

At a Meeting of Pembroke Dock
Town Council held at Pater Hall,
Pembroke Dock on Thursday, 29th
January, 2004 at 6.30 p.m.

PRESENT:

Councillor Mrs.P.E.M.Folland, Mayor
Councillors, W.J. Davies,
D.T. Esmond, Mrs. C. Fortune,
P.G. Gwyther, K.C. Higgs,
D.L. Jones, 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.

163. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors D. Brinn, Mrs. P.E. George and
S. Perkins.

164. MAYOR'S REPORT

The Mayor, Councillor Mrs. P.E.M. Folland informed the Council of her recent visit to Malta
and to the very warm welcome the delegation had received.

165. MINUTES

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

166. MATTERS ARISING FROM THE MINUTES

(a) Minute 153(b) – Memorial Park - Clock

The Town Clerk reported that he had received a reply from Pembrokeshire County Council thanking the Council for their comments on the quality and workmanship on the reinstated clock in the Memorial Park. The relevant Officers had been informed accordingly.

(b) Minute 153(c) – Local Elections, 2004

The Town Clerk stated that as instructed he had liaised with Town Clerks in order to ascertain dates of civic functions in order to avoid coinciding with the Council's Luncheon.

Pembroke Town Council's Mayor Making/Civic Service –	3 rd – 4 th July, 2004
Haverfordwest Town Council	- 24 th June, 2004
Milford Haven Town Council	- Do not hold a Civic Luncheon
Tenby Town Council	- await Election results

Detailed discussion ensued and it was

RESOLVED –

That the Council's Civic Luncheon be held on
Friday, 9th July, 2004.

(c) Minute 154(173 – Town Awards Scheme

The Town Clerk advised that although a press release had been issued nominations had not yet been received. A further press release would be issued and this matter would be considered at the Council Meeting to be held on the 19th February, 2004.

(d) Minute 155(181) – Pumphouse – Criterion Roundabout

The Town Clerk reported that Pembrokeshire County Council had removed one of the windows for test sandblasting in order that repairs to the windows and any other improvements may be undertaken prior to transfer of the pumphouse to the Town Council.

The Town Council's concerns that a resultant increase of patients attending the Laws Street Surgery in Pembroke Dock would exacerbate existing traffic problems within the area would be referred to the Pembrokeshire LHB in the response document.

(f) Minute 157 – Pater Hall – Fire Risk

The Town Clerk reported that a rotary fire bell had been purchased and fitted at Pater Hall in order to conform to the Fire Authority's regulations. The Fire Officer had been advised accordingly.

(g) Minute 158 – Sunderland Avenue – Street Lighting

The Town Clerk reported that as instructed he had liaised with the Footpaths Officer, Pembrokeshire County Council who had advised that the road had not been adopted and is therefore classed as a private road. The Pembrokeshire Housing Association advised that they were unable to assist in this matter. It was submitted that the residents would have to submit representations to Pembrokeshire County Council in this matter.

(h) Minute 161(26) - Pater Hall – Hiring Charges

The Town Clerk stated that the hall users had been notified of the increase in charges which will be operative from 1st April, 2004. A request had been received from one of the hirers that the Council consider waiving the two hour minimum rule as the requirement was for a maximum of one and a half hours.

RESOLVED –

That the Council waive the two hour minimum rule
and agree to one and a half hour booking for the hirer.

(i) Minute 161(24) – Estimates for Year 1st April, 2004 to 31st March, 2005

Councillor Mrs. V.M.J. Roach enquired as to whether the BT line rental for the two additional CCTV cameras agreed to be installed at Albion Square and A477 Ferry Lane in the sum of £1,570 should have been included.

The Town Clerk stated that this should have been included and that there were contingencies of £2,000 in this account.

(j) Minute 162(a) – Front Street – Road Sweeper

The Town Clerk reported that a letter had been received from Pembrokeshire County Council which advised that an Officer had visited the above location on the 16th and 19th January and had been unable to find any problem with the standard of street cleansing in this area. With regard to the problem of dog fouling the Public Protection Unit had been notified.

(k) Minute 162(b) – Lower Meyrick Street – Shrubbery

The Town Clerk reported that a letter had been received from Pembrokeshire County Council which advised that they were clearing a number of areas where shrubbery had become untidy and were acting as litter traps. The above area would be included in the programme of works.

(l) Minute 162(c) – Further Education Centre, Upper Meyrick Street – Litter

The Town Clerk reported that a letter had been received from Pembrokeshire County Council which advised that the accumulation of litter which had blocked the drain had been cleared.

(m) Minute 162(f) – Clarence Street – Street Cleansing

The Town Clerk reported that a letter had been received from Pembrokeshire County Council which stated that the above Street is cleaned in accordance with cleansing schedules. The Road Cleanser encounters difficulty to access all the areas due to the considerable number of cars parked along this street. As and when accessibility is provided the accumulated litter and debris would be cleared.

(n) Minute 162(h) – East Llanion Shoreline – Household Goods

The Town Clerk reported that he again requested the Pembrokeshire County Council to undertake clearance of the appliances in the above location.

(o) Minute 162(i) – Treowen Road/Alma Inn – Footpath

The Town Clerk reported that a letter had been received from Pembrokeshire County Council which stated that as the path is not adopted highway or a public right of way, the responsibility

168. REPORT OF TOWN CLERK

185. ONE9T Event – Pater Hall Bookings

The Town Clerk referred to the decision at the last Council Meeting, that a report be submitted on the hiring charges of Pater Hall in respect of ONE9T event bookings, during the period 19th July – 28th August, 2004. Based on the limited information available at this time estimates of the amounts chargeable were as follows:-

Youth Workshops

The Pater Hall had been provisionally booked for a Youth Workshop on 18 occasions during the event. Based on an estimated six hours per session, the total charge for the 18 hirings would be £702. However, it is understood that these workshops may be held at the Youth Club, if available.

Other Events

Details of other events at the Pater Hall were as follows:-

Play – History of Pembroke Dock (Prince of Wales Trust)	3 occasions
Search for a Star	2 occasions
Children's Playtime – Bongo Clive	3 occasions
Local Musicians' Night	3 occasions
Model Exhibition	
Antique Fair	
Arts and Crafts Exhibition	

Based on the estimated hiring times given the total charge for these events would be approximately £390.

(Councillor Mrs. P.E.M. Folland and K.C. Higgs declared their several interests in the above matter and did not vote).

RESOLVED -

- (1) That the ONE9T Committee submit a request for financial assistance in respect of events to be held in Pater Hall, which would be deducted

186. Research Study Into The Role, Functions and Future Potential Of Community and Town Councils

The Town Clerk referred to the Council Meeting on the 4th December, 2003 when Members had briefly considered a summary of a research study undertaken by the Institute of Geography and Earth Science at the University College of Wales, Aberystwyth.

The findings of the research project will form the Welsh Assembly Government's future policy development in relation to town and community councils. The document made significant and wide-reaching recommendations and Councils were urged to carefully consider it and submit comments by the 27th February, 2004.

The Town Clerk reminded Members' that at the meeting of the 4th December, 2003 detailed consideration of the document was deferred until this meeting. Members were requested to bring the document to the Meeting.

RESOLVED –

That the Council agree in principle with the majority of recommendations in the above document subject to funding being provided.

187. Local Housing Strategy

The Town Clerk reported that a copy of the Draft Local Housing Strategy, approved by the County Council's Cabinet had been received. The document runs to 59 pages and was available for Members to study. A summary was enclosed at Appendix "A."

Following consultation, a final strategy will be adopted in April, 2004. Comments on the draft strategy were requested by the 13th February, 2004.

No comments were to be submitted to Pembrokeshire County Council in respect of the above matter.

**188. Governing Body of Pennar Infants School
Councillor Mrs. C. Fortune**

RESOLVED –

- (1) That the Town Clerk liaise with Councillor D. Brinn to ascertain as to whether he would wish to serve as a School Governor.
- (2) That the Governing Body of Pennar Infants School be advised of the Council's representative accordingly if Councillor Brinn wished to serve as a School Governor.

189. Menter Iaith Sir Benfro

The Town Clerk enclosed at Appendix "B" an invitation to join the above Organisation, the membership fee being £5. This will be spent to promote the Welsh language and culture in Pembrokeshire.

RESOLVED –

That the Council become a member of the above Organisation and pay the membership fee of £5.

**190. Welsh Assembly Government -
South West Wales Regional Committee**

The Town Clerk reported that notification had been received that the next meeting of the above Committee will be held on Friday, 30th January, 2004 (9.30 a.m.-12.30 p.m.) in the Halliwell Centre, Trinity College, Carmarthen.

The subject of the meeting will be Housing for Older People, including implications for health. There will be opportunities for people in the public gallery to comment and discuss matters with Assembly Members.

191. Burial Law And Policy in the 21st Century

The Town Clerk reported that a copy of a consultation paper on the above subject had been received from the Home Office, and was available for Members' perusal. The Home Secretary stated that current burial law is out of date and needed reforming and the Government wished to provide opportunities for informal debate about the provision and maintenance of burial grounds in the future. The closing date for responses is the 13th July 2004.

193. Planning Applications

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

1123/03	Specsavers Optical Superstores Melrose House 42 Dingwall Road Croydon	3 Dimond Street – Alteration of pillasters to a rendered painted finish, installation of shutter to shopfront, white powder coated, perforated lath
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PROPOSED by Councillor W.J. Davies
SECONDED by Councillor P. Weatherall

RESOLVED –

That the Council have no objection to the application.

1129/03	Mr. B.R. Crompton 14 Furzy Bank Pembroke Dock	14 Furzy Bank – Residential dwelling
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(Councillor Mrs. P.E.M. Folland declared her interest in the above matter and took no part in the discussion and did not vote).

PROPOSED by Councillor Mrs. V.M.J. Roach
SECONDED by Councillor K.C. Higgs

RESOLVED –

That the application be refused due to overdevelopment
and access problems.

1130/03	Mr. J. Smith 23 Nelson Street Pennar Pembroke Dock	Plot 6, Fairways – One Dwelling
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PROPOSED by Councillor Mrs. C. Fortune

1149/03 Mr. H. Williams 1 King Street –
18 Charlton Place Garage
Pembroke Dock

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

RESOLVED –
That the Council have no objection to the application

1164/03 Mr. & Mrs. J. Williams Plot 20, The Point, Pennar –
42 Front Street New residential dwelling
Pembroke Dock

PROPOSED by Councillor Mrs. C. Fortune
SECONDED by Councillor D.T. Esmond

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

1166/03 Mr. & Mrs. C. Davey Plot 19, The Point, Pennar –
13 Bentlass Terrace New Residential Dwelling
Pennar
Pembroke Dock

PROPOSED by Councillor D.T. Esmond
SECONDED by Councillor Mrs.C. Fortune

RESOLVED –
That the Council have no objection to the application

1178/03 Mr. & Mrs. Williams Site adjacent to, 40, Waterloo Road -
39 Parklands Residential dwelling
St. Florence

PROPOSED by Councillor K.C. Higgs

1184/03	Mr. I. Lewis 46 Glenview Avenue Llanion Pembroke Dock	46 Glenview Avenue, Llanion – First floor bedroom and study extension
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PROPOSED by Councillor K.C. Higgs
SECONDED by Councillor R.G. Watts

RESOLVED –

That the Council have no objection to the application

1199/04	Pembrokeshire Housing Asscn. Meyler House St. Thomas Green Haverfordwest	Land adj. 1 Stranraer Road- One disabled bungalow
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PROPOSED by Councillor Mrs. C. Fortune
SECONDED by Councillor D.T. Esmond

RESOLVED –

That the Council have no objection to the application

194. Planning Decisions

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

917/03 – Fairways – One dwelling – **Approved**

955/03 – 6 Castle Street, Pennar – Conservatory to rear of dwelling and parking bay to front – **Approved**

195. Planning Application - Withdrawn

Notification has been received from Pembrokeshire County Council that planning application no. 1187/02 – Land adj. 1 Stranraer Road, Pennar – residential (2 disabled bungalows) had been withdrawn.

197. Laws Street – Bus Shelter

The Town Clerk referred to the debate at the Council Meeting on the 13th November, 2003 when it had been resolved to request Pembrokeshire County Council to provide a bus shelter on the western side of Laws Street. Following a reminder, a reply had now been received which was reproduced at Appendix “D.”

The Town Clerk reported that a letter had been received from Mrs. P. Ryan of North Street regarding the provision of an additional bus shelter in High Street, Pembroke Dock. The letter stated that she had requested the County Council to provide a shelter and was informed that one would only be provided if the Town Council agreed to maintain it.

Pembrokeshire County Council had been consulted and the Council are advised that before any new bus shelter is provided, the Town Council had to agree to maintain and insure it.

RESOLVED -

- (1) That Pembrokeshire County Council be advised that the Council are disturbed yet again regarding delegation of County Council's functions to Town/Community Councils without providing funding
- (2) That a copy of the above representations to Pembrokeshire County Council be forwarded to the four County Councillors

198. National Parks of Wales

The Town Clerk reported that a copy of the joint Annual Report 2002/2003 for the three National Parks of Wales had been received and was available for inspection.

199. Plannning Applications

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

1203/03	A. Heath	Plot adjacent to, 28 Treowen Road,
	6 Milton Terrace	Pennar –

1204/03 Mr. & Mrs. D. James Kingswood Farm, London Road –
139 Main Street Partial reconstruction as amendments to
Pembroke outbuildings conversion to one
Dwelling (00/0427/PA)

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

RESOLVED –

That the Council have no objection to the application.

1216/03 Mr. A. Hughes 66, Military Road, Pennar –
66 Military Road Adding a second storey
Pennar
Pembroke Dock

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

RESOLVED –

That the Council have no objection to the application.

200. Planning Decisions

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

- 424/03 – Pennar Junior School, Pennar – Extension – **Approved**
- 529/03 – Land at Bellevue Terrace – Erection of Starter Homes – **Approved**
- 773/03 – Land North of, Essex Road – Residential dwelling – **Approved**
- 813/03 – Old Gas Showroom, London Road – Change of use to new dental surgery including extension to rear – **Approved**
- 843/03 – Plot 10, Fairways, Pennar – One dwelling - **Approved**
- 849/03 – Plot 18, The Point, Pennar – One Dwelling – **Approved**
- 927/03 – 2 Treowen Road – Bathroom/kitchen extension and garage/workshop – **Approved**
- 1062/03 – Plot 12, Pennar Point – Erection of house – **Approved**

170. MEMORIAL PARK - GATE

The Town Clerk reported that he had received a letter from Pembrokeshire County Council regarding the damaged wooden entrance gate which has been removed and a new replacement gate will be provided as soon as possible.

171. HOBBS POINT – LITTER BINS

The Town Clerk reported that a letter had been received from Pembrokeshire County Council regarding the litter bins at the above location. The bins had been replaced but another bin had been removed with only the base remaining. A further bin would be provided but if the practice of removing the bins from the bases continued the future of litter bins in this location would have to be considered.

RESOLVED –

That Pembrokeshire County Council be requested to provide heavy concrete type bins to alleviate vandalism.

172. 25 METRE COLUMN MAST AND EQUIPMENT CABIN – ROYAL DOCKYARD

The Town Clerk reported that following representations from the Town Council a letter had been received from Pembrokeshire County Council regarding the above matter. The Authority had taken into consideration the public concern regarding safety issues when considering the application. The Planning Authority's view were that the approved site achieved a location which would minimise the impact on amenity consistent with operational requirements.

173. SURVEY – INTERPRETATION PANELS

The Town Clerk reported that a spreadsheet of information which had been collated had been received from Pembrokeshire County Council in respect of possible provision of interpretation panels in the Town.

RESOLVED –

That the completed survey be returned to Pembrokeshire County Council.

174. BUSH & PARK TENANTS & RESIDENTS ASSOCIATION

175. **REPORT OF FINANCIAL OFFICER**

27. **Payment of Accounts**

The Financial Officer reported that the following accounts were submitted for approval of payment:-

136.	Lloyd's Jewellers – Repairs to Mayoral Chain (3 occasions)	£220.00
137.	Graham's Hoist Service – Removal of Christmas lights	£500.00
138.	Petty Cash	£50.00
139.	Jewson Ltd. – Materials	£9.24
140.	Pembrokeshire Rail Travellers Association – Subscription for 2004	£7.00
141.	The Consortium – Stationery	£8.28
142.	Konica Minolta – Photocopying charges	£78.45

The Town Clerk requested that account no. 139 – Jewson Ltd. be increased to £10.99 and that additional following accounts be included for approval for payment:-

143.	Pembrokeshire County Council – Advert – Road Closure – Carnival	£363.55
144.	British Telecom – Telephone Accounts	£232.04
145.	Gatwick Fire – Rotary Hand Bell - Fire Alarm	£55.22
146.	The Information Commissioner – Data Protection Renewal	£35.00

Reference was made to the repairs made to the Mayoral Chain and that additional repairs were still to be undertaken.

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

RESOLVED –

- (1) That account nos. 136 – 146 be approved for payment.
- (2) That the Town Clerk request Lloyd Jewellers to expedite the work of providing a support chain and two clasps on the Mayoral chain.

176. **MATTERS RAISED VERBALLY**

(a) **Mr. Henry Johnston, MBE – Congratulations**

Councillor D.L. Jones referred to Mr. Henry Johnston recently been awarded an MBE and requested that a letter of congratulations be sent on behalf of the Council.

RESOLVED –

That the Council send a letter of congratulations to Mr. Henry Johnston on his recent award.

(b) **Repair/Maintenance – Seating**

Councillor D.L. Jones referred to repair and painting of seating required in the Town prior to the forthcoming holiday season.

RESOLVED –

That Pembrokeshire County Council be requested to undertake repairs and painting to seating in the Town.

(c) **Gwyther Street – Road Crossing**

Councillor R.G. Watts stated that some alteration work had been undertaken at one corner junction, but three still remain to be done.

RESOLVED -

That Pembrokeshire County Council be requested to complete this work.

(d) **Hotel – Inside Dockyard**

Councillor R.G. Watts referred to a commemorative plaque to Mark James Meyrick Owen which is situated in the grounds of the above Hotel. Concern had been expressed as to the future of this plaque in view of proposed redevelopment.

RESOLVED –

That the Town Clerk investigate this matter.

(f) Joint Unitary Development Plan – Public Inquiry

Councillor Mrs. V.M.J. Roach enquired as to whether the Council had been notified of the Public Inquiry into the Joint Unitary Development Plan which was to be held at the Watersports Centre on the 27th January, 2004.

The Town Clerk stated that no information had been received at the Town Council Offices in respect of the above matter.

(g) Play Area off Criterion Way, Western Way – Street Lighting

Councillor Mrs. V.M.J. Roach reported that there are two lights in the above area which are continuously lit.

RESOLVED –

That Pembrokeshire County Council be requested to investigate the above complaint and take appropriate action to alleviate the problem.

(h) Relief Emergency Road – Pennar

Councillor Mrs. V.M.J. Roach enquired as to whether there had been any progress since the site meeting on the 16th June, 2003 with Mr. I. Ponsford, Pembrokeshire County Council and County Councillor A. Wilcox regarding the suggested alternative route.

RESOLVED –

That the Town Clerk liaise with Pembrokeshire County Council in respect of the above matter and report back to the next Council Meeting.

(i) South Pembrokeshire Hospital – Re-Design Project

Councillor Mrs. V.M.J. Roach referred to the redesign project for Health and Social Care for the above Hospital and enquired as to whether work will commence in January, 2003 as proposed.

RESOLVED –

(j) Small World Theatre – Pennar

Councillor Mrs.C. Fortune stated that a theatre group who had worked with the children of Pennar during the school holidays had applied for a grant from PAVS and had requested that the Council support the application. The grant is for the Pennar area.

RESOLVED –

That the Council send a letter of support for the work undertaken by the Small World Theatre in Pennar to PAVS.

(k) Treowen Road/Bufferland Road – Footpath

Councillor Mrs. C. Fortune requested that the footpath in the above location be adopted by Pembrokeshire County Council.

RESOLVED –

That Pembrokeshire County Council be requested to adopt the above footpath.

(l) 49 Gwyther Street – Eyesore

Councillor D.T. Esmond referred to the work undertaken by Pembrokeshire County Council which had resulted in the grounds of the neighbouring property being adversely affected.

RESOLVED –

That Pembrokeshire County Council be requested to carry out clearance to the grounds of the above properties as soon as possible.

(m) Bethany Corner – Provision of Seat

Councillor Mrs. C. Fortune referred to the need to provide a seat at Bethany Corner and it was

RESOLVED –

That Pembrokeshire County Council be requested to provide a seat at the above location prior to

