

At a Meeting of Pembroke Dock
Town Council held at Pater Hall,
Pembroke Dock on Thursday, 8th
January, 2004 at 6.30 p.m.

PRESENT:

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

IN ATTENDANCE:

Mr. T.R. Edwards, Town Clerk
Mrs. P.E. Prout, Secretary

The Meeting was opened with Prayer.

149. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mrs. P.E. George.

150. WELCOME – TRAFFIC WARDEN

The Mayor stated that she had invited Mr. D. Powell, Traffic Warden to attend the meeting as there were matters appertaining to traffic in the Town to be considered.

Detailed discussion ensued when Mr. Powell provided information on traffic management in the Town and then left the Meeting.

151. MAYOR'S REPORT

The Mayor, Councillor Mrs. P.E.M. Folland informed the Council of her engagements since the last meeting.

152. MINUTES

PROPOSED by Councillor Mrs. V.M.J. Roach
SECONDED by Councillor K.C. Higgs

RESOLVED –

That the Minutes of the Meeting held on the
4th December, 2003 be adopted as circulated
subject to the following amendments:-

153. MATTERS ARISING FROM THE MINUTES

(a) Minute 138 - Apologies for Absence

Councillor D. Brinn stated that the above Minute was incorrect as he had been present at the Meeting and had not submitted apologies for absence. Councillor D.L. Jones stated that he had been present at the Meeting and had not submitted apologies for absence.

The Town Clerk apologised for the error in the Minute and stated that Councillors D.T. Esmond, Mrs. P.E. George and S. Perkins had submitted their apologies for absence at the above Meeting.

(b) Minute 141(b) – Memorial Park – Clock

Councillor Mrs. V.M.J. Roach referred to the reinstatement of the above clock and to the quality of workmanship.

RESOLVED –

That Pembrokeshire County Council be congratulated on the quality of workmanship on the reinstated clock in the Memorial Park.

(c) Minute 141(f) – Local Elections, 2004

Councillor Mrs. V.M.J. Roach enquired as to when the Annual General Meeting would be held as the date of the local Elections had been confirmed as the 10th June, 2004. The Town Clerk reported that in accordance with the Council's Standing Orders the Annual General Meeting would be held on the 17th June, 2004.

The Town Clerk referred to the difficulty in respect of arrangements for the Civic Luncheon in Election year.

RESOLVED –

That the Town Clerk liaise with other Clerks in the County in order to avoid duplicate bookings for Civic Luncheons.

(d) Minute 144(163) – Informal Communication Network Meeting

The Mayor expressed her disappointment that only four Councillors attended the above Meeting held on the 8th December, 2003.

County Council representatives stated that the Service Line appeared to be working successfully and that attempts were being made to eradicate the problem of rubbish being put out before its time. A new machine to deal with weeds had been ordered which would deal more efficiently with this problem. The cobble setts reinstatement would be completed by March, 2004.

Councillor Mrs. V.M.J. Roach referred to the rubbish which is being put out prior to collection day at 80 Meyrick Street and it was

RESOLVED –

That Pembrokeshire County Council investigate the complaint regarding rubbish at 80 Meyrick Street and take appropriate action in this matter.

(e) **Minute 147 – Pater Hall – Bookings – Upgrading**

The Town Clerk stated that he had advised the persons that it would not be possible to book Pater Hall for a Wedding Reception on the 25th September, 2004 in view of the possible disruption during the upgrading of the Hall.

The Town Clerk reported that he had received details of the bookings required by the ONE9T Committee which would be over a six week period during July-August, 2004. The Town Clerk requested that the Council consider what the rate of hiring charge would be to this Committee.

(Councillor Mrs. P.E.M. Folland and K.C. Higgs declared their respective interest in the above matter).

RESOLVED –

That the Town Clerk submit a report to the next Council Meeting on the level of charges for the bookings during the above period for consideration by Council.

154. REPORT OF TOWN CLERK

172. Pater Hall Charitable Trust

The Town Clerk reported that the Memorandum and Articles of Association had been sent to Companies House in Cardiff and company registration is awaited. When this has been received, an application for registration as a charity will be submitted to the Charity Commissioners.

The Town Clerk stated that since the last Council Meeting he had had a meeting with Mr. Anthony Stevens of the P.B.I. and discussed with him a business plan for the future marketing of the Hall. A meeting with the Sub-Committee has been provisionally arranged for Tuesday, 13th January, 2004 at 10.30 a.m.

At the last meeting it was resolved to look at possible contingency plans in the event of the Trust being unsuccessful in grant applications. The Town Clerk stated that he had discussed the position with the Secretary of the Pembrokeshire Association of Local Councils and it appeared that the only contingency that can be made is to apply to the Welsh Assembly for a loan sanction. Details are normally received in late January and further advice will be provided in due course. Further advice is still awaited from the National Association of Local Councils on a number of financial matters.

173. Town Awards Scheme

The Town Clerk reported that since the Council introduced a Town Awards Scheme in 2001, the format of the above scheme had been as follows:-

- (a) Nominations are limited to residents in Pembroke Dock.
- (b) There will be two categories of Awards:-
 - (a) Award of Merit
 - (b) Certificate of Commendationto be awarded to individuals or organisations in the Town.
- (c) Nominations received will be considered by an Awards Committee consisting of all Members of the Pembroke Dock Town Council.
- (d) The number of awards made in any one year will be at the discretion of the Awards Committee.
- (e) The awards will be presented at an Awards Ceremony.

The Town Clerk requested that Members would confirm whether the Council wished the scheme to be repeated this year and whether any amendments were proposed. Assuming that the scheme was to continue arrangements would be made for a press release and it was suggested that a closing date of 19th February, 2004 be advertised, to allow for consideration by the Awards Committee and for presentation arrangements to be made.

RESOLVED –

That the Town Awards Scheme be held this year and in future biennially.

174. Cannon – Llanion Park

The Town Clerk referred to the debate at the last Council Meeting concerning the relocation of the cannon currently situated at the Cleddau Bridge Hotel and enclosed at Appendix "A" a response from Pembrokeshire County Council.

Members expressed their disappointment and it was

RESOLVED –

That the Council express their disappointment that the cannon will not be relocated and request that this decision be reconsidered.

175. Waiting Restrictions – Lewis Street

The Town Clerk enclosed at Appendix "B" a letter from Pembrokeshire County Council regarding a proposal to review the parking arrangements adjacent to the Pater Hall in Lewis Street. He expressed concern regarding the proposal and the Traffic Warden's suggestions were considered by Council.

RESOLVED –

- (1) That Pembrokeshire County Council be advised that the Council is not in favour of the proposed changes as they are not in accordance with the Traffic Warden's suggestions.
- (2) That the number of disabled bays remain as at present (2) and not been increased to (4) and that the present loading bay be replaced with a 30 minute limited waiting area.

176. Waiting Restrictions – Laws Street

The Town Clerk enclosed at Appendix "C" details of a proposal to review parking restrictions in Laws Street. The Traffic Warden's views were considered and it was

RESOLVED –

- (1) That the Council accept the proposed changes with the added request that a bus lay-by be marked on the western side together with the Council's earlier request that a bus shelter be also provided on the west side.
- (2) That Pembrokeshire County Council be requested to move the pedestrian crossing further south.

Detailed discussion ensued on the traffic management in the Town and it was

FURTHER RESOLVED –

That the following matters be brought to the attention of Pembrokeshire County Council:-

- (1) To consider the introduction of a one-way traffic flow system in Dimond Street.
- (2) At the eastern end of Bush Street, from the Community School to the entrance to the Memorial Park, to consider no waiting at any time, with zig-zag lines painted on the road.
- (3) The yellow lines and road markings on many streets require repainting.

177. Licensing – Transfer of Justices Licences

(a) The Red Rose Inn, High Street

The application is from David Michael Murphy and Denise Harrild. The licence is currently held by David Michael Murphy and Susan Thomas.

RESOLVED -

That the Council had no objection to the transfer of the above licence.

(Councillor D.T. Esmond declared his interest in the above matter and took no part in the discussion and did not vote).

(b) Co-operative Store, Gordon Street

The applicants are Michael Pyle (Assistant Manager) Steven John Mears (Manager) and Alan Merrett (Operations Manager). The licence is currently held by Michael Pyle and Steven John Mears.

RESOLVED -

That the Council had no objection to the transfer of the above licence.

178. Planning Applications

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

1035/03	Miss L.J. Hill Lower Pennar Dairy Grove Street Pennar Pembroke Dock	The Hagert Field, Grove Street, Pennar – Residential Development
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PROPOSED by Councillor V.M.J. Roach

SECONDED by Councillor K.C. Higgs

RESOLVED –

That the Council refuse the application as the site is outside the residential limits of the development plan and in view of the forthcoming appeal against the earlier decision.

(Councillors D. Brinn and R. Watts declared their respective interests in the above matter and took no part in the discussion and did not vote).

1038/03 Dyfed-Powys Police Pembroke Dock Police Station,
Police Headquarters Water Street –
PO Box 99 Demolish existing buildings and build
Llangunnor new two storey building as a specialist
Carmarthenshire interview center on site of former
ambulance garage

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

RESOLVED –

That the Council have no objection to the application.

1062/03 Mr. R. Hill Plot 12, Pennar Point –
27 Clarence Street Erection of house
Pembroke Dock

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

RESOLVED –

That the Council have no objection to the application.

1067/03 Countryside Council for Llanion Park –
Wales Siting of secure storage unit
Plas Penrhos
Penrhos Road
Bangor

PROPOSED by Councillor Mrs. V.M.J. Roach
SECONDED by Councillor S. Perkins

RESOLVED –

That the Council have no objection to the application

1080/03 D.C. Cousins 25 Meyrick Street –
47 St. Martins Park Remedial works and improvements to front
Haverfordwest elevation

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

RESOLVED –

That the Council have no objection to the application.

1083/03 Pembrokehire Homes Ltd. Plot 13, The Point, Pennar –
34 Gerard Road Dwelling
Harrow

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

RESOLVED –

That the Council have no objection to the application

1093/03 A.F. Wakeman Land at Fairways, -
2 Fairways Two Dwellings
Pembroke Dock

PROPOSED by Councillor Mrs. V.M.J. Roach
SECONDED by Councillor D. Brinn

RESOLVED –

That the Council have no objection to the application
subject to claims that there is a footpath across the
site being investigated.

1094/03 D & B Developments Plots 41 and 42, Pennar Park
(Pembrokeshire) Ltd. Development, Pennar –
6 Clos Ty Gwyn Private Dwellings
Clydach
Swansea

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

RESOLVED –

That the Council have no objection to the application

179. Planning Decisions

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

527/03 – Land South of West Winds, Llanreath – One Dwelling – **Approved**

682/03 – Plot L, St. Patricks Hill – Residential Dwelling/Amended Design 02/488/PA –

Approved

850/03 – 129 Military Road, Pennar – Alterations and Extensions – **Approved**

180. Planning Appeal

Notification of a planning appeal had been received from Pembrokeshire County Council in respect of planning application no. 495/03 – Land at Hagert Field, East End of Grove Street, Pennar – Residential plots for 6 dwelling. The hearing is to be held on Tuesday, 20th January, 2004 at Council Offices, Argyle Street, Pembroke Dock commencing at 10.00 a.m.

155. SUPPLEMENTARY REPORT OF TOWN CLERK

181. Pumphouse – Criterion Roundabout

The Town Clerk enclosed at Appendix “D” a letter from Pembrokeshire County Council regarding the transfer of the Pumphouse to the Town Council.

This matter had not been discussed since November, 2001, when the County Council confirmed that the transfer related only to the building and did not include any of the adjoining land on the roundabout. A right of access over the roundabout land would be granted to the Town Council for access purposes. Regarding maintenance of the roundabout, this would remain in County Council ownership. The Council was asked to confirm whether it still wished to proceed with the transfer on these Terms.

Councillor D.L. Jones stated that improvements were being considered by the Heritage Lottery Committee and suggested that the transfer of the Pumphouse be deferred pending the decision.

RESOLVED –

That Pembrokeshire County Council be requested to agree the deferral of the transfer pending the outcome of improvements from the Heritage Lottery Committee.

182. Branch Surgery – Crunnery House, East Back, Pembroke

The Town Clerk enclosed at Appendix “E” correspondence from the Pembrokeshire Community Health Council regarding a request by the Laws Street Surgery to close it’s Branch surgery at Crunnery House, East Back, Pembroke. Comments were requested by the 12th January, 2004.

RESOLVED –

- (1) That the Pembrokeshire Community Health Council be advised that the Council oppose the closure of it’s branch surgery at Crunnery House, due to resultant exacerbation of traffic problems in Laws Street./Bush Street.
- (2) That Crunnery House surgery remain open until the new surgery has been provided in Argyle Street.

183. Planning Application

The following application had been received and was submitted for consideration by Council:-

1115/03	Mr. R. Nugent Gleneagle Branders Park Cresselly Kilgetty	Plot rear of, 9 Brewery Street – One detached dwelling
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PROPOSED by Councillor D.L. Jones
SECONDED by Councillor R. Watts

RESOLVED –
That the application be refused for overdevelopment
and access problems.

184. Planning Decisions

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

659/03 – Plot adjacent to, 6, Owen Street, Pennar – One dwelling – **Approved**
807/03 – 12 Bentlass Terrace, Pennar – Drop front kerb to allow vehicular access, provision of concrete hardstanding and building of retaining wall – **Approved**
852/03 – 17 Nelson Street, Pennar – New garage – **Approved**
853/03 – 47 Bush Street – Proposed remedial works under THI grant – **Approved**
868/03 – 44, The Point, Pennar – Residential dwelling – **Approved**
856/03 – Plot A, Off Stockwell Road, Llanion Park – Residential Dwelling – **Approved**
872/03 – Plot 48, The Point, Pennar – Dwelling and Garage – **Approved**
929/03 – Land east of Charles Thomas Avenue, London Road – Proposed Dwelling – **Approved**
952/03 – 29 Gwyther Street – First floor extension over existing single storey to provide bedroom and bathroom – **Refused**

156. POLICING – BUILDING SAFER COMMUNITIES TOGETHER

The Town Clerk reported that a questionnaire had been received from Dyfed-Powys Police Authority regarding improvements and how the community may be engaged in policing matters to assist it and to receive a service which meets its needs.

The questionnaire was duly considered and completed by Council.

157. PATER HALL – FIRE RISK

The Town Clerk reported that as Members were aware the Fire Authority had granted an extension of time for the fire regulations to be implemented in respect of Pater Hall to September, 2004. The Fire Officer had advised that a handbell should be obtained for use by the Caretaker in an emergency.

RESOLVED –

That the Town Clerk be instructed to obtain a Bell for use in emergencies.

158. SUNDERLAND AVENUE – STREET LIGHTING

The Town Clerk reported that a letter had been received from Pembrokeshire County Council regarding the installation of street lighting at the above location. The section of highway is classed as a private and not adopted no further action can be taken.

RESOLVED –

(1) That the Footpaths Officer, Pembrokeshire County Council be requested to advise on this matter.

(2) That the Town Council discuss with the Pembrokeshire Housing Association the possibility of grant aid towards security lighting.

**159. TRANSFER OF JUSTICES LICENCE –
CLEDDAU BRIDGE HOTEL**

The Town Clerk reported that a copy of the Notice of application for the transfer of the Justices Licence had been received in respect of the above premises. The applicant is Raj Kullar and Manjit Kaur Kullar. The licence is currently held by R. Angell and R.G. Jones.

RESOLVED –

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

160. MILITARY ROAD – LITTER

The Town Clerk reported that a letter had been received from Mr. Empson, Chips & Things, 4 Military Road regarding the possibility of a fixed litter bin outside the premises. Details of costs were being obtained and in the meantime customers had been requested not to drop litter outside as there is a bins provided in side the shop for customers use.

161. REPORT OF FINANCIAL OFFICER

24. Estimates for Year 1st April, 2004 to 31st March, 2005

The Financial Officer submitted the Estimates for the next financial year. The Estimates as submitted showed a precept requirement of £78,325 on which the Band D charge would be £27.21. The precept for 2003/4 was set at £85,000, equivalent to a Band D charge of £30.18.

The Financial Officer stated that in view of the proposed improvements to the Pater Hall complex all financial reserves had been earmarked for the project. Assuming the improvements and alterations take place during the year there would be reduction in bank interest received and possibly in letting income. Both at this time are difficult to estimate.

RESOLVED –

That the Estimates as presented be approved and that the Council precept the sum of £86,900 equivalent to a Band D charge of £30.18 for year 1st April, 2004 to 31st March, 2005.

25. Payment of Accounts

The following accounts were paid out of meeting:-

124. J. Pickering – Erection of Christmas Lights	£500.00
125. SWALEC – Electricity Supply – Pater Hall	£252.19

The following accounts were submitted for approval of payment:-

126. Pembrokeshire County Council – CCTV Running Costs 2001/2, 2002/3 and 2003/4	£5,115.00
127. Consortium – Floor polisher and stationery	£510.06
128. Jewson Ltd. – Materials	£24.84
129. Hagemeyer – Time Switch	£8.17
130. British Gas – Pater Hall	£550.82
131. Relate – Donation	£50.00

The Town Clerk requested that the following accounts be amended to the list:-

127. The Consortium – Floor Polisher and Stationery	£548.42
128. Jewson Ltd. – Materials	£26.05

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

132. Pitney Bowes – Maintenance of Postage Meter	£11.74
133. Postage by Phone – Postage	£50.00
134. Graham's Hoist Service	£950.00
135. J. Pickering – Removal of Christmas Lighting	£250.00

PROPOSED By Councillor R. Watts
SECONDED by Councillor Mrs. C. Fortune

RESOLVED –

That account nos. 124 – 135 be approved for payment.

26. Pater Hall – Hiring Charges

The Financial Officer referred to Minute 146(23) when it had been resolved that Councillor Gwyther re-submit the motion to increase the charge for the hire of Pater Hall to include business categories for the Entertainments and Refreshment Rooms for consideration at the Meeting.

Councillor P.G. Gwyther submitted a list of charges which included business categories as requested.

(Councillor D.L. Jones declared his interest in the above matter and took no part in the discussion and did not vote).

(Councillor Mrs. V.M.J. Roach abstained from voting).

RESOLVED –

- (1) That the Council adopt the new scale of hiring charges as detailed in Councillor Gwyther's motion with effect from 1st April, 2004.
- (2) That the Council adopt the business categories for the Entertainments and Refreshment Rooms with discretion being granted to the Town Clerk. The rates to be applicable from the 1st April, 2004.
- (3) That the W.I. Market who hire the foyer be not charged business rate.

162. MATTERS RAISED VERBALLY

(a) Front Street – Road Sweeper

Councillor D.L. Jones reiterated his complaint that street sweeping undertaken in the above location is unsatisfactory and the dog fouling aspect not undertaken.

RESOLVED –

That Pembrokeshire County Council be requested to investigate the above complaint and take appropriate action in this matter.

H

(b) **Lower Meyrick Street – Shrubbery**

Councillor D.L. Jones referred to the unsightly condition of the above shrubbery which is full of litter.

RESOLVED –

That Pembrokeshire County Council be requested to investigate the above complaint and take appropriate action to alleviate the problem.

(c) **Further Education Centre, Meyrick Street – Litter**

Councillor D.L. Jones referred to the accumulation of litter which has blocked drains in the above vicinity.

RESOLVED –

That Pembrokeshire County Council be requested to investigate the above complaint and take appropriate action to alleviate the problem.

(d) **Gwyther Street – Road Crossing**

Councillor P. Weatherall was pleased to advise that work had commenced on redesigning the crossing in Gwyther Street.

(e) **49 Gwyther Street – Clearance**

Councillor R. Watts stated that Pembrokeshire County Council had undertaken some clearance of the above property.

(f) **Clarence Street – Street Cleansing**

Councillor Mrs. V.M.J. Roach enquire as to whether there had been any problems with road cleansing in the above location.

RESOLVED –

That Pembrokeshire County Council be requested to investigate the above complaint.

(g) **Queen Street – Floral Baskets**

Councillor Mrs. V.M.J. Roach stated that five floral baskets had still not been removed in Queen Street and it was

RESOLVED –

That the Caretaker be instructed to remove the remaining five baskets in the above location.

(h) **East Llanion Shoreline – Household Goods**

Councillor P.G. Gwyther referred to the fact that household domestic appliances are being deposited in the above location which is having a detrimental affect on the location.

RESOLVED –

That Pembrokeshire County Council be requested to undertake clearance of the applicances in the above location.

(i) **Treowen Road/Alma Inn – Footpath**

Reference was made to the appalling condition of the above footpath.

RESOLVED –

That Pembrokeshire County Council be requested to include the above footpath on the cleaning rota.

The Meeting terminated 8.50 p.m.

P. M. Jones

Mayor.

