

DRAFT

At a Meeting of Pembroke Dock
Town Council held at the Pater
Hall, Pembroke Dock on Thursday
10th April 2008.

PRESENT:

Councillor P. Weatherall, Mayor
Councillors D. Esmond, Mrs. P.Folland,
Mrs. C. Fortune, Mrs. P. George, P. Gwyther
K. Higgs, D. Jones, T. McMahon, S. Perkins,
R. Watts.

IN ATTENDANCE:

Mrs. A. Vincent, Acting Town Clerk
Sue Lowen, Committee Clerk

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Mrs. V. Roach

2. QUESTION AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC

There were no questions from members of the public.

3. MINUTES

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

RESOLVED –

That the Minutes of the meeting of the Town Council
held on 20th March 2008 be adopted as circulated.

4. MATTERS ARISING FROM THE MINUTES

(a) Minute 176(200) – Renovation of the Chieftain Tank

Councillor D Jones expressed his serious concerns regarding the suggestion that the Chieftain Tank should be given away, stating that many people feel that the tank is a reminder of the armed presence in what was a garrison town, and no consideration should

be given to giving away something that was a gift to the Town. He asked whether Pembrokeshire College could have been approached to renovate the tank, with the painting being done by the Council's handyman. He said that many Pembroke Dock 'treasures' had been removed into 'safe-keeping', and many buildings had been restored and the people of Pembroke Dock could retain pride in their town.

Councillor Weatherall stated that it had been mentioned at the previous meeting that the Sunderland Trust had expressed an interest in this matter and that the Town Clerk was continuing to investigate suitable repairs.

5. TOWN CLERK'S REPORT

1. Draft Fire And Rescue Service National Framework For Wales – Consultation.

The Town Clerk enclosed at Appendix A a copy of the Consultation Document. Responses were required by 20th June 2008 and the Town Clerk asked if ideas could be brought to the next full meeting of the Town Council so that a response could be composed.

This information was provided to assist with discussions on this issue.

2. Local Vision – Statutory Guidance On Developing And Delivering Community Strategies.

The Town Clerk enclosed at Appendix B a copy of the Welsh Assembly Statutory Guidance for developing and delivering community strategies.

This information was provided for background information.

3. The Land Use Planning System in Wales – A Community and Town Council Handbook and a Public Guide to The Land Use Planning System in Wales/

Copies of the above publications had been placed on the table to the RHS of the Chamber. The Town Clerk suggested that either Members might wish to circulate it among each other over the next 4 weeks or alternatively he would arrange for this to be covered in a training session for members which would include information he had gathered at the Town Clerks Conference that he had attended in Stoke on Trent at the end of February.

Members agreed that they would prefer this topic to be discussed in a training session.

4. Pembrokeshire Coast National Park Authority – Historic Environment Review.

A copy of the above publication had been placed on the table to the RHS of the Chamber for members to peruse.

This was provided for members' background information.

5. Society Of Local Council Clerks – Annual Subscription.

The Town Clerk advised that in the past the Town Council had kindly paid the Subscription for his membership of the above organisation. This year the fee was £129.00. He advised that if he left the service of this Council during the next year he would refund a portion of the fee in respect of the months he was not employed by the Town Council.

A decision on whether to meet this fee was requested.

It was

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

RESOLVED –

That the Town Council would pay the annual subscription of the Town Clerk's membership of the Society of Local Council Clerks.

6. The South Pembrokeshire Dialect.

The Town Clerk had enclosed at Appendix C a copy of a letter he had received from Mr Rob Scourfield. He had asked if the Town Council would be able to assist him in identifying one or two people who would be able to assist him with his project.

Members suggested that this request should be advertised. The reporter from the Western Telegraph, present at the meeting, agreed to do a report regarding this request. Councillor P. Gwyther suggested that this request could be posted on the website.

7. Model Code Of Conduct.

The Town Clerk enclosed at Appendix D a copy of a letter he had received from the Monitoring Officer, Mr L Harding. A new declaration for members to sign which incorporates the revised Code of Practice was also attached for members to sign and return at the meeting.

11. Applications For Financial Assistance.

(a) Miss Natasha Culley.

Miss Culley had written to enquire if the Town Council would be willing to provide her with some financial assistance to enable her to take part in an international jamboree to be held in Iceland in July this year. Natasha advised that she was a member of the Guide Unit in Pennar and assisted with the Brownie unit at the Youth Club in Pembroke Dock. She had been selected by Girlguiding Cymru to assist lead a group of seven senior section members to this camp. The Town Clerk had written to Natasha to obtain some further information on costs for the trip which had been circulated to members at the meeting.

A decision by members on this application was requested.

It was

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

RESOLVED –

That the Town Council would award £100 to Miss Natasha Culley towards her expenses in attending the international jamboree in Iceland in July 2008.

(b) Pembroke And Pembroke Dock Boxing Club.

Members were reminded that a letter was received from the Club about sponsorship for the Boxing event to take place on Tuesday 22 April. It was decided to invite the club to make a formal application for a grant. Unfortunately the application form had not been fully completed and the Town Clerk had therefore written to the Hon Secretary, Mrs Gammer for some further information. The Town Clerk advised that the club had about 60 members 20 of whom come from the Pembroke Dock area.

Mrs. Gammer had returned the completed application form, but had not enclosed a copy of the accounts.

Members agreed that no decision could be made until a copy of the accounts had been received and asked the Acting Town Clerk to request a copy of the accounts.

(c) Pembrokeshire Counselling Service (PCS).

The Town Clerk had received an application from the above charity requesting financial assistance in the sum of no more than £200. The organisation stated that they dealt with over 400 requests for help a year of which some 24 come from the Pembroke Dock Area. The organisation stated that the grant would enable them to continue their work in the community “The service reaches out to those in pain and helps prevent stress and depression spiral out of control”. Brief accounts for this organisation had been provided in support of the application which showed that the organisation had funds of £20,722.24 as at 31 December 2007 of which £10,200 was restricted to specific training / development projects. In 2007/8 year the total expenditure amounted to £13,400.71 and their income was £8501.73.

A decision on this application was therefore requested.

It was

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

RESOLVED –

That the Town Council would not make an award to Pembrokeshire Counselling Service on the grounds that priority for awards should be given to those organisations based in Pembroke Dock.

(d) Nutty Squirrels Play Bus.

The Town Clerk had received an application for financial assistance from Ray Roberts who is a director of Nutty Squirrels Play Bus. He had been advised that this was a new venture but the company was not a voluntary or charitable organisation. It aimed to provide safe free play time for those in the 2 to 10 year old age band. The organisation had written to other Town and Community Councils for financial assistance towards this “free to play” scheme.

The Town Clerk advised that the application did not meet the council’s criteria although the Council or the Summer Festival Committee might wish to hire the company for any event it wished to organise e.g. fireworks championships, Christmas Festivities etc.

A decision on this application was requested.

It was

PROPOSED by Councillor S. Perkins
SECONDED by Councillor K. Higgs

RESOLVED –

That the Town Council would not make an award to Nutty Squirrel’s Play Bus on the grounds that it did not meet the Town Council’s criteria.

(e) SANTES FFAIT AFTER SCHOOL CLUB.

Councillor Mrs. P. Folland declared an interest in this matter and took no part in the discussion or decision making.

The Town Clerk had received an application from Ms Debbie Coleman who is the Supervisor of the After School Club which is based at St. Mary’s R C School. The club would like to purchase new equipment such as TV, Playstation, New outdoor toys etc for use by those attending. Accounts for the group had been produced which showed a balance of £2048.86 as at 31 March 2007. The Group say “Our afterschool club (Weekdays from 1500 to 1800hrs) and Holiday Club (0830 to 1730hrs Monday to Friday) is open to all children (i.e. from any school). The grant would help to make the children’s time at the club more fun and interesting. The vast majority of children attending were from Pembroke Dock.

A decision on this application was requested.

It was

PROPOSED by Councillor T. McMahon
SECONDED by Councillor Mrs. C. Fortune

RESOLVED –

That the Town Council would award £100 to Santes Ffair Kids Club towards the purchase of new equipment for the After School Club.

(e) LLANGOLLEN INTERNATIONAL MUSIC EISTEDDFOD.

The Town Clerk had received an application for financial assistance from the above organisation which was holding its festival from July 8th to 13th 2008. Accounts for the Eisteddfod had been produced and were in order. The organisation stated that approximately 100 people from Pembroke Dock attended the events each year.

A decision on this application was requested.

It was

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

RESOLVED –

That the Town Council would not make an award to Llangollen International Musical Eisteddfod on the grounds that priority for awards should be given to those organisations based in Pembroke Dock.

12. Planning Applications

As a member of the Planning Committee of the County Council, Councillor S. Perkins advised that she would not be taking part in the discussions or decision making with regard to the following planning applications.

07/1384/PA Rear of 26 Prospect Place, Pembroke Dock – **Erection of two flats**
This application had been withdrawn

07/1562/PA	L. Scourfield Esq L. Scourfield Ltd. Oakdene Lodge Hampshire Drive, Pembroke Dock.	Former Coal Yard, King William Street, Pembroke Dock - Erection of eight dwellings
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PROPOSED by Councillor Mrs. C. Fortune
SECONDED by Councillor Mrs. P. Folland

RESOLVED –

That the Town Council recommend approval of this application subject to the following concerns being raised:

- (1) Concerns were expressed regarding possible contamination from previous industrial use of this site.
- (2) That, due to age, the safety of the existing stone boundary walls which will be left in situ, especially the wall backing on to the Station, should be checked.

07/1564/PA Mr J A Gaze
Dockyard Motors
The Dockyard
Pembroke Dock

Dockyard Motors
The Dockyard
Pembroke Dock -
**Variation of Condition 13
of Planning Consent 07/0504/PA**

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

RESOLVED –

That the Town Council would not recommend approval of this application for the following reasons:

- (1) In addition to it not complying with the JUDP policies 128 and 76, it could also result in a possible Health and Safety risk.
- (2) It would be detrimental to the functioning of existing businesses in the area.

07/1570/PA Mr. D. Mitchell
54 Meyrick Street
Pembroke Dock
SA72 6AT

54 Meyrick Street,
Pembroke Dock,
SA72 6AT -
Erection of conservatory

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

RESOLVED –

That the Town Council recommend approval of this application

07/1583/PA Mr. A. Kinnear
Orchard Park Farm
Lurgashall, Nr. Petworth
West Sussex GU28 9EU.

The Boathouse,
Llanreath,
Pembroke Dock -
Erection of 4 No. flats

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

RESOLVED –

The Town Council do not recommend approval of this application for the following reasons:

- (1) Due to existing approval of a planning application to the building plot opposite, the access would be narrowed, resulting in difficulty of access especially for emergency services.
- (2) Overdevelopment, due to existing planning approval of building plot opposite.
- (3) The proposed development would overlook/be overlooked by the adjacent property.

13. Planning Decisions

06/0684/PA Erection of 6 Starter Homes – Land at 26 Nelson Street, Pennar, Pembroke Dock – **Refused**

07/1122/PA Erection of one dwelling – Cenarth, Pembroke Ferry, Pembroke Dock – **Approved**

07/1333/PA Extension to dwelling – 42, Glenview Avenue, Pembroke Dock, SA72 6EJ - **Approved**

07/1348/PA Installation of 2 no. Vertical Axis Wind Turbines – Land adj. Unit 11-13, Thomas Court, London Road Industrial Estate, Pembroke Dock - **Approved**

07/1469/PA Erection of single storey extension – 14 Llanion Cottages, Pembroke Dock - **Approved**

Consent to Display an Advertisement

07/1409/AD Erection of signs – Former Kwik Save Store, Llanion Park, Pembroke Dock – **Consent given**

6. TOWN CLERK’S SUPPLEMENTARY REPORT

14. Welsh Language Scheme

Huw Gapper, a Development Officer of the Welsh Language Board, had e-mailed the Town Council with the following comments in relation to the Board’s approval of the Welsh Language Scheme for Pembroke Dock Town Council.

Members were asked to consider the comments made by the Board and amend section 6.1.1. in order for it to be approved.

“I amended the Welsh version and passed both Welsh and English versions on to the Board for approval. The Board requests that the Council reconsiders section 6.1.1 of the scheme before it can be approved. Within the draft submitted, this section reads

“None of the staff that deal with the public are bilingual. When all posts become vacant the Council will not be asking for bilingual skills.”

The Board feels that employment of a bilingual member of staff could be advantageous as the Council implements its Welsh Language Scheme. At the same time the Board recognises that the relatively low percentage of Welsh speakers residing in the area who are old enough to apply for such a position would not allow the Council to advertise a post to Welsh speakers only. The Board therefore suggests that the Council should amend section 6.1.1. to state that Welsh language skills will be noted as ‘desirable’ within recruitment advertisements for new members of staff. Alternatively a sentence could be added to the current wording of section 6.1.1 to state that the policy on recruitment will be re-considered annually.

On amendment of the scheme as suggested above the scheme would be approved by the Board.”

Councillor P. Gwyther stated that instead of using the word ‘desirable’, it would be preferable to use the words “..... Welsh language skills would be an **advantage** ...”

Following further discussion it was

PROPOSED by Councillor D. Esmond
SECONDED by Councillor D. Jones

That the Town Council should add a sentence to state that the policy on recruitment would be re-considered annually.

An amendment was then

PROPOSED by Councillor S. Perkins
SECONDED by Councillor Mrs. C. Fortune

That the Town Council should amend section 6.1.1 to state that Welsh language skills would be an advantage within recruitment advertisements for new members of staff.

On being put to the meeting the following voting was recorded:

For the amendment	6 votes
Against the amendment	5 votes

The Mayor thereupon declared the amendment CARRIED.

RESOLVED –

That the Town Council should amend section 6.1.1 to state that Welsh language skills would be an advantage within staff recruitment advertisements.

15. Applications For Financial Assistance

(a) Miss Estelle May – Girlguiding

A request had been received from Estelle May who had been selected to represent Girlguiding UK at a worldwide event in San Francisco in July 2008. She is 17 years old and had lived in Pembroke Dock all her life and was the only person from Pembrokeshire who would attend this event. As part of her challenge, she would need to raise the cost of the trip herself which would total £1600. She was asking if the Town Council would support her by making a donation towards the cost of her trip.

A decision on this application was requested.

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

RESOLVED –

That the Town Council would award £100 to Estelle May towards the cost of her attending the Girlguiding UK event in San Francisco in July 2008.

(b) Children with Leukaemia

A circular letter had been received from this organisation which is based at Great Ormond Street requesting a donation.

A decision on this application was requested.

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

RESOLVED –

That the Town Council would not make an award to ‘Children with Leukaemia’ on the grounds that priority for awards should be given to those organisations based in Pembroke Dock.

16. Request For A Pembroke Dock Plaque

A request for a plaque had been received from Nathan Griffiths, who is working with the Tavern Restaurant Group in Cincinnati Ohio. They were shortly opening a pub in Pembroke Pines Florida which would be called the Pub Pembroke in which the plaque would be displayed. They were willing to cover any expenditure incurred in obtaining and sending it.

A decision regarding the donation of a plaque was requested.

It was PROPOSED by Councillor S. Perkins
SECONDED by Councillor Mrs. C. Fortune

RESOLVED –
That the Town Council should donate a plaque to the Tavern Restaurant Group to be displayed in the Pub Pembroke.

17. Land to rear of 25 Prospect Place, Pembroke Dock

A copy of a letter sent to the owner/occupier of the land to the rear of 25 Prospect Place, Pembroke Dock, had been received, which noted that works had been executed in this area which were affecting the Highway.

This information was provided to update members.

18. Planning Applications

07/1628/PA Mr. P. Gwyther 12 Hampshire Drive,
12 Hampshire Drive Pembroke Dock -
Pembroke Dock. **Loft conversion, conservatory and porch extension**

PROPOSED by Councillor K. Higgs
SECONDED by Councillor R. Watts

RESOLVED –
The Town Council recommend approval of this application.

19. Planning Decisions

07/0864/PA Erection of one dwelling – 24 London Road, Pembroke Dock – **Approved**

07/1170/PA Erection of 4 apartments and 1 Town House – Former Llanion Glass Site,
King Street, Pembroke Dock - **Approved**

07/1409/PA Erection of dwelling – 1 Lewis Street, Pembroke Dock – **Refused**

7. REPORT OF THE FINANCIAL OFFICER

1. Payment Of Accounts

The following accounts were submitted for approval of payment:-

1	I. Jones - Food for Reception (Closure of RN Facility)	£20.80
2	SWALEC - Electricity - Albion Square Lamp	£21.51
3	Louvain Jones - Welsh Translation	£30.00
4	Cape Hire & Sales - Fencing Around Tank	£105.75
5	Pembrokeshire County Council - Rates	£1,840.70
6	Pembroke Dock Summer Festival Committee - Donation	£6,000.00

The Financial Officer asked for the following additional accounts to be approved:

7	The Consortium – Stationery	£9.05
8	I. Jones – Postage	£40.00
9	British Telecom – Telephone Charges	£76.84
10	Moonlight Blue – Computer Support	£345.00
11	Amberol – Brackets	£420.00

2. Internet Payments

The following accounts were paid via the internet up to 31st March, 2008.

10/01/2008	AVG Technologies - Computer Protection	£60.49
11/02/2008	Information Commissioner - Data Protection	£35.00
26/02/2008	Talk Talk - Telephone	£17.79
27/02/2008	British Telecom - Telephone	£112.76
03/03/2008	Smartstamp - Postage	£35.00
10/03/2008	P Hall Community Trust - Contribution - Sals & Wages	£16,845.88
10/03/2007	Talk Talk - Telephone	£8.05
12/03/2008	Smartstamp - Postage	£49.99
27/03/2008	Hewlett-Packard Ltd. - Ink Cartridges	£65.92

Councillor S. Perkins declared her interest in Account No. 6 – Pembroke Dock Summer Festival Committee and took no part in voting.

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

RESOLVED –
That the Town Council approve
Account Nos. 1-11 for payment.

3. Thanks

A letter had been received from the Special Learning Centre at Pembroke School thanking the Council for the donation towards the trip to London by pupils and staff to see a production of “The Lion King.”

8. REPORTS FROM TOWN COUNCIL REPRESENTATIVES SERVING ON OUTSIDE BODIES

There were no reports from Town Council representatives serving on outside bodies.

9. ANY OTHER BUSINESS

- (a) The Mayor, Councillor P. Weatherall, said that this would be his last council meeting as Mayor and thanked fellow Councillors for their support.

Councillor Mrs. P. George also thanked all those fellow councillors who were leaving, who had become friends, for their work and support.

Councillor S. Perkins said that it had been a pleasurable experience working with all her fellow councillors who were there for the good of Pembroke Dock.

(b) Winter Festival - Lanterns

Councillor S. Perkins said that all the lanterns made for the Winter Festival had been collected and stored in the Catholic Church. Unfortunately they would now have to be moved and if an alternative place to store them was not found they would have to be destroyed. She asked Members if they could suggest any places for storage and Coronation Further Education Centre and the Community Hall in Pennar were suggested.

(c) Tourist Information Centre

Councillor D. Jones stated that he was sorry to be saying goodbye and thanked all members and staff of the Town Council for making his time spent as a Councillor so enjoyable.

He raised the matter that the Tourist Information Centre was no longer being based in the Dockyard. He believed that it was very important not to lose this resource and he suggested that it should be based in Pater Hall. It was also suggested that the TIC could be based in the Public Library.

Members agreed that the Town Clerk should write to the County Council expressing their concerns regarding the loss of the Tourist Information Centre.

(d) On behalf of Council members, Councillor Mrs. P. George thanked Mrs. Anne Vincent for standing in for the Town Clerk at the meeting.

The meeting ended at 1920hrs

Mayor