

At a Meeting of Pembroke Dock Town
Council held at the Pater Hall, Pembroke
Dock on Thursday, 12th May, 2005
at 6.30 p.m.

PRESENT:

Councillor D.T. Esmond, Mayor
Councillors D. Brinn, Mrs. P.E.M. Folland,
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.G. Watts, P. Weatherall.

IN ATTENDANCE:

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

The meeting was opened with Prayer.

15. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Mrs. J.M. Rees.

16. ELECTION OF MAYOR

The Mayor, Councillor D.T. Esmond invited nominations for the position of Mayor for the ensuing year.

Councillor Mrs. P.E. George nominated Councillor R.G. Watts the Mayor Elect as Mayor.

PROPOSED by Councillor Mrs. P.E. George
SECONDED by Councillor P.G. Gwyther

RESOLVED –

That Councillor R.G. Watts be appointed as
Mayor for the year 2005/2006.

Councillor R.G. Watts thanked Councillors for nominating him for the position of Mayor and looked forward to the coming year.

17. APPOINTMENT OF DEPUTY MAYOR

The Mayor, Councillor R.G. Watts invited nominations for the post of Deputy Mayor for the ensuing year.

Councillor D.T. Esmond nominated Councillor S. Perkins the Deputy Mayor Elect.

PROPOSED by Councillor D.T. Esmond
SECONDED by Councillor P. Weatherall

RESOLVED –

That Councillor S. Perkins be appointed as Deputy Mayor for the year 2005/2006.

18. MINUTES

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

SECONDED by Councillor D.T. Esmond

RESOLVED –

That the Minutes of the last meeting of the Council held on 21st April 2005 be adopted as circulated subject to the amendments noted at (c), (d) and (e) below:

19. MATTERS ARISING FROM THE MINUTES

(a) Minute 7(g) – Bus Shelter – High Street, Pennar

The Town Clerk reported that he had received a reply from Pembrokeshire County Council in response to his letter of 4th April 2005 requesting the replacement of the Bus Shelter in High Street, Pennar. The letter stated that the replacement of the bus shelter had been held up due to the presence of a BT chamber, over which BT would not allow a new shelter to be built. A preliminary design had been prepared which allowed repositioning of the shelter away from the chamber, but BT were still not satisfied with the layout. An alternative layout is now being worked on to present for BT's approval, and until a design has been confirmed the Council are unable to offer a timescale as to when the shelter would be erected.

(b) Minute 7(j) – Matters Raised Verbally Staffing

The Town Clerk reported that five applicants had been interviewed for the position of Cleaner/Caretaker and that Mrs. Ellen Glenister had been appointed to the post with effect from April 25th 2005, subject to a 3 month's probationary period.

(c) Minute 8 – Minutes of Special Council Meeting

The Town Clerk stated that the adoption of these minutes had been seconded by Councillor P.George and not Councillor Mrs. V.M.J. Roach.

(d) Minute 9 – Minutes of the Tourism Committee

Councillor P.E.M. Folland stated she had not proposed the adoption of these Minutes.

(e) Minute 11 – Street Naming – Land at Ferry Road, Pennar

Councillor Mrs. V.M.J. Roach stated that she had proposed and Councillor Mrs. P.E.M. Folland had seconded this item.

(f) Minute 12 – 49, Gwyther Street

Councillor K. C. Higgs asked Members to continue their support for the late Walford Davies in getting this property back to a fit state, as there was still a massive amount of building material on the property.

(g) **Minute 13(a) – Planning Application 1319/03 – Land in Clarence Street and Wellington Street**

The Town Clerk reported that he had not yet received a reply from Pembrokeshire County Council, but had been advised in a telephone call that a reply would be sent shortly.

20. MINUTES OF THE TOURISM COMMITTEE

RESOLVED –

That the Minutes of the meeting of the
Tourism Committee held on 14th April 2005
be adopted as circulated.

Councillor Mrs. P.E.George reported that the Tourism Committee would appreciate more support from Councillors during Festival week, and that meetings could be held in the evenings if this was more convenient.

The Town Clerk reported that the publicity had been approved and printing would take place very shortly. A Festival leaflet would be enclosed in the Western Telegraph and displayed in other places. He also advised that he had received a cheque for £1000 sponsorship from Texaco towards the Festival.

21. REPORT OF THE TOWN CLERK

15. Calendar Of Meetings

The suggested calendar of meetings until May 2006 was submitted for Members' consideration:

2 nd June 2005	1 st December 2005
23 rd June 2005	5 th January 2006
14 th July 2005	26 th January 2006
4 th August 2005	16 th February 2006
1 st September 2005	9 th March 2006
22 nd September 2005	30 th March 2006
13 th October 2005	20 th April 2006
10 th November 2005	4 th May 2006 (AGM)

16. Local Government Act 2000 – Review of Model Code of Conduct

The Town Clerk enclosed, as a separate document, a draft of The Conduct of Members (Principles and Model Code of Conduct) (Wales) Order 2005, which was proposed to replace the existing Code made in 2001.

The revised draft followed a review of the Operation of the Local Government Code of Conduct in Wales. A copy of the consultation questionnaire was also enclosed. The report of the Review Group was also available for inspection.

Comments on the draft revised code were requested by 29th July 2005.

17. The Pater Hall Community Trust

The Town Clerk reported, for Members' information, that Councillor P. Weatherall had resigned as a Trustee, for his own reasons. Councillor Weatherall had informed the Trustees that he was "still 100% behind the Trust and the aims to improve the Pater Hall". In accordance with the Trust's Articles of Association, the Trustees would shortly be appointing a replacement.

18. Experimental Traffic Order – Dimond Street

The Town Clerk enclosed, at Appendix 'A', a letter from the Traffic Manager, Pembrokeshire County Council, confirming that an experimental traffic order was proceeding to introduce a one way flow on Dimond Street from Laws Street to Meyrick Street. The Order should take effect from late May 2005 and could run for up to eighteen months.

Councillor P. Weatherall stated that there were two signs missing from the drawings supplied. He had attended the on-site meeting when Mr. John Price, Traffic Manager, had stated that 8 signs would be provided, but only 6 signs were shown on the drawing.

19. Pembroke Dock One9t – Statement Of Account

Councillors Mrs. P.E.M. Folland, K.C. Higgs, Mrs. P.E. George, D.L. Jones, and P. Weatherall declared their interest in this matter, took no part in the discussion, and did not vote.

The Town Clerk had received a Statement of Account, signed by the Chairman and Treasurer. A copy was enclosed for Members' information.

The Town Clerk advised that he had sent copies of the Statement of Account only to Members and no-one else. He had received a letter from Mrs. Jill King, of 25 Gwyther Street which stated that information contained in the One9T accounts contained inaccuracies including an invoice which she had submitted which had not appeared. She wished to give this information to the Town Council so that they should be aware that she disputed their accuracy.

Following discussion regarding the circulation of the Accounts and whether the accuracy and auditing of the One9T accounts was the concern of the Town Council it was

PROPOSED by Councillor D.T. Esmond
SECONDED by Councillor P.G. Gwyther

RESOLVED –

That Members were satisfied with the way the donation made by the Council had been spent by the One9T Committee and thus had no further concerns regarding the Accounts.

20. Community Transport Forum

An invitation had been received to a Community Transport Forum for Pembrokeshire, held on Thursday 19th May, 12.30pm – 4.00pm at Haverfordwest Rugby Club.

Further details were enclosed at Appendix 'B'.

**21. Draft supplementary planning guidance
Building in a sustainable way**

A copy of a consultation draft of supplementary planning guidance had been received from Pembrokeshire County Council and was available for inspection. It had been prepared to support policies contained in the Local Plan produced by the County Council and the J.U.D.P. produced by the County Council and National Park Authority.

22. Proposed hackney carriage stand – Lower Meyrick Street

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

The Clerk enclosed, at Appendix 'C', a letter from the Traffic Manager, Pembrokeshire County Council, regarding a proposal for a three space hackney carriage stand in Lower Meyrick Street.

Following discussion it was

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

RESOLVED –
That the Council had no objection to the provision of a three space Hackney Carriage Stand in Lower Meyrick Street.

23. Street Naming – Land At Ferry Road, Pennar

At the Council meeting held on 21st April 2005 it was resolved to suggest the name 'Stanley Roch Close' for this development. The developer was unhappy with this suggestion and wished to retain the original suggestions of 'Riverside Close' and 'Ridge View Close'. Copies of correspondence received from Pembrokeshire County Council were enclosed at Appendix 'D'.

Councillor W.S. Rees stated that it was a tradition to name streets after well-known people and spoke highly of the late Stanley Roch. He felt that it would be an insult to the Town and its people if the Council's suggested name was not adopted. He suggested that the Council express their strong feelings regarding this matter to Pembrokeshire County Council.

PROPOSED by Councillor W.S. Rees
SECONDED by Mrs. P.E.M. Folland

RESOLVED –

That the Council write to Pembrokeshire County Council expressing their strong feelings regarding the naming of this site as 'Stanley Roch Close'.

24. Donations

The following applications had been received and were enclosed at Appendix 'E'

a) Pembroke Dock Civic Society

Councillors D.L. Jones and Mrs. V.M.J. Roach declared their interest in this matter, took no part in the discussion and did not vote.

As part of the Pembroke Dock Festival 2005, the Society was organising a Kite Competition on the Barrack Hill on June 25th.

The request was for a donation to assist with the costs involved in running the competition. The latest balance sheet had been received.

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

RESOLVED –

That the Council donate £100 to the Pembroke Dock Civic Society to assist with the costs of organising a Kite Competition on June 25th.

b) All Pembrokeshire CRUSE

The request was for a donation to support their work with the bereaved people of Pembrokeshire. A copy of their accounts had been received.

RESOLVED –

That All Pembrokeshire CRUSE be advised that they do not fall within the criteria of the Council's policy, i.e. organisations based in Pembroke Dock.

25. Planning Applications

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

04/1585/PA	Pembrokeshire County Council, Haverfordwest SA61 1TP.	Central Garage Site Queen Street, Pembroke Dock – Residential Development
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The Town Clerk reported that he had received a telephone call from Mr. D. Lawrence, Pembrokeshire County Council advising him that this application had been withdrawn.

05/0020/PA	Mr. D.R.V. Honeysett 16 Prospect Place, Pembroke Dock.	16 Prospect Place, Pembroke Dock, SA72 6BB – Erection of one dwelling (outline)
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PROPOSED by Councillor Mrs. V.M.J. Roach
 SECONDED by Councillor Mrs. P.E.M. Folland

RESOLVED –
 That the Council recommend refusal
 on the grounds of overdevelopment, restricted
 access and lack of parking..

05/0037/PA	Mr. D. Dean 8 Glan-y-Mor, Llantwit Major, Vale of Glamorgan.	Long Meadow Cottage, 42 Pembroke Ferry, SA72 6UD – Alterations to provide two new dormer windows: demolition of garage & porch and new patio doors
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PROPOSED by Councillor S. Perkins
 SECONDED by Councillor Mrs. P.E.George

RESOLVED -
 That the Council have no objection to this
 application.

05/0057/PA	Tai Bach Estates c/o 2 Park Court Mews Park Place, Cardiff CF1 3DQ.	Former Supermarket Car Park, Pier Road, West Llanion Park Industrial Estate, Pembroke Dock – New 2 Storey Travel Lodge.
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PROPOSED by Councillor S. Perkins
 SECONDED by Councillor D.T. Esmond

RESOLVED –
 Recommend refusal of the application in
 its current form due to concerns
 regarding the proposed layout and elevations
 of the building affecting neighbouring dwellings.

28. Planning Applications

05/0085/PA	Mr. and Mrs. W. Scott 119 Military Road, Pennar, Pembroke Dock	119 Military Road, Pennar, Pembroke Dock, Erection of single storey extension.
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PROPOSED by Councillor Mrs. C. Fortune
 SECONDED by Councillor D. Brinn

RESOLVED -

That the Council have no objection to this application.

26. Planning Decisions

- 04/1106/PA New residential dwelling – Plot 9, The Point, Pennar, Pembroke Dock – **Approved**
- 04/1275/PA Construction of 26 No. flats for domestic use – Site at Former Borough Football Clubhouse, London Road, Pembroke Dock - **Refused**
- 04/1413/PA Proposed double garage to rear of property – 25 Essex Road, Pembroke Dock – **Approved**
- 04/1505/PA Erection of Sun Room – 10 Beach Road, Llanreath, Pembroke Dock – **Approved**

Consent to display an advertisement

- 04/0029/AD Renewal of various signs – Tesco Stores Ltd. London Road, Bierspool, Pembroke Dock – **Consent**

29. Planning Decisions

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

- 04/0802/PA Plot 7 Springfield Road, Imble Lane, Pembroke Dock – New Dwelling and garage – **Approved.**
- 04/1500/PA Mariners Cottage, St. Patricks Hill, Llanreath, Pembroke Dock – Proposed completion and retention of constructed external garden wall – **Approved.**

27. Planning Application 03/1222

Site at Dockyard Motors, The Old Dockyard

Proposed development: Change of use for end of life vehicle de-polluting and dismantling facility

Notification had been received that an appeal had been made regarding the imposition of certain conditions in the planning permission granted. The appeal was against Conditions 6 and 7 which are:

Condition 6

Notwithstanding the submitted details **within 12 months** of the date of this permission **or prior to the extension of the existing site boundary line**, whichever is sooner, a 3m high wall shall be erected in accordance with a detailed scheme including samples of the finish materials to be submitted and agreed with the Local Planning Authority so as to correspond with the attached sketch details on Drawing reference SK01.

Reason: In order to ensure the satisfactory development of the site, in the interests of amenity and in particular to preserve and enhance the Conservation Area and the nearby listed buildings.

Condition 7

The new wall required under the above condition shall be set back 1m from the building line of the adjoining building onto the access road and aligned in accordance with the attached detail on Drawing reference SK01.

Reason: In order to ensure the satisfactory development of the site, in the interests of amenity and in particular to preserve and enhance the Conservation Area and the nearby listed buildings.

The appeal was to be decided on the basis of a hearing. Any comments had to be submitted to the Planning Inspectorate at the Welsh Assembly by 31st May 2005.

Following a brief discussion it was

PROPOSED by Councillor W.S. Rees
SECONDED by Councillors Mrs. V.M.J. Roach

That the Council fully support the imposition of
Conditions No. 6 and No. 7 – Planning Application
03/1222/PA.

22. MATTERS RAISED VERBALLY

(a) Mr. Walford Davies

The Town Clerk advised Members that the family of the late Walford Davies had requested that no wreaths be sent to his funeral but that donations could be made in his memory.

PROPOSED by Councillor Mrs. V.M.J. Roach
SECONDED by Councillor D.L. Jones

RESOLVED –
That the Council make a donation of £25
in memory of the late Walford Davies

(b) Pembroke Dock Bowling Club

The Town Clerk had received a letter from Pembroke Dock Bowling Club thanking the Town Council for their donation.

(c) Daniel Court

The Town Clerk had received a letter from Daniel Court thanking the Town Council for their donation of £100 towards attending the Boy Scouts of America National Jamboree.

(d) Pembroke and District Citizens Advice Bureau

A Notice and Invitation had been received for the Twenty-sixth Annual General Meeting of the Pembroke and District Citizens Advice Bureau to be held on Friday 20th May 2005 at 1.00pm at St. John's Community Hall, Pembroke Dock, at which the Guest Speaker was Christine Gwyther A.M.

(e) The Friends of South Pembrokeshire Hospital

An entry form had been received from The Friends of South Pembrokeshire Hospital who were holding a Charity Golf Tournament on Friday 10th June at South Pembrokeshire Golf Club. Entries and fees to be returned by Friday 27th May.

(f) PAVS Open Evening

Pembrokeshire Association of Voluntary Services (PAVS) were holding an Open Evening on Wednesday 1st June 2005 from 3pm – 6pm at the PAVS office, 36-38 High Street, Haverfordwest.

(g) Pembroke Dock and Pembroke Joint Tourism and Twinning Committee

The Town Clerk had received an Agenda for a meeting of the above Committee which would be held on Thursday 19th May 2005 at 7.00pm at the Pater Hall, Pembroke Dock.

(h) New Street Name - Isaac Way, Pembroke Dock

The Town Clerk had received a letter and location plan from Mr. D.T. Thomas, Pembrokeshire County Council regarding the approval of a new street name of Isaac Way which would take effect from 1st June 2005.

23. REPORT OF THE FINANCIAL OFFICER

2. Payment of Accounts

The Town Clerk requested that Account Nos. 20-25 be added to the list.

The following accounts were submitted for approval of payment:-

14	Newsquest – Advert – Town Clerk	£236.52
15	Tenby Observer – Advert – Town Clerk	£54.14
16	Tesco – Wine, etc. – Awards Evening	£18.14
17	Martin Cavaney Photography – Town Awards Photographs	£20.56
18	British Telecom – Telephone Charges	£62.28
19	Zurich Municipal – Insurance Renewal	£576.97
20	Pitney Bowes – Maintenance of Postage Meter	£11.74
21	One Tel – Telephone Charges	£46.86
22	Postage by Phone – Postage	£50.00
23	Konica Minolta Ltd. – Photocopying	£93.10
24	Catsaudit (M. Katra) – Computer Support	£180.00
25	The Consortium – Chair and Stationery	£136.12

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

RESOLVED –

That Account Nos. 14-25 be approved
for payment.

3. Transfer to Imprest Account

The sum of £4,461.08 was transferred to the Imprest Account in respect of Salaries, Wages, Tax and N.I. paid during the month of April, 2005.

24. ITEMS SUBMITTED FOR CONSIDERATION

**a) Formation of Planning Sub-Committee and Public Services
and Traffic Management Sub-Committee (Councillor R.G. Watts)**

Councillor R.G. Watts asked Members to ignore the last paragraph, i.e. Suggested Sub-Committee make up.

Following discussion regarding the timing, administration and constitution of the Sub-Committees, it was

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

RESOLVED –

That the formation of a Planning Sub-Committee
and Public Services and Traffic Management
Sub-Committee be agreed in principle subject
to consultation with other Town Clerks regarding
their operation of such a system.

**b) Public Right of Way – Treowen Road – Sycamore Street
(known as Black Railings)**

Councillor Mrs. C.Fortune reported that part of the fence adjoining the above footpath was missing and there is now a danger to the public. There was also considerable rubbish in the field adjoining the footpath. She requested that the Town Clerk send a letter to Pembrokeshire County Council asking them to undertake the necessary work.

25. PRIVATE AND CONFIDENTIAL REPORT OF TOWN CLERK

PROPOSED by Councillor D.T. Esmond
SECONDED by Councillor Mrs. P.E.M. Folland

RESOLVED –

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

(a) Post of Town Clerk

The Town Clerk reported that 12 applications had been received following the re-advertisement for the post of Town Clerk, which included 3 applications previously considered.

Following discussion of each application, it was agreed to invite the following five applicants to interview and a prior informal visit to the office to meet the Town Clerk:

Mr. M. Cavaney
Ms. G. Girdwood
Mr. A. Grainger
Mr. I. Jones
Mr. B. Scourfield

The interviews would be held on Monday 23rd May commencing at 6.30pm in the Council Chamber, Pater Hall.

The meeting ended at 8.30pm.

Mayor

At a Special Meeting of Pembroke Dock Town Council held at the Pater Hall, Pembroke Dock on Monday, 23rd May, 2005 at 6.30 p.m.

PRESENT:

Councillor S. Perkins (Deputy Mayor)
Councillors D. Brinn, D.T. Esmond,
Mrs. P.E.M. Folland, Mrs. C. Fortune,
K.C. Higgs, D.L. Jones,
W.S. Rees, Mrs. V.M.J. Roach,
P. Weatherall.

IN ATTENDANCE:

T.R. Edwards, Town Clerk

The meeting opened with Prayer.

26. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mrs. P.E. George and Mrs. J.M. Rees.

27. INTERVIEWS FOR THE POST OF TOWN CLERK

Three of the shortlisted candidates, Ms. G. Girdwood, Mr. A. Grainger and Mr. B. Scourfield had withdrawn their applications.

The Council interviewed Mr. Martin Cavaney and Mr. Ian Jones for the post of Town Clerk. Each candidate was asked a series of questions and supplementary questions were asked by Members.

Following a ballot, Mr. Ian Jones was appointed to the post of part-time Town Clerk (25 hours per week) on Salary Point 23 (£12,466) with effect from June 6th 2005.

Also, Proposed by Councillor D.T. Esmond and seconded by Councillor D.L.Jones that the present Town Clerk should work with Mr. Jones for a period of four weeks.

The meeting terminated at 7.45pm

Mayor