

At a Meeting of Pembroke Dock Town Council held at the Pater Hall, Pembroke Dock on Thursday, 1<sup>st</sup> September, 2005 at 6.30 p.m.

**PRESENT:**

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

**IN ATTENDANCE:**

Ian. Jones, Town Clerk  
Mrs. S. Lowen, Committee Clerk

The meeting was opened with Prayer.

**63. APOLOGIES FOR ABSENCE**

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

**64. SERGEANT ERIC EVANS – DYFED POWYS POLICE**

The Council welcomed Sergeant Evans of Dyfed Powys Police who had been invited to attend the meeting in order to address concerns of Members including the use of 999 calls to report anti-social behaviour. He said that these concerns had been passed on to his Chief Inspector. He advised that all serious calls should go through the 999 system and non-emergency calls to go through the contact center number. If someone felt threatened by anti-social behaviour then this would warrant a 999 call.

Councillor Mrs. C. Fortune reported that people in Pennar Ward had called the police on the contact centre number to report incidents of anti-social behaviour and have had no response. The community in Pennar had convened a public meeting to which they had invited a police representative, who had agreed to attend. Unfortunately, the representative had not been available at the last minute because of work commitments, and had failed to make contact to re-arrange another meeting. She said that the community wanted to work with the police but needed to know who to contact.

Sergeant Evans advised that Brian Murphy was the Sergeant in charge of the Community Police Team for Pennar. The officers of these teams would be making contact with people in public houses and the community. He promised to send details of the names of the police who would be representing all the areas in Pembroke Dock.

He advised that any concerns regarding the Police Contact Centre (0845 3302000) should be addressed to Chief Inspector Sewell, or alternatively concerns could also be sent to Inspector Blackmore who would pass them on.

He was asked about the effectiveness of the CCTV cameras in Pembroke Dock and said that now staff in Haverfordwest were monitoring them for more hours in the day than previously.

With regard to the one-way system, he said that the police had received no complaints about it. The Mayor, Councillor R.G. Watts said that the one-way system was most welcome.

The Mayor thanked Sergeant Evans for attending the meeting and answering Members' queries.

**65. MINUTES**

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

**RESOLVED –**

That the Minutes of the last meeting of the Council held on 4<sup>th</sup> August 2005 be adopted as circulated, subject to the following amendments:

**(a) Minute 58(68) – Welsh Language Scheme**

Councillor Mrs. V.M.J. Roach requested that the resolution included the deletion of paragraph 5.4.4 in the draft as originally agreed at the meeting of 4<sup>th</sup> August.

**(b) Minute 84 – The Pump House – Criterion Roundabout, Pembroke Dock**

Councillor Mrs. V.M.J. Roach requested that the original proposal, i.e. not to keep the Pump House be included and that the resolution should be re-worded as an amendment, as follows:

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

That the Town Council would not take over responsibility for the Pump House.

Following further discussion, it was:

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

That the Town Clerk would write to Pembrokeshire County Council informing them that the Town Council would accept the transfer of the Pumphouse now that the building had been renovated. The Town Clerk would request to be shown round the building in order to make arrangements for cyclical repairs and maintenance of the property. The costs of this maintenance to be included in forthcoming precepts.

On being put to the meeting the following voting was recorded

|                       |         |
|-----------------------|---------|
| For the Amendment     | 6 votes |
| Against the Amendment | 2 votes |

The Mayor thereupon declared the Amendment CARRIED.

**RESOLVED-**

That the Town Clerk would write to Pembrokeshire County Council informing them that the Town Council would accept the transfer of the Pumphouse now that the building had been renovated. The Town Clerk would request to be shown round the building in order to make arrangements for cyclical repairs and maintenance of the property. The costs of this maintenance to be included in forthcoming precepts.

**66. MATTERS ARISING FROM THE MINUTES**

**(a) Minute 57(b) – Planning Applications – 05/0323/PA – Ridgeview Close**

The Town Clerk reported that he was still awaiting a response to his letter of 16<sup>th</sup> August regarding this matter, and was concerned that Pembrokeshire County Council were not fulfilling their 14-day response target.

**(b) Minute 57(c) – Pennar Park Development**

The Town Clerk reported that he had received a letter from Mr. David Lawrence which stated that a number of representations had been received in addition to that of the Town Council which were all being evaluated. It was possible that the planning application will be reported to the County Council's Planning and Rights of Way Committee in mid September.

**(c) Minute 58(70) – Town Council Liaison with County Councillors**

Councillor Mrs. C. Fortune reported that County Councillor Tony Wilcox was very pleased with the suggested new procedures and sent his apologies for not having responded to the Town Clerk's letter.

**(d) Minute 58(72) – Council in Recess – Delegated Powers**

The Town Clerk reported that there had been no urgent matters needing attention during Council Recess.

**(e) Minute 58(73) – Display Racks for the Foyer of Pater Hall, Town Council offices, etc.**

The Town Clerk suggested that the Leaflet Display Rack should be placed on the wall by the steps to Pater Hall, which might encourage members of the public to pick up information leaflets, etc. This was agreed.

**(f) Minute 58(75) – Pater Hall Community Trust**

The Town Clerk advised that the AGM of the Pater Hall Community Trust would be held on 12<sup>th</sup> September 2005 at 7.00pm in the Pater Hall.

**(g) Minute 58(77) – Telecommunications**

The Town Clerk advised that he was still awaiting prices from British Telecom.

(h) **Minute 58(79) – Marketing of books, videos, memorabilia, etc.**

The Town Clerk advised that he had sought costs involved from two companies for the construction of a Wall Mounted Display Cabinet, but only one had responded.

Norman Industries of Snowdrop Lane, Haverfordwest had quoted £275.00 plus VAT.

PROPOSED by Councillor P. Weatherall  
SECONDED by Councillor K.C. Higgs

**RESOLVED-**

That the Council accept the quote of Norman Industries of £275.00 plus VAT for the construction of a Wall Mounted Display Cabinet.

(i) **Minute 58(81) – Mid and West Wales Fire Rescue Authority – Integrated Risk Management Plan 2005/2006**

The Town Clerk advised that he had distributed to Members the reply he had received from the Chief Fire Officer and a reply from Edwina Hart. He had asked Members if they would like a Senior Fire Officer to attend the next Council Meeting to answer any questions they might have in relation to the above plan, and had consequently arranged for a Senior Fire Officer to attend the next Council Meeting on 22<sup>nd</sup> September 2005 at 6.30pm.

(j) **Minute 58(86) – Repairs to Street Cobbles**

The Town Clerk reported that the first phase of this work had been completed and work on the second phase had commenced.

(k) **Minute 58(90) – Internet domain name**

The Town Clerk advised that another Internet domain name **thedock.org.uk** had come up for renewal at a cost of £56.38.

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

**RESOLVED-**

That the Council authorise payment of £56.38 for the renewal of the Internet domain name **thedock.org.uk**.

**67. REPORT OF THE TOWN CLERK**

**97. Our environment – Our future – Your views:  
A Consultation on an Environment Strategy for Wales  
by the Welsh Assembly Government**

The Town Clerk reported that he had one copy of the Consultation Document which sought views on whether the Assembly had identified priorities, the right outcomes to aim for in the following areas:

- (1) Climate Change
- (2) Managing the Land and Sea
- (3) Sustainable Use of Resources and Ecosystem Services
- (4) Biodiversity
- (5) Quality of Life
- (6) Making the connections

The Consultation Document set out the Welsh Assembly Government's commitment for 2025 and practical tips for individuals on what they could do for the environment in respect of the above areas.

Any responses would need to be sent to the Welsh Assembly by 3 October 2005.

#### **98. Draft National Service Framework For Older People In Wales**

The Town Clerk reported that he had received one copy of the above publication which set standards for the health and social care of older people in Wales. The National Service Framework is based on 9 standards as follows:

**(1) Rooting Out Age Discrimination**

Health and Social Care services are provided regardless of age on the basis of clinical and social need. Age must not be used in eligibility criteria or policies to restrict access to and receipt of available services.

**(2) Person Centred Care**

Older people receive seamless, person centred health and social care which meets their individual needs through appropriate personal and professional behaviour of staff/provision of clear and timely information. There will also be an integrated approach to:

- (i) service planning and commissioning
- (ii) the assessment of individual's needs
- (iii) delivery of care

**(3) The Promotion of Health and Well Being in Older Age**

The physical and emotional health and well being of people over 50 is promoted through strong partnerships at national level, and locally between local authorities, local health boards, NHS Trusts and other statutory, voluntary and independent partners.

**(4) Challenging Dependency through Community Based Services**

A range of enabling, community based services are to be available to intervene promptly and effectively when older people's independence is threatened by health or social care needs, with the aid of challenging dependency and maximising well being and autonomy

**(5) Intermediate Care**

Intermediate Care is established as a mainstream, integrated system of health and social care which

- (i) enables older people to maintain their health, independence and home life, and to manage chronic health conditions within the community;
  - (ii) promptly identifies and responds to older people's health and social care needs, helping to avoid crisis management and unnecessary hospital or care home admission;
  - (iii) enables timely discharge or transfer from acute hospital settings to more appropriate care settings which promote effective rehabilitation and return to independence.
- (6) Hospital Care**  
When admission to hospital is necessary for older people, the care they receive is co-ordinated, efficient and effective in meeting their clinical and non clinical needs.
- (7) Stroke**  
The NHS, working in partnership with other agencies where appropriate, take action to prevent strokes, and to ensure that those who do suffer a stroke have access to diagnostic services.
- (8) Falls and Fractures**  
Action is taken to prevent falls, osteoporosis, fractures and other resulting injuries and to maintain well-being in their populations of older people. Those who have fallen receive effective treatment, rehabilitation and prevention advice.
- (9) Mental Health in Older People including dementia in Younger Adults**  
Older people who have a high risk of developing mental health problems and others with related diagnosis have access to primary prevention and integrated services to ensure timely and appropriate assessment, diagnosis, treatment and support for them and their carers.

Responses to the document were requested by 14<sup>th</sup> October 2005.

## **99. Milford Haven Port Authority**

The Town Clerk reported that he had received a copy of the revised General Directions for vessels using the Haven which asked whether the Town Council had any observations. The Town Clerk had perused the documents and believed the directions as drafted were reasonable. A full copy was available for inspection. Any observations had to be made by 15 November 2005.

The Town Clerk advised that he had received a copy of the Milford Haven Waterway Recreation Plan 2005 which set out the Port Authority's aims to manage and encourage recreational use of the Haven. The plan was available for members to read.

In addition the Town Clerk had received correspondence from County Councillor Kate Becton concerning 'abandoned boats' at the Front Street Esplanade. He understood that the matter had been referred to John Warnford, Water Ranger, at the Port Authority.

The Town Clerk had received further information that as some of the boats were above the high water mark they therefore became the responsibility of Pembrokeshire County Council, who would need to pursue the matter.

#### **100. The Sustainable Communities Bill**

The Town Clerk had received correspondence from a pressure group called “Local Works” who were campaigning for Parliament to approve a Sustainable Communities Bill. The group had asked that Town and Community Councils consider passing a resolution along the lines of the Appendix attached to the Report.

The opinion of the Town Council on this subject was requested and after discussion it was decided that no action would be taken.

#### **101. Premises Licence Under Licensing Act 2003**

Councillor D.T. Esmond declared his interest in this matter and took no part in the discussion.

- (a) Prince of Wales, Laws Street, Pembroke Dock
- (b) Station Inn, Hawkstone Road, Pembroke Dock
- (c) Tesco Stores Ltd., London Road, Pembroke Dock
- (d) Alma Inn, Bufferland Terrace, Pembroke Dock
- (e) Pembroke Haven Yacht Club, Hobbs Point, Pembroke Dock
- (f) RNA Club, Pembroke Dock
- (g) The Welshmans Arms, London Road, Pembroke Dock
- (h) La Brasserie, Laws Street, Pembroke Dock

The Town Clerk advised that because of pressure of work in the County Council Licensing section they had been unable to give him the details of the contents of each licence application. He had offered to visit County Hall in order to extract the necessary information himself but despite two telephone calls was still awaiting a response.

In relation to the Council’s previous observations on the application for a New Premises Licence for the Phoenix Club, Commercial Row, Pembroke Dock, the Town Clerk had received a further letter from the Club’s Solicitors in which they addressed the issue of under 18’s being on the premises whilst any live music, dancing or adult entertainment was taking place. They had also requested variation of hours as follows:-

|                |              |                            |
|----------------|--------------|----------------------------|
| Live Music     | 2000-0030hrs | Friday and Saturday        |
| Recorded Music | 1100-2400hrs | Monday-Thursday and Sunday |
|                | 1100-0030hrs | Friday and Saturday        |
| Karaoke        | 2100-0200hrs | Friday and Saturday        |
| Alcohol        | 1100-2400hrs | Monday-Thursday and Sunday |
|                | 1100-0030hrs | Friday and Saturday        |
| Premises open  | 1100-0030hrs | Monday-Thursday and Sunday |
|                | 1100-0100hrs | Friday and Saturday        |

The hours in respect of New Year’s Eve were to remain the same.

The Town Clerk had received a letter from the Town Clerk of Narberth Town Council which indicated that they would like a policy in respect of alcohol licensing in their town to restrict sales until 2330hrs Monday-Sunday with the time being extended until 0030hrs for Bank Holidays and 0200hrs for Christmas and New Years Eve. Members were already in possession of the County Council’s policy on Licensing and the Town Clerk believed that

having such a rigid policy which did not take into account each application on its merits would be easily challenged in the Courts.

Councillor K.C. Higgs queried as to whether Town Councillors were allowed to comment on licence applications from premises which were within 80 yards of their home. The Town Clerk agreed to seek clarification on this matter.

#### **102. Land To The East Of Lower Pennar Dairy, Pennar**

The Town Clerk had received a letter from the Property Review Officer of Pembrokeshire County Council concerning the above land. The Council were enquiring about our thoughts concerning its possible disposal of the land to the owner of Lower Pennar Dairy. A copy of the plan of the land had been provided.

Members reported that this land was currently being used for minor agricultural use, e.g. horses grazing, and could have some agricultural potential despite the presence of Japanese Knotweed, brambles, etc.

After discussion, it was agreed that the Town Clerk would reply to the Property Review Officer asking for his comments on their observations.

#### **103. Information Signage Within Pembroke Dock**

The Town Clerk advised that Councillor Mrs. J.M. Rees had spoken to him about the above matter. She was wondering if we could (or the County Council be persuaded via THI) provide directional indicators to the significant points within the town e.g. Toilets, Post Office, Museum, Old Dockyard, Pater Hall, etc.

Councillor D.L. Jones commented that this matter had been under discussion for some time. A site meeting had taken place with David Davies (THI), the Town Clerk and Councillor Jones in June 2003 with the conclusion that the County Council were not interested in such signage.

Councillor S. Perkins advised that she had met with County Councillor Kate Becton to discuss this and the feasibility of attracting funding from various sources. They would be meeting again within the next couple of weeks.

Councillor R. Watts stated that he believed that all Members were in agreement that something should be done.

#### **104. Provision Of Toilet Facilities**

The Town Clerk advised that Councillor Mrs. J.M. Rees was concerned that there were insufficient toilet facilities within the town and was wondering if the Town Council would consider opening the Pater Hall toilets for public use.

The Town Clerk advised that there were pros and cons about opening these facilities, cost and security being two of the major issues. Any change in the current situation would involve discussions with the Pater Hall Community Trust as they were technically the landlords of the premises. The Town Clerk understood that the matter had been discussed before and the Town Council had decided not to open the toilets to the public.



The Town Clerk reported that Councillor Mrs. J. Rees had spoken to him again and said that she was concerned that the Public Toilets in the town were not open on Sundays. In addition some businesses who provided drinks/refreshment and food in a café type setting, had no toilet facilities on site. There was a discussion as to whether the County Council had the power to insist that such provision be made. With regard to the opening of the toilets in Pater Hall to the public it was agreed that this would not be appropriate because of security in the Main Hall and not having disabled access.

Following discussion it was:

PROPOSED by Councillor P.G. Gwyther  
SECONDED by Councillor S. Perkins

**RESOLVED-**

That the Town Clerk should write to Pembrokeshire County Council requesting that the Public Toilets in Pembroke Dock be open on Sundays, and to clarify the position regarding business premises offering food/refreshment in a café style environment.

**105. Pembroke Dock Market**

A number of traders had written to the Town Council concerning the future of the Market now it had been decided by Pembrokeshire County Council to sell the facility. The Town Clerk had directed their enquiry to County Councillors but a copy of their letter and his response was available for Members to peruse.

Councillor Mrs. C. Fortune advised that County Councillor Tony Wilcox would be meeting with market stallholders and a representative from the County Council to discuss this matter.

**106. The Future Of The Gables**

County Councillor Kate Becton had contacted the Town Clerk to inform the Town Council that The Gables was temporarily boarded up to prevent vandalism pending discussions between the County Council and Pembrokeshire Housing as to its future. Members were asked to report to the Police if they witnessed any further acts of vandalism.

**107. Parking Restrictions in Pembroke Dock**

The Town Clerk reported that on Tuesday 23 August, he and the Mayor had joined the Traffic Warden, Albert Mouldsdales, for a walk around the town. The aim had been to identify areas where the enforcement of parking restrictions would be difficult because markings on the carriageway, appropriate signage was insufficient or inadequate. The walk had revealed a number of streets/roads where problems existed such that any restrictions would be difficult or impossible to enforce. The Traffic Warden had compiled a full list which was available for inspection by members. It was suggested that the Town Council might wish to consider writing to the County Council asking them if they would re-mark the area once the repairs to the cobbles had been completed.

Councillor Mrs. P. Folland said that the County Council would not agree to replacing the red painted markings in Commercial Row because of the cost.

Councillor R. Watts said that at a meeting with the Traffic Manager it had been noted that the red paint was being scraped off when tri-axled vehicles did not keep to their traffic lanes in this area.

Councillor Mrs. V.M.J. Roach requested that the Town Clerk write to Pembrokeshire County Council asking for improvements to the road markings in the Commercial Row area as well as the “yellow line” waiting restriction markings.

**108. New Traffic Order – Upper Laws Street - Residents Parking Area**

Notification had been received that residents-only parking area(s) were to be introduced to Upper Laws Street. The County Council had requested that any observations needed to be with them by 23 September 2005.

**109. Pembrokeshire Community Health Council – Draft Primary Care Estates Strategy 2006-2016 Formal Consultation**

Councillor S. Perkins declared an interest in this matter and took no part in the discussion and did not vote.

A letter had been received inviting representatives of the Town Council and others to attend a Consultation Meeting held on Thursday 15<sup>th</sup> September at Pembroke Town Hall commencing at 1900hrs. Members were asked if they wished to consider nominating a Councillor or Councillors to attend.

Councillor R.G. Watts and Councillor D.T. Esmond agreed to attend as representatives of the Town Council.

Members expressed their serious concerns about the reduction in opening hours at the Minor Injuries Unit at South Pembrokeshire Hospital. The Town Clerk agreed to invite Mrs. Jenny Bowen, the Hospital Administrator, to a future Town Council Meeting to address these concerns and give members an update on the upgrading work at the Hospital.

**110. Application of transfer of Justices Off-licence – ASDA Stores, Pembroke Dock**

Notification had been received that a transfer request would be heard at the Magistrates Courts, Haverfordwest on Thursday 6 October. It involved the deletion of one of the current names and the insertion of a new name. The Town Clerk advised that any objections would need to be sent to ASDA or the Court before the date of hearing.

**111. Research On Accommodation Needs Of Gypsy-Travellers In Wales**

The Town Clerk had received a letter from the University of Birmingham who were carrying out research into Gypsy-Traveller accommodation issues for the Welsh Assembly Government. They had been asked to consult Town and Community Councils for their views and experiences. In particular they had asked for views on the following:-

- (1) Assessment of relations locally between settled residents and Gypsy-Traveller site residents.
- (2) Any issues which had arisen locally in relation to Gypsy-Traveller sites.

- (3) Good practice in encouraging good neighbour relations and integration between Gypsy-Traveller site residents and the settled community.
- (4) Was there a need for further accommodation for Gypsy-Travellers and how best that need might be met.

Responses were requested by 30<sup>th</sup> September.

Following discussion, it was agreed that this item would be put on the Agenda for further discussion at the next meeting of the Town Council on 22<sup>nd</sup> September.

#### **112. Commemoration Of Trafalgar Day**

The Town Clerk reminded Members that Trafalgar Day was on Friday 21<sup>st</sup> October. Captain William Pryce Cumby (1771-1837) who is buried at Park Street Cemetery had been present at Trafalgar as a young Lieutenant aboard HMS Bellerophon.

The Town Clerk had been asked whether the Town Council would be interested in organising a short commemoration service that day. He asked Members to indicate whether they wished to commemorate Trafalgar Day in some way this year.

The Town Clerk had also received correspondence from the “Trafalgar Weekend” asking whether we would be prepared to participate in organising, for example, a Trafalgar Day lunch and the lighting of a beacon on the 21<sup>st</sup> October.

It was reported that Captain Pryce Cumby’s gravestone was currently encircled by other gravestones.

Councillor R.G. Watts agreed to speak to the RNA (*Royal Naval Attache???*) regarding this matter.

Members were reminded that the Beacon kept in the Pater Hall yard was rusting and unmoveable. Members agreed that it should be disposed of and the Town Clerk was requested to contact Ledwoods regarding this.

#### **113. Visit Of Teachers From Latvia, Denmark And Ireland**

Members were advised that a reception would be held for teachers from Latvia, Denmark and Ireland who were visiting the area from Wednesday 28<sup>th</sup> September to Friday 30<sup>th</sup> September 2005. The actual date of the reception would be notified later.

#### **114. Area Liaison Forums**

The County Council had arranged a Liaison Forum to be held at the Pater Hall, Pembroke Dock on Monday 31 October starting at 7.00pm. Members were requested to let the Mayor or the Town Clerk know as soon as possible what items they would like included on the Agenda. The two Pembrokeshire County Council Cabinet attending the meeting would be County Councillors John Allen-Mirehouse and Brian Hall.

Members agreed that the items they would like included on the Agenda were:

- a) Signage
- b) Road Markings
- c) Weeds

## **115. Planning Applications**

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

|            |   |   |
|------------|---|---|
| 05/0011/AD | Somerfield Ltd.,<br>Somerfield House<br>Whitchurch Lane<br>Bristol BS14 0TJ | Kwiksave Store<br>Llanion Park<br>Pier Road,<br>Pembroke Dock –<br>Erection of a Sign |
|------------|---|---|

PROPOSED by Councillor Mrs. V.M.J. Roach  
SECONDED by Councillor P. Weatherall

### **RESOLVED –**

That the Council have no objection  
to this application.

|            |  |  |
|------------|--|--|
| 05/0503/PA | Dettling Developments<br>c/o RPS Group Plc,<br>Park House,<br>Greyfriars Road,<br>Cardiff CF10 3AF | Vacant Car Sales Petrol Station<br>and Associated Vehicle Workshop<br>London Road, Pembroke Dock –<br>Proposed development of two retail<br>units and one hot food takeaway/<br>delivery unit. |
|------------|--|--|

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

### **RESOLVED –**

That the Council have no objection  
to this application subject to traffic management  
considerations (concerns re: access/egress)

|            |   |   |
|------------|---|---|
| 05/0505/PA | Celtic Homes (Properties)<br>Ltd., West Furzton Farm,<br>Maidenwells, Pembroke<br>SA71 5EH. | Land Adjacent to Sycamore Street,<br>Bufferland , Pembroke Dock,<br>- Construction of an adoptable access<br>road and pumping station, plot layout. |
|------------|---|---|

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

### **RESOLVED –**

That the Council have no objection  
to this application.

|            |  |  |
|------------|--|--|
| 05/0551/PA | D. Walker<br>Pinewood Park Road,<br>Tenby. | Albion Court, Albion Square,<br>Pembroke Dock – Change of use and<br>and extension of existing building to |
|------------|--|--|

form 7 no. apartments and parking  
basement.

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

**RESOLVED –**

That the Council have no objection  
to this application.

|            |   |   |
|------------|---|---|
| 05/0561/PA | Mrs. Ellen Glennister<br>74 Military Road,<br>Pennar, Pembroke Dock | 74 Military Road, Pennar,<br>Pembroke Dock –<br>Erection of two conservatories. |
|------------|---|---|

The Town Clerk advised Members that Mrs. Glennister was a member of staff of Pembroke Dock Town Council.

PROPOSED by Councillor Mrs. C. Fortune  
SECONDED by Councillor K.C. Higgs

**RESOLVED –**

That the Council have no objection  
to this application.

|            |  |  |
|------------|--|--|
| 05/0590/PA | Mr. S. Phillips<br>8 Honeyborough Grove,<br>Neyland. | Plot 24, Pennar Park, Pembroke Dock –<br>Dwelling and Garage |
|------------|--|--|

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

**RESOLVED –**

That the Council have no objection  
to this application.

**116. Planning Decisions**

The following decisions had been received:-

**04/1305/PA** Variation of condition 3 of planning consent 01/0497/PA – for one dwelling – Sea Breeze, Picton Place, Pembroke Dock. – Condition no. 3 to read: The boundary treatment forward of the dwelling shall not exceed 900mm in height. – **Approved**

**04/1571/PA** Extension to existing hotel to provide additional function facilities and 16 additional bedrooms – Cleddau Bridge Hotel Ltd., Cleddau Bridge, Pembroke Dock – **Approved.**

**05/0085/PA** Erection of single storey extension – 119 Military Road, Pennar Pembroke Dock - **Approved**

**05/0210/PA** Extension to dwelling – 29 Donovan Reed Gardens, Pembroke

Dock – **Approved**

**05/0279/PA** Erection of Conservatory – 47 Military Road, Pennar, Pembroke Dock – **Approved**

**05/0322/PA** Relaxation of condition 7 of planning permission 03/0529/PA to allow retention of UPVC casement windows – 16,17 and 18 Belvue Terrace, Pembroke Dock – **Approved**

**05/0352/PA** Alterations and extension – 6 Cross Park, Pennar, Pembroke Dock – **Approved**

#### **117. Pater Hall Community Trust**

The Town Clerk advised that the Annual General meeting of the Trust would be held on Monday 12 September 2005. The Charity Commission had raised the question of the Town Council having a majority of Trustees. The Town Clerk was currently in discussions with solicitors for both the Trust and the Town Council about the matter. The advice he had so far received from the Solicitor who represent the Trustees was that the current situation in relation to number of Trustees representing the Town Council against community members would need to be changed to a 50/50 split or alternatively Town Council Trustees could have a conflict of interest. The Trustees in accepting the premises had not availed themselves of an opportunity to have the building surveyed and valued. The Charity Commission believed this was required so that the Trustees could be satisfied that they were getting value for money. The Town Clerk was awaiting further information on the line the solicitor for the Town Council, Mr. Huw Morgan, would be taking on the matter.

#### **118. Letter Of Appreciation From Vikki Booth**

Miss Booth had written to the Council thanking the Town Council for its support which enabled her to attend a Scout Jamboree. A copy of her letter/report on the event was held by the Town Clerk.

#### **119. Proposed Amendments to the Standards Committees (Wales) Regulations 2001**

The Town Clerk had received a letter from the Welsh Assembly Government seeking observations on proposed amendments to the above regulations. Briefly the amendments covered the following:-

(a) **Appointment of Community Council Committee Member**

The new regulations suggested that a county/country borough council should have the final decision on such appointment following consultation with town/community councils.

(b) **Community Committee Members – Term of Office/Re-appointment**

The proposal was that the term of office be limited to four years or a period until next community council election following appointment, whichever was shorter. If a member ceased to be a Community Council member then his/her appointment as a Community Committee Member ceased. A Community Council Committee Member may be appointed for one further consecutive term.

(c) **Re-appointment of Independent Members**

It was suggested that the regulations would be amended to permit a second term of office.

(d) **Chairperson/Quorum**

Current regulations appeared to be ambiguous with regard to an independent member presiding at standards committee meetings. It was proposed that Reg. 24 be amended to make it clear that “chairperson” referred to in the regulations meant either the person elected as Chairperson, the person elected as Vice-Chairperson or an independent member presiding in accordance with Reg. 22(5). There was also an effect on Reg. 24 in respect of Quorum which was now resolved by the proposed amendment.

(e) **Exempt Information**

The Regulations were to be amended such that the following documentation would be regarded as “Exempt information” for the purposes of the Access to Information Act/Regulations:-

- (i) Information regarding the personal circumstances of any person
- (ii) Information which was subject to any obligation of confidentiality
- (iii) Information which related in any way to matters concerning national security
- (iv) The deliberations of standards committees or their sub-committees in reaching any finding in relation to allegations of misconduct by local government members.

(f) **Composition of Sub-Committees**

It was proposed to introduce regulations concerning the composition of sub-committees. Comments were sought on what should be the size of the sub-committee or how many independent members should be present.

(g) **Granting of Dispensations**

There was a proposal that dispensation decisions could be delegated to sub-committees or to a monitoring or other officer of the relevant Authority or an individual member of the Committee.

(h) **Standards Committees and Sub-Committees**

Some Monitoring Officers had requested that the Assembly Government should consider granting dispensations such that they would not need to physically attend a meeting but could contribute via e-mail, fax, telephone, etc. The Assembly Government’s response was that the primary/secondary legislation did not permit this dispensation.

(i) **Appointment of Independent Members (Regulation 16(2))**

Regulation 16(2) stated that the appointment of independent members to standards committees should be made by the relevant authority which should have regard to the recommendations of the panel established under regulation 15. The view of at least some Monitoring Officers was that the appointment of independent members to standards committees should be made by the panel itself (or for the relevant authority to be obliged to accept the panel’s recommendation).

Section 53 (11)(a) of the 2000 Act enabled the Assembly to provide for the size and composition of standards committees of relevant authorities in Wales, including

provision with respect to the appointment to any such committee of persons who were not members of the relevant authority concerned. This allowed independent members to be appointed to standards committees. However, section 53(1) stated that "... every authority must establish a [standards] committee". The view of the Assembly Government was that the 2000 Act did not provide sufficient scope to enable a regulation 15 panel to appoint independent members to standards committees.

The Assembly Government requested observations on these proposals.

Members agreed to make any comments they have in time for the next meeting of the Town Council.

## **120. Audit Of Town Council Accounts**

The Town Clerk had received a letter from BDO Stoy Hayward, Chartered Accountants, who had now completed their audit of the Council's accounts for the period ending 31 March 2005. There was one comment which was brought to the Town Council's attention and that was the question of monitoring of the budget during the year. The Town Clerk advised that he would therefore discuss the matter with the Finance Officer to ensure that the Council would in future have as a matter of routine a quarterly report to consider, e.g. end of May; August; November; February. If there was an indication of a large over/underspend projected at any time then this would of course be brought to the Council's attention immediately.

The Town Clerk therefore respectfully requested:-

- (1) That the Accounts and Annual Report as Audited by BDO Stoy Hayward be formally accepted.

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

### **RESOLVED-**

That the Accounts and Annual Report as Audited by BDO Stoy Hayward be formally accepted.

- (2) That the Audit Fee of £763.75 was also due and the Town Clerk sought Council's permission for this to be paid.

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

### **RESOLVED-**

That the Town Council authorise the payment of the Audit Fee of £763.75.

The Town Clerk advised that he would arrange for the appropriate notification of audit to be displayed on the Town Notice Board for the required 28 days.



## **121. Lost Property**

Members were reminded that an XL size fleece style jacket had been left in the Council Chamber following the 2 June Meeting. There was nothing in the pockets to identify ownership, however, some cash and some general medication had been found. The Town Clerk had reported the find to the police but it was now nearly 3 months and no-one had come forward to claim ownership. The Town Clerk suggested that after a further 6 weeks the item should be given to charity. Council's instructions were therefore sought on whether you approve this action being taken.

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

### **RESOLVED-**

That the item should be given to Charity if it was not claimed during the next 6 weeks.

## **122. Planning Applications**

The following planning application has been received from Pembrokeshire County Council:-

|                   |  |   |
|-------------------|--|---|
| <b>05/0623/PA</b> | Mr. and Mrs. G. Boswell<br>28 High Street<br>Pembroke Dock | 28 High Street,<br>Pembroke Dock –<br>Erection of two storey extension. |
|-------------------|--|---|

PROPOSED by Councillor S. Perkins  
SECONDED by Councillor D.L. Jones

### **RESOLVED-**

That the Council have no objection to this application

|                   |   |  |
|-------------------|---|--|
| <b>05/0642/PA</b> | Terry Lefort<br>54 Military Road<br>Pembroke Dock | 54 Military Road,<br>Pembroke Dock –<br>Outline – Erection of one dwelling |
|-------------------|---|--|

PROPOSED by Councillor K.C. Higgs  
SECONDED by Councillor Mrs. C. Fortune

### **RESOLVED-**

That the Council have no objection to this application

|                   |  |   |
|-------------------|--|---|
| <b>05/0644/PA</b> | Mr. and Mrs. Sullivan<br>55 Stranraer Road<br>Pennar, Pembroke Dock. | 55 Stranraer Road,<br>Pennar,<br>Pembroke Dock – Alterations and<br>extension |
|-------------------|--|---|

PROPOSED by Councillor Mrs. C. Fortune  
SECONDED by Councillor K.C. Higgs

### **RESOLVED-**

That the Council have no objection to this application

## **68. REPORT OF THE FINANCIAL OFFICER**

### **12. Payment of Accounts**

The following accounts were submitted for approval of payment:

|    |   |            |
|----|---|------------|
| 67 | Pitney Bowes – Maintenance of Postage Meter                 | £11.74     |
| 68 | B. Lavender – Organist's Fee – Civic Service                | £25.00     |
| 69 | OneTel – Telephone Account                                  | £31.33     |
| 70 | Pitney Bowes – Postage                                      | £50.00     |
| 71 | St. Mary's RC School – Prize – Schools in Bloom Competition | £60.00     |
| 72 | Konica Minolta Business solutions (UK) Ltd. – Photocopying  | £105.15    |
| 73 | The Consortium – Stationery and leaflet racks               | £386.76    |
| 74 | Pater Hall Community Trust – Rent for Offices and Grant     | £20,000.00 |

PROPOSED by Councillor D.L. Jones  
SECONDED by Councillor Mrs. C.Fortune

#### **RESOLVED-**

That Account Nos. 67-74 be approved for payment.

## **69. MATTERS RECEIVED VERBALLY**

### **(a) Llanion Cemetery – Rabbits**

Councillor S. Perkins reported that people who had put flowers on a grave were distressed to find that the flowers had been eaten by rabbits. They had reported this to the County Council who had advised that it was not their responsibility, and had also reported it to the local press. Councillor Perkins advised that she would be visiting the cemetery together with the Registrar during the following week.

### **(b) Visit of Mayor of Pembroke (Malta)**

Councillor R. Watts advised that the Mayor of Pembroke (Malta) would be attending the match between Pembroke Dock Harlequins and Llangefni on Saturday September 3<sup>rd</sup>. Members were invited to join him in the Clubhouse for a pre-match reception and were asked to inform the Town Clerk if they wished to attend.

## **70. PRIVATE AND CONFIDENTIAL**

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

#### **RESOLVED-**

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

**71. MINUTES OF A PRIVATE AND CONFIDENTIAL MEETING  
HELD ON 4<sup>TH</sup> AUGUST 2005**

PROPOSED by Councillor Mrs. C.Fortune

SECONDED by Councillor P.Gwyther

**RESOLVED-**

That the Minutes of the Private and Confidential  
Meeting held on 4<sup>th</sup> August 2005 be adopted as circulated.

**The meeting ended at 21.20hrs.**

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**Mayor**