

At a Meeting of Pembroke Dock Town Council held at the Pater Hall, Pembroke Dock on Thursday, 4<sup>th</sup> August, 2005 at 6.30 p.m.

**PRESENT:**

Councillor R.G. Watts, Mayor  
Councillors D. Brinn, D.T. Esmond,  
Mrs. P.E.M. Folland, Mrs. C. Fortune,  
D.L. Jones, V.M.J. Roach, P. Weatherall.

**IN ATTENDANCE:**

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

The meeting was opened with Prayer.

**55. APOLOGIES FOR ABSENCE**

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

**56. 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 14<sup>th</sup> July 2005 be adopted as circulated.

**57. MATTERS ARISING FROM THE MINUTES**

**(a) Minute 50(b) – Schools in Bloom**

The Town Clerk reported that the winner of the Schools in Bloom competition was St. Mary's School in Pembroke Dock. This item would be discussed further in the Town Clerk's Report.

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

The Town Clerk reported that he had written to Pembrokeshire County Council on 25<sup>th</sup> July regarding clarification of their policy in respect of naming new developments, but had not received a reply to date. He had, however, received a letter from the County Council dated 1 August asking about a street name for a development off Military Road. He had spoken to the writer of that letter and requested a response to the question he had posed about County Council Policy before the Town Council would respond to the latest letter. The Town Clerk was asked to follow the matter up and to put the matter before the next Town Council Meeting on 1 September 2005.

(c) **Minute 65 – Pennar Park Development**

The Town Clerk advised that he had not received a formal reply to his letter regarding traffic calming on the above development, but had meanwhile received an amendment of conditions of the planning application to allow 70 dwellings to commence instead of 31 prior to specified road works. This item would be discussed further under the heading of Planning Applications in the Supplementary Report of the Town Clerk.

(d) **Minute 53(7) – Payment of Accounts – Willowdale Flowers**

Councillor Mrs. P.E.M. Folland requested the Town Clerk to write to Willowdale Flowers complimenting them on their display which she felt was outstanding. All present agreed to this action taking place.

(e) **Minute 54(b) – Traffic Signage**

The Town Clerk had written to Pembrokeshire County Council but had not yet received a reply.

**58. REPORT OF THE TOWN CLERK**

**68. Welsh Language Scheme**

An initial draft of the scheme was attached for Members' consideration. It was based on a suggested scheme for Town/Community Councils and the Town Clerk had adapted it to take into consideration current procedures/policies of the Town Council. The Town Clerk had identified items 4.2.1 and 6.1.1 which specifically needed Council's instructions on which option to include.

PROPOSED by Councillor D.L. Jones  
SECONDED by Councillor P. Weatherall

**RESOLVED –**  
That the additional option (ch) to 4.2.1 be omitted  
and 6.1.1.(ff) be selected

**69. Update Training For Councillors**

The Town Clerk had recently circulated information to Members about the Licensing Policy of the County Council. The new Premises Licences will come into operation in November and the Town Clerk asked Members if a training session on the Licensing Act 2003 would be suitable as the first update training course. He requested Members' instructions as to whether this was a suitable topic and whether they would prefer an evening (Monday-Friday) course for about 1 to 2 hours or a Saturday morning session.

Members agreed that this was a suitable topic and requested that training sessions take place in the evenings.

**70. Town Council Liaison With County Councillors**

The Town Clerk had written to County Councillors Brian Hall and Tony Wilcox to advise them of the suggested new procedures.

County Councillor Brian Hall had replied saying that there was no need to routinely send him copies as they would automatically be sent to him as a County Councillor or Cabinet Member. The Town Clerk was awaiting a reply from Mr. Wilcox.

**71. Updating Of Standing Orders**

The Town Clerk was in the process of updating Town Council Standing Orders to take into effect the requirements of the Freedom of Information Act 2000; the work of the Public Services Ombudsman for Wales; Dealing with letters of complaint; Model Code of Conduct (Wales) Order 2001; Role of Standards Committee, etc., and other changes in legislation which had occurred since they were last reviewed. He aimed to have a draft of the new Standing Orders for Members consideration by 22<sup>nd</sup> September 2005.

**72. Council In Recess – Delegated Powers**

The Town Clerk advised that it was customary for the Mayor, Deputy Mayor and Town Clerk to be authorised to deal with any urgent matters which arose during Council Recess. He therefore requested if such dispensation would be granted for the forthcoming period of recess.

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

**RESOLVED –**

That the Mayor, Deputy Mayor and Town Clerk  
be granted dispensation to deal with any urgent matters  
which arose during Council Recess.

**73. Display racks for the Foyer of Pater Hall, Town Council offices, etc.**

The Town Clerk advised that the Town Council is sent a number of items from central/local government and other organisations which we are asked to display to users of the Hall/visitors, etc. As the present arrangements were rather ad hoc the Town Clerk requested Members to consider authorising the purchase of a leaflet display rack which could be placed either in the Pater Hall Foyer Area or on the stairs/landing area leading to the Town Council offices. The costs for a Wall Mounted (Clear Plastic) Display were around £162.85 or for a floor standing Oak Deluxe Leaflet Display were £330.85.

In addition, three additional notice boards were required within the Town Council Building to Display Health and Safety and other staff notices etc. The cost of such Boards were around £111.85.

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

**RESOLVED –**

That the Town Council authorise the purchase of a Wall Mounted (Clear Plastic) Display Rack and three notice boards.

**74. Schools In Bloom**

The judging of the Schools in Bloom Competition took place on Friday 15<sup>th</sup> July and the Town Clerk had been asked if the prizes this year could be revised to £100 for the 1<sup>st</sup> Prize and £50 for the 2<sup>nd</sup> Prize, given the amount of work pupils, teachers and friends put into the competition. Because this was a joint event with Pembroke Town Council, the matter was considered by their Council on Thursday 28<sup>th</sup> July, who did not approve increasing the prize money.

Members discussed the future of the competition in the light of the numbers entering each year, and requested that a letter be sent to Pembroke Town Council expressing their disappointment if the competition were to cease in 2006. They suggested that there should be one competition for both Junior and Infants involving the following schools:

Pembroke Dock CP School  
St. Mary's RC School  
Pennar CP School  
Gelli Aur School  
Monkton Junior School

This matter would be re-considered after Pembroke Town Council have reviewed it in November.

**75. Pater Hall Community Trust**

The Community Trust met on Monday 18 July to discuss the question of phasing in the planned work on the Hall. In attendance were Pembroke Design who prepared the original plans at the instigation of the Town Council. The discussions which took place resulted in Pembroke Design being requested to consider some alternative proposals, although their initial thoughts were that the costs would increase to just short of £1 million. The Company Secretary advised Trustees that if they were looking at other schemes then it was appropriate to look at other options including a total rebuild, new venue, etc. As a result the Company Secretary was asked to make some further enquiries with the County Council and Town Council while Pembroke Design prepared fresh costings. As these discussions /enquiries could be regarded as commercially sensitive the Town Clerk requested that the matter be fully discussed by Members under a Private and Confidential heading - Public Bodies (Admission to Meetings) Act 1960.

**76. Civic Service**

The Civic Service was held on Sunday 3 July and the Town Clerk requested that Members gave consideration to payment of a fee to the officiating Minister and/or Church Organist. In the past he understood that a fee of £25 had been paid to the Organist. He requested Members' instructions on this matter.

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

**RESOLVED –**

That a fee of £25 be paid to the Church Organist in respect of the Civic Service 2005.

The Town Clerk also understood that the Mayor of Newport (Pembs) had not until this year been included in the list of official civic invitees to Mayoral events. He requested Council to include his name in future civic invitation lists. Members agreed that this was appropriate and that the Mayor of Newport (Pembs) would receive such invitations for future events.

**77. Telecommunications**

The Town Clerk advised that the current Town Council switchboard was somewhat outdated in this age of touch phone access. For example, a number of companies operate a switchboard which involves the caller pressing certain keys on their phone so that they are directed to the appropriate section/individual. Similarly our current switchboard does not allow messages to be left when the office is unmanned. The Town Clerk therefore requested Council to approve the updating of our system together with the provision of broadband access. He would obtain the necessary prices, etc. for the next meeting if Council agreed.

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

**RESOLVED-**

That the Town Council approve the updating of the Town Council's telecommunications system and request the Town Clerk to obtain prices to submit to the next Town Council meeting.

**78. Staffing Policies And Procedures**

The Town Clerk reported that as an employer, the Town Council would need to put in place Policies and Procedures in respect of its employees, e.g. sick absence, internet access, health and safety matters, destruction of documents, loaning out of documents, etc. He advised members that he was in the process of putting together such documentation and that they would be placed before Council for approval. Consideration would also need to be given to some sort of Staff Appraisal system.

**79. Marketing of books, videos, memorabilia, etc.**

The Town Clerk requested Council to give him some guidance as to the sale/promotion of items held and whether these should be on display for visitors to purchase, e.g. in the Foyer in a Display Cabinet, other retail outlets within the Town. He was in the process of making an inventory of all such items.

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

**RESOLVED-**

That the Town Council should purchase a Display Cabinet for Town Council items for sale.

## **80. Premises Licence Applications**

Councillor D.T. Esmond declared his interest in these matters, took no part in the discussion and did not vote.

### **(a) Red Rose Inn**

An application had been made to seek a Premises Licence as follows:-

Opening Hours:	1100 – 0200hrs	Monday-Saturday
	1200 – 0200hrs	Sunday

Recorded and background music would be provided for the above periods.

Small Groups would provide live musical entertainment on Friday – Saturday between 1900-2330hrs. Alcohol would be available for consumption for a maximum period

1100-0130hrs	Monday-Saturday
1200-0130hrs	Sunday

### **(b) The Flying Boat**

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

An application had been made to seek a Premises Licence as follows:-

This requested longer hours and to seek a premises licence for televised live special events, e.g. International Football/Rugby matches, Indoor sports, e.g. darts competitions, etc., together with alcohol provision for the following hours:

0700-0030	Monday-Saturday
1200-2230	Sunday

### **(c) The Pater Hall Community Trust**

An application had been made to seek a Premises Licence as follows:-

Plays and Films	1400-0200hrs 1400-2345hrs	Monday-Friday Saturday and Sunday
Indoor Sporting Events	1000-0200hrs 1000-2345hrs	Monday-Friday Saturday and Sunday
Boxing or Wrestling	1400-0200hrs 1400-2345hrs	Monday-Saturday Sunday
Live Music ) Recorded Music ) Performance of ) Dance ) Dancing )	1400-0200hrs	Monday-Sunday

Provision of facilities for making music	1000-2300hrs	Monday-Sunday
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No alcohol licence had been requested. In the case of boxing or wrestling no child under age of 14 years would be permitted to watch proceedings unless they were a bona fide competitor.

**(d) The Shipwright, Front Street, Pembroke Dock**

The matter was first discussed by the Town Council on 14 July 2005. The Town Clerk had now been provided with further details:-

Recorded and Background Music:	1100-0030hrs	Monday – Sunday
Alcohol	1100-2400hrs	Monday – Sunday
Late night refreshment	2400-0100hrs	Monday – Sunday

**81. Mid And West Wales Fire Rescue Authority – Integrated Risk Management Plan 2005/2006**

A letter had been received from the Fire Authority advising Town and Community Councils that the final plan had now been produced following a consultation period which ceased on 5 November 2004. A copy of this final plan is held by the Town Clerk. Having read the report, he had highlighted specifically the following Service Delivery objectives as they affect this area:-

1. To undertake a minimum of 10,000 Home Fire Service Audits per year in households with communities with high levels of fire activity.
2. To conduct assessments into the best way of providing productive time for Community Fire Safety and other activities.
3. To change day crewed duty times at all the “two watch” day crewed stations to match local need. Pembroke Dock was noted as a “two watch” day crew station along with Milford Haven, Aberystwyth, Carmarthen and Ammanford. As a result the aim was to ensure that an average of 42 hours per week was worked at all “two watch” day crewed stations, using standby time at start or end of a shift where appropriate. One person per watch would be released at Aberystwyth, Carmarthen, Milford Haven and Pembroke Dock.
4. A Young Fire Fighter scheme in partnership with the local community and “Communities First” would be introduced in Pembrokeshire.
5. The Fire Authority would continue to review its risk area to determine resources, crewing arrangements and local response standards. This review would take into account guidance and expectations of the Welsh Assembly Government.
6. Phased alerting would be implemented across the area as soon as practicable.
7. The Service had designated Haverfordwest Fire Station as a Day Crewed Station and they would adopt staffing arrangements similar to those in operation at stations with

similar activity levels. These changes would be phased in by 2007. This proposal had been deferred at the request of the Welsh Assembly Government pending guidance on Integrated Risk Management planning which would be published shortly. This deferment did not include the plan to reduce overall watch size from ten to seven or the way special appliances were crewed.

The Town Clerk also read to Members the salient points of a letter written to the Prime Minister and others recently by Milford Haven Town Council who had discussed the plan.

Following discussion it was

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

**RESOLVED –**

That the Town Clerk should write to the Fire Authority with copies to Rt. Hon Peter Hain, Secretary of State for Wales and relevant Assembly Members responsible for the Fire Service expressing their serious concerns and making the following points:

- (1) In an area where further industrial development is planned, e.g. provision of two gas generated power stations, two LNG plants, possible offshore gas field etc., the Council was concerned that there would be inadequate staff and equipment to deal with a major incident.
- (2) The Town Council was informed that on the Haven there are now only three tugs with fire fighting facilities available and that there has been no training carried out with the Fire Authority personnel for at least 2 years.

**82. Cardiff Memorial – Sunday 21 August**

Members were advised that the Mayor would attend and lay a wreath at a memorial service to be held at South Pembs. Golf Club on the above date to commemorate those firefighters who died tragically whilst fighting a major fire at the fuel oil depot in Pembroke Dock on 22 August 1940.

**83. Official Town Council Photograph**

Members were advised that arrangements were in hand for an official photograph to be taken on Thursday 22 September at 1800hrs (i.e. half an hour before the normal Town Council Meeting).

**84. The Pump House, Criterion Roundabout, Pembroke Dock**

Members were reminded of a previous discussion concerning this matter, the latest being in January 2004. The Town Clerk had now been approached by Huw Watson from Pembrokeshire County Council who had asked if the Town Council would be prepared to take over responsibility for the Pump House. He confirmed that transfer related only to the building and did not include any of the adjoining land. A right of access over the roundabout



land to the Pump House would be granted. All the necessary work on the property had now been completed by Pembrokeshire County Council/Townscape Heritage Initiative.

Following discussion it was

PROPOSED by Councillor D.T. Esmond

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

**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.

**85. Footpath From Treowen Road To Bufferland Terrace**

The Town Clerk had received a letter from Pembrokeshire County Council's Rights of Way Officer concerning the above path. She advised that the owner of Highbury House in Bufferland Terrace was keen to sort out the anomaly of the claimed route. She had written to Solicitors acting for the owners of Highbury House, however, the other party involved viz. the owner of 9 Treowen Road, would also have to agree.

This information was provided to update members.

**86. Repairs To Street Cobbles, Meyrick Street**

The Town Clerk had been visited on Thursday 21 July by the owner of Pembroke Fishing in Meyrick Street to register a complaint about the fact that these repairs were being carried out at the height of the summer holiday season. He indicated that his trade was being affected because of restricted parking and disrupted traffic flow. The Town Clerk had written to the Highways Department of Pembrokeshire County Council to ascertain how long the work was likely to last and whether other streets within the town would be similarly repaired.

The Town Clerk read out a letter to Members he had received from H. Marriott of Pembrokeshire County Council, stating that attempts were being made to keep traffic management and disruption to a minimum and that he would not consider that the works would have any detrimental effect on trade. The works would continue until approximately mid September, with other quieter roads being tackled after completion of Meyrick Street.

**87. Planning Applications**

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

05/0391/PA    Renewal of Outline Planning No. 02/0545/PA for Residential Development  
Former Coalyard, King William Street, Pembroke Dock

PROPOSED by Councillor D.T. Esmond

SECONDED by Councillor P. Weatherall

**RESOLVED –**

That the Council have no objection to this application.

05/0431/PA    Mr. M. Ford                      Plot 35, Pennar Park  
                         78 Waterloo Road              Pembroke Dock -  
                         Hakin,                                  Erection of one dwelling  
                         Milford Haven

PROPOSED by Councillor D. Brinn

SECONDED by Councillor Mrs. C. Fortune

**RESOLVED –**

That the Council have no objection to this application.

05/0432/PA    Mr. and Mrs. Bray              18 Pembroke Road,  
                         18 Pembroke Road              Pembroke Dock –  
                         Pembroke Dock                  Erection of two storey extension

PROPOSED by Councillor Mrs. V.M.J. Roach

SECONDED by Councillor Mrs. C. Fortune

**RESOLVED –**

That the Council have no objection to this application.

05/0439/PA    Mr. A.B. Reed                      Part garden of No.2 Gothic Cottages  
                         Church Cottage                      Cannons Lane, Pembroke Dock –  
                         Lower Freystrop                      Residential Development  
                         Haverfordwest

**RESOLVED –**

That the Council recommend refusal of this  
application on the grounds of restricted access  
and overdevelopment of the area.

**88.    Planning Decisions**

The following decisions had been received:

04/1291/PA    Plot 25, The Point, Pennar Park, Pembroke Dock – New residential  
dwelling – **Approved**

05/0102/PA    21 Essex Road, Pembroke Dock – Erection of Conservatory –  
**Approved**

05/0208/PA    Bush Cottage, Buttermilk Lane, Pembroke, SA71 4RG – Proposed garage/  
store - **Approved**

05/0250/PA    Land at London Road Industrial Estate, Pembroke Dock – New light  
industrial units with limited non-food retail provision - **Approved**

**90. Internet domain name**

The Council had renewed the Internet Domain Name: **pembroke-dock.co.uk** for a period of two years until 24 April 2007. It was hoped that staff would make more use of the internet facility to send e-mails etc over the next few months.

The Town Clerk advised Members that the Minutes of the Town Council Meetings would now be placed on the website and asked if Members wanted the draft or confirmed Minutes to be placed on the website.

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

**RESOLVED –**

That the confirmed Minutes of the Town Council should be placed on the website.  
To encourage event organisers to submit dates of events for inclusion in the website diary.

**91. Blood Donations**

A letter had been received from the Donor Services Manager which thanked the Council for the support they receive when sessions were held. The July attendance was as follows:-

No. of Donors Attending	No. able to make a donation	New Donors
300	255	30

**92. Adjudication Panel for Wales.**

The Town Clerk advised Members that the Panel's role was to form Tribunals to consider whether elected members or co-opted members of County, County Borough and Community Councils, Police, Fire and National Park Authorities in Wales had breached their authority's statutory code of conduct. The panel also hears appeals by members against decisions of their authority's Standards Committees. The letter the Town Clerk had received from the President of the Panel was to inform all Councils that during 2004/5 no referrals had been made.

**93. Letter from Mr Brian Revill.**

Mr Revill had sent the Town Clerk a copy of a letter he had written to Mr John Price, Traffic Manager, at Pembrokeshire County Council, about the practice of some residents in Lewis Street, Pembroke Dock, using Traffic Cones etc to reserve parking in the street. It was his opinion that the introduction of a Residents Permit Scheme to the street would not assist. The matter was brought to members for their information.

**94. Vandalism In Pennar**

The Town Clerk had received a report from Councillor Mrs. Carolyn Fortune that there was increased vandalism in Pennar at the present time.

Councillor Mrs. Fortune reported that there had been a number of incidents/rowdy behaviour in Pennar. In particular there had been a problem in the Owen Street area at the Open Ground near to Pennar Junior School. There was also concern that use of the 999 system to report such anti-social behaviour was deemed not appropriate by the police and that use of the 0845 3302000 number did not always produce a response. Councillor Mrs. Fortune requested the Town Clerk to write to the Police reporting these concerns and to ask for a member of the force to attend the next meeting of the Town Council on 1<sup>st</sup> September 2005 in order to discuss these matters.

#### **95. New Premises Licences**

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

##### **(a) Phoenix Club, Commercial Row, Pembroke Dock.**

A copy of the application had been received from Mrs Deborah Griffiths and Mr Haydn John Griffiths. The premises were formerly the RAFA Club and the applicants stated that they wish to operate in the same manner as the former Club with indoor sporting events such as Darts and Pool matches being held on Tuesdays from 2000hrs to 2230hrs and on Thursdays and Fridays from 2000hrs to 2300hrs. Live Music would be performed on Fridays and Saturdays together with New Years Eve from 2000 to 0100hrs. Recorded Music would be available Monday to Wednesday from 1100 to 0000hrs, Thursday 1100 to 0100hrs, Friday and Saturday 1100 to 0200hrs, Sunday 1100 to 0100hrs. Any Karaoke events would be held on Fridays and Saturdays from 2000 to 0100hrs with Dancing on Fridays and Saturdays from 2000 to 0100hrs. Alcohol would be served on Mondays to Wednesdays 1100 to 0000hrs, Thursdays 1100 to 0100hrs, Fridays and Saturdays 1100 to 0200hrs, Sundays 1100 to 0000hrs. The premises would be generally open to the public from Monday to Wednesday from 1100 to 0030hrs, Thursdays 1100 to 0130hrs, Fridays and Saturdays 1100 to 0230hrs and Sundays from 1100 to 0030hrs. The licensee also stated in the application that the following activities might give rise to concern in respect of children:-

1. Gaming and Cigarette Machines on site
2. Striptease events approximately twice a year.

The Town Clerk had read the application but could find no information on what special provisions in respect of children would be made in respect of striptease events.

Following discussion of this application, the Town Clerk was requested to write to the Licensing Officer regarding the last paragraph, i.e. striptease events approximately twice a year. There had been no inclusion of what procedures would be carried out to protect children and young people from being present on such occasions, which is of particular concern because the Air Training Corps make use of the premises occasionally.

##### **(b) South Pembrokeshire Golf Club**

The Club currently had a Club Registration Certificate and was applying for a Club Premises Certificate under the Licensing Act 2003. The application was to permit entertainment comprising live (acoustic /amplified) music and amplified voice, recorded music, karaoke and compare for functions, quizzes etc. There was also a small dance floor which would be used in conjunction with live / recorded music. There would be sports events held limited to pub games such as pool etc with an audience this being limited to Thursdays from 2000 to

2300hrs. The hours for music were from 1100 to 0000hrs Monday to Thursday and 1100 to 0100hrs Fridays and Saturdays with Bank Holiday Mondays from 1100 to 0100hrs. The hours for quizzes etc would be from 1930 to 2300hrs Monday to Sunday. Karaoke and dancing would be from 1100 to 0000hrs Monday to Thursday and from 1100 to 0100hrs Friday and Saturday. Alcohol would be available from 1100 to 0100hrs Monday to Thursday and 1100 to 0100hrs Friday and Saturday. The Town Clerk had telephoned the Solicitors acting for the Club to ask if Sunday hours had been deliberately omitted. He was told this was an error and that normal Sunday hours were being sought. The Town Council had no observations to make on the application.

## **96. Planning**

### **(a) 03/1319/PA - Land to the North Of Albion Hall, Clarence Street and Wellington Street, Pembroke Dock – Planning Application**

The Town Clerk had received a reply to his letter about the consideration of off street parking in respect of this application. The detailed reply from Mr David Lawrence, Head of Planning, at Pembrokeshire County Council stated that car parking was only one element of the planning process and that a number of other factors were deemed to have a greater weight given that Planning Law “requires a planning authority to pay special attention to the desirability of preserving or enhancing the character of a conservation area”. The County Council also took into account the effect on privacy and amenity of immediate neighbours. Having weighed all these factors the County Council believed that the scheme, as finally approved, was acceptable even though it did not achieve conventional on-site parking provision. Mr Lawrence also pointed out that normal on-site parking standards could be relaxed in two situations:-

1. Where there was reasonable availability of public transport and reasonable ability to walk to a number of employment, recreational and shopping destinations.
2. In conservation areas where the provision of on-site parking would undermine the architectural character of a scheme.

The Town Clerk advised Members that he had copies of all the correspondence on this matter if members wished to peruse them together with Mr Lawrence’s full reply. He believed that Council’s concerns about the matter had now been fully addressed. This was accepted.

### **Planning Applications**

<b>(b) 05/0466/PA</b>	Mr. C.H. James and Mrs. D.H. James Sampson Farm Stackpole	No.4 Meyrick Street Pembroke Dock – Change of use of basement to residential flat
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PROPOSED by Councillor D.T. Esmond  
SECONDED by Councillor Mrs. C. Fortune

#### **RESOLVED –**

That the Council have no objection to this application

<b>(c) 05/0472/PA</b>	LBS Builders Merchant Station Road, Llandeilo	Units 1,2 and 3 (formerly P.H. Clarke) Eastern Avenue, Waterloo Industrial
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SA19 6NL

Estate, Pembroke Dock –  
Refurbishment of 2 no. steel framed  
buildings to provide a Trade Facility  
and stock storage plus a new steel framed  
showroom plus trucking yards and  
external stock storage.

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

**RESOLVED –**

That the Council have no objection to this application

- |     |                   |  |   |
|-----|-------------------|--|---|
| (d) | <b>05/0490/PA</b> | Mr. and Mrs. James<br>15 Charlton Place<br>Pembroke Dock | 15 Charlton Place<br>Pembroke Dock –<br>Erection of single storey extension |
|-----|-------------------|--|---|

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

**RESOLVED –**

That the Council have no objection to this application

- e) **05/0488/PA- Conversion Of Public House To Letting Rooms with Minor Alterations, The Alexander Vaults, 39, Dimond Street, Pembroke Dock.**

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

This application referred to conversion of the property into 6 ground floor bedrooms, with a dining area, kitchen, two showers and WCs. The first floor to have further 6 bedrooms with one shower, a bathroom and WC. Letters of objection had been received from Mr D King of 25, Gwyther Street, Pembroke Dock, R.J. and A.R. Lloyd of 26, Gwyther Street, J. Gambold and C. Gambold of 24 Gwyther Street, and A. Miles of 10 Gwyther Street, in which the following five points were raised:-

1. Issues relating to the parking of motor vehicles in the near environs
2. Possible public nuisance and unruly behaviour
3. Health and Safety issues
4. That the premises are in a conservation area
5. The owners do not live in the town and it will not impact on them

A copy of these letters and the Town Clerk's reply were attached to the planning application documents.

A further letter had been received from Anna Yeomans of 32 Gwyther Street who objected on the following grounds:

1. *The parking area behind the building is insufficient for the parking of 12 cars. This will inevitably cause increased parking congestion in the surrounding residential streets, which are already used to overcapacity for parking.*

2. *The proposed conversion will bring 12 single people on low income into an area of the town, which already makes ample provision for this socio-economic group. There is ample proven police evidence that this type of accommodation attracts people who are vulnerable to abuse by others, for example, young single people living in rented accommodation are a target for drug users and sellers or may be drug users or sellers themselves. (Proof of this is available from towns such as Neyland, Milford Haven, Llanelli and sadly many others). Petty crime goes up, burglary and other antisocial behaviour increases. Written police evidence for this is available on request. The same is true of other types of single occupants such as foreign workers (again, there is ample written proof of this available).*
3. *This change of use is hardly compatible with 'enhancing the character of a conservation area'.*
4. *I understand that the County Council's town planning strategy for Pembroke Dock involves regeneration of this area. How would such a change of usage be in keeping with this strategy?*
5. *The issue is not whether the physical changes to the property are slight or great. The issue is with the change of usage.*
6. *I understand that the owners do not live in the town, so would not be affected by any of these issues. Do we really want more absentee landlords in our town?*

Another letter from Mrs. G. Southern of 36 Gwyther Street raised similar concerns.

After discussion, the following observations were made on the application submitted:

- (a) Although the plans indicated a parking area the Council were of the opinion that access/egress to that parking area would be a hazard as the entrance was within a short distance of a busy road junction (viz. Law Street/Dimond Street). There appeared to be no 'turning circle' area for vehicles using the parking area shown on the plans. This would certainly be dangerous if vehicles were permitted to reverse into/out of the parking area into the main busy thoroughfare (Water Street). The Council accepted that there was provision of off street parking at the ASDA Supermarket Car Park but this could become restricted car parking in the future.
- (b) There was only one entrance to the building from Dimond Street. Although there was a rear entrance shown it is not clear how this rear access would be used.
- (c) The Council believed that the proposals, if approved, would result in the property becoming a House in Multiple Occupation and they were not satisfied that there were sufficient fire exits, although they accepted that this was a matter for the Fire Authority to provide advice.
- (d) The Council believed that the proposal if implemented would have an adverse effect on the regeneration of the town given that Dimond Street was primarily made up of business premises with limited flat accommodation above such premises. The provision of accommodation to the extent of 12 bedrooms would be a significant change of use.

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

**RESOLVED –**

That the Town Council recommend refusal of this application on the above grounds.

(f) **05/0492/PA - Pennar Park, Pembroke Dock**  
**Amendment of conditions 17 & 18 of Planning Consent to allow 70 dwellings to commence instead of 31 dwellings prior to specified road works**

At the last Town Council meeting the Town Clerk was requested to write to the County Council regarding the above development and the failure of the developer to carry out Traffic Calming measures. The Town Clerk had received no reply to that letter sent on 20 July but had received on 1 August a planning application for a variation of the conditions relating to these measures.

Following discussion, it was:

PROPOSED by Councillor D.T. Esmond  
SECONDED by Councillor D. Brinn

**RESOLVED-**

That the Council recommend refusal of the amendment of conditions 17 and 18 of this application on the following grounds:

- (a) The current state of the road in the Pennar Park development was unacceptable. Manhole covers were still raised to an extent of 4 to 5 inches. At night time even with the provision of street lighting the height of these above the temporary surface was not clearly visible. The road could be classed as dangerous. Road signs had been erected temporarily but these signs were inadequate with 'keep left' signs for example being insecure. There were insufficient warning signs concerning the state of the road.
- (b) The original application was approved by the County Council on the basis that traffic calming measures were introduced in the Lower Military Road area as well as in the development area. The development originally commenced in 2002/3 and given current progress it could be another two to three years before the calming measures were commenced. This was regarded as unacceptable. The original reasons for requiring the work to be commenced after the erection of 31 properties did not appear to have substantially altered.

(g) **04/1022/PA – Land adjacent to the Co-operative Store**  
**Pembroke Dock – erection of 5 no. dwellings plus one**  
**retail unit with flats over**

This application had now been withdrawn.



## **Planning Decisions**

The following decisions had been received from Pembrokeshire County Council:

- (h) 03/1129/PA 14 Furzy Bank, Pembroke Dock – Residential Dwelling – **Approved**
- (i) 050254/PA 102 Gwyther Street, Pembroke Dock – Erection of 2 storey extension – **Approved**
- (j) 05/0284/PA Pembroke Haven (residential homes) Ltd., Essex Road, Llanion Park, Pembroke Dock – Erection of conservatory – **Approved.**

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

### **10. Payment of Accounts**

The following accounts were submitted for approval of payment:-

59	Completely PC – Ink Cartridges	£10.99
60	British Telecom – Line Rental	£48.35
61	Dyfed Alarms – Maintenance of Intruder Alarm	£70.50
62	Pembroke Dock Cricket Club – Donation	£100.00
63	The Consortium – Filing Cabinet	£109.80

PROPOSED by Councillor P. Weatherall

SECONDED by Councillor D.T. Esmond

### **RESOLVED –**

That Account Nos. 59-63 be approved for payment.

### **11. Transfer – Salaries and Wages**

The sum of £4,031.94 was transferred to the Imprest Account in respect of Salaries, Wages, Tax and N.I. paid during the month of July, 2005.

