

At a Meeting of Pembroke Dock  
Town Council held at Pater Hall,  
Pembroke Dock on Thursday, 1<sup>st</sup>  
April, 2004 at 6.30 p.m.

PRESENT:

Councillor Mrs. P.E.M. Folland, Mayor  
Councillors D.T. Esmond,  
Mrs. C. Fortune, Mrs. P.E. George,  
P.G. Gwyther, K.C. Higgs,  
D.L. Jones, S. Perkins, W.S. Rees,  
Mrs. V.M.J. Roach, R. Watts.

IN ATTENDANCE:

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

The Meeting was opened with Prayer.

**1. RETIREMENT – MR. P. TALLETT**

The Mayor had invited Mr. P. Tallett to the Chamber to express the Council's appreciation for his assistance to the Town Council over the years both individually and as Chair Person for the Pembroke Dock Chamber of Trade. To mark his retirement after 27 years of trading as Pembroke Fruiterers Mr. Tallett was presented with a Town plaque and a head square for his wife.

Councillor Mrs. P.E. George, Chairman of the Tourism Committee presented Mr. Tallett with a Sunderland plate on behalf of the Tourism Committee as a token of appreciation for the help and assistance he had given during theme weeks and the winter carnivals.

**2. APOLOGY FOR ABSENCE**

An apology for absence was received from Councillor P. Weatherall.

**3. MAYOR'S REPORT**

The Mayor, Councillor Mrs. P.E.M. Folland informed the Council of her engagements since the last meeting.

#### 4. **MINUTES**

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

#### **RESOLVED –**

That the Minutes of the Meeting held on the 11<sup>th</sup> March, 2004 be adopted as circulated subject to the following amendments:-

#### 5. **MATTERS ARISING FROM THE MINUTES**

##### **(a) Minute 197(b) – Laws Street/High Street – Bus Shelter**

The Town Clerk stated that he had received an acknowledgement from Pembrokeshire County Council in respect of the above matter.

##### **(b) Minute 197(e) – Crossing Island – Bush Street**

Councillor Mrs. V.M.J. Roach stated that this minute was incorrect in that reference was being made to the proposal to provide a crossing island on Bush Street, near the junction with Charlton Place and Albion Square School and not the two existing road crossing on the east end of Bush Street near the new School.

##### **(c) Minute 197(l) – Market – Refurbishment**

Councillor Mrs. V.M.J. Roach reported that a protection cover had now been inserted in the frame surrounding the Postage Machine.

It was requested that the press give coverage to the fact that the Friday Market still exists and is open from 7.30 a.m. - 2.00 p.m.

##### **(d) Minute 198(225) – Residents Parking – Meyrick Street**

Councillor Mrs. V.M.J. Roach referred to the fact that Council had agreed in principle to the setting up of a scheme in the street, if this was desired by the property holders following consultation by Pembrokeshire County Council.

The Town Clerk stated that at Appendix “A” of his report Pembrokeshire County Council had stated that they had requested the Council’s views on the principle of setting up a scheme in this street. If the Council were in agreement they would then consult with the property holders.

**RESOLVED –**

That the Council agree in principle of setting up a scheme subject to consultation with the property holders.

(e) **Minute 231 – Tax Relief Proposals on Second Homes**

The Town Clerk had circulated a copy of a letter received from the Inland Revenue for the information of Members on the above subject.

(f) **Minute 198(232) – Planning Applications**  
**Planning Application No. 1349/03 – Land at London Road**  
**Morbaine Ltd. – Removal of Condition 7 and Variation**  
**of Condition 8 of Planning Permission No. 98/0010/PA**

Councillor Mrs. V.M.J. Roach stated that the two objectors to the above planning matter, Loretta's Fashions and Parrys Shoes should be advised that the Council had decided to approve the application due to the public people requesting that larger stores should be encouraged into the Town.

**RESOLVED -**

That the Town Clerk write to Loretta's Fashions and Parrys Shoes in respect of the above matter.

(g) **Minute 199(236) – Pater Hall – Hire Charges**

Councillor Mrs. V.M.J. Roach stated that the final sentence in the second paragraph of this Minute did not read correctly.

**RESOLVED –**

That the word “which” be omitted from the final sentence in the second paragraph of the preamble of the above Minute.

(h) **Minute 201 – South Pembrokeshire Hospital**

Councillor S. Perkins stated that she had attended a recent meeting and had expressed the Council's concerns in respect of the progress of the above project.

Councillor S. Perkins stated that with regard to the proposed new Health Centre in Argyle Street she had been advised that this would take some time to proceed.

**(i) Minute 203(31) – Payment of Accounts**

Councillor Mrs. V.M.J. Roach stated that the names of the proposer and seconder had been omitted.

PROPOSED by Councillor K.C. Higgs  
SECONDED by Councillor D.L. Jones

**RESOLVED –**

That the above Minute be amended to include the above proposer and seconder.

**(j) Minute 204(a) – Pater Hall – Organisations – ONE9T Events**

Councillor Mrs. P.E. George stated that the enquiry with regard to the Albion Square School had been made direct to her and not to the Town Clerk.

**(k) Minute 204(b) – Bicycle Riding – Pavements**

Councillor Mrs. V.M.J. Roach stated that she had observed two instances of persons riding bicycles on pavements as well as skateboarding on the slate platform, exhibiting the anchor on Western Way.

The Town Clerk reported that he had received a letter from Dyfed-Powys Police regarding the above matter. The Local Beat Officer and Traffic Warden had been advised of the Council's concerns and the problem will be monitored.

**(l) Minute 204(c) – Pennar Area – Unsalted Roads**

The Town Clerk reported that a letter had been received from Pembrokeshire County Council regarding the above matter which stated that the period of snow was very severe and their resources were fully occupied treating priority routes. It had not been possible to treat local residential roads until all the main roads were safe.

The roads in Pennar were treated after the higher priority routes and every effort was made to make the road network as safe as possible.

**(m) Minute 204(g) – Mount/Prospect Place – Sign**

Councillor Mrs. V.M.J. Roach stated that the sign had now been removed.

(n) **Minute 204(i) Admiralty Way, The Dockyard - Bollard**

Councillor Mrs. V.M.J. Roach stated that the bollard had now been refixed in the paving area.

**6. REPORT OF TOWN CLERK**

**1. Pater Hall Community Trust**

The Town Clerk advised that at the Public Meeting held in the Pater Hall on the 24<sup>th</sup> March, 2004 eighteen persons representing nine organisations in the Town attended.

Only two of the four trustees from the community were elected. These were Mrs. Janet Mary Rees and Ms. Ursula Lucinda Carroll. The remaining two community trustees could be appointed by the subscribers to the Memorandum of Association.

Declarations would have to be signed by all the Trustees prior to the application for registration as a charity.

The Town Clerk reported that the following matters were also now proceeding:-

- (a) Opening of a Bank Account.
- (b) Guidance on V.A.T. registration requirement.
- (c) Pembroke Design have been requested to contact the previous lowest tenderer to obtain a revised price for the proposed works.
- (d) The Council's Solicitor has been requested to draft the lease requirements for consideration.
- (e) Letters of support from Hall users and other organisations.

All these matters would have to be dealt with before grant applications are made.

The Town Clerk drew to the attention of Council Members who are Trustees, of the possibility of obtaining dispensation from the Standards Committee to vote on matters concerning the Pater Hall Community Trust.

**RESOLVED –**

That the Town Clerk make enquiries with the Monitoring Officer regarding the procedure to be followed by the six Council Trustees in applying for dispensation.

## 2. ONE9T Event

The Town Clerk referred to the request from the ONE9T Event Committee at the last Council Meeting for a further donation of £2,500 in the next financial year, plus the costs of room hire for young peoples' events, which was deferred to this meeting. A copy of the request was enclosed at Appendix "A."

At the meeting on the 25<sup>th</sup> September, 2003 Council resolved:-

- (1) That the Council make a donation of £2,500 from the Tourism Account to the Pembroke Dock ONE9T Event.
- (2) That a further donation be considered at the budget making meeting for 2004.

The Town Clerk stated that he had been requested by Councillor P. Weatherall to enquire with the Monitoring Officer whether he had to declare his interest and not vote on this matter.

The Monitoring Officer had advised that like the other Committee Members, he appeared to have an interest, and could speak but not vote on matters concerning the event.

Councillor K.C. Higgs stated that sponsorship would be forthcoming from many sources but the timescale was uncertain. The ONE9T Committee were concerned that they had to make payments for acts booked later in the month.

It was

PROPOSED by Councillor W.S. Rees  
SECONDED by Councillor D.T. Esmond

That the Council make a further donation of £2,500  
being the total contribution to the ONE9T event.

A recorded vote having been requested the following votes were recorded:-

For the Proposition

Councillor D.T. Esmond  
Councillor Mrs. C. Fortune  
Councillor P.G. Gwyther  
Councillor S. Perkins  
Councillor W.S. Rees  
Councillor R.G. Watts

6 votes

Against the Proposition

NIL

Abstention

Councillor Mrs. V.M. J. Roach

Councillors Declared Interest Unable to vote

Councillor Mrs. P.E.M. Folland  
Councillor Mrs. P.E. George  
Councillor K.C. Higgs  
Councillor D.L. Jones

The Mayor thereupon declared that the proposition was CARRIED.

**RESOLVED -**

That the Council make a further donation of £2,500 being the total contribution to the ONE9T event.

Discussion ensued with regard to the room hire of Pater Hall for the young peoples' events and it was

**FURTHER RESOLVED –**

That the ONE9T Committee be requested to provide further information on hiring of Pater Hall for consideration at the next Council Meeting.

**3. Floral Baskets**

The Town Clerk reported that two tenders had been received for the filling of 70 floral baskets for display in the Town during the coming season. As resolved at the last Council Meeting, two tower displays will be placed in Edinburgh Square. Consent had been received from Pembrokeshire County Council.

The Town Clerk suggested that a price for filling these new displays be negotiated with the lowest tenderer. The quotations were:-

Pembroke Nurseries, Slade Cross

Price for filling	-	£10	per basket
Labour for fixing	-	£6	per hour per person

Bush School Nurseries

Price for filling	-	£15	per basket
Labour for fixing	-	£7	per hour per person

The Town Clerk reported that a letter had been received from Pembroke Nurseries which stated that if they were the selected tenderer for the filling of the floral baskets for the display in the Town they wish to register their concern that the plants would only last two-three months on the present system of watering once a week.

**RESOLVED –**

- (1) That the lowest tender submitted by Pembroke Nurseries be accepted for the floral displays in the Town for 2004.
- (2) That the Town Clerk negotiate with Pembroke Nurseries a price for the filling of the two new “tower” displays.

**4. Pembrokeshire Coast National Park**

The Town Clerk enclosed at Appendix “B” a letter from the National Park Officer which invited Members to have an informal look around the refurbished offices at Llanion Park on 1<sup>st</sup> April, 2004 between 2.00 p.m. – 4.00 p.m. The Offices will be operational from the 20<sup>th</sup> April, 2004.

The Town Clerk stated that as per Council decision he had contacted Pembrokeshire County Council regarding the relocation of the cannon back to its former position at Llanion Park. Pembrokeshire County Council had intimated that no decision had yet been made regarding the relocation of the cannon but advised that the matter was being kept under review.

**5. Play Areas In Pembrokeshire**

The Town Clerk enclosed at Appendix “C” a letter from the Leader of Pembrokeshire County Council regarding a revised play area strategy. The existing scheme had been amended following two meetings with the Pembrokeshire Association of Local Councils.

Before a final decision was taken on the amended scheme, observations were requested by the 5<sup>th</sup> April, 2004.

**RESOLVED –**

That the Leader of Pembrokeshire County Council be advised that the Council had resolved to inform him that the maintenance of existing and new play areas must remain the responsibility of Pembrokeshire County Council.

**6. Waiting Restriction – Bush Street (East End)**

The Town Clerk referred to the concerns regarding the parking of vehicles in this area at peak school times and enclosed at Appendix “D” a letter from Pembrokeshire County Council which detailed a proposal to introduce further double yellow lines on the south side, near the chicanes.



**RESOLVED –**

That Pembrokeshire County Council be requested not to introduce further double yellow lines at the above location as this is unnecessary as vehicles do not park there.

**7. Draft Fire and Rescue Service National Framework for Wales**

The Town Clerk reported that a copy of the above draft had been received and was available for Members' perusal. Comments were invited by the 3<sup>rd</sup> May, 2004.

**8. Lewis Street – Traffic Flow**

The Town Clerk enclosed at Appendix "E" a letter from the local Traffic Warden which contained a proposal to reverse the current one-way traffic flow in Lewis Street.

**RESOLVED -**

- (1) That the letter from the Traffic Warden be forwarded to Pembrokeshire County Council for their administrative attention with no comment being submitted from the Town Council.
- (2) That the Traffic Warden be advised that his concerns on traffic flows and waiting restrictions should firstly be submitted to Pembrokeshire County Council.

**9. Landscape Enhancement at Waterloo Roundabout**

The Town Clerk referred to the debate at the last Council Meeting, regarding the future planting of shrubs on roundabouts and enclosed at Appendix "F" details of the proposals for the landscape enhancement at Waterloo Roundabout, received from Pembrokeshire County Council. It was hoped to start the work before May, 2004. Comments on the design were invited.

**RESOLVED –**

That the Council advise Pembrokeshire County Council that they wish the Waterloo roundabout to remain planted as at present i.e. bedding plants, as other roundabouts planted with shrubs had become neglected due to poor maintenance.

## 10. Planning Applications

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

1423/03	Mr. & Mrs. Roberts 79 Park Street Pembroke Dock	Plot 1, Fairways – Dwelling and attached double garage
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Councillor Mrs. V.M.J. Roach referred to the applications for Fairways development to be considered and reminded Members of the Petition which had been received from residents who wished to lodge a formal claim to a footpath across the site. The Town Clerk had forwarded the Petition but delays had been experienced in obtaining additional information and the claim forms.

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

**RESOLVED –**  
That the Council defer the application until the claims that there is a footpath across the site is investigated.

Councillor S. Perkins referred to the mistaken address which appears in some of the applications being considered as Old Llanion Barracks

**RESOLVED –**  
That Pembrokeshire County Council's attention be drawn to the mistaken address referred to above.

1446/03	Mr. & Mrs. T.M. Phillips 6 Connaught Place Llanion Park Pembroke Dock	Plot 13, The Fairways, Old Llanion Barracks – Residential House
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PROPOSED by Councillor Mrs. V.M.J. Roach  
SECONDED by Councillor K.C. Higgs

**RESOLVED –**  
That the Council have no objection to the application subject to claims that there is a footpath across the site being investigated.

1448/03      Mr. G.E. Brown      Plot 16, Fairways, Barrack Hill –  
3 Belle Vue Street      One Dwelling  
Neyland

PROPOSED by Councillor D.T. Esmond  
SECONDED by Councillor Mrs. P.E. George

**RESOLVED –**  
That the Council have no objection to the application.  
subject to claims that there is a footpath across the  
site being investigated

1451/03      Mr. & Mrs. F. Brown      Plot 15, The Fairways, Old Llanion  
4 The Parade      Barracks –  
Pembroke Dock      Detached bungalow and garage

PROPOSED by Councillor K.C. Higgs  
SECONDED by Councillor P.G. Gwyther

**RESOLVED –**  
That the Council have no objection to the application.  
subject to claims that there is a footpath across the  
site being investigated.

1453/03      Mr. & Mrs. P. Brown      Plot 12, The Fairways, Old Llanion  
6 St. Michaels Road      Barracks –  
Pembroke      Erection of Dwelling

PROPOSED by Councillor D.T. Esmond  
SECONDED by Councillor R.G. Watts

**RESOLVED –**  
That the Council have no objection to the application.  
subject to claims that there is a footpath across the  
site being investigated.

1463/03      Mr. D. Hallett      Plot 3, Fairways, Barrack Hill –  
4 Front Street      Bungalow and garage  
Pembroke Dock

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

That the application be deferred until the claims that there is a footpath across the site is investigated.

An Amendment was

PROPOSED by Councillor D.T. Esmond  
SECONDED by Councillor W.S. Rees

That the Council have no objection to the application. subject to claims that there is a footpath across the site being investigated.

The Mayor thereupon put the Amendment to the Meeting and the following voting was recorded:-

For the Amendment	7 votes
Against the Amendment	NIL

The Mayor thereupon declared the Amendment CARRIED.

**RESOLVED -**

That the Council have no objection to the application. subject to claims that there is a footpath across the site being investigated.

1468/03      Mr. S. Todd      8 Stranraer Avenue, Pennar –  
8 Stranraer Avenue      Garage/Workshop  
Pennar  
Pembroke Dock

PROPOSED by Councillor Mrs. C. Fortune  
SECONDED by Councillor P.G. Gwyther

**RESOLVED –**

That the Council have no objection to the application.

1470/03      Mr. S. Davidson      Land adjacent to 82, Stranraer Road,  
c/o Ken Morgan Ltd.      Pennar –  
The Studio      Erection of one pair of semi-  
Little Greenway      detached houses  
Narberth

PROPOSED by Councillor P.G. Gwyther  
SECONDED by Councillor Mrs. C. Fortune

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

1471/03      Mr. A. Davies      Plot 9, Land to rear of Essex Road,  
South Haven Construction      Llanion –  
Stockwell Road      Residential Dwelling  
Pembroke Dock

PROPOSED by Councillor K.C. Higgs  
SECONDED by Councillor D.T. Esmond

**RESOLVED –**  
That the Council have no objection to the application  
subject to height of the dwelling being restricted in  
accordance with the height restriction of other dwellings  
on the estate. Confirmation in writing that this will be  
undertaken was requested. It was reported that the  
statutory notice was not placed on the correct parcel  
of land.

1472/03      St. Johns Community Hall      St. Johns Community Hall, Bush  
Management Committee      Street –  
c/o 31 Devonshire Road      Proposed glazed porch extension  
Llanion Park  
Pembroke Dock

PROPOSED by Councillor R.G. Watts  
SECONDED by Councillor S. Perkins

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

1474/03 South Meadow Homes Ltd. Plots 18, 20 & 22, Hampshire Drive,  
1 Gibbs Way Llanion –  
Pembroke 3 No. Residential Bungalows

PROPOSED by Councillor K.C. Higgs  
SECONDED by Councillor D.T. Esmond

**RESOLVED –**

That the Council have no objection to the application.

1475/03 Mr. & Mrs. D. James Kingswood Farm, London Road –  
139 Main Street Partial reconstruction as amendment  
Pembroke to outbuilding conversion to single  
dwelling

PROPOSED by Councillor S. Perkins  
SECONDED by Councillor R.G. Watts

**RESOLVED –**

That the Council have no objection to the application

1486/03 Pembrokeshire County Council Cleddau Bridge Business Park –  
County Hall Pembroke Technium comprising  
Haverfordwest B1 office use to start up business  
with university research facilities

PROPOSED by Councillor S. Perkins  
SECONDED by Councillor R.G. Watts

**RESOLVED –**

That the Council have no objection to the application.

**7. BUS SHELTER OUTSIDE FORMER GAS SHOWROOMS, BUSH STREET**

The Town Clerk reported that he had received a complaint that the bus shelter outside the former Gas showrooms had been removed and enquired as to whether it would be replaced. Pembrokeshire County Council had advised that the Adshel shelter had been provided some year ago and had been removed because it was unsafe. Replacement had not be considered.

**8. FLOWER FESTIVAL – 9<sup>TH</sup> - 15<sup>TH</sup> AUGUST, 2004**

The Town Clerk reported that a letter had been received from St. John's Church which advised that as part of the ONE9T celebrations a flower festival would be held and requested that the Council would participate in the event.

**RESOLVED –**

That the Council support the event.

**9. SERVICE OF REMEMBRANCE – FRESHWATER WEST**

The Town Clerk reported that the Mayor and Councillors had received an invitation to attend the Service of Remembrance to H.M. Landing Craft's (L) 15 and 16 and H.M.S. Rosemary on Sunday, 25<sup>th</sup> April, 2004 at 3.00 p.m.

The Mayor stated that she would be laying a wreath on behalf of the Town Council at the above ceremony.

**10. MEMORIAL PARK – COUNCIL PLAQUE**

The Town Clerk reported that he had been advised by a member of the public that one of the Council plaques was missing in the Memorial Park. The Town Clerk stated that the plaque which was missing had been to celebrate the anniversary of V.J. Day when Councillor Mrs. P.E. George was Mayor in 1995.

**RESOLVED –**

That the Town Clerk be authorised to arrange for a replacement plaque in the Memorial Park.

**11. NOTICE OF MOTION**

The Town Clerk reported that he had received the following Notice of Motion submitted by Councillors S. Perkins, R. Watts, P. Weatherall and K. Higgs with reference to Minute 207 of the meeting held on the 19<sup>th</sup> February, 2004

“The four Councillors listed would like to discuss with fellow Councillors again at our next Council Meeting, the proposed new one-way system in Dimond Street, Pembroke Dock.”

The Town Clerk stated that the Chamber of Trade had undertaken a survey and more than half had preferred the one way system to be the opposite way to the proposal accepted by the Council i.e. to make Dimond Street (west) one way from Meyrick Street to Lewis Street.

After detailed consideration it was

**RESOLVED –**

That Minute 181(207) be rescinded and that Pembrokeshire County Council be advised of the Council’s decision that the proposal to make Dimond Street (west) one way from east to west from Laws Street to Meyrick Street, be approved.

**12. REPORT OF FINANCIAL OFFICER**

**1. Payment of Accounts**

The following accounts were submitted for approval of payment:-

1. Jewson – Materials	£13.30
2. Hagemeyer – Lamps	£21.19
3. The Consortium – Stationery	£32.72
4. Pitney Bowes – Postage	£50.00
5. Pembroke Dock Karate Club – Donation	£100.00
6. M. Katra – Computer Support	£105.00
7. Kalamazoo – Wages Stationery	£183.09
8. SWALEC – Electricity – Christmas Lighting	£637.07

The Town Clerk requested that account No. 3 The Consortium be increased to £64.91.

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

9. SWALEC – Electricity – Albion Square Cenetenary Lamp	£10.31
10. British Gas – Gas – Pater Hall	£1,183.40
11. Konica Minolta Business Solutions – Photocopying	£69.30

PROPOSED by Councillor D.T. Esmond  
SECONDED by Councillor R.G. Watts

**RESOLVED –**

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

**13. MATTERS RAISED VERBALLY**

**(a) Upper Gwyther Street/The Mount – Stone Block**

Councillor Mrs. V.M.J. Roach reported that there was a large stone block which had become dislodged out of the wall, lying by the side of the road at the location.



**RESOLVED –**

That Pembrokeshire County Council be requested to investigate this complaint and take appropriate action.

**(b) Train Service**

Councillor Mrs. V.M.J. Roach referred to the proposed train services being offered to passengers from this area which included changing trains at Carmarthen on most services together with the long wait for connecting services eastwards.

**RESOLVED –**

That the Town Clerk write to Arriva Trains Wales expressing the Council's concern regarding the poor standard of service to passengers travelling from this area eastwards.

**(c) Former DPS Composite – Ferry Lane**

Councillor Mrs. V.M.J. Roach referred to the Management buy-out of former DPS Composites at Ferry Lane.

**RESOLVED –**

That a letter of support and good wishes be sent to United Aerospace Ltd.

**The Meeting terminated at 8.35 p.m.**

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**Mayor.**

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