

At a Meeting of Pembroke Dock Town Council held at Pater Hall, Pembroke Dock on Thursday, 30th January, 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,
S. Perkins, W.S. Rees,
Mrs. V.M.J. Roach, R.G. Watts,
P. Weatherall.

IN ATTENDANCE:

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

The Meeting was opened with Prayer.

152. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors D.T. Esmond and Mrs. B. Roch.

153. WELCOME TO DYFED-POWYS DRUG & ALCOHOL ACTION TEAM

The Mayor extended a welcome to P.C. Mark Holman and Mr. R. Sinnett who were representatives of the Dyfed-Powys Drug and Alcohol Action Team who had attended the Meeting in order to advise on the drug and alcohol related problems in the county.

Members were given background information on the drug problem and the type of drugs which are used. Reference was made to the increased use of drugs and to the Police detection work undertaken. Mr. Sinnett referred to the need to educate school children which is now being undertaken at primary school level. He referred to the fact that some of the Councillors may serve as School Governors and that there is a document available for all Schools "Drugs in the Primary School" which was very informative. This was followed by Members questions.

The Mayor expressed the Council's appreciation to P.C. Holman and Mr. R. Sinnett for their attendance at the Meeting and their very informative presentation on the drug and alcohol related problems in the county.

154. **MINUTES**

PROPOSED by Councillor Mrs. P.E.M. Folland
SECONDED by Councillor Mrs. C. Fortune

RESOLVED –

That the Minutes of the Meeting held on the 9th January, 2003 be adopted as circulated subject to the following amendments:-

155. **MATTERS ARISING FROM THE MINUTES**

(a) **Minute 147(b) – Traffic Calming Measures – Essex Road**

The Town Clerk stated that had liaised with Mr. J. Price, Pembrokeshire County Council with regard to the above matter. The speed monitoring equipment had not worked correctly on the first occasion and that further monitoring would be undertaken. Further information will be given on this matter when available.

(b) **Minute 147(c) – Cycle Track – Top Road – Lighting**

The Town Clerk stated that he had discussed this matter with Mr. Duckett, Pembrokeshire County Council regarding the above matter. The fencing was the responsibility of the landowner, Pembrokeshire County Council had advised that they were not the landowners.

RESOLVED –

That the Town Clerk write to the landowner regarding the above matter.

(c) **Minute 147(d) – Albion Square Centenary Lamp**

The Town Clerk reported that the above Lamp had been reinstated by Pembrokeshire County Council. The Council were advised that a grant had been awarded from the Townscape Heritage Lottery fund in the sum of £1,005 being 75% of the invoice received for work undertaken by Mainport Engineering.

(d) **Minute 147(f) – Internal Auditor**

The Town Clerk advised that Mr. Roberts had commenced the internal audit of the Council's accounts.

(e) **Minute 147(h) – Memorial Park – Gates**

The Town Clerk reported that a letter had been received from Pembrokeshire County Council regarding the condition of the above gates. Quotations were being obtained to have both the gates and the arch repaired and repainted. As the cost may be prohibitive some additional funding would be needed from other sources in order to carry out these works.

The Town Clerk further reported that a letter had been received from the Townscape Heritage Initiative which advised that no grant was available towards the gates of the Memorial Park under the THI Scheme. It was suggested that application for a grant contribution towards the Park in general could be applied for under the restoration of Victorian Parks to the Heritage Lottery Fund, Cardiff.

Councillor Mrs. C. Fortune referred to the fact that the clock required attention as it was not working.

RESOLVED –

That the Townscape Heritage Initiative Officer and Pembrokeshire County Council be requested to advise as the Park is in the ownership of the County Council as to who should apply for grant aid on the Memorial Park.

(f) **Minute 149(184) – Civic Service**

The Mayor thanked the Office Staff for undertaking the arrangements for the Civic Service, as well as the Councillors, organisations, Mayors who attended the Service and took part in the Parade.

(g) **Minute 149(185) – Town Awards Scheme**

The Town Clerk reported that to date one nomination had been received in respect of the above Awards Scheme. Nomination papers were available for Council Members and the public. A press release would be released and the closing date of the 20th February, 2003 would be advertised.

(h) **Minute 149(189) – The Garrison Chapel
Compulsory Purchase Order, 2002**

The Town Clerk reported that the Public Local Inquiry in respect of the above property had been cancelled as the objection had now been withdrawn.

(i) **Minute 151(a) – Crossing – Near Jewsons**
Minute 151(f) – Land Between St. Govan’s Centre & Co-op Store

The Town Clerk stated that together with Councillor D.L. Jones he had met with Mr. Duckett, Pembrokeshire County Council on site to discuss the above matters.

Members were advised that an extension to the National Cycle Network was planned across the above area, by Pembrokeshire County Council in the financial year 2003/04. Reference was made to the appearance of the remaining land which had become an eyesore. The land in question is in the ownership of Mr. Bill Collins and it was

RESOLVED –

That the Town Clerk write to Mr. W. Collins and request that he undertake to carry out improvements in the above area.

(j) **Minute 151(e) – Parking on Double Yellow Lines and On Corners**

The Town Clerk reported that a letter had been received from Dyfed-Powys Police regarding the above matter which had been passed to the Local Beat Officer and Traffic Warden for their attention. It is hoped that a bid for extra cover at Pembroke Dock would be successful and that the support of a seasonal Traffic Warden would be possible.

156. REPORT OF TOWN CLERK

195. Pater Hall Refurbishment and Alterations Tender Documents

The Town Clerk reported that Pembroke Design Ltd., were still engaged in the preparation of the tender documents and it was anticipated that they would be issued to interested Contractors shortly.

Objective 1 Grant Application

The Town Clerk stated that he had taken further advice regarding the Council’s recent Objective 1 grant application and had been recommended to consider submitting a further application with greater emphasis being placed on the intended increased community use of the building to meet the requirements of Priority 3 Measure 3 as outlined in the Programme Compliment.

As Members were aware, one of the points raised by the PPMB Secretariat was that the project would have to demonstrate that the beneficiaries from the targeted Wards of Central and Llanion form the majority of those using the Hall. A survey of Hall users would be undertaken to establish whether or not this is the case at present.

Feasibility Study/Business Plan for Pater Hall

The Town Clerk reported that he had also been advised that a further Objective 1 application or any other grant application, would be enhanced with the benefit of a feasibility study and business plan for the future use of the Hall. It had been established that funding for a feasibility study would be provided by PLANED, if required.

In addition to a further Objective 1 application, grants would also be applied for from Pembrokeshire County Council (Community Regeneration Scheme) the WDA and other sources.

The Town Clerk therefore recommended that he be authorised to conduct a survey of the individual users of the Pater Hall and that a feasibility study and business plan be carried out as soon as possible so that a further Objective 1 grant application can be submitted.

RESOLVED –

- (1) That the Town Clerk undertake a survey of the individual users of Pater Hall.
- (2) That the Town Council liaise with the newly appointed “Communities First” Officer for Llanion Ward.

196. Russian Sail Training Ship “Sedov”

The Town Clerk reported that he had received a telephone call from Mr. David Grainger of the Tall Ships Wales Trust, which gave advance notice of a visit by the Russian Sail Training Ship “Sedov.” The visit was scheduled from 13th – 16th June, 2003 and the Sedov would berth at the Port of Pembroke. It is understood that the vessel is large and unable to berth at Milford Haven.

Mr. Grainger was keen to ensure that the Town obtained the maximum benefit from this visit and had requested that an initial informal meeting be held with the Mayor as soon as possible to discuss possible arrangements.

RESOLVED –

That the Mayor meet with Mr. Grainger in order to finalise arrangements in respect of the visit of the ship “Sedov.”

197. Pembroke Dock Community Website

The Town Clerk reported that the design of the Community Website was progressing on course under the direction of the Working Committee chaired by Councillor P.G. Gwyther. (Website address www.pembrokedock.org). The historical research was almost complete and requests from businesses and organisations for inclusion on the site were being collated into a database.

Several test pages were already on line and links already provided to some 40 local and national websites.

One of the features intended was a diary of local events so that organisations would be able to advertise a forthcoming event or attraction. This would also help to avoid possible date "clashes." A press release regarding this would be issued shortly. Members' assistance in advertising this facility would be appreciated

e.mail

The Council: e-mail address is mail@pembrokedock.org and some mail was now being sent and received. All Members had been given an e-mail address which could be seen on the Town Council page on the Website. Further details would be issued to Members.

198. Temporary Road Closure – Dimond Street

The Town Clerk enclosed at Appendix "A" a copy of the public notice in respect of a Temporary Road Closure Order for Dimond Street commencing on the 10th February, 2003 for approximately six weeks.

The Town Clerk reported that a letter had been received from Pembrokeshire County Council which advised that the above works be delayed by one week, commencing on Monday, 17th February, 2003.

199. Proposed 40 mph Speed Limit – London Road

The Town Clerk enclosed at Appendix "B" a letter from the West Wales Trunk Road Agency which requested views on a proposed mandatory 40 mph speed limit along London Road from the existing 30 mph sign to the current advisory 40 mph sign.

RESOLVED –

That the Council support the introduction of a mandatory 40 mph speed limit in the above location.

**200. St. Clears – Pembroke Dock Trunk Road
Finger Post to Bangeston Improvement Orders**

The Town Clerk reported that notification had been received that the Public Local Inquiry into the above proposals was to commence at 10.00 a.m. on Tuesday, 18th February, 2003 at the Cleddau Bridge Hotel.

201. National Cycle Network – Top Road to Gwyther Street

The town Clerk reported that Pembrokeshire County Council had received funding for this part of the National Cycle Network from the Welsh Assembly Road Safety Grant.

The Authority was now preparing the annual evaluation report of the scheme and had requested comments by the 3rd March, 2003. Unless any comments were made it would be assumed that this Council was happy with the scheme.

It was suggested that the lights should be meshed in order to avoid further vandalism.

RESOLVED –

That Pembrokeshire County Council be advised that Members were generally happy with the scheme. However, the edging of the path had not been satisfactorily completed and requires further attention. Also two lights at the Gwyther Street end require replacing.

202. Community Plan For Pembrokeshire 2003/08

The Town Clerk had enclosed a copy of the draft Pembrokeshire Community Plan with his report. The plan had been developed by the Pembrokeshire Community Planning and Leadership Partnership over the past few years, following extensive community involvement including a Residents Survey. It was now being issued for a three month consultation period, with the purpose of seeking the views of everyone in Pembrokeshire. A copy of a response form was also enclosed and comments were requested by the 7th April, 2003.

**203. Variation of Public Entertainment Licence
Cleddau Bridge Hotel**

The Town Clerk reported that notification of an application for the variation of the public entertainment licence had been received. The requested variation was the addition of the Bridge Suite. The days and hours of operation for the premises as a whole to be Monday - Sunday, 10.00 am – 1.00 am.

The application was in the name of Maria Powell of 12, Jasons Corner, Stackpole, Pembroke.

RESOLVED -

That the Council have no objection to the variation of the above public entertainment licence.

204. Public Entertainment Licence Renewals 2003/2004

The Town Clerk enclosed at Appendix "C" a schedule of public entertainment licensed premises due for renewal on the 31st January, 2003. Any comments in respect of the renewals were requested by the 31st January, 2003.

**205. Transfer of Justices' Licence
The Alexandra Vaults, Dimond Street**

The Town Clerk reported that notice of an application for the transfer of the Justices' Licence had been received. The applicants are Clive Kember and Amanda Jane Kember of 90, Gwyther Street. The current licencees are Ian Thomas and Ms. M.T. Williams.

RESOLVED –

That the Council have no objection to the transfer of the Justices Licence in respect of the Alexandra Vaults, Dimond Street.

206. Donations

The Town Clerk reported that the following applications had been received and were reproduced at Appendix "D."

- (a) Master J. Scourfield, 109 Bush Street, Pembroke Dock

The request being for financial assistance towards the expenses incurred in being a member of the Welsh Fencing Squad at the under 18 level.

- (b) Dyfed Victim Support – Pembrokeshire Branch
(c) Pembrokeshire Counselling Service
(d) Relate – Mid & West Wales

Clients are seen by Counsellors in Pembroke Dock. Last year a donation of £50 was made.

- (e) Dyfed-Powys Crime Prevention Trust – Bobby Van Scheme.

RESOLVED –

- (1) That a donation of £100 be given to Master J. Scourfield.
- (2) That the Dyfed Victim Support – Pembrokeshire Branch be advised that they do not fall within the criteria of the Council's policy i.e. organisations based in Pembroke Dock.
- (3) That the Pembrokeshire Counselling Service be advised that they do not fall within the criteria of the Council's policy i.e. organisations based in Pembroke Dock.
- (4) That a donation of £50 be given to Relate – Mid & West Wales.
- (5) That the Dyfed-Powys Crime Prevention Trust – Bobby Van Scheme be advised that they do not fall within the criteria of the Council's policy i.e. organisations based in Pembroke Dock.

207. Planning Applications

002/02/CA	Pembrokeshire Housing Association Meyler House St. Thomas Green Haverfordwest	Commercial Row, Queen Street & Clarence Street - Demolition of Properties
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The Town Clerk stated that 21 letters of objection had been received in respect of the above application.

(Councillor W.S. Rees declared his interest in the above application and left the Chamber whilst the matter was being considered)

PROPOSED by Councillor Mrs. V.M.J. Roach
SECONDED by Councillor S. Perkins

RESOLVED –

That the Council refuse the application as the outline proposals submitted were considered to be an overdevelopment of the site. In addition there is lack of sufficient parking facilities and access problems would be created.

1033/02	Pembrokeshire Housing Association Meyler House St. Thomas Green Haverfordwest	Commercial Row, Queen Street & Clarence Street – Conversion and extension of former shop/houses to residential accommodation, including disabled unit and flats for first time accommodation with parking and youth hostel plus new elevations to several properties.
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PROPOSED by Councillor Mrs. V.M.J. Roach
SECONDED by Councillor S. Perkins

RESOLVED –

That the Council refuse the application as the outline proposals submitted were considered to be an overdevelopment of the site. In addition there is lack of sufficient parking facilities and access problems would be created.

1042/02	Mr & Mrs. Marshall 75 Stranraer Road Pembroke Dock	75 Stranraer Road – New garage and storm porch on site of existing shed
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PROPOSED by Councillor Mrs. C. Fortune

SECONDED by Councillor W.J. Davies

RESOLVED –

That the Council have no objection to the application.

1057/02	Mr. D.H. Piddington 6 Waterloo Road Pembroke Dock	Adjacent to Pump Station, Waterloo Road – Erection of garage
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PROPOSED by Councillor D.L. Jones

SECONDED by Councillor Mrs. C. Fortune

RESOLVED –

That the Council have no objection to the application.

1058/02	Mrs. P. Boswell 31 Hawkstone Road Pembroke Dock	Land adjoining White Rock, Pembroke Street – Residential Development
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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

1060/02	Mr. S. Colbeck 21 Gwyther Street Pembroke Dock	21 Gwyther Street – Detached Garage
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PROPOSED by Councillor Mrs. V.M.J. Roach
SECONDED by Councillor Mrs. C. Fortune

RESOLVED –

That the Council have no objection to the application.

208. Planning Decisions

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

834/02 – Former Mainport Training Depot, Kingswood Industrial Estate, London Road – Ambulance Station and associated works – **Approved**

847/02 – Finestra Sul Mare, Beach Road, Llanreath – Single storey conservatory - **Approved**

902/02 – 65 Laws Street – New kitchen and bathroom extensions to rear, also disabled WC - **Approved**

931/02 – The Garrison Chapel, The Royal Dockyard – New 3 storey extension and glazed link to existing chapel Apse. Conversion of chapel interior to office use. New first floor mezzanine. Surrounding land for landscaping and parking – **Approved**

157. SEATS – BETHANY CORNER AND VICTORIA ROAD

The Town Clerk reported that a letter had been received from Pembrokeshire County Council regarding the above matter. No seat had been in the above area for a number of years. If the Council could identify a suitable seat to be moved from another location in the town arrangements would be made to relocate.

158. SEATS – ALBION SQUARE

The Town Clerk reported that a letter had been received from Pembrokeshire County Council regarding the above matter. The seats had been removed at the request of the Town Council to discourage youths from congregating in the area. Some of the seats which were removed had been relocated to other parts of the town to replace broken and missing seats as requested. The remaining store of seats will be relocated to Albion Square as soon as possible.

Councillor D.L. Jones referred to the steel seats at Western Way car park which required attention.

RESOLVED –

- (1) That Pembrokeshire County Council be requested to carry out maintenance work on the steel seats at the Western Way car park prior to the forthcoming holiday season.
- (2) That Pembrokeshire County Council be requested to advise as to how many of the seats from Albion Square are still stored in the Council depot.

159. REPORT OF FINANCIAL OFFICER

22. Audit of Accounts 2001/2002

The Financial Officer reported that the Annual Return for the year ended 31st March, 2002 had now been received from the External Auditors, HLB AV Audit plc who had recently acquired the audit business of Burnett and Swayne. Section 2 of the Return is a Statement of Assurance by Members of the Council.

The Financial Officer had therefore reproduced at Appendix "A" a copy of the Statement for Members' perusal which had to be certified by the Mayor and Clerk and recorded in the Minutes.

RESOLVED –

That the Mayor and Town Clerk certify the Audit of Accounts for 2001/2002.

23. Payment of Accounts

The following account was paid out of meeting:-

142.	J.S. Pickering - Removal of Christmas Lighting	£250.00
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The following accounts were submitted for payment:-

143.	Konica Peter Llewellyn - Photocopying	£53.67
144.	Pitney Bowes - Postage	£50.00
145.	Pembs. Rail Travellers Association - Subscription (2 years)	£14.00
146.	The Information Commission - Data Protection Notification Fee	£35.00
147.	Mike Wainwright Electrics - Testing Electrical Installation Pater Hall - Public Entertainment Licence	£223.25
148.	British Telecom - Telephone Accounts	£221.40
149.	Welsh Water – Water Charges	£241.28
150.	Consortium – Stationery	£95.11

PROPOSED by Councillor K.C. Higgs
SECONDED by Councillor P. Weatherall

RESOLVED –

That account nos. 142 – 150 be approved for payment.

160. SUPPLEMENTARY REPORT OF TOWN CLERK

209. Pembroke Dock Community Website

The Town Clerk appended below further information relevant to the Website.

To activate your e-mail account please e-mail the webmaster@pembrokedock.org or by telephone at 01646 687630. You will need to supply your e-mail address, full name, user name, current password and post code. If you wish to change your password, please state your requirement, using numbers and alpha keystrokes only.

If you require more assistance please contact Andrew Johnstone at the above mail address or by telephone 01646 687630, he will require security details as supplied in separate letter you will receive at this Meeting, plus your user name.

161. MATTERS RAISED VERBALLY

Pembroke Dock RAOB – Centenary

Councillor P. Weatherall stated that the Pembroke Dock Lodge of the RAOB would shortly be celebrating their centenary and it was

RESOLVED –

That a letter of congratulations be sent from the Council for their centenary celebrations.

162. PRIVATE AND CONFIDENTIAL

PROPOSED by Councillor D.L. Jones

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

RESOLVED –

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

163. BOOKING – PEMBROKE & PEMBROKE DOCK AMATEUR BOXING CLUB

The Town Clerk reported that a booking enquiry had been received from the Pembroke and Pembroke Dock Amateur Boxing Club and it was

RESOLVED –

- (1) That long term regular bookings take precedence over other booking requests.
- (2) That the Pembroke and Pembroke Dock Amateur Boxing Club be advised that their request to book the Hall on a Thursday evening had been refused in view of the long term regular booking by Line Dancing Club.
- (3) That the Pembroke and Pembroke Dock Amateur Boxing Club be advised that their request to book the Hall in principle was approved subject to availability and conditions which included that the floor would have to be protected by being covered.
- (4) That the Pembroke and Pembroke Dock Amateur Boxing Club be advised that the 30th April, 2003 was available but that a meeting with the Mayor and Town Clerk would be required to discuss conditions of use.

The Meeting terminated at 8.35 p.m.



Mayor.

PEMBROKE DOCK TOWN COUNCIL

REPORT OF TOWN CLERK

30TH JANUARY, 2003

Madam Mayor, Ladies and Gentlemen,

PART 1 – GENERAL

195. PATER HALL REFURBISHMENT AND ALTERATIONS TENDER DOCUMENTS

Pembroke Design Ltd., are still engaged in the preparation of the tender documents and it is anticipated that they will be issued to interested Contractors shortly.

Objective 1 Grant Application

I have taken further advice regarding the Council's recent Objective 1 grant application and have been recommended to consider submitting a further application with greater emphasis being placed on the intended increased community use of the building to meet the requirements of Priority 3 Measure 3 as outlined in the Programme Compliment.

As Members will know, one of the points raised by the PPMB Secretariat was that the project would have to demonstrate that the beneficiaries from the targeted Wards of Central and Llanion form the majority of those using the Hall. I intend to carry out a survey of Hall users to establish whether or not this is the case at present.

Feasibility Study/Business Plan for Pater Hall

I am also advised that a further Objective 1 application or any other grant application, would be enhanced with the benefit of a feasibility study and business plan for the future use of the Hall. I have confirmed that the funding for a feasibility study will be provided by PLANED, if required.

In addition to a further Objective 1 application, grants will also be applied for from Pembrokeshire County Council (Community Regeneration Scheme) the WDA and other sources.

I therefore recommend that I be authorised to conduct a survey of the individual users of the Pater Hall and that a feasibility study and business plan be carried out as soon as possible so that a further Objective 1 grant application can be submitted.

Members instructions are requested.

196. RUSSIAN SAIL TRAINING SHIP "SEDOV"

I have received a telephone call from Mr. David Grainger of the Tall Ships Wales Trust, giving advance notice of a visit by the Russian Sail Training Ship "Sedov." The visit is being scheduled from 13th – 16th June, 2003 and the Sedov will berth at the Port of Pembroke. I understand that the vessel is large and unable to berth at Milford Haven.

Mr. Grainger is keen to ensure that the Town obtains the maximum benefit from this visit and has requested an initial informal meeting with the Mayor as soon as possible to discuss possible arrangements.

197. PEMBROKE DOCK COMMUNITY WEBSITE

The design of the Community Website is progressing on course under the direction of the Working Committee chaired by Councillor P.G. Gwyther. (Website address www.pembrokedock.org)

The historical research is almost complete and requests from businesses and organisations for inclusion on the site are being collated into a database.

Several test pages are already on line and links already provided to some 40 local and national websites.

One of the features intended is a diary of local events so that organisations can advertise a forthcoming event or attraction. This will also help to avoid possible date "clashes." A press release regarding this will be issued shortly. Members' assistance in advertising this facility will be appreciated

e.mail

The Council: e-mail address is mail@pembrokedock.org and some mail is now being sent and received. All Members have been given an e-mail address which can be seen on the Town Council page on the Website. Further details will be issued to Members in due course.

PART II – CORRESPONDENCE

198. TEMPORARY ROAD CLOSURE – DIMOND STREET

I enclose at Appendix "A" a copy of the public notice in respect of a Temporary Road Closure Order for Dimond Street commencing on the 10th February, 2003 for approximately six weeks.

199. PROPOSED 40 MPH SPEED LIMIT – LONDON ROAD

I enclose at Appendix "B" a letter from the West Wales Trunk Road Agency requesting views on a proposed mandatory 40 mph speed limit along London Road from the existing 30 mph sign to the current advisory 40 mph sign.

Any comments are requested as soon as possible.

**200. ST. CLEARS – PEMBROKE DOCK TRUNK ROAD
FINGER POST TO BANGESTON IMPROVEMENT ORDERS**

Notification has been received that the Public Local Inquiry into the above proposals will commence at 10.00 a.m. on Tuesday, 18th February, 2003 at the Cleddau Bridge Hotel.

201. NATIONAL CYCLE NETWORK – TOP ROAD TO GWYTHYR STREET

Pembrokeshire County Council received funding for this part of the National Cycle Network from the Welsh Assembly Road Safety Grant.

The Authority is now preparing the annual evaluation report of the scheme and has requested comments by the 3rd March, 2003. Unless any comments are made it will be assumed that this Council is happy with the scheme.

202. COMMUNITY PLAN FOR PEMBROKESHIRE 2003/08

A copy of the draft Pembrokeshire Community Plan is enclosed with my report. The plan has been developed by the Pembrokeshire Community Planning and Leadership Partnership over the past few years, following extensive community involvement including a Residents Survey. It is now being issued for a three month consultation period, with the purpose of seeking the views of everyone in Pembrokeshire. A copy of a response form is also enclosed and comments are requested by the 7th April, 2003.

**203. VARIATION OF PUBLIC ENTERTAINMENT LICENCE
CLEDDAU BRIDGE HOTEL**

Notification of an application for the variation of the public entertainment licence has been received. The requested variation is the addition of the Bridge Suite. The days and hours of operation for the premises as a whole to be Monday-Sunday, 10.00 am – 1.00 am.

The application is in the name of Maria Powell of 12, Jasons Corner, Stackpole, Pembroke.

204. PUBLIC ENTERTAINMENT LICENCE RENEWALS 2003/2004

I enclose at Appendix "C" a schedule of public entertainment licensed premises due for renewal on the 31st January, 2003. Any comments in respect of the renewals are requested by the 31st January, 2003.

**205. TRANSFER OF JUSTICES' LICENCE
THE ALEXANDRA VAULTS, DIMOND STREET**

Notice of an application for the transfer of the Justices' Licence has been received. The applicants are Clive Kember and Amanda Jane Kember of 90, Gwyther Street. The current licencees are Ian Thomas and Ms. M.T. Williams.

206. DONATIONS

The following applications have been received and are reproduced at Appendix "D."

- (a) Master J. Scourfield, 109 Bush Street, Pembroke Dock

The request is for financial assistance towards the expenses incurred in being a member of the Welsh Fencing Squad at the under 18 level.

- (b) Dyfed Victim Support – Pembrokeshire Branch
(c) Pembrokeshire Counselling Service
(d) Relate – Mid & West Wales

Clients are seen by Counsellors in Pembroke Dock. Last year a donation of £50 was made.

- (e) Dyfed-Powys Crime Prevention Trust – Bobby Van Scheme.

PART III – PLANNING

207. PLANNING APPLICATIONS

002/02/CA	Pembrokeshire Housing Association Meyler House St. Thomas Green Haverfordwest	Commercial Row, Queen Street & Clarence Street - Demolition of Properties
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1033/02	Pembrokeshire Housing Association Meyler House St. Thomas Green Haverfordwest	Commercial Row, Queen Street & Clarence Street – Conversion and extension of former shop/houses to residential accommodation, including disabled unit and flats for first time accommodation with parking and youth hostel plus new elevations to several properties.
1042/02	Mr & Mrs. Marshall 75 Stranraer Road Pembroke Dock	75 Stranraer Road – New garage and storm porch on site of existing shed
1057/02	Mr. D.H. Piddington 6 Waterloo Road Pembroke Dock	Adjacent to Pump Station, Waterloo Road – Erection of garage
1058/02	Mrs. P. Boswell 31 Hawkstone Road Pembroke Dock	Land adjoining White Rock, Pembroke Street – Residential Development
1060/02	Mr. S. Colbeck 21 Gwyther Street Pembroke Dock	21 Gwyther Street – Detached Garage

208. PLANNING DECISIONS

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

834/02 – Former Mainport Training Depot, Kingswood Industrial Estate, London Road – Ambulance Station and associated works – **Approved**

847/02 – Finestra Sul Mare, Beach Road, Llanreath – Single storey conservatory - **Approved**

902/02 – 65 Laws Street – New kitchen and bathroom extensions to rear, also disabled WC - **Approved**

931/02 – The Garrison Chapel, The Royal Dockyard – New 3 storey extension and glazed link to existing chapel Apse. Conversion of chapel interior to office use. New first floor mezzanine. Surrounding land for landscaping and parking – **Approved**

T.R. EDWARDS

Town Clerk

**WEST WALES TRUNK ROAD AGENCY-
PEMBROKESHIRE DIVISION.**

County Hall Haverfordwest Pembrokeshire SA61 1TP
Telephone: (01437) 775441 Fax: (01437) 769190

Enquiries to: Roger Williams, Network Engineer, Steve Roberts, Inspector (North),
Chris Davies (South)

Our Ref: TRA477/M/9

Date: 20th January 2003

Mr T R Edwards
Clerk to Pembroke Dock Town Council
Pater Hall
Lewis Street
Pembroke Dock
SA72 6DD

Dear Mr Edwards,

RE: PROPOSED 40MPH SPEED LIMIT-TRA477 LONDON ROAD PEMBROKE-DOCK

As part of the Welsh Assembly Government's 'Rural Town and Village Initiative' 2001/2002 programme, advisory 40mph speed limit signs were erected at the above location, as the recorded speeds at the time were too high for implementation of a mandatory speed limit.

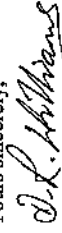
Since the erection of the advisory speed limit signs, a further speed survey has been carried out and due to a sufficient reduction in recorded speeds the Assembly have now given approval for consultations to be carried out with a view to implementation of a mandatory 40mph speed limit.

I attach for your information a copy of a plan detailing the recorded speeds before and after erection of the advisory signs, and showing the extent of the proposed speed limit.

I would be grateful to receive your views on the proposed speed limit at your earliest convenience, so that if approved, progress on the necessary Traffic regulation Orders may proceed as soon as possible.

It should be noted that Dyfed-Powys Police have no objections to the proposal.

Yours sincerely,


D.R. Williams
Network Engineer.

**PUBLIC NOTICE
THE COUNTY OF PEMBROKE
(DIMOND STREET, PEMBROKE DOCK)
(TEMPORARY PROHIBITION OF THROUGH TRAFFIC)
ORDER 2003**

NOTICE is hereby given that under Section 14(1) of the Road Traffic Regulation Act 1984 as amended by the Road Traffic (Temporary Restrictions) Act 1991 the Pembrokeshire County Council intend not less than seven days from the date of this Notice to make an Order the effect of which is to prohibit any vehicle from proceeding along that length of road known as Dimond Street, Pembroke Dock.

The closure is required to allow excavations in the carriageway to replace the existing gas main and service connections. The renewal work will be carried out in two stages, details of which are set out below together with alternative routes:-

Stage 1 - Junction of Water Street to junction of Lewis Street

The alternative route for traffic entering Dimond Street from Water Street will be to travel along Laws Street, Bush Street and Lewis Street. Traffic travelling from Queen Street will be diverted via Gordon Street and Water Street.

Stage 2 - Junction of Lewis Street to junction of Meyrick Street.

The alternative route for traffic entering Dimond Street from Water Street will be to travel along Laws Street, Bush Street and Meyrick Street. Vice versa for traffic travelling from Queen Street.

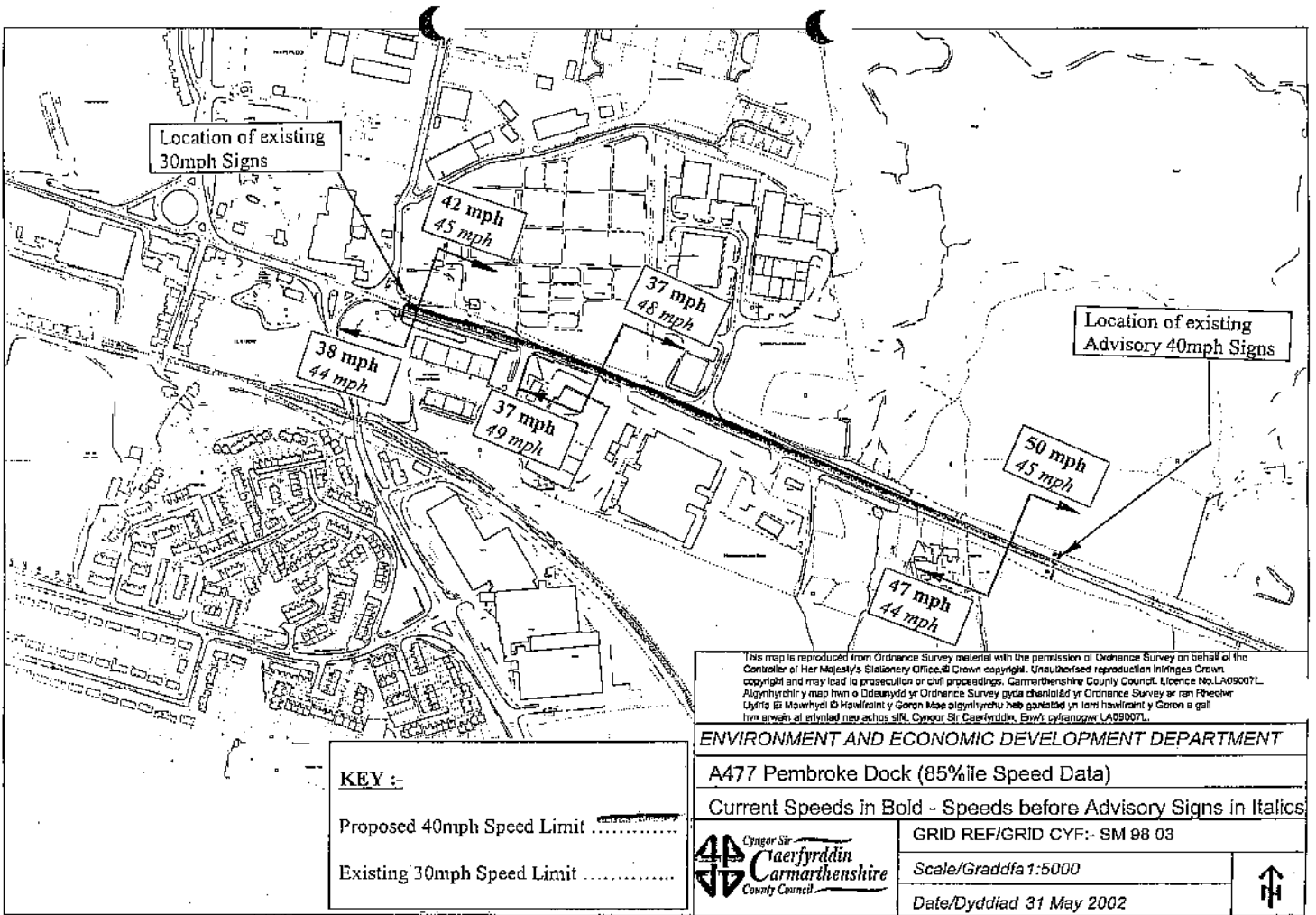
Pedestrian access will be maintained throughout the duration of the closure.

It is intended that the works will commence on Monday 10th February 2003 and be completed in approximately 6 weeks.

Where appropriate temporary Traffic Regulation Orders may continue in force for a period not exceeding eighteen months.

Dated this 29th day of January 2003

Huw E. Roberts
Director of Transportation & Environment
County Hall
Haverfordwest



NAME	NO.	NAME	NO.
Ambleston Memorial Hall	131	Glen and Fiddichs Brasserie	307
Artrmont Arms	310	Globe Inn	404
Barking Shark	512	Greenhill School	91
Beggly Arms	1	Greenhill School (Drama Studio)	202
Beggars Reach Hotel	405	Gwendolines	22
Boncath Inn	412	Harbour House Hotel	421
Bowen Memorial Hall	115	Harp Inn	409
Brynawelon Hotel	509	Haven Hotel	510
Buccaneer Inn	36	Haverfordwest RFC	440
Cambrian Hotel	38	Hean Castle Inn	61
Camrose Community Centre	113	Heywood Mount Hotel	431
Carraw Airfield Pavilion	605	Hook Sports Association	704
Carraw Memorial Hall	135	Hotel Ventnor	9
Carthmeal Restaurant	39	Jeffreyston Inn	24
Castell Malgwyn	419	Johnston Institute	107
Castle Hotel	301	Lamphey Village Hall	15
Celtic Corner	402	Letterston Memorial Hall	110
Cilgerran Village Hall	124	Llanddewi Velfrey Village Hall	54
Champers/Orange Tree	435	Llandissilio Playing Fields	119
Church House	40	Llanteg Village Hall	128
Clarbeston Road Memorial Hall	118	Llawhaden Village Hall	26
Claddau Bridge Hotel	13	Llwyngrwar Manor Hotel	424
Clydau Community Centre	104	Lord Nelson	513
Coronation Hall - Dale	116	Lydstep House	82
Coshaston Village Hall	63	Manners Inn	429
Cresselly Village Hall	125	Masonic Hall	426
Cricketers Social Club	46	Mathy Community Hall	111
De Valence Pavilion	84	Merlewood Hotel	64
Dingle Inn	4	Merlins Bridge Welfare Hall	102
Driftwood Club	403	Midlegate Restaurant	98
East Williamson Community Hall	133	Milford Haven RFC	408
Emmas Nightclub	505	Milford Haven School	205
Ferry Inn	423	Mill-Ford Arms	439
Fishguard Arms	313	Minnie's	501
Fishguard Bay Hotel	430	Moat House	6
Fishguard Corn Centre	130		
Fishguard High School	201		
First and Last	85		
Folly Farm	442		
Fountain Head Inn	48		
Fourcroft Hotel	86		
Freythrop Village Hall	109		

Page 12/14/03

APPENDIX "D"

109 Bush Street
 Pembroke Dock
 Pembrokeshire
 SA72 6LE

Tel. No. 07818676754.

Dear, Mayor & Councilors

I am writing this letter to you hoping that you may be able to help me. My name is Jason Scourfield, I am 12 years old, and I have just been picked for the Junior National under 18 Welsh Fencing squad. I will be fencing for my country all over the place, and I was wondering if you could help me. I am looking for someone to sponsor me. I would be very grateful if you could help me and I wont let you or my country down,

Yours in sport,

J. Scourfield

PUBLIC ENTERTAINMENT LICENCE INDEX

NAME	NO.	NAME	NO.
Narberth RFC	55	Sands	77
New Hedges Tavern	57	Scolton Manor	306
New Hedges Village Hall	75	Ship and Anchor	320
Newport Memorial Hall	103	Ship Inn	420
Neyland Yacht Club	707	Simpson Cross Community Hall	122
Night Owl	79	Sir Thomas Picton School	203
Normandle	96	Skrinkle Haven Community Centre	34
Nant y Ffin	315	Sloop Inn	314
		Solva Memorial Hall	105
Old Coach House	437	Square and Compass Inn	406
		Stackpole Centre	10
Paddles	443	Starboard	417
Paddock Inn	67	Stars	44
Pam Pam Restaurant	3	Station Inn	65
Park Hotel	47	St Brides Hotel	76
Parkhouse Exhibition Centre	604	St Davids City Hall	127
Pater Hall	27	St Davids RFC	516
Pavilion	601A	St Dogmaels Village Hall	123
Pembrokeshire College	204	St Florence Village Hall	19
Pembrokeshire College (Merlin)	204A	St Johns Community Hall	120
Pembroke RFC	416	St Nicholas Village Hall	134
Pembroke School	97	St Teresas Convent Hall	106
Pembroke Town Hall	49	Sun Inn	309
Pembrokeshire Yacht Club	706		
Penally Village Hall	87	Tabernacle Schoolroom	129
Picton Community Centre	108	Tanyard Youth Project	515
Pill Social Centre	101	Tenby Harbour	709
Poppit Sands Club	436	Tenby House Hotel	83
Prince of Wales	37	Tenby Leisure Centre	82
		Tenby United RFC	433
Queens Function Centre	507	Three Crowns	318
Queens Hall - Narberth	7	Theatr Gwaun	445
		Three Mariners	41
R.A.O.B. Social Club	99	Torch Theatre	603
Regency Hall	71	Trefach Caravan Park	410
Retreat Bar Ltd	69	Trewern Arms	407
Rhodewood House Hotel	72		
RJ's	504	Victoria Social Club	418
Rooster Booster Club	31	Victoria Hall Roch	126
Rosemarket Village Hall	132		
Royal	32	Wall Street (5:AMS) (Closed)	506
Royal Bingo Hall	425	Waterfront	400
Royal Gatehouse Hotel	73	Wishing Well Complex	68
Royal Lion Hotel	74	Wolfscastle Country Hotel	411
Royal Oak	319		
Rudbaxton Community Hall	112	Ysgol Gyfun Dewi Sant	207
		Zone	508

Cymorth i Ddiodefwyr Dyfed Victim Support



16 JAN 2003

Pembrokeshire Counselling Service



16 DEC 2002

Co-ordinator: Pembrokeshire Branch
Alan Pearce, 1st Floor, Meyler House, St. Thomas Green, Haverfordwest, Pembro. SA61 1QP
Telephone/Fax: 01437 763593
A Registered Charity No. 1015562

Llanon Farm Bungalow

Trefin

Haverfordwest
Pembrokeshire

SA62 5AE.

Tel: 01348 831341.

14-1-2003

Dear Sir or Madam

I am writing to ask for support of your Council in helping maintain much needed services of victims of crime.

12 December 2002

Each year several thousand residents of Pembrokeshire experience the trauma of crime. Last year Dyfed Victim Support contacted over 9,000 victims, and our volunteers went on to help more than 800 of them with one to one support visits.

The results of crime can be persistent. The emotional and psychological effects of violence can continue long after the physical wounds have healed. Sexual assaults and burglary can scar people's lives for years unless victims come to terms with what has happened to them. Sometimes even friends and family are unable to provide the kind of non-judgemental understanding that a victim needs.

This is where Victim Support's volunteers come in. Our trained volunteers listen to the victim and offer reassurance that the strong feelings a victim can have are normal. They can help too with practical things like insurance and making the home safe, and can accompany the victim to court.

Dyfed Victim Support is a local charity. We have a service co-ordinator in Pembrokeshire. Our service is confidential and free.

Our Home Office grant will be reducing substantially over the next three years and is already insufficient to cover all our costs. Local fund raising is therefore crucial for us to maintain the current level of service.

We know that many demands are made on Councils. Nevertheless, we are writing hoping that your Council will again consider a donation to support ongoing and new work with victims of crime.

If you would like more information, please do not hesitate to contact me

With thanks and best wishes.

Yours sincerely

Alan Pearce
Co-ordinator

Mrs. A. Vincent
Financial Officer
Pembroke Dock Town Council
Pater Hall
Diamond Street
Pembroke Dock
Pembro., SA72 6DD.

Dear Mrs. A. Vincent,

The Management Committee has asked me to write to you again this year, earlier, in the hope you may be able to help us, when you come to allocating your finances for the forthcoming year.

Since January 171 Pembrokeshire people have used our Services this year. Our Clients come from all over the County and many of those in and around Pembroke Dock. Here are figures for your area alone. From the 1st of April - 13 have come from Pembroke Dock and surrounding area.

So as you can see we do have a significant numbers from your community using our service.

Just to remind the Town Council that nobody at P.C.S. be they on the team of Management or Counsellors receive a salary, all time and expertise is given freely. All that the Counsellors claim is a small mileage allowance of 30 pence per mile! Although we obtain small statutory grants from time to time, we have to rely heavily on donations both from clients and local fundraising groups, to help run the service on a day to day basis.



Pembrokeshire Counselling Service

I hope that this has given you enough insight into our worthwhile cause. All involved with P.C.S. continue to work as hard as ever, to ensure the Service continues for all in the County. Enclosed is our most up to date financial statement for the last financial year.

Thank you for your attention and we look forward to hearing from you.
Yours sincerely,

Mrs. Helen Price
Secretary to P.C.S. Management.

relate

building better relationships

adclladu perthynas well

19 NOV 2002

Relate Mid and West Wales
Ty Merbyr
Little Water Street
Carmarthen
Carmarthenshire
SA31 1FR

November 2002

Ty Merbyr
Tŷcwl Dwr Fuch
Caerfyrddin
SA31 1FR
Appointments/Apwyntiadau
01267 236737
Deddfwr/Cyfeirwyddwr
01267 223156

Dear Mrs. Vincent

To ensure Relate's vital Counselling service continues in the area, it is necessary to send out our annual appeal letter. We hope you will be able to support our work of enhancing family relationships and supporting people in avoiding the trauma of an unnecessary family or relationship breakdown.

Our confidential relationship counselling service is based at 12 locations across the four counties and Swansea providing over 63 sessions per week. In Pembrokeshire counsellors see clients at Haverfordwest and Pembroke Dock.

To ensure high standards are maintained in RELATE our counsellors attend regular supervision and case supervision groups. In a large rural area like ours, to maintain the service and standards, travelling costs are also high - last year they totalled £5,875.

I enclose an Annual Report and accounts. If you require further information or a speaker at one of your meetings, please do not hesitate to contact me. We would be grateful for any support you can give.

Yours sincerely,

Joyce Reed
Secretary, South Pembrokeshire Support Group
The Penthouse
Richmond House
The Croft
Tenby
SA70 8AP

Thank you for your previous support.

President/Prifwydd
The Hon. Robin Lewis OBE
Registered Charity No. 511614
Elusen Cofrestrdedig

Ymddiriedolaeth Ahal Troseddau Dyfed Powys,
Adran Diogelwch Y Gymuned,
Blwch Post 99,
Llangynwll,
Caerdyddin, SA431 2PR



D
Powys Crime Prevention Trust
Community Safety
P O Box 95
Llangynwll,
Carmarthen
Carmarthenshire, SA31 2PJ

14 NOV 2002

Ffôn : 01267 222020 ext 468
Ffacs : 01267 226459
Telephone : 01267 222020 ext. 46
Facsimile : 01267 226459

Dear Sir/Madam,

Re Bobby Van Scheme

The Bobby Van scheme provides a free home security service for the elderly and vulnerable victims of crime in Carmarthenshire, Ceredigion, Powys and Pembrokeshire. Since the scheme was launched in 1999 over 3,000 homes have been secured. It has played a significant role in reducing repeat victimisation of burglary and as important in providing reassurance for the elderly and most vulnerable that live in our community.


You may recall that last year I wrote to all local councils explaining that Community Funding for the scheme had come to an end and appealed on behalf of the Trust for your financial support. Many of you responded positively and over £3,000 was raised.

Since then the Police Authority has kindly agreed to fund staff costs but the Crime Prevention Trust will be obliged to continue to meet all other associated costs. A number of ongoing initiatives are in place to raise this funding and my appeal to you is one of them.

A donation of £50 per local council for example would raise sufficient funds to guarantee that all running costs are met for this year and any additional funding would help extend the scheme.

I would ask once again for your continued support for Bobby Van to further improve the invaluable service it provides to our community.

Yours sincerely


T. Grange, Chief Constable

YADOMERSJAWR
Cadeirydd Mr. Trecwae Grange, QPM, MSc, P/ll Gwmsirol Iddin Dyfed-Powys
Yr Auhydoklus Siliu, Llangynwll,
Cadeirydd Awdurdod Hysiddu Dyfed Powys,
Uchel Stryd Dyfed, Uchel Stryd Powys,
(Cartrefnol a Cyrcelid)
Rifur Edeuon Cef. 105395f

Trustee
Chairman Mr. Trecwae Grange, QPM, MSc - Chief Constable Dyfed Powys Pol
The Honourable Sir Ian Leighton-Bent
Dyfed Powys Police Authority Chairman
High Sheriff of Dyfed, High Sheriff of Powys
(Ffôn aif Cwren)
Registered Charity No. 10539

PEMBROKE DOCK TOWN COUNCIL

SUPPLEMENTARY REPORT OF TOWN CLERK

30TH JANUARY, 2003

Madam Mayor, Ladies and Gentlemen,

209. PEMBROKE DOCK COMMUNITY WEBSITE

I append below further information relevant to the Website.

To activate your e-mail account please e-mail the webmaster@pembrokedock.org or by telephone at 01646 687630. You will need to supply your e-mail address, full name, user name, current password and post code. If you wish to change your password, please state your requirement, using numbers and alpha keystrokes only.

If you require more assistance please contact Andrew Johnstone at the above mail address or by telephone 01646 687630, he will require security details as supplied in separate letter plus your user name.

T.R. EDWARDS,

Town Clerk.

PEMBROKE DOCK TOWN COUNCIL

REPORT OF FINANCIAL OFFICER

30TH JANUARY, 2003

Madam Mayor, Ladies and Gentlemen,

The following matters are submitted for consideration:-

22. AUDIT OF ACCOUNTS 2001/2002

The Annual Return for the year ended 31st March, 2002 has now been received from the External Auditors, HLB AV Audit plc who recently acquired the audit business of Burnett and Swayne. Section 2 of the Return is a Statement of Assurance by Members of the Council.

I have therefore reproduced at Appendix "A" a copy of the Statement for Members' perusal which has to be certified by the Mayor and Clerk and recorded in the Minutes.

23. PAYMENT OF ACCOUNTS

The following accounts were paid out of meeting:-

142.	J.S. Pickering - Removal of Christmas Lighting	£250.00
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The following accounts are submitted for payment:-

143.	Konica Peter Llewellyn - Photocopying	£53.67
144.	Pitney Bowes - Postage	£50.00
145.	Pembs. Rail Travellers Association - Subscription (2 years)	£14.00
146.	The Information Commission - Data Protection Notification Fee	£35.00
147.	Mike Wainwright Electrics - Testing Electrical Installation Pater Hall - Public Entertainment Licence	£223.25
148.	British Telecom - Telephone Accounts	£221.40
149.	Welsh Water - Water Charges	£241.28
150.	Consortium - Stationery	£95.11

W.A. VINCENT
Financial Officer

SECTION 2 – STATEMENT OF ASSURANCE

We acknowledge as the members of Council our responsibility for the preparation of the accounts and confirm, to the best of our knowledge and belief, with respect to the council's accounts for the year ended 31 March 2002, that:

Agreed – Yes or No	Yes means that the Council:
1 we have approved the accounts which have been prepared in accordance with the requirements of the Accounts and Audit Regulations 1996 and proper accounting practice.	prepared its accounts in the way prescribed by law.
2 we have maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption.	made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3 we have taken all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and codes of practice which could have a significant financial effect on the ability of the council to conduct its business or on its finances.	has only done things that it has the legal power to do and has conformed to codes of practice and standards in the way it has done so.
4 we have carried out an assessment of the risks facing the council and taken appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	considered all the risks it faces in the operation of the council and has dealt with them properly.
5 we have appointed an internal auditor who is both competent and who has acted independently from influence by the council.	arranged for a person unconnected with the council to check that its activities are properly carried out and recorded.
6 we have taken what we consider to be appropriate action on all matters raised in previous reports from the internal and external auditors.	followed the advice received from its auditors.
7 we have provided proper opportunity for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations 1996.	has given all persons interested the opportunity to inspect and ask questions about the council's business.
8 we are not aware of any litigation, liabilities or commitments, events or transactions, occurring either during or after the end of the financial year being reported, other than those included in the accounts.	disclosed everything it should have about its business during the year including events taking place after the year-end if relevant.

This Statement of Assurance is approved by the Council and recorded as council minute reference

dated 20

Signed on behalf of Council:

Certified by: Chair Date

Clerk Date

*Please provide explanations to the auditor on a separate sheet if a 'No' response has been given; and describe what action is being taken to address the weaknesses identified.