

At a Meeting of Pembroke Dock Town Council held at the Pater Hall, Pembroke Dock on Thursday, 23rd September, 2004 at 6.30 p.m.

PRESENT:

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

IN ATTENDANCE:

T.R. Edwards, Town Clerk
Mrs. W.A. Vincent, Financial Officer

The meeting was opened with Prayer.

102. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors D. Brinn and D.L. Jones.

103. MINUTES

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

RESOLVED -

That the Minutes of the last meeting of the Council held on 2nd September, 2004 be adopted as circulated.

104. MATTERS ARISING FROM THE MINUTES

(a) Minute 92(b) - Joint Trading Exhibition with Malta

The Town Clerk reported that a meeting regarding the Joint Trading Exhibition would be held on Friday, 15th October, 2004 at Pembroke Town Hall. Representatives of Pembrokeshire County Council, the W.D.A. and Ms Christine Gwyther AM would be attending the meeting which would be chaired by the Mayor, Councillor D.T. Esmond, representing this Council.

(b) Minute 103 - Visit to Pembroke Dock Police Station

Councillor R.G. Watts gave a resume of a very interesting visit to the Police Station and around the area in a patrol vehicle. In view of events which had taken place earlier in the day, for the first hour of the shift which commenced at 2000 hours there was a shortage of manpower, but the attitude of officers was both positive and pleasant. Councillor Brinn had been unable to attend.

In reply to a question from Councillor Mrs. V.M.J. Roach, Councillor Watts confirmed that the CCCTV camera at Albion Square was working well, but the trees by the school had not been cut back to allow greater visibility.

RESOLVED -

That the Town Clerk be requested to check with Dyfed-Powys Police whether the trees have been cut back as previously agreed.

(c) Minute 96 - Hire of Skip - Floral Displays

The Town Clerk informed Members that he had arranged to hire a skip on Monday 27th September for the disposal of the floral displays and confirmed that the bunting would be removed at the same time.

(d) Minute 99(b) - Llanion Cemetery

The Town Clerk reported receipt of a letter from Pembrokeshire County Council stating that an inspection of the cemetery on 15th September, 2004 did not reveal any extensive deposition of grass on graves or flowers other than what could reasonably be expected after a grass cutting operation had been carried out. Instructions had been issued to operatives to take extra care in future to ensure that such events do not recur. The collection of grass cuttings is not feasible due to the increased resources which would be required.

(e) Minute 99(c) - Seats at Front Street

The Town Clerk reported that the streets at Front Street will be included in the winter programme for refurbishment by Pembrokeshire County Council.

(f) Minute 99(d) - Play Area - Youth Club - Bush Street

Pembrokeshire County Council had advised that a clean up of the Play Area behind the Youth Club in Bush Street would be carried out in the very near future.

(g) Minute 99(f) - Footpaths - Barrack Hill

The Town Clerk reported that Footpaths 32/15 and 32/18 on Barrack Hill are presently receiving the required attention by Pembrokeshire County Council.

Councillor Mrs. P.E.M. Folland stated that the footpaths remain completely overgrown at present.

(h) Minute 101(2) - Resignation of Mrs. P.E. Prout

The Town Clerk reported a letter from Mrs. Eunice Prout thanking the Councillors and staff for the presentation and leaving gifts she received. She also thanked Councillors and staff for the kindness and friendship she enjoyed during her employment with the Council and wished the Council every success in the future.

(i) Minute 101(3) - Appointment of Secretary/Committee Clerk

The Town Clerk stated that two of the applicants for the above post had attended for an informal interview and test following which it had been decided, in consultation with the Mayor, to readvertise the post.

105. REPORT OF TOWN CLERK

123. Pembroke Dock One9T - Hire of Pater Hall

During the recent celebrations, the Pater Hall was used on five occasions and the amounts due to the Council in respect of hiring charges are as follows:-

18th August - Celtic Evening	£94.00
19th August - Local Musicians Night	£83.00
20th August - BBC Radio Wales	£75.50
26th August - Local Musicians Night	£83.00
28th August - Model Exhibition	£73.50
	<u>£409.00</u>

The Town Clerk requested instructions regarding the amount due. As Members are aware two donations amounting to £5,000.00 have been made to the One9T committee.

Councillor K.C. Higgs stated that the celebrations held during the Summer had been successful, but financially the Committee were in difficulty. He was prepared to present detailed accounts to the Council at the next meeting if required.

Councillor P. Weatherall declared his interest and referred to Minute 19(19) of 22nd April, 2004 when it was resolved that the ONE9T Committee pay for all bookings at Pater Hall during the celebrations and that the Town Council make a donation of £500 to the Committee in respect of Pater Hall hiring charges.

RESOLVED -

That consideration of this matter be deferred to the next meeting when detailed accounts would be available

124. Christmas Lighting

The Town Clerk advised that Mr. Graham Watts of Graham's Hoist Service and Mr. J. Pickering had both agreed to carry out the erection, maintenance and removal of the Christmas lights and decorations again this year, if required. A written quotation had been received from Mr. Watts in the sum of £1,500, an increase of £50 on last year's charge. Mr. Pickering had indicated that his fee would be the same as last year, i.e. £750 provided that the same number of lights are involved.

The relevant permission has been sought from Pembrokeshire County Council in respect of Albion Square, Dimond Street, Meyrick Street and Queen Street. Application would also have to be made to Western Power for a temporary connection to the electricity supply for the Christmas lighting

RESOLVED -

That the quotations from Graham's Hoist Service and Mr. J. Pickering in the sums of £1,500 and £750 respectively be accepted for the erection, maintenance and removal of the Christmas lights and decorations be accepted.

125. Pembroke Dock Civic Society

The Chairman of Pembrokeshire County Council, Councillor John Thomas, will be attending the Pembroke Dock Civic Awards in Pater Hall on Wednesday, 29th September, 2004 at 7.30 p.m. An invitation was extended to Members to attend.

PART II - CORRESPONDENCE

126. Proposed Zebra Crossing - B4322 Pembroke Road

Pembrokeshire County Council have invited the Council to comment on their proposal to provide a zebra crossing on Pembroke Road to the west of the exit road from the School and Sports Centre by 15th October, 2004. A copy of the letter and plan was attached at Appendix "A" for consideration.

Members welcomed the provision of a zebra crossing at this dangerous location and

RESOLVED -

That the proposal as submitted by Pembrokeshire County Council be accepted..

127. St. Teilos Road - New Traffic Order

A letter and plan from Pembrokeshire County Council regarding the introduction of one-way traffic flow on Bethel Road and a length of St. Teilos Road was attached at Appendix "B"

RESOLVED -

That the Council accept the introduction of one-way traffic flow on Bethel Road and a length of St. Teilos Road as proposed by Pembrokeshire County Council.

Councillor P. Weatherall declared his interest in this matter and took no part in the discussion and did not vote.

128. Commercial Row - Reinstatement of Road Markings

A letter had been received from Pembrokeshire County Council stating that they were unable to justify perpetuating the use of red asphalt backing to the hatched area at the junction. The red backing was a costly application that could only be laid by specialist external suppliers, and it was considered that the required funding could be used more efficiently at other locations.

Councillor Mrs. P.E.M. Folland reiterated previous submissions that it was essential that the red asphalt backing is relaid.

RESOLVED -

That Pembrokeshire County Council be further advised of the Council's concern at the lack of road markings at his dangerous location and requested to relay the red asphalt backing

129. Transfer of Justices Licences

A copy of an application for the transfer of the Justices Licence in respect of the Rose and Crown to Mr. Carl Sheldon Beddis and Mr. Malcolm George Morris had been received. The application would be heard at the Licensing Sessions at Penffynnon, Hawthorn Rise, Haverfordwest on 7th October, 2004.

Also received from Messrs. Lowless & Lowless, Solicitors was an application for the transfer of the Restaurant Licence in respect of Made in India, 9 Pembroke Street from Gulam Mohamed Asak Ali to Arkan Ullah and Abdul Ashik.

RESOLVED -

That the Council have no objection to the transfer of the Justices Licences in respect of the Rose and Crown to Mr. Carl Sheldon Beddis and Mr. Malcolm George Morris and in respect of Made in India to Arkan Ullah and Abdul Ashik.

The Mayor, Councillor D.T. Esmond declared his interest in the above matter, took no part in the discussion and did not vote.

130. Public Inspection of Planning Applications

As part of their overall programme of improvements to the Planning Service, Pembrokeshire County Council was currently investigating the feasibility of making planning applications available for public inspection at their Customer Service Centres in Fishguard, Milford Haven and Pembroke Dock as well as at County Hall.

As the Council's views on the proposal were required by 17th September, 2004 the Town Clerk had replied indicating that the Council would welcome all planning applications being available at the Customer Service Centre in Argyle Street.

131. Payphones

There will be a considerable delay in British Telecom responding to correspondence regarding the rationalisation programme for public payphones due to the volume of responses received.



132. Meeting of South West Wales Regional Committee

Notification had been received that the next meeting of the South West Wales Regional Committee of the National Assembly will be held in the Memorial Hall, Pontyberem, Carmarthenshire on 22nd October, 2004 from 9.30 .m. to 12.30 p.m. The subject for the meeting will be the Education and Lifelong Learning Committee's review of school transport. Advance booking was advisable.

133. Donations

The following applications for financial assistance had been received and were enclosed at Appendix "C".

a) **Ben Thompson, 69 Laws Street, Pembroke Dock**

Ben was a member of the local Viking Explorer Scout Unit and had been selected to represent the Unit at a European Jamboree in July, 2005. A donation to assist with his expenses had been requested.

b) **Torch Theatre**

The Torch Theatre was totally dependent upon Town and Community Councils support for funding along with that of the Local Authority and The Arts Council for Wales.

c) **Urdd National Eisteddfod**

The Urdd National Eisteddfod will be held at the Wales Millennium Centre in Cardiff in May 2005

RESOLVED -

- (1) That the Council make a donation of £100 to Ben Thompson to assist with his attendance at a European Jamboree
- (2) That the Torch Theatre and Urdd National Eisteddfod be advised that they do not fall within the criteria of the Council's policy i.e. organisations based in Pembroke Dock

134. Dinghy Park, Front Street, Pembroke Dock

Notification had been received from Pembrokeshire County Council that the damaged railings had now been repaired.

135. Market Street - Nameplate

A new nameplate had been ordered by Pembrokeshire County Council and would be erected upon delivery.

136. Cross Park to Barrack Hill

A copy of the Council's letter to Pembrokeshire County Council had been passed to the authority's Access Officer who would consider the request and reply in due course.

137. Pater Hall Trust - Dispensation

The Standard Committee of Pembrokeshire County Council have granted dispensations for Councillors Mrs. P.E. George, P.G. Gwyther S. Perkins and P.R. Weatherall to speak and vote on matters relating to the Pater Hall Community Trust until this Council's Annual Meeting next year, subject to there being no changes in circumstances in the meantime.

However, the Committee did not feel it was appropriate for the Mayor and Deputy Mayor to be granted dispensation to vote at present given their higher position of responsibility on the Council. Dispensation could be sought after the Annual Meeting if their circumstances changed.

138. COUNTRYSIDE ACCESS

The Countryside Council for Wales had issued a conclusive map of the Pembrokeshire area which showed open country and registered common land over which, subject to such exceptions and restrictions as the Countryside and Rights of Way Act 2000 provides, the public would be entitled to exercise a right of access under section 2 of the Act when that section comes into force which the Welsh Assembly Government plan to bring into force on all access land in Wales in the Spring of 2005.

Members of the public may inspect the conclusive map at the CCW's Area Office at Llanion Park as well as on their website at www.ccw.gov.uk

PART III - PLANNING

139. 25 Prospect Place, Pembroke Dock

The application for planning consent to erect a Split Level Dwelling in the Rear Garden of 25 Prospect Place was deferred at the last meeting for further information on possible access problems from Pembrokeshire County Council.

A reply had been received from Pembrokeshire County Council and was reproduced at Appendix "D".

PROPOSED by Councillor Mrs. V.M.J. Roach
SECONDED by Councillor Mrs. P.E.M. Folland

RESOLVED -

That application No. 04/0547/AD be refused on the grounds of over-development and out of keeping with the area together with concern about access problems and on-street parking in an already congested area.



Councillor P.G. Gwyther declared his interest in the application, took no part in the discussion and did not vote

140. Planning Applications

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

04/0668/PA	Countryside Council for Wales Maesyffynnon Bangor	Site at Llanion Park - Siting of Secure Storage Unit
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PROPOSED by Councillor K. Higgs
SECONDED by Councillor Mrs. P.E. George

RESOLVED -
That the Council have no objection to the application

04/0010/AD	Clinton Cards 2 Dimond Street Pembroke Dock	2 Dimond Street - Projecting and Fascia Signs
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PROPOSED by Councillor Mrs. V.M.J. Roach
SECONDED by Councillor Mrs. P.E.M. Folland

RESOLVED -
That the Council have no objection to the application

141. Planning Decisions

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

03/1337PA	Car Park, Grove Street, Pennar - Erection of 3 No. Dwellings - Approved
04/0148/PA	Plot E, St. Patricks Hill, Llanreath - Residential Dwelling - Approved
04/0472/PA	87 High Street - Two Storey Extension - Approved

106. SUPPLEMENTARY REPORT OF TOWN CLERK

142. Planning

Applications

The following applications were submitted for consideration:-

04/0603/PA Mr. & Mrs. G. Owen
7 St. Patricks Road
Pembroke Dock

7 St. Patricks Road, Pembroke Dock -
Two-Storey Extension to Dwelling

PROPOSED by Councillor Mrs. P.E. George
SECONDED by Councillor K. Higgs

RESOLVED -

That the Council have no objection to the
application

Councillor P. Weatherall declared his interest in the application, took no part in the discussion
and did not vote.

04/0649/PA Mr. S. Hall
11 Princes Street
Pembroke Dock

11 Princes Street -
Extension to Dwelling to include Garage
with room above

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

RESOLVED -

That the Council have no objection to the
application

04/719/PA Mr. M. Scheidler
c/o Thrower Priestley
15 Walker Terrace
Gateshead

58A2 Bush Street -
Change of Use to Fast Food Takeaway

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

RESOLVED -

That the Council have no objection to the
application

04/725/PA Mr. D.J. Kettle
3 St. Patricks Hill
Llanreath
Pembroke Dock

3 St. Patricks Hill, Llanreath -
Concrete Block Boundary Wall

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

RESOLVED -

That the Council have no objection to the
application

04/727/PA Mr. & Mrs. Davies
c/o F. Fleming
Design & Build
Willings House
Pembroke

Plot 9, Fairways -
One Dwelling Unit

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

RESOLVED -

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

(b) Withdrawn Application

Pembrokeshire County Council had advised that application No. 04/0317/PA - Proposed Single Storey Bedroom/Shower Room and Extension to Rear at 46 Cross Park, Pennar had been withdrawn. No further action would therefore be taken on this matter.

(c) Planning - Decision

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

04/0023/PA Plots off Lavinia Drive, Pennar - 10 No Dwellings - Phase 2 of Development

143. Correspondence

(a) Arriva Trains - Timetables

Further to recent debate on this issue, Christine Gwyther a.m., had forwarded a copy of a reply from Arriva Trains Wales and this was enclosed at Appendix "E".

Following discussion regarding withdrawal of train services from Pembroke Dock it was

RESOLVED -

That Ms Christine Gwyther AM be requested to clarify whether the direct service from Pembroke Dock to Manchester was still operating.

(b) Transfer of Justices Licence - The Cricketers, Imble Lane

Notice of an application for the transfer of the Justices Licence had been received. The applicant was Robert Wayne Edwards. The licence was currently held by Jeanette Anne Richards.

RESOLVED -

That the Council have no objection to the transfer of the Justices Licence in respect of The Cricketers, Imble Lane to Robert Wayne Edwards.

(c) **The Adjudication Panel for Wales**

The Annual Report for 2003/4 had been received and was available for inspection. The Panel was established in October, 2002 to hear cases regarding allegations of misconduct against local authority members.

107. VISIT TO BERGEN

The Town Clerk reported that Pembroke Town Council were organising a visit to Bergen in October and enquired whether Members of this Council wished to go. Anyone interested should contact the Town Clerk of Pembroke as a matter of urgency.

108. TOURISM COMMITTEE

The Town Clerk requested that a meeting of the Tourism Committee be held in the near future to discuss arrangements for the Winter Carnival.

RESOLVED -

That a meeting of the Tourism Committee be held at 10.30 a.m. on Wednesday, 6th October, 2004.

109. REPORT OF FINANCIAL OFFICER

16. Payment of Accounts

The following accounts were submitted for approval of payment:-

74	Halsted DIY - Materials	£4.79
75	Pitney Bowes - Maintenance of Postage Meter	£11.74
76	Royal British Legion - Poppy Wreath	£16.50
77	Jewson Ltd. - Lock	£16.90
78	Petty Cash	£50.00
79	Britannia Estate Community Association - Donation	£100.00
80	SWALEC - Electricity	£115.50
81	Welsh Water - Water and Sewerage Charges	£247.15
82	HLB AV Audit - Audit Fee (2003/2004)	£763.75

Account No. 74 was paid out of meeting

The Town Clerk requested that account No. 75 be increased to £23.48 and the following additional accounts included:-



83	Tenby Observer - Advertisement	£50.76
84.	Newsquest - Advertisement	£268.89

PROPOSED by Councillor Mrs. V.M.J. Roach
 SECONDED by Councillor Mrs. P.E.M. Folland

RESOLVED -

That Account No. 74-84 be approved for payment subject to the above amendments.

17. Audit of Accounts for Year Ended 31st March , 2004

The Auditor's Report on the above accounts had now been received and a copy of the issues arising was attached together with a copy of the Annual Return for approval and acceptance by Council.

With regard to the issues raised in the Report the Financial Officer advised as follows:-

a) Fidelity Guarantee Insurance

Insurance cover is currently held for £200,000 which is sufficient to cover the maximum amount of money held.

b) Budget Monitoring

Budget monitoring will be undertaken on a quarterly basis and minuted accordingly.

c) Financial Regulations

As Members are aware, the Council already has Standing Orders and Financial Regulations. However, the Town Clerk is obtaining an updated model set from the Pembrokeshire Association of Local Councils and this will be presented to Council for adoption in due course.

PROPOSED by Councillor Mrs. P.E. George
 SECONDED by Councillor Mrs. C. Fortune

RESOLVED -

That the Annual Return in respect of the year ended 31st March, 2004 be approved and accepted by the Council.

18. Transfer to Imprest Account

The sum of £4707.24 was transferred to the Imprest Account in respect of Salaries, Wages, Tax and N.I. paid during the month of August, 2004.



110. MATTERS RAISED VERBALLY

(a) Fort Road Car Park

In reply to a question by Councillor Mrs. P.E. George as to why the Car Park was closed, Councillor R. Watts stated that the high barrier at the entrance to the Car Park had been damaged and was removed for repair. Large boulders had been placed there to prevent access by caravans.

RESOLVED -

That the Town Clerk request Pembrokeshire County Council that replacement of the barrier be expedited and also that the Information Panel at Fort Road Car Park be replaced.

(b) Festival - 2005

Councillor P. Weatherall referred to the success of the One9T celebrations and hoped that it would be possible to hold a Festival during the first week of July, 2005 organised by the Town Council with assistance from Planed.

RESOLVED -

That this matter be placed on the agenda for the Tourism Committee Meeting on 6th October, 2004.

(c) Flooding - Fort Road East

Councillor Mrs. J.M. Rees referred to flooding which had occurred at the eastern entrance to South Pembrokeshire Hospital and requested that Pembrokeshire County Council take action to alleviate the problem.

RESOLVED -

That Pembrokeshire County Council be requested to take action to prevent flooding occurring at the eastern entrance to South Pembrokeshire Hospital in Fort Road.

(d) Street Name Plates

Councillor Mrs. J.M. Rees stated that replacement street name plates at King Street and Waterloo Road were required.

Councillor P. Weatherall stated that the St. Patricks Road name plate was also missing.

Councillor Mrs. V.M.J. Roach referred to the missing name plate from the north west of Ferry Lane.

RESOLVED -

That Pembrokeshire County Council be requested to replace street name plates as indicated above.



(e) **South Pembrokeshire Hospital**

Councillor S. Perkins stated that she had recently attended a meeting in connection with the project to be undertaken at the Hospital. Tenders had been invited for the work.

In order to raise funds for the hospital a charitable group would have to be established and it was hoped that the Friends of the Hospital would be re-formed for this purpose.

Anyone interested in assisting should contact the Mayor. The Town Clerk was also requested to contact the Telegraph Reporter and request that some coverage be given.

(f) **Skateboarding**

Councillor Mrs. V.M.J. Roach stated that pallets, etc. were being used in connection with skateboarding in Melville Terrace.

RESOLVED -

That Pembrokeshire County Council be requested to remove the debris from Melville Terrace.

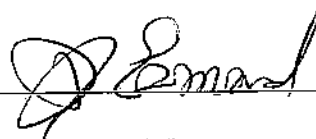
(g) **Upper Laws Street**

Councillor Mrs. P.E.M. Folland stated that she had again received reports of lorries travelling to the Ferry Terminal, wrongly driving up Upper Laws Street and then having to reverse back to Bush Street.

RESOLVED -

That Pembrokeshire County Council be requested to place a direction sign for the Ferry Terminal at the Upper Laws Street/Bush Street junction.

The meeting terminated at 7.35 p.m.



Mayor