk reproduced 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.

Reference was again made to the illegal advertising signs which are displayed generally in the Town and at the shop formerly trading as Dix Shop, Dimond Street in particular.

RESOLVED –

That Pembrokeshire County Council be requested to take action against the illegal advertising signs at the shop formerly trading as Dix Shop, Dimond Street.

8. **Transfer of Justice's Licence**
Lidl, Pier Road

The Town Clerk reported that 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.

RESOLVED –

That the Council have no objection to the transfer of the Justice's Licence to Helen Davies (Store Manager), Lawrence Steven Bedford (Store Manager) and Dean Christopher Evans (Deputy Store Manager).

9. **Planning Applications**

The following planning applications had 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
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PROPOSED by Councillor D.L. Jones
SECONDED by Councillor R. Watts

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

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
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PROPOSED by Councillor K.C. Higgs
SECONDED by Councillor R. Watts

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

8. **FRONT STREET – LITTER**

The Town Clerk stated that Pembrokeshire County Council had reported that there are a number of waste bins in the above location and that the situation would be monitored but there were unlikely to be any more resources at present.

9. **LITTER - GENERAL**

The Town Clerk reported that Pembrokeshire County Council had advised that a pre Easter litter initiative had been undertaken in the Town, which would be followed up with regular checks.

Councillor D.L. Jones expressed his grave concern regarding the comments made by Pembrokeshire County Council in this matter as problems of dog fouling, litter and, sand being blown were being encountered by residents.

10. MAGAZINE BUILDING – LLANION PARK

The Town Clerk stated that Councillor Higgs had expressed concern for the safety of children who play in the above area and the danger caused by broken railings. A letter had been sent to WJE Harris, Monkton who was thought to be the owner of the property.

RESOLVED –

That the Town Clerk liaise with the Listed Building Officer, Pembrokeshire County Council to ascertain ownership.

11. GATEWAY SIGN – PEMBROKE DOCK

The Town Clerk stated that County Councillor B.J. Hall had advised that a new gateway sign was to be erected near Kingswood Farm, Pembroke Dock in the near future. The Town Clerk stated that he had written to the Trunk Road Agency to enquire as to whether it would be possible to add the following to the sign “Twinned with Pembroke, Malta” and what the cost would be. No reply had been received to this request.

12. REPORT OF FINANCIAL OFFICER

1. Audit of Accounts

The Financial Officer reproduced at Appendix “A” a copy of the District Auditor’s Report for the year ended 31st March, 2001. Also enclosed was 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.

The Financial Officer submitted that the balance in the High Interest Account be earmarked for the renovations/improvements to be carried out at Pater Hall and be called the Pater Hall Improvements Account.

RESOLVED –

That the balance in the High Interest Account be earmarked for the renovations/improvements to be carried out at Pater Hall and be called the Pater Hall Improvements Account.

Councillor Mrs. M. Williamson requested that the Council’s appreciation be recorded in the Minutes for the high standard of work on the accounts undertaken by the Town Clerk and Financial Officer.

2. Payment of Accounts

The following accounts were 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 was paid out of meeting.

The Town Clerk requested that the following account be added to the schedule of accounts for payment:-

11.	Pembrokeshire County Council – Renewal of Theatre Licence	£176.00
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PROPOSED by Councillor W.J. Davies

SECONDED by Councillor R. Watts

RESOLVED –

That account nos. 186, 1 – 11 be approved for payment.

13. MATTERS RAISED VERBALLY

(a) Cobble Setts – Town

Councillor D.L. Jones reiterated his concern regarding the fact that the loose cobble setts in the Town were being reset with tarmac. Pembrokeshire County Council had previously undertaken to refit the cobble blocks in concrete.

RESOLVED –

That Pembrokeshire County Council be reminded of their commitment to refit cobble setts in concrete in the Town.

(b) HM Queens Golden Jubilee Celebrations – Road Closures

Councillor R. Watts referred to a leaflet he had been given by a local Insurance Company which stated that it would be possible for the Town Council to take out a liability insurance of £5 million to cover street parties in the Town at a cost of approx. £200. As each street would normally have to pay £110 this should be investigated.

RESOLVED –

- (1) That the Town Clerk liaise with Pembrokeshire County Council and the Event Insurance Services in the above matter.
- (2) That this matter be reported to the next Jubilee Meeting to be held on the 10th April, 2002 and if a corporate insurance cover was possible a Press Release be issued.

(c) **Prince of Wales – Dog Fouling**

Councillor R. Watts referred to complaints he had received regarding dogs being kennelled at the above premises and fouling emanating in to Laws Street.

RESOLVED –

That the Environmental Health Department be requested to investigate the above complaint and take appropriate action to alleviate this nuisance.

(d) **Building Adjacent to Surgery, Dimond Street**

Councillor R. Watts referred to complaint that he had received regarding persons urinating in public at the above location.

RESOLVED –

That the Environmental Health Department, Pembrokeshire County Council be requested to investigate the above complaint.

(e) **Lavinia Drive – Road**

Councillor Mrs. C. Fortune referred to complaints that she had received regarding the appalling condition of the road at the above Estate caused by a building contractor.

RESOLVED –

That the Building Control Officer, Pembrokeshire County Council be requested to investigate the above complaint.

(f) **Prospect Place – Parking of Vehicles**

Councillor Mrs. V.M.J. Roach referred to the danger of vehicles parking at the Croft Terrace side of the above road as there are no yellow lines to dissuade usage.

RESOLVED -

That Pembrokeshire County Council be requested to investigate the above complaint and to consider the placing of yellow lines in the area.

(g) **Pontoon – Hobbs Point**

Councillor Mrs. V.M.J. Roach requested that Pembrokeshire County Council be requested to advise as to when the pontoon would be placed at Hobbs Point.


RESOLVED –

That Pembrokeshire County Council be requested to advise on the above matter in view of the forthcoming holiday season.

The Mayor, Councillor D.T. Esmond stated that as this was his last meeting as Mayor he wished to thank his Deputy Mayor and Councillors for their support during his year of office.

Councillor Mrs. P.E.M. Folland congratulated Councillor D.T. Esmond on being an excellent Mayor and ambassador for the Town.

The Meeting terminated at 7.55 p.m.



Mayor.