

At a Meeting of Pembroke Dock Town
Council held at the Pater Hall, Pembroke
Dock on Thursday, 31st March, 2005
at 6.30 p.m.

PRESENT:

Councillor D.T. Esmond, Mayor
Mrs. P.E.M. Folland, 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:

T.R. Edwards, Town Clerk
Mrs. S. Lowen, Committee Clerk

The meeting was opened with Prayer.

184. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mrs. P.E. George, S. Perkins,
Mrs. J.M. Rees.

185. MISS SIAN THOMAS, PEMBROKE DOCK YOUTH FORUM

Miss Sian Thomas of the Pembroke Dock Youth Forum gave a presentation to
Members which outlined the work that they carry out and the benefits to both the
community and to the young people who participate in the Youth Forum. A handout
from Gennex 25-7 was provided for Members.

186. MINUTES

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

RESOLVED –

That the Minutes of the last meeting of the Council
held on 10th March 2005 be adopted as circulated.

187. MATTERS ARISING FROM THE MINUTES

(a) Minute 239 – Replacement of Computer Hardware

The Town Clerk reported that the two new computers had been installed. The invoice
had been £151 less than the initial quote from Completely P.C.

The Town Clerk had been asked by the Community Website Project whether the
Council would donate the old computers to the project.



PROPOSED by Councillor P. Weatherall
SECONDED by Councillors Mrs. C. Fortune

RESOLVED –

That the Council donate the two old computers
to Pembroke Dock Community Website Project.

(b) Minute 182(c) – Re-letting Council Properties

The Town Clerk reported that he had received a letter from Mrs. V. Brown, Customer Services Manager Housing, Pembrokeshire County Council regarding this matter, which stated that the County Council had for some time attempted to carry out work to vacant council dwellings to bring them up to the standard of the new Welsh Housing Quality Standard. This has meant that the time taken to carry out the necessary work has resulted in properties being empty for longer periods of time. The Council are currently reviewing the situation through the Wales Programme for Improvement process.

(c) Minute 183(3) – Town Award Scheme – Presentation Evening

The Town Clerk advised that he had initially arranged for this event to take place on the 8th April 2005, but this had coincided with an event in memory of the late Rev. Alan Thomas taking place in St. John's Hall on the same day. It had now been arranged to take place on Friday 15th April, 2005 in the Entertainment Room at 7.00pm for 7.30pm and all those invited had been informed.

188. MINUTES OF THE TOURISM COMMITTEE

PROPOSED by Councillor Mrs. V.M.J. Roach
SECONDED by Councillor D.T. Esmond

RESOLVED –

That the Minutes of the last meeting of the Tourism
Committee held on 17th November be adopted as circulated.

189. REPORT OF THE TOWN CLERK

259. The Pater Hall Community Trust

The Town Clerk reported that he had received a reply to his letter regarding dispensation to vote which had been considered by the Standards Committee. Four members had been granted dispensation to vote: Councillors D.T. Esmond, Mrs. P.E. George, P.G. Gwyther, and Mrs. J.M. Rees. Councillors S. Perkins, R.G. Watts and P. Weatherall had not been granted dispensation to vote.

The Town Clerk had previously reported that the Pater Hall Community Trust would take over the administration of the Pater Hall on April 1st 2005. He had written to all regular users of the Hall and informed them of the change.

Lease and Sub-lease

Although the lease to the Trust had not yet been signed, the Council's Solicitor had no objection to the Trust commencing operations on April 1st 2005. The final copy was nearing completion.

The Charity Commission had requested a copy of the lease and sub-lease to establish whether their consent was required regarding the lease back provision.

Donations from the Town Council to the Trust

The Town Clerk had previously reported that under the provisions of Section 19 of the Local Government (Miscellaneous Provisions) Act 1976, the Council was able to make financial donations to the Trust to assist with its objects. Legal advice on this matter had been obtained from the National Association of Local Councils. The Trust would have to have this support from the Council since its rental and hiring income would be insufficient to pay all running costs.

The estimated amount of this donation for the year 2005/6, as contained in the budget estimates, was £24,250. Since the Trust would have a substantial insurance premium to pay in early April, the Town Clerk had been asked by the Trustees to request the Council to pay this in four quarterly instalments of £6,000 in advance, with a final adjustment being made at the end of the financial year.

Members were asked to consider this request.

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

RESOLVED –

That the Council pay the Trust the sum of £24,000 in four quarterly instalments in advance, with a final adjustment at the end of the year.

260. Floral Baskets

Following a request to four local nurseries, the following two quotations had been received:

a) **Willowdale Flowers, 30 St. Govans Centre**

	£
70 Baskets @ £11.00 each	770.00
Two freestanding displays @ £58.00 each	116.00
Fixing charge	<u>70.00</u>
	<u>956.00</u>



b) **Pembroke Garden Centre, Slade Cross, Cosheston**

70 Baskets @ £10.50 each	735.00
Two freestanding displays @ £80.00 each	160.00
20 hours labour for fixing at £6	120.00
Equipment hire	60.00
	<u>1075.00</u>

All prices exclude VAT.
Following discussion it was

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

RESOLVED –

That the Council invite Willowdale Flowers,
30, St.Govans Centre, to supply the hanging baskets
and freestanding displays.

261. One Way Traffic – Dimond Street

Further to the meeting with Mr. John Price, Traffic Manager, at the meeting on 10th March 2005, the Town Clerk enclosed at Appendix 'B' a letter from Mr. Price.

Members were asked to note that County Councillor Kate Becton had requested a site meeting to discuss the proposals and this had been arranged for Friday, April 8th at 10.00am at the Meyrick Street/Queen Street junction.

Councillor D.T. Esmond requested that any Members interested in this matter should attend the site meeting.

262. Commercial Row/Albion Square Junction

Further to previous correspondence and the site meeting on 4th February 2005, the Town Clerk enclosed at Appendix 'C' a letter from the Senior Network Engineer, Pembrokeshire County Council.

Members expressed their concern over the lack of progress regarding this matter.

**263. Street Naming – Land At Kingswood Industrial Estate,
Off London Road**

A letter from Pembrokeshire County Council was enclosed at Appendix 'D', requesting whether the Town Council would have any objection to a street at the above location being named 'Isaac Way'.

RESOLVED –

That the Council have no objection to the street
at the above location being named 'Isaac Way'.

264. Pembroke Regeneration Project

Following the debate at the Council meeting held on 10th March 2005 and the resolution to request the consultants to bring the exhibition to the Pater Hall, the Town Clerk enclosed at Appendix 'E' a response from Pembrokeshire County Council.

265. Pembroke Dock One9t Committee

Councillors K.C. Higgs and P. Weatherall declared their interest in this matter and took no part in the discussion.

Town Clerk reported that he had received from the Treasurer of the Committee a Statement of Account, and this was enclosed as a separate document.

Councillor Mrs. V.M.J. Roach stated that the total of income received should be £42,214.59 an increase of £100. Councillor R.G. Watts commented that the accounts as presented had not been signed.

RESOLVED –

That the Treasurer of the One9T Event be informed of these observations and be asked to represent the accounts.

266. The Local Government Partnership Scheme Annual Report 2003/4

Two copies of this report had been received.

The Local Government Partnership Scheme is a statutory requirement under section 113 of the Government of Wales Act 1998. The scheme clearly demonstrates the Welsh Assembly Government's commitment to promote and work in partnership with parts of local government in Wales. The Act requires the Assembly Government to publish an annual report of how its proposals in the Scheme had been implemented.

**267. Licensing
Transfer of Justices' Off licence**

The Asda Store, Gordon Street

The application was from Steven Gareth Cuggy, General Manager and Helen Fox, Retail Manager. The licence was currently held by Michael Pyle and Stephen Meers

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

RESOLVED –

That the Council have no objection to the transfer of the Licence in respect of the above premises.

268. Donations

The following requests for financial assistance had been received and were enclosed at Appendix 'F'.

a) Pembroke Dock Bowling Club

At the Council meeting held on 10th March 2005, a request for assistance with a sewerage and building project was refused. In a revised application the Club stated that it was actively involved in coaching over one hundred children from six local schools.

A balance sheet had not yet been received.

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

RESOLVED –

That the Council donate £100 to Pembroke Dock Bowling Club subject to a Balance Sheet being received.

b) WRVS Darby and Joan Club

The Club use the Refreshment Room every Monday afternoon at a charge of £9. With a decline in membership, the hiring charge was only just being covered with little remaining for activities.

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

RESOLVED –

That the Council donate £100 to the WRVS Darby and Joan Club subject to a Balance Sheet being received.

269. Planning Applications

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

04/0029/AD	Tesco Stores Ltd PO Box 400, Cirrus Building Shire Park, Welwyn Garden City, Herts.	Tesco Stores Ltd London Road, Bierspool, Pembroke Dock, - Consent to display an advertisement.
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PROPOSED by Councillor P. Weatherall
SECONDED by Councillor Mrs. C. Fortune

RESOLVED –

That the Council has no objection to the application.

04/1486/PA	Baron Property Develop- ments, c/o Cedric Mitchell Architects, 22a Hill Street, Haverfordwest.	The Royal Dockyard, Pembroke Dock – Proposed construction of 51 bed hotel with associated family restaurant
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PROPOSED by Councillor Mrs. V.M.J. Roach

SECONDED by Councillor Mrs. C. Fortune

RESOLVED –

That the Council has no objection to the application.

04/1504/PA	H.J. Harries, Coppins Lodge, Arthur Morris Drive, Pembroke Dock.	Plot of Land off Finch Close, Pembroke Dock – Outline for two plots.
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PROPOSED by Councillor Mrs.C. Fortune

SECONDED by Councillor P.G. Gwyther

RESOLVED –

That the Council has no objection to the application.

270. Planning Decisions

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

04/0580/PA	Plot L, St. Patricks Hill, Llanreath, Pembroke Dock – Erection of a dwelling – Approved
04/1264/PA	Plots 1,2 and 3 Waterloo Industrial Estate – Change of use to Builders' Merchants – Approved

190. SUPPLEMENTARY REPORT OF THE TOWN CLERK

271. Planning Applications

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

04/1500/PA	Ms. G. Stoner, Mariners Cottage, St. Patricks Hill Llanreath, Pembroke Dock.	Mariners Cottage, St. Patricks Hill, Llanreath, Pembroke Dock – Proposed completion and retention of constructed external garden wall.
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PROPOSED by Councillor Mrs. V.M.J. Roach
SECONDED by Councillor Mrs. C. Fortune

RESOLVED –

That the Council has no objection to the application

04/1505/PA	Paul Vizza, 8 Tudor Close Grove, Pembroke.	10 Beach Road, Llanreath, Pembroke Dock – Erection of a Sun Room
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PROPOSED by Councillor Mrs. C. Fortune
SECONDED by Councillor Mrs. V.M.J. Roach

RESOLVED –

That the Council has no objection to the application provided there is no invasion of privacy to neighbouring properties.

04/1518/PA	South Meadow Homes Ltd. 1 Gibbas Way, Pembroke.	The Parade, Hampshire Drive, Llanion Park, Pembroke Dock. Residential Development (11 bungalows)
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PROPOSED by Councillor K.C. Higgs
SECONDED by Councillor Mrs. C. Fortune

RESOLVED –

That the Council has no objection to the application

272. Planning Decisions

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

04/1304/PA 1 Pembroke Street, Pembroke Dock – Change of use from shop to bistro – **Approved.**

191. MATTERS REPORTED VERBALLY

(a) T.S. Warrior

The Town Clerk reported a letter of thanks from the Chairman of the T.S. Warrior Committee for the recent donation of £100.

(b) Pembroke Local Council, Malta

The Town Clerk reported a letter from the Mayor of Pembroke Town, Malta (Joe Zammit) informing the Council that he had been re-elected at the recent Council



election. Also elected were Mr. Raymond Mizzi (Deputy Mayor), Mr. Ray Pace, Mr. Alfred Mazzitelli and Mrs. Evelyn Vella Brincat.

192. REPORT OF THE FINANCIAL OFFICER

35. Payment of Accounts

The following accounts were submitted for approval of payment:

164	HSE Books – Regulations – Display Screen Equipment at Work	£8.95
165	Pembrokeshire Rail Travellers Association – Subscription	£7.00
166	Miss M McPhee – Refund of Hiring Fee	£15.37
167	Pitney Bowes – Postage	£50.00
168	Daniel Court – Donation	£100.00
169	Jewson Ltd. – Materials	£106.73
170	Pemb Borough Silver Band Instruments Trust – Donation	£2,000.00

The Town Clerk requested that the following accounts be added to the list for payment:-

171	The Consortium – Materials and Chair	£515.65
172	SWALEC – Electricity	£667.85
173	British Gas – Gas	£1,502.98
174	Imprest Account – Salaries, Wages, Tax and N.I.	£4,551.19
175	Pembroke Hire Centre – Hire of Floor Sander	£70.38
176	Completely PC – Computers	£2,239.90

Members were asked to note that Accounts Nos. 164,174 and 175 were paid out of meeting.

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

RESOLVED –
That account Nos. 164-176 be approved for payment.

193. MATTERS RAISED VERBALLY

(a) Pembroke Dock Townscape Heritage Scheme

Councillor D.L. Jones drew Members' attention to the Display Board in the Chamber which depicted the work which had been carried out in the town as part of this scheme. He said that he would also arrange for it to be displayed in the Library, Pembroke Dock.

(b) Re-decoration of Council Chamber and Main Hall

Members commented on the excellent work that had been carried out by Jeremy Jones in the Council Chamber and the Main Hall, which had greatly improved these areas. They requested that their thanks be passed on to him.

(c) **Bus Shelter – High Street, Pennar**

Councillor Mrs. C. Fortune reported on a letter received from the Director of Transportation and Environment to N. Ainger M.P. regarding the bus shelter at the above location, in which he noted that he had received a number of requests to replace this dilapidated and unsightly structure. He confirmed that Pembrokeshire County Council does intend to install a new shelter at this location in the next 3 months.

RESOLVED –

That the Town Clerk write to Pembrokeshire County Council, reminding them of the undertaking to replace the Bus Shelter.

(d) **Albion Square – North Side**

Councillor R. G. Watts reported that the pavements by the bus shelter at the above location were in a very poor state and were dangerous. He requested that a letter be sent to Pembrokeshire County Council regarding this matter.

RESOLVED –

That Pembrokeshire County Council be requested to carry out urgent repairs to the pavement.

(e) **Any Other Business**

Councillor W.J. Rees re-iterated his previous comments regarding matters for discussion under the heading of Any Other Business. It had previously been resolved that items for the Agenda should be sent in advance, and that items not sent in advance should be included for discussion at the meeting at the Mayor's discretion.

194. PRIVATE AND CONFIDENTIAL REPORT

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

RESOLVED –

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

4. Applications For The Post Of Town Clerk

Councillor R.G. Watts declared an interest in this matter and took no part in the discussion.

The Town Clerk enclosed at Appendix 'A', applications from the following:-

- a) Mr. Martin Cavaney, 16 Milton Terrace, Pembroke Dock



b) Ms. Gwen Girdwood, 37 The Pastures, Kings Worthy
Winchester, Hants.

c) Mr. Andrew Grainger, 54 Heol-y-Coed, Rhiwbina, Cardiff.

Following discussion it was **RESOLVED** –

That the Town Clerk would invite
Mr. Martin Cavaney and Mr. Andrew Grainger
for interview by the Council on Wednesday 13th April,
2005 commencing at 7.00pm. They would also be
invited to an informal discussion with the
Town Clerk prior to the interview.

MATTERS RAISED VERBALLY

(a) **Staffing**

The Town Clerk reported that he had received a letter of resignation from Mrs. Maureen Bittle, the Cleaner/Caretaker. Mrs. Bittle had received an offer of alternative employment. An advertisement would be placed in the Job Centre for this vacancy.

Members requested that the Town Clerk write to Mrs. Bittle thanking her for her thorough and hard work during her employment.

(b) **Nomination for Honours – Michael Richard Lloyd Hayes**

The Town Clerk reported that he had received a letter from County Councillor Rosalie Lilwall of Pembroke who had submitted an Honours Nomination for Michael Richard Lloyd Hayes, formerly of Four Ashes, Cosheston. She had requested a letter of support to be sent to the Honours Secretariat.

The Town Clerk asked for Members' consideration regarding this. Following discussion regarding Mr. Hayes' contribution to industry and the opportunities provided for employment in Pembroke Dock, it was **RESOLVED** –

That the Council write a letter of support
regarding Mr. Michael Hayes to the Honours
Secretariat.

The meeting terminated at 7.35pm


Mayor

