

At a Meeting of Pembroke Dock Town Council held at Pater Hall, Pembroke Dock on Thursday, 13th March, 2003 at 6.30 p.m.

PRESENT:

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

IN ATTENDANCE:

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

The Meeting was opened with Prayer.

178. WELCOME – COUNCILLOR MRS. B. ROCH

The Mayor extended a welcome to Councillor Mrs. B. Roch who was attending her first meeting after her recent indisposition.

179. WELCOME – MR. G. GABBITAS, COMMUNITIES FIRST OFFICER FOR LLANION WARD

The Mayor extended a welcome to Mr. G. Gabbitas, Communities First Officer for Llanion Ward.

Mr. Gabbitas explained that Llanion Ward was the 78th most deprived Ward in Wales on the index of multiple deprivation and that he had been appointed by the Welsh Assembly to assist with its regeneration. He invited organisations to submit schemes to him to enhance their environment and advised that funding was available subject to approval. It was anticipated that a Public Meeting would be held in the near future to explain the funding to the public in order that schemes could be submitted for consideration. A Partnership Board would be formed to administer the above scheme, consisting of 1/3 Community Associations, 1/3 Local Authority and 1/3 voluntary and businesses.

The Mayor thanked Mr. Gabbitas for attending the Meeting.

180. **WELCOME - MR. D. GLENNERSTER, PEMBROKE DESIGN
PATER HALL REFURBISHMENT AND ALTERATIONS**

The Mayor extended a welcome to Mr. D. Glennerster, Pembroke Design who had attended the meeting in order to advise on the drawings and budget costings for the refurbishment and alterations of Pater Hall.

The Town Clerk referred to his report item no. 225 and circulated at the meeting a letter with drawings showing five options for the above alterations from Pembroke Design for consideration by the Council.

Mr. Glennerster gave detailed information on the various options before the Council and it was

RESOLVED –

- (1) That the Council approve and authorise Pembroke Design to proceed with Options A and B;
- (2) That with regard to Option A the Council instruct Pembroke Design to investigate the possibility of installing the lift in the exiting kitchen off the Entertainments Room with an exit on to the landing to avoid encroaching into the Entertainments Room.
- (3) That the Council grant delegated powers to the Mayor, Deputy Mayor, Town Clerk, Financial Officer to accept the findings of Pembroke Design in respect of (2) above.

The Mayor thanked Mr. Glennerster for his professional advice and for attending the Meeting.

181. **MINUTES**

PROPOSED by Councillor Mrs. P.E.M. Folland
SECONDED by Councillor D.L. Jones

RESOLVED –

That the Minutes of the Meeting held on the 20th February, 2003 be adopted as circulated subject to the following amendments:-

182. **MATTERS ARISING FROM THE MINUTES**

(a) **Minute 168(c) – Land between St. Govan’s Centre & Co-op Store**

The Town Clerk stated that he had been advised that the owners of the above land were Messrs. John & Tony Purcell who live in Ireland. He stated that he would inform Pembrokeshire County Council in this matter in view of the proposed cycle track being provided in this location.

(b) **Minute 168(d) – Feasibility Study/Business Plan for Pater Hall**

The Town Clerk advised Council that in conjunction with the survey of the users of the Hall the following information had been obtained. There are 513 users of the Hall during a typical week of which 227 are from outside the Town i.e. 56% in the Town, 44% outside the Town. 55% of the town users are from Central and Llanion Ward.

(c) **Minute 168(g) – Albion Square**

The Town Clerk reported that Pembrokeshire County Council had advised that they had located two of the three seats which had been replaced in various locations in the Town. If the Council wished the seats to be returned to Albion Square the County Council would undertake to do this.

(d) **Minute 169(212) – Civic Function**

The Mayor referred to the recent retirement of Councillor Mrs. M. Williamson on health grounds, and reminded Members that it had been agreed that she should be included on the Civic Luncheon and Dance lists.

RESOLVED –

That the name of Councillor Mrs. M. Williamson be added to the list for attendance at future Civic Luncheons and Civic Dances.

(e) **Minute 169(214) – Members’ Code of Conduct – Training**

The Town Clerk referred to the fact that Councillors had signed the Model Code of Conduct and that further information would be submitted to a future meeting on this matter.

(f) **Minute 169(215) – Town Awards Scheme**

The Town Clerk referred to the fact that the Mayor, Councillor Mrs. P.E. George had nominated more than one person for the above Awards. As it was customary for the nominee to speak about the recipient it was suggested that Councillor W.J. Davies be asked to speak on behalf on County Councillor T.V. Hay. Councillor Davies stated that he would carry out this duty.

Councillor Mrs. V.M.J. Roach referred to the nomination of Pembroke Borough Male Voice Choir and the Town Clerk stated that it had been noted that the Male Voice Choir was now known as the Pembroke and District Male Voice Choir.

The Town Clerk advised that Mr. J. Jenkins and colleagues would also be attending to receive awards for their voluntary work in the restoration of the Albion Square Centenary Lamp.

(g) Minute 170(223) – Waterloo Roundabout Area

The Town Clerk reported that a reply had been received from the Police regarding the above matter which advised that the Council's request had been forward to the Roads Policing Unit who would consider the issues highlighted by Mr. Cook.

(h) Minute 177(f) – Co-op Car Park – Electricity Sub-Station

The Town Clerk reported that the gates at the above location had been removed and the Health and Safety Officer had advised that there is no danger to the public.

183. REPORT OF TOWN CLERK

225. Pater Hall Refurbishment and Alterations

(a) Design

The Town Clerk stated that as resolved at the last meeting, Pembroke Design had provided the further information requested and drawings and budget costings had been enclosed with the report at Appendix "A." as a separate document.

Mr. D. Glennerster, Managing Surveyor, Pembroke Design had attended the Meeting in order to advise Council in considering the various options.

(b) Press Advertisement

In accordance with the Council's Standing Orders an advertisement regarding the proposed works was placed in the Western Telegraph on the 26th February, 2003. To date there has been no response from any interested contractor.

(c) Business Plan for Pater Hall

The Town Clerk reported that he had had a further meeting with PLANED in Narberth and was working with them in preparing a business plan for the future use of the Pater Hall.

The Town Clerk referred to the Council decisions taken earlier in the Meeting Minute 180(03/04) refers.

226. Milford Haven Cruise Port

The Town Clerk reported that along with the Mayor they had attended a presentation at the Milford Haven Port Authority Offices on the 25th February, 2003. The event had been organised by the South West Wales Tourism Partnership. Four cruise ships would call in the Haven during the coming season, with two berthing at Pembroke Dock and two at Milford Haven. Enclosed at Appendix "B" details of the cruise ships calls were provided for the information of Members.

Discussion ensued regarding the possibility of the Council's video "What's Your Hurry?" being provided for viewing by passengers on the cruise liners. The Town Clerk stated that a Steering Committee was to be set up when local issues such as lack of toilet facilities, telephones etc., would be considered.

(Councillors Mrs. C. Fortune and Mrs. B. Roch left the Meeting).

227. Pembroke Dock Community Web Site

The Town Clerk had enclosed with the report a request from Councillor P.G. Gwyther for some background details from Members for inclusion on the Community Website. Members had been asked to complete the form and return it direct to Councillor Gwyther.

228. Floral Baskets

The Town Clerk advised that only one tender had been received for the filling and fixing of 70 floral baskets for display in the Town during the coming season. This tender was from Pembroke Nurseries, Slade Cross who had supplied the baskets in previous years.

The quotation being:-

Price for filling	-	£10.00 per basket
Labour for fixing	-	£5 per hour per person

Despite a reminder, no reply had been received from Crofty Nurseries, Llanteg or Bangeston Farmyard Nursery.

RESOLVED -

That the Council accept the tender submitted by Pembroke Nurseries for the filling and fixing of 70 floral baskets for display in the Town during the coming season.

229. Blood Donation Sessions – Pater Hall

The Town Clerk reported that notification had been received that the attendance figure at the recent sessions were as follows:-

	No.of Donors Attending	No.Able to Make A Donation	New Donors
Thursday, 6 th February	118	112	6
Thursday, 13 th February	117	110	22
Thursday, 20 th February	101	92	12

230. Menter Iaith Sir Benfro

The Town Clerk advised that this voluntary organisation was established in 1998 and during the last year had been successful in obtaining European funding to set up the Ogam Project in partnership with the Pembrokeshire Coast National Park Authority and the Countryside Council for Wales.

Ogams objectives were:-

- (a) To increase understanding of the environment amongst Welsh speakers in Pembrokeshire;
- (b) To increase understanding of the Welsh language culture amongst environmental groups.

An invitation had been received to join Menter Iaith Sir Benfro the membership fee being £5.00.

RESOLVED –

That the Council join Menter Iaith Sir Benfro, membership fee being £5.00.

231. County Council Policy on Play Areas

The Town Clerk enclosed at Appendix “C” a letter from Pembroke Town Council which invited two members to a meeting on Wednesday, 26th March, 2003 at 7.00 p.m. in Pembroke Town Hall.

RESOLVED -

That the Mayor and Deputy Mayor attend the meeting to be held on Wednesday, 26th March, 2003 in Pembroke Town Hall.

232. Pembrokeshire Association of Local Councils

The Town Clerk advised that notification of the Membership subscription for 2003/2004 had been received, the annual amount due being £300. Membership of the Pembrokeshire Association also gives membership of the National Association of Local Councils which currently has an office in Wales and a separate identity of NALC/Wales.

The Town Clerk reminded Members that he had previously reported that he had used the services of the Association on a number of occasions in recent months and had found them to be very helpful.

The Town Clerk recommended that the Council becomes a member of the Association.

RESOLVED –

That the Council become members of the above Association, the subscription being £300.

**233. Late Night Refreshment Licence
MacDonalds, London Road**

The Town Clerk reported that notice of an application for a Late Night Refreshment Licence had been received. The applicant's name is Lonetree Ltd. of Myrtle Hill, Pensarn, Carmarthen and the hours of operation are given as 0730 to 2300 hours. Comments were invited by the 16th March, 2003.

RESOLVED –

That the Council have no objection to the Late Night Refreshment Licence in respect of the above premises.

**234. Gaming Act 1968, Renewal of Gaming Licence (Bingo Only) –
The Palace Bingo Club, Queen Street**

The Town Clerk advised that notice of an application for the renewal of the gaming licence had been received for observation. There had been no change in the premises or their layout since the licence was last renewed.

RESOLVED –

That the Council have no objection to the renewal of the gaming licence in respect of the above premises.

235. Planning Applications

The following applications had been received and were submitted for consideration:-

1204/02	Pembrokeshire Mind Old Wool Market Quay Street Haverfordwest	54A Bush Street – Change of use from retail shop to administrative office
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PROPOSED by Councillor Mrs. V.M.J. Roach
SECONDED by Councillor R. Watts

RESOLVED -

That the Council have no objection to the application.

1240/02	Mr. S. & Mrs. M. Burden 2 Stranraer Road Pennar Pembroke Dock	2 Stranraer Road, Pennar – Lounge Extension
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The Town Clerk stated that the number of the above planning application was incorrect in the report and had been amended to read 1240 and not 240/02.

PROPOSED by Councillor S. Perkins
SECONDED by Councillor K. Higgs

RESOLVED -

That the Council have no objection to the application.

236. Planning Decisions

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

389/02 - 1 King William Street – Six No. Residential Properties – **Approved**
545/02 – Former Coalyard, King William Street – Residential Development - **Approved**
804/02 – 11 Pembroke Street – Conversion of ground floor into two units of accommodation – private dwellings – **Approved**
884/02 – Plots off Lavinia Drive, Pennar – Construction of six dwellings – **Approved**
919/02 – 26 Dimond Street – To extend “The Chicken Coupe” 24 Dimond Street into 26 Dimond Street for Take Away and 12 Seats (Hot and Cold Food) – **Approved**
982/02 - The Gables, Queen Square – Proposed change of use from sheltered housing into 8 no. self-contained units for the elderly and disabled including extension to exiting building to house lift shaft - **Approved**
1042/02 – 75 Stranraer Road – New garage and storm porch on site of existing shed – **Approved**

0006/02/LB – St. Andrews Chapel, Bush Street – Internal toilets and kitchen within existing Main Hall at Lower Ground Floor level to provide new facilities – **Approved**
0023/LB – 65 Laws Street – New kitchen and bathroom to rear and new disabled w.c.
- **Approved**

184. SUPPLEMENTARY REPORT OF TOWN CLERK

**237. Gaming Act, 1968 – Application for All Cash Machine Permit
Rehorn Amusements, 28 Dimond Street**

The Town Clerk reported that notice of a renewal application had been received. Comments were invited by the 25th March, 2003.

RESOLVED –

That the Council have no objection to the renewal of the above licence.

**238. Transfer of Justices' Licence
The Shipwright, 1 Front Street**

The Town Clerk reported that notice of an application for the transfer of the Justices' Licence had been received. The applicants are David Michael Murphy and David Malcolm Crew. The current licenses are David Michael Murphy (the owner) and David Anthony Samuel.

RESOLVED –

That the Council have no objection to the renewal of the above licence.

**239. Transfer of Justices' Licence
Cafe Royal, 95 Queen Street**

The Town Clerk reported that notice of an application for the transfer of the Justices' Licence had been received from Avril Dorothy Taylor of 18, Hill Farm Park, Pembroke Dock. The current licence is held by David Crew.

RESOLVED –

That the Council have no objection to the transfer of the above licence.

240. Essex Road, Pembroke Dock

The Town Clerk enclosed at Appendix "C" a letter from Pembrokeshire County Council regarding the results of recent speed monitoring in Essex Road.

RESOLVED –

That County Councillor S. Perkins arrange a meeting between interested parties in respect of the recent speed monitoring in Essex Road.

241. Planning Applications

The following applications had been received and were submitted for consideration:-

- | | | |
|---|---|---|
| 1258/02 | Lennie Scourfield Ltd.,
6 Arthur Morris Drive
Pembroke Dock | Plot 12, Hampshire Drive –
Residential Dwelling |
| <p>PROPOSED by Councillor K. Higgs
SECONDED by Councillor S. Perkins</p> <p>RESOLVED -
That the Council have no objection to the
application.</p> | | |
| 1276/02 | Kwik Save
Sommerfield House
Whitechurch Lane
Bristol | Kwik Save, Llanion Park –
2 no. additional windows to front
elevation, 1 no. additional window
to side elevation (staff canteen), 2
no. covered trolley bays to car
park area. |
| <p>PROPOSED by Councillor R. Watts
SECONDED by Councillor D.L. Jones</p> <p>RESOLVED -
That the Council have no objection to the
application.</p> | | |
| 31/02/AD | Kwik Save
Sommerfield House
Whitechurch Lane
Bristol | Kwik Save, Llanion Park –
Replacement Shop Sign |
| <p>PROPOSED by Councillor S. Perkins
SECONDED by Councillor R. Watts D.L. Jones</p> <p>RESOLVED -
That the Council have no objection to the
application.</p> | | |

185. PATER HALL – CROCKERY

The Town Clerk reported that it was now necessary to replace crockery for users of the Entertainment and Refreshment Rooms.

RESOLVED –

That the Town Clerk be authorised to purchase six dozen cups, saucers and plates for use in the Entertainment and Refreshment Rooms.

186. WESTERN WAY CAR PARK AND WATERFRONT – SEATING

The Town Clerk reported that a letter had been received from Pembrokeshire County Council which advised that the seats in this area would be added to the list of street furniture which required painting. Due to the large number of seats which required attention throughout the area, and the level of resources available, it would be unlikely that these seats would be dealt with before the forthcoming holiday season.

RESOLVED –

That the Town Clerk liaise with the Dyfed Probation Service to ascertain as to whether personnel could be seconded to undertake painting of street furniture in the Town.

187. NOTICE BOARD

The Town Clerk advised that the Notice Board had been delivered to Pater Hall which was to be located outside the front of the building. Members were reminded that the Rotary Club had promised to make a contribution of £1,000 towards this cost as well as the Milford Haven Port Authority who had donated £100. A donation of £350 had also been received from Texaco. The Town Clerk stated that he would contact the Rotary Club to advise that the Board had been received.

188. REPORT OF FINANCIAL OFFICER

26. Transfer to Imprest Account

The Financial Officer reported that the sum of £3,320.82 was transferred to the Imprest Account at the end of February, 2003 in respect of Salaries, Wages, Tax and National Insurance paid during the month.

27. Payment of Accounts

The following accounts were submitted for payment:-

162.	Newsquest – Advert – Pater Hall Works	£171.08
163.	SET (Swansea) Ltd. Stationery & Office Supplies – Fax Machine	£99.95

Account Nos. 162 and 163 were paid out of meeting.

164.	Jewson Ltd. – Materials	£1.51
165.	Modern Print – 2003 Diaries	£3.03
166.	Pitney Bowes – Maintenance of Postage Meter	£11.74

167.	Pembs. Begonia & Fuchsia Society – Donation	£100.00
168.	Hagemeyer – Water Heater and Bulbs	£102.40
169.	The Consortium – Laminator and Stationery	£164.32
170.	Carmarthenshire County Council – Twinning Sign	£321.95
171.	Woodcon Products Ltd. – Notice Board	£2,514.50

The Town Clerk requested that the following accounts be increased:-

164.	Jewson Ltd. – Materials	£7.83
169.	The Consortium – Materials	£267.25

The Town Clerk requested that the following accounts be included for payment:-

172.	SWALEC – Electricity Supply	£332.24
173.	Shaw & Sons Ltd. – Stationery	£27.03

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

RESOLVED –
 That account nos. 162 – 173 be approved for payment.

189. MATTERS RAISED VERBALLY

(a) Mayor's Chaplain – Retirement

The Mayor referred to the forthcoming retirement of Canon Alan Thomas due to health reasons. Canon Thomas had undertaken the role of Chaplain to the majority of Mayors since the formation of the Town Council and it was

RESOLVED –
 That the Council give £100 to Canon Alan Thomas as an appreciation for undertaking the role of Chaplain to many Mayors of the Town Council.
 That the gift be given on the Awards Presentation Evening on the 4th April, 2003.

(b) Pembroke Dock Community School – Blocked Drain


Councillor D.L. Jones referred to a drain which is continuously blocked on the road leading up to the Bowling Green.

RESOLVED –
 That Pembrokeshire County Council be requested to investigate the above complaint and take appropriate action to rectify the situation.

(c) **Town Trail**

Councillor D.L. Jones referred to a Town Trail which had recently been produced the funding for which was yet to be secured.

The Meeting terminated at 9.00 p.m.



Mayor.



PEMBROKE DOCK TOWN COUNCIL

REPORT OF TOWN CLERK

13TH MARCH, 2003

Madam Mayor, Ladies and Gentlemen,

PART 1 – GENERAL

225. PATER HALL REFURBISHMENT AND ALTERATIONS

(a) Design

As resolved at the last meeting, Pembroke Design have provided the further information requested and drawings and budget costings are enclosed at Appendix "A." as a separate document. I have requested a representative from Pembroke Design to attend this meeting to assist Members in considering the various options.

(b) Press Advertisement

In accordance with the Council's Standing Orders an advertisement regarding the proposed works was placed in the Western Telegraph on the 26th February, 2003. To date there has been no response from any interested contractor.

(c) Business Plan for Pater Hall

Since the last meeting I have had a further meeting with PLANED in Narberth and am working with them in preparing a business plan for the future use of the Pater Hall.

226. MILFORD HAVEN CRUISE PORT

The Mayor and I attended a presentation at the Milford Haven Port Authority Offices on the 25th February, 2003. The event had been organised by the South West Wales Tourism Partnership. Four cruise ships will call in the Haven during the coming season, with two berthing at Pembroke Dock and two at Milford Haven.

For Members' information, I enclose at Appendix "B" details of the cruise ships calls.

227. PEMBROKE DOCK COMMUNITY WEBSITE

Enclosed with the report is a request from Councillor P.G. Gwyther for some background details from Members for inclusion on the Community Website. Members are asked to complete the form and return it direct to Councillor Gwyther.

228. FLORAL BASKETS

Only one tender has been received for the filling and fixing of 70 floral baskets for display in the Town during the coming season. This tender is from Pembroke Nurseries, Slade Cross who have supplied the baskets in previous years.

The quotation is:-

Price for filling - £10.00 per basket
Labour for fixing - £5 per hour per person

Despite a reminder, no reply has been received from Crofty Nurseries, Llanteg or Bangeston Farmyard Nursery,

Members' instructions are requested.

229. BLOOD DONATION SESSIONS – PATER HALL

Notification has been received that the attendance figure at the recent sessions were as follows:-

	No.of Donors Attending	No.Able to Make A Donation	New Donors
Thursday, 6 th February	118	112	6
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PART II - CORRESPONDENCE

230. MENTER IAITH SIR BENFRO

This voluntary organisation was established in 1998 and during the last year was successful in obtaining European funding to set up the Ogam Project in partnership with the Pembrokeshire Coast National Park Authority and the Countryside Council for Wales.

Ogams objectives are:-

- (a) To increase understanding of the environment amongst Welsh speakers in Pembrokeshire;
- (b) To increase understanding of the Welsh language culture amongst environmental groups.

An invitation has been received to join Menter Iaith Sir Benfro the membership fee being £5.00.

Members' instructions are requested.

231. COUNTY COUNCIL POLICY ON PLAY AREAS

I enclose at Appendix "C" a letter from Pembroke Town Council inviting two members to a meeting on Wednesday, 26th March, 2003 at 7.00 p.m. in Pembroke Town Hall.

Members' instructions are requested.

232. PEMBROKESHIRE ASSOCIATION OF LOCAL COUNCILS

Notification of the Membership subscription for 2003/2004 has been received, the annual amount due being £300. Membership of the Pembrokeshire Association also gives membership of the National Association of Local Councils which currently has an office in Wales and a separate identity of NALC/Wales.

I have previously reported that I have used the services of the Association on a number of occasions in recent months and have found them very helpful.

I recommend that the Council becomes a member of the Association.

**233. LATE NIGHT REFRESHMENT LICENCE
MACDONALDS, LONDON ROAD**

Notice of an application for a Late Night Refreshment Licence has been received. The applicant's name is Lonetree Ltd. of Myrtle Hill, Pensarn, Carmarthen and the hours of operation are given as 0730 to 2300 hours. Comments are invited by the 16th March, 2003.

234. GAMING ACT 1968, RENEWAL OF GAMING LICENCE (BINGO ONLY) – THE PALACE BINGO CLUB, QUEEN STREET

Notice of an application for the renewal of the gaming licence has been received for observation. There has been no change in the premises or their layout since the licence was last renewed.

PART III – PLANNING

235. PLANNING APPLICATIONS

The following applications have been received and are submitted for consideration:-

1204/02	Pembrokeshire Mind Old Wool Market Quay Street Haverfordwest	54A Bush Street – Change of use from retail shop to administrative office
240/02	Mr. S. & Mrs. M. Burden 2 Stranraer Road Pennar Pembroke Dock	2 Stranraer Road, Pennar – Lounge Extension

236. PLANNING DECISIONS

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

- 389/02 - 1 King William Street – Six No. Residential Properties – **Approved**
- 545/02 – Former Coalyard, King William Street – Residential Development - **Approved**
- 804/02 – 11 Pembroke Street – Conversion of ground floor into two units of accommodation – private dwellings – **Approved**
- 884/02 – Plots off Lavinia Drive, Pennar – Construction of six dwellings – **Approved**
- 919/02 – 26 Dimond Street – To extend “The Chicken Coupe” 24 Dimond Street into 26 Dimond Street for Take Away and 12 Seats (Hot and Cold Food) – **Approved**
- 982/02 - The Gables, Queen Square – Proposed change of use from sheltered housing into 8 no. self-contained units for the elderly and disabled including extension to existing building to house lift shaft - **Approved**
- 1042/02 – 75 Stranraer Road – New garage and storm porch on site of existing shed – **Approved**
- 0006/02/LB – St. Andrews Chapel, Bush Street – Internal toilets and kitchen within existing Main Hall at Lower Ground Floor level to provide new facilities – **Approved**
- 0023/LB – 65 Laws Street – New kitchen and bathroom to rear and new disabled w.c. – **Approved**

T.R. EDWARDS
Town Clerk

MILFORD HAVEN CRUISE SHIP CALS

SUMMER 2003

Cruise Call Date	3 rd May, 2003	15 th May, 2003	5 th June, 2003	23 rd August, 2003
Time		08.00 - 18.00	08.00 - 18.00	13.00-18.30
Cruise Line	Polar Star Expeditions/ Noble Caledonia	Voyages of Discovery (previously Island Princess)	National Trust for Scotland/ Fred Olsen Line	Transocean Tours GmbH
Ship	Polar Star	Discovery	Black Prince	Astor
Berth	Pembroke Dock, Quay One	Anchor Milford Shelf Tender to Milford Haven	Pembroke Dock, Quay One	Anchor Milford Shelf Tender to Milford Haven
Passengers	60-100	598	412	590
Crew	Estimate 60 Norwegian/Filipino Canada/UK	Estimate 300 International UK	200 Norwegian/Asian UK (Scotland)	Estimate 300 German/International Germany
Shore Excursions	Pembroke Castle and National Botanic Gardens	Skomer Island Ramsey Island Countryside Walk Carew Castle & Tenby St. David's Peninsula	Dylan Thomas National Botanic Gardens St. David's Peninsula Colby Woodland Garden Ramsey Island Countryside Walk English	St. David's Tenby & Pembroke
Language	English	English	English	German
Port Agent	Milford Haven	Denholm Shipping (Bristol)		Denholm Shipping (Bristol)
Shore Exc.	Activity Wales	Aragon Tours	Aragon Tours	Hemming UK Services

Clerk / Financial Officer
Clerc / Trysorydd
P.S. LLOYD

APPENDIX "C"



27 FEB 2003

PEMBROKE
TOWN
COUNCIL

CYNGOR
TREF
PENFRO

26th February 2003

Mr Roland Edwards
Town Clerk
Pembroke Dock Town Council
Pater Hall
Pembroke Dock

Dear Roland

COUNTY COUNCIL POLICY ON PLAY AREAS

I refer to my previous letter asking for your Council's views on the above policy.

Replies have now been received from all the main town councils in the county, and they have all expressed the view that they are not in favour of the County Council policy of delegating responsibility for play areas to town/community councils or community/residents associations.

My Council would therefore like to discuss the matter further, and with this in mind is holding a meeting at Pembroke Town Hall at 7PM on **WEDNESDAY 26TH MARCH 2003**. We would be pleased if two members of your council could attend that meeting, when the way forward can be debated.

Yours sincerely

A handwritten signature in cursive script that reads "Phil Lloyd".

CLERK/FINANCIAL OFFICER

Tel/Fax No: Pembroke (01646) 683092
(Office Hours: 9am - 1pm / Monday - Friday)
Ffôn/Ffacs: Penfro (01646) 683092
(Oriau Swyddfa: 9am - 1pm / Dydd Llun - Dydd Gwener)

COUNCIL OFFICES
THE TOWN HALL
PEMBROKE
PEMBROKESHIRE
SA71 4JS

SWYDDFA CYNGOR
NEUADD Y DREF
PENFRO
SIR BENFRO
SA71 4JS

PEMBROKE DOCK TOWN COUNCIL

REPORT OF FINANCIAL OFFICER

13TH MARCH, 2003

Madam Mayor, Ladies and Gentlemen,

The following matters are submitted for consideration:-

26. TRANSFER TO IMPREST ACCOUNT

The sum of £3,320.82 was transferred to the Imprest Account at the end of February, 2003 in respect of Salaries, Wages, Tax and National Insurance paid during the month.

27. PAYMENT OF ACCOUNTS

The following accounts are submitted for payment:-

162 Newsquest - Advert - Pater Hall Works	£171.08
163 SET (Swansea) Ltd. Stationery & Office Supplies - Fax Machine	£99.95
164 Jewson Ltd. - Materials	£1.51
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166 Pitney Bowes - Maintenance of Postage Meter	£11.74
167 Pembrokeshire Begonia & Fuchsia Society - Donation	£100.00
168 Hagemeyer - Water Heater and Bulbs	£102.40
169 The Consortium - Laminator and Stationery	£164.32
170 Carmarthenshire County Council - Twinning Sign	£321.95
171 Woodcon Products Ltd. - Notice Board	£2,514.50

Account Nos 162 and 163 were paid out of meeting.

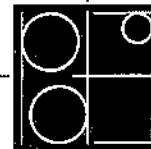
W.A. VINCENT
Financial Officer



- 6 MAR 2003

PEMBROKE DESIGN

L I M I T E D



R Edwards Esq
Town Clerk
Pembroke Dock Town Council
Council Offices
Pater Hall
Pembroke Dock
SA72 6DD

5 March 2003
7268/L03/GJS

Dear Roland

WORKS TO PATER HALL, PEMBROKE DOCK

Following your recent request, we enclose drawings showing 5 options for your council to consider with regard to alternatives for the disabled access to the building.

In each case the figures as quoted below are "extra over" to the original budget costs for chairs/platform lifts etc, and they are: -

- A - £15K) Note: Details of each scheme
- B - £10K) are clearly annotated on each
- C - £ 8K) set of drawings and fully explain
- D - £23K) each option
- E - £28K)

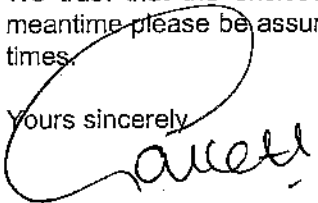
All of the above are exclusive of VAT, professional fees and loose fixtures and fittings and are based on first quarter 2003 rates.

In addition to these figures, the likely additional cost to the budget for the installation of a comprehensive fire alarm/emergency lighting systems, plus the conversion of the existing Town Council offices into a meeting room etc, could add a further £15K plus VAT and fees etc, to the last reported budget estimate of £206K, based on second quarter 2002 rates.

Whilst you will appreciate we are putting the tender documents together in three sections, as previously requested (so you can implement the job in stages if necessary), we do need a decision from your Council, as to which options you require to implement as quickly as possible to enable us to proceed to tender with some urgency. This will be a little later than planned, but your Council has by its actions sanctioned this delay, and meantime prices are steadily rising in the construction industry nationally, but more especially locally, where the market is being fuelled by incomers in particular purchasing houses at hugely inflated rates and carrying out extensive building works thereafter.

We trust that the enclosed is satisfactory and await your further instructions, and meantime please be assured of only our best and most professional of attention at all times.

Yours sincerely


PEMBROKE DESIGN LIMITED
Gareth J Scourfield

Encs

CHARTERED
ARCHITECTS

QUANTITY
SURVEYORS

PROJECT
MANAGERS

BUILDING
SURVEYORS

PLANNING
SUPERVISORS

PARTY WALL
SURVEYORS

• 16 MEYRICK STREET
PEMBROKE DOCK
SA72 6UT
Tel: 01646 683439
Fax: 01646 681563
e-mail:
pdock@pembrokedesign.co.uk

○ 5 PICTON PLACE
HAVERFORDWEST
SA61 2LE
Tel: 01437 764135
Fax: 01437 764471
e-mail:
hwest@pembrokedesign.co.uk

○ 26 SPILMAN STREET
CARMARTHEN
SA31 1LQ
Tel: 01267 233612
Fax: 01267 233471
e-mail:
carm@pembrokedesign.co.uk

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Dipl Arch (Hons) RIBA FFB
ACIOB AMAS/ACI Arb

JULIAN MANSEL-THOMAS
BA (Hons) B Arch RIBA

MEIRION C. WILLIAMS
BSc (Hons) B Arch (Dist)

DIRECTOR/SECRETARY
ANDREW T. POWELL
OND (Building)

MANAGING SURVEYOR
DAVID J. GLENNISTER
FRICS M&PS

CONSULTANT
W. KEITH WILLIAMS
ACIOB

REGISTERED OFFICE
16 MEYRICK STREET
PEMBROKE DOCK
Reg. No. 143 11 84
WALES
VAT No. 341 8383 54



PEMBROKE DOCK TOWN COUNCIL

SUPPLEMENTARY REPORT OF TOWN CLERK

13TH MARCH, 2003

Madam Mayor, Ladies and Gentlemen,

237. GAMING ACT, 1968 – APPLICATION FOR ALL CASH MACHINE PERMIT – REOHORN AMUSEMENTS, 28 DIMOND STREET

Notice of a renewal application has been received. Comments are invited by the 25th March, 2003.

238. TRANSFER OF JUSTICES' LICENCE THE SHIPWRIGHT, 1 FRONT STREET

Notice of an application for the transfer of the Justices' Licence has been received. The applicants are David Michael Murphy and David Malcolm Crew. The current licensee are David Michael Murphy (the owner) and David Anthony Samuel.

239. TRANSFER OF JUSTICES' LICENCE CAFE ROYAL, 95 QUEEN STREET

Notice of an application for the transfer of the Justices' Licence has been received from Avril Dorothy Taylor of 18, Hill Farm Park, Pembroke Dock. The current licence is held by David Crew.

240. ESSEX ROAD, PEMBROKE DOCK

I enclose at Appendix "C" a letter from Pembrokeshire County Council regarding the results of recent speed monitoring in Essex Road.

241. PLANNING APPLICATIONS

The following applications have been received and are submitted for consideration:-

1258/02	Lennie Scourfield Ltd., 6 Arthur Morris Drive Pembroke Dock	Plot 12, Hampshire Drive – Residential Dwelling
1276/02	Kwik Save Sommerfield House Whitechurch Lane Bristol	Kwik Save, Llanion Park – 2 no. additional windows to front elevation, 1 no. additional window to side elevation (staff canteen), 2 no. covered trolley bays to car park area.
31/02/AD	Kwik Save Sommerfield House Whitechurch Lane Bristol	Kwik Save, Llanion Park – Replacement Shop Sign

T.R. EDWARDS

Town Clerk

Your ref
Eich cyfeirnod
My ref
Fy nghyfeirnod
Please ask for
Gofynnwch am
Telephone
Ffôn
Date
Dyddiad

WBD/JP/AMM/4303
MR J PRICE
01437 775088
06 MARCH 2003

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

Prif Weithredwr

HUW E. ROBERTS, B.Sc(Hons), C.Eng., D.M.S., F.I.C.E., F.I.H.T., M.I.Mgt.
Director of Transportation
and Environment

Cyfarwyddwr Cludiant
ar Antgyllchedd

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

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

DX 98295 HAVERFORDWEST
Telephone 01437 764551
Fax 01437 775008

DX 98295 HWLFFORDD
Ffôn 01437 764551
Ffacs 01437 775008

www.pembrokeshire.gov.uk

Mr TR Edwards
Clerk to Pembroke Dock Town Council
Pater Hall
Lewis Street
Pembroke Dock
Pembrokeshire
SA72 6DD

11 MAR 2003

Dear Mr Edwards

ESSEX ROAD – PEMBROKE DOCK

I refer to my letter of 3rd December 2002 concerning the speed of traffic on the road. Following your request the sample was taken between the Hotel and the chicane.

The data was gathered from 20 January to 24 January. Only around 1% of the vehicles were travelling at a speed which would make them liable for a speeding ticket. As such it is unlikely that the Police would provide manpower on this road for enforcement action.

The accident record for the road is of one recorded injury accident. In August 2001 a slight injury accident occurred when a vehicle was turning into the Hotel entrance. This accident record does not provide sufficient justification for further calming on this road.

A resident has indicated a problem of vehicles parking close to the chicanes thereby impeding traffic flow and encouraging vehicles to over-run the footway. A proposal for a no waiting at any time restriction will be drawn up for consideration by the Police and local member. I will contact you further on this point if the matter is progressed.

Yours sincerely

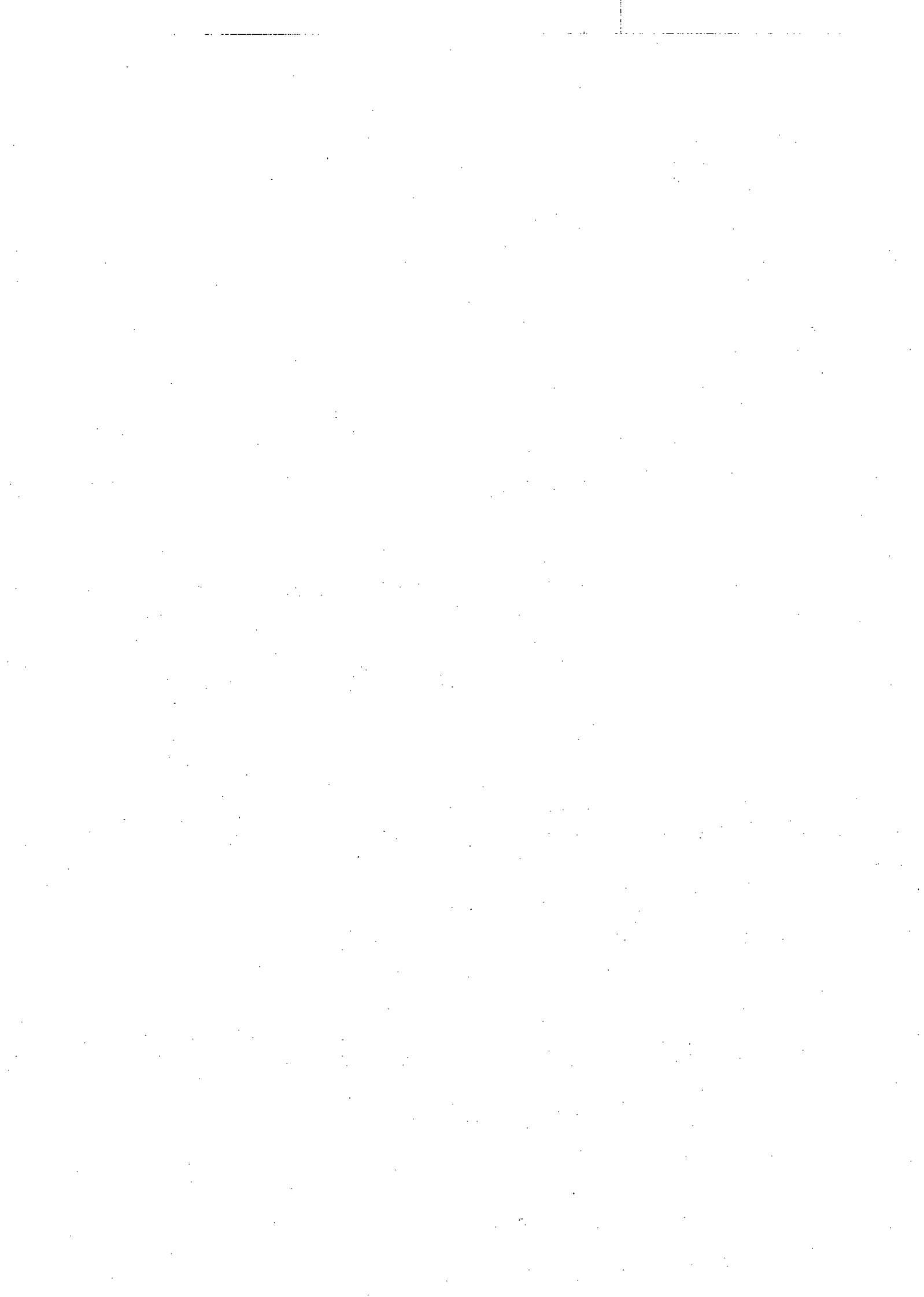


WB DAVIES
HEAD OF INFRASTRUCTURE MANAGEMENT



Cyngor Sir Penfro = Pembrokeshire County Council





From Cllr. Phil Gwyther

Pembroke Dock Community Website

www.pembrokedock.org

In order to make the page on Town Councillors a little more interesting, I would like to add some background details. If you are happy to do this please fill in the form and return it to me at the next meeting or pop in it the post to 27 Cross Park.

Name:

Ward:

Approx. length of time with the Council:

Any Mayoral terms undertaken:

Other organisations:

Work:

Interests:

Any other relevant details:

