

At a Meeting of Pembroke Dock Town Council held at the Town Council Offices, 28 Dimond Street Pembroke Dock on Thursday 18th October 2018

PRESENT: Councillors G Goff, G Manning, J Beynon, D Burrell, M Colgan, J George, P George, P Gwyther, B Hall, T Judkins, M Murton, S O'Connor, J Phillips, T Wilcox

IN ATTENDANCE:

Amanda Dillaway – Interim Town Clerk
Amanda Hart – Interim Deputy Town Clerk

82 PRESENTATION BY LEE HINDS – TIME BANKING INITIATIVE

Lee Hinds gave an informative presentation on the Pembrokeshire Time Banking Network. (Please see Appendix 1)

83 APOLOGIES FOR ABSENCE

Councillors: G Anderson, P Kraus

84 DECLARATIONS OF INTEREST

Personal and Prejudicial Interest declared re: (Item 90) Friends of Memorial Park Request for Town Council Support – Councillors: J Beynon D Burrell, P George and J Phillips

85 QUESTION AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC

Argyle Street Surgery

Concerns were raised in respect of the appointment system and lack of Doctors and it was felt that these matters needed to be addressed.

Council members commented on their different experiences in connection with the Surgery and it was also said that the practice was having difficulty recruiting Doctors. The Council's representative on the PPG (Patients Participation Group) advised that they are only an advisory group however, they have spoken to Argyle Street about the continuing problem and they are looking into changing the appointment system on line.

86 MINUTES OF MEETING THURSDAY 13TH SEPTEMBER 2018

- It was

PROPOSED by Councillor Murton

SECONDED by Councillor Burrell

RESOLVED - That the Minutes of Thursday 13th September 2018 are adopted as a true record.

87 MATTERS ARISING FROM THE MINUTES OF THURSDAY 13TH SEPTEMBER 2018

No. 67 Page 35 No.51 (Item 16)(pg 22)Matters Arising from Minutes 14th June 2018, Provision of CCTV Page 28 Provision of CCTV (Minutes 12th July 2018)

The Town Clerk advised Members that she contacted PCC with a revised date to meet however they could not attend then and therefore is waiting to hear back from them as to when they can meet.

Page 37 No. 68 (item 25) Fencing for Children’s Play Area, Memorial Park

The Town Clerk commented that she had checked financial regulations to ascertain whether the replacing of the fence could go ahead due to the amount of money required and had contacted PCC who had gathered 3 quotes and that actually £2744 + VAT was the cheapest quote. The Town Clerk then asked if all Members were still happy for the work to go ahead.
All agreed.

Page 39 No.68 (Item 39) Clean Streets Project Idea

It was asked if the Town Council had received a response from the Town Team in respect of this item. The secretary of the Town Team advised Members that they had not met in October and therefore would discuss this at their next meeting.

Page 42 No.69 (Item 40) Enforcement Officers

A discussion took place with regards to the officers encroaching on private land and fining members of the public for dropping litter. It had been confirmed that unless the owners of the land denied them access the enforcement officers were able to do this.

88 TO RECEIVE AND CONSIDER THE REPORT OF THE TOWN CLERK

ITEM NUMBER AND SUBJECT

43. Consultation - Unadopted Roads in Wales

The Deputy Town Clerk had recently sent out to councillors an email inviting Pembroke Dock Town Council to take part in a consultation that had been commissioned by the Cabinet Secretary for Economy and Transport at Welsh Government who has given a commitment to work with the Welsh Local Government Association to review unadopted roads in Wales. Such issues include the lack of maintenance, access difficulties for essential services and legal difficulties between householders and developers. The consultation takes the form of three short surveys and we might not be able to fill in all the questions as they might not be relevant. You don’t need technical knowledge, but just local knowledge of your own ward. The Town Clerk asked that Members to take the time to complete either as individuals or get together by ward

44. Remembrance Sunday Marshalls

It is the responsibility of this council to provide additional Marshalls to assist the police with road closures and management of traffic at respective junctions along the route of the parade. We need an additional three volunteers please.

Three Council members volunteered to help with this.

45. Work by Network Rail in Merlins Bridge Area

Pembroke Dock Town Council had been advised by Network Rail of the planned works to replace two bridges at Pembroke Road and Milford Road in early 2019. These works will mean that two main roads into Haverfordwest would be closed over the following weekends:

Pembroke Road (which crosses Pembroke Road) – Friday 18 January 2019 8pm to Monday 21 January 2019 6am.

Milford Road (crosses the A4076 on Dredgeman Hill) – Friday 15 February 2019 8pm to Monday 18 February 2019 6am.

46. Letter of Thanks – Pembroke Dock Harlequins

At the last meeting it was stated that a letter had not been received, however, it was delivered by Mr D Lloyd shortly after the carnival and put directly into the Mayor’s file so was an oversight not to bring to council in September. In the letter Mr Lloyd stated that the carnival success was largely due

to the donation from this Town Council enabling their committee to offer substantial prizes to the floats.

47. Letter of Thanks – Pembroke Boro AFC

The Town Clerk had received a letter of thanks from Pembroke Boro following the recent donation of £500. The club had pointed out that they could not raise the remaining monies to purchase the posts they wanted so had decided to put the money PDTC sent them towards a much needed line marker to enable them to mark the pitch, some new nets and with the remaining money they repainted the floors of the changing rooms. They stated that they hoped the Council did not mind them using the funds differently to how they applied.

**89 TO RECEIVE AND CONSIDER THE SUPPLEMENTARY REPORT OF THE TOWN CLERK
ITEM NUMBER AND SUBJECT**

None

90 FRIENDS OF THE MEMORIAL PARK REQUEST FOR TOWN COUNCIL SUPPORT (Cllr J BEYNON)

The Friends of the Memorial Park Members left the room for this discussion to take place.

After a short discussion it was decided by Members to forward all the information onto the Finance Committee in order for them to deal with Councillor Beynon's request for Town Council support.

It was

PROPOSED by Councillor O'Connor

SECONDED by Councillor Hall

RESOLVED - That Pembroke Dock Town Council agree to send all the information to the Finance Committee in respect of the Friends of the Memorial Park Request for Town Council Support.

A vote was taken and all Members agreed.

91 REPORT OF THE COUNTY COUNCIL LINK OFFICERS

None

92 ANY OTHER ITEMS WHICH THE MAYOR DECIDES ARE URGENT

The Mayor commented that Samba Doc would be leaving Tesco Stores Pembroke Dock on 19th October 2018 at 2.30pm for their tour of Wales and returning on 21st October 2018 at 5pm.

**93 TO RECEIVE A REPORT FROM TOWN COUNCIL REPRESENTATIVES SERVING ON OUTSIDE BODIES
Dr Jones Charity**

Cllr P George commented that they had received 55 applications and 53 had been successful.

Pembroke Power Station

Cllr Colgan commented that Pembroke Power Station was the most efficient Power Station in Europe. Two shutdowns would be happening very shortly and they would be looking to employ local people for these.

ACCOUNTS FOR PAYMENT

Date	Description	Amount	Payment Method
10.08.18	Princes Gate – Office Water	£ 20.52	
31.08.18	Cariad (Princes Gate) WEE Charge	£ 21.65	
31.08.18	Cariad (Princes Gate) Sanitisation Service	£ 18.31	
07.09.18	Post Office – Meeting Papers Postage	£ 14.00	DEBIT CARD
13.09.18	Clarity Copiers – Office Printing	£ 25.72	
13.09.18	PCC- Flowers for Pembroke Dock	£2660.10	
20.09.18	Tesco – Office Sundries	£ 3.58	
20.09.18	Wilko – Office Sundries	£ 1.00	
21.09.18	Marc Jones (Window Cleaner)	£ 20.00	
21.09.18	D.L. Mckay (PDTC Photos)	£ 320.00	
23.09.18	Bank Charges (AUG)	£ 5.50	
27.09.18	The Range (Coloured Card for Poppies)	£ 30.00	
27.09.18	Wilko (Green Mesh for Poppies)	£ 14.00	
27.09.18	British Gas (Electricity Bill)	£ 201.07	
01.10.18	SLCC (Membership Fees) A Dillaway	£ 147.00	
02.10.18	R T Ebrey (Office Rent)	£ 300.00	
03.10.18	1&1 Internet Ltd (Website)	£ 11.99	
03.10.18	1&1 Internet Ltd (Webmail)	£ 9.94	
04.10.18	British Gas (Gas Bill)	£ 80.57	
05.10.18	Google Ireland Ltd (App Usage)	£ 6.60	
08.10.18	S J Scourfied (Consultancy Service)	£ 45.00	
08.10.18	PCC – Council Tax	£ 305.00	
10.10.18	Wilko – Office Sundries	£ 15.00	
10.10.18	OVW – Paul Egan (Travel Expenses) for 26.09.18	£ 99.10	
10.10.18	OVW – Paul Egan (HR Services/Travel Expenses)	£2588.20	
10.10.18	BT (Office Telephone/Broadband)	£ 151.58	

PAYMENTS PREVIOUSLY AGREED e.g., Grants, Sec 137 payments, allowances

Date	Description	Amount	Payment Method
07.09.18	Sean Pratt – Watering w/e 26.08.18	£157.50	
07.09.18	Sean Pratt – Watering w/e 02.09.18	£157.50	

13.09.18	R Ebrey – Office Rent (Sept)	£300.00	
17.09.18	Sean Pratt – Watering w/e 09.09.18	£157.50	
21.09.18	Sean Pratt – Watering w/e 16.09.18	£157.50	
01.10.18	Sean Pratt – Watering w/e 23.09.18	£157.50	
05.10.18	Sean Pratt – Watering w/e 30.09.18	£157.50	

ACCOUNT RECEIPTS

Date	Description	Amount	Payment Method
03.10.18	Mayor’s Civic Service (Share of Collection)	£69.55	

SALARIES AND WAGES

06.09.2018 – 05.10.2018	Salaries	£2953.97
06.09.2018 – 05.10.2018	Tax & NI	£ 958.85
06.09.2018 – 05.10.2018	Pensions	£ 727.73

ACCOUNT BALANCES

12.10.2018	HSBC Business Account	£ 28,870.37
12.10.2018	HSBC Premium Account	£127,523.55

There was a query regarding the One Voice Wales Invoice for £2588.20. The Town Clerk advised Members that she would investigate the matter

It was

PROPOSED by Councillor M Murton
SECONDED by Councillor S O’Connor
RESOLVED - That Pembroke Dock Town Council approve payment of the above Payments, Receipts, Salaries and Wages.

95 AGENDA/REPORT ITEMS FOR THE NEXT MEETING

Freedom of the Town 2019

Update on Scrapyard at Waterloo and Sunderland Trust matters

96 COMMUNITY ISSUES

Concerns about the increasing amount of repairs still needed on the road at Commercial Row.

St Johns Church are opening from 10am -12pm 5th November – 9th November 2018 for Members of the Public to visit the lady chapel where there are names engraved of members of the Shropshire Regiment who were killed in WW1.

97 MAYOR’S REPORT

The Mayor confirmed he had attended the following events:

- Pembroke Dock Cricket Club Awards Ceremony
- Pembroke Freedom of the Town
- Pembroke Fair Opening

The Deputy Mayor confirmed it had been a busy month and he had attended the following events:

- Haverfordwest Portfield Fair
- St Johns Community Hall - Re: Donation for Defibrillator
- Macmillan Coffee Morning
- Gild of Freeman Haverfordwest
- Book Signing at Maritime Museum
- Heritage Centre Car Rally

98 PRIVATE AND CONFIDENTIAL

It was

**PROPOSED by Councillor Colgan
SECONDED by Councillor Beynon
RESOLVED – That the press and public be excluded from the meeting under the Public Bodies (Admission to Meetings) Act 1960 due to legal privilege and disclosure of personal details.**

TO RECEIVE AND CONSIDER THE PRIVATE AND CONFIDENTIAL MINUTES OF THE 13TH SEPTEMBER 2018

It was

**PROPOSED by Councillor Hall
SECONDED by Councillor Murton
RESOLVED - That the Private and Confidential Minutes of Thursday 13th September 2018 are adopted as a true record.**

TO CONSIDER RECOMMENDATIONS BROUGHT FROM THE PERSONNEL COMMITTEE

A number of recommendations from the recent meeting of the Personnel Committee were brought to full council.

It was

**PROPOSED by Councillor S O'Connor
SECONDED by Councillor D Burrell
RESOLVED – That Items 1 and 3 are accepted, Item 2 is deferred to a later date and Item 4 is rejected.**

The Mayor stated that a Christmas Bonus should be paid to the Officers. All were in agreement with his proposals.

It was

**PROPOSED by Councillor G Goff
SECONDED by Councillor S O'Connor
RESOLVED – That the Officers receive a Christmas Bonus with their December Salary.**