

At a Meeting of Pembroke Dock Town Council held at the Pater Hall, Pembroke Dock on Thursday 8th June 2017

PRESENT: Councillors: J McNaughton, G Goff, J Beynon, D Burrell, M Colgan, J George, P George, P Gwyther, B Hall, P Kraus, G Manning, M Murton, J Phillips, T Wilcox.

IN ATTENDANCE:

Sarah Scourfield – Town Clerk
Amanda Dillaway – Deputy Town Clerk
Amanda Hart – Administrative Support Officer

9. APOLOGIES FOR ABSENCE

Councillors: G Anderson, S O'Connor

10. DECLARATIONS OF INTEREST

None

11. QUESTION AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC

None

12. MINUTES OF 6th April and 12th May 2017

Item 151 (109) Winston Churchill Memorial Trust

Councillor Gwyther commented that the organisation was based in London and that he had suggested that only George Parfitt gave a presentation, not the group as stated in the Minutes.

It was

PROPOSED by Councillor M Murton
SECONDED by Councillor Maureen Colgan
RESOLVED - That the Minutes of 6th April 2017 are adopted as a true record with the above correction.

It was

PROPOSED by Councillor G Manning
SECONDED by Councillor Peter Kraus
RESOLVED - That the Minutes of 12th May 2017 are adopted as a true record.

13. MATTERS ARISING FROM THE MINUTES OF 6th April 2017

Item 157 Community Issues

Councillor Kraus asked if there was any update on the telephone box at Hobbs Point. The Town Clerk advised that she was dealing with it. Councillor Hall commented that there was no actual phone in the box and as it was a listed building it could not be removed.

14. NOTICE OF MOTION FROM COUNCILLOR P GWYTHYR REGARDING DIAMOND CELEBRATION FOR PATER HALL.

Councillor P Gwyther presented the following Notice of Motion to Council which was seconded by Councillor M Colgan:

"This coming December 11th is the sixtieth anniversary of the re-opening of the Pater Hall

after it was bombed during World War Two. It has always been a focal point for the Town, and as the owners of the Hall I propose we should commemorate the many societies and clubs that have helped to make it a special place. I welcome other ideas but as a starting point for discussion I would suggest two possibilities:-

*A) Diamond Jubilee Concert with turns from the 5 singing and dancing groups which currently use the Hall (3 youth dance groups, one adult dance group and one adult/Junior singing and performance group .
and B) Photo and memorabilia exhibition - to run for a period but with opening night with other Civic Heads invited.*

This period is always very busy and some dates are already booked so early liaison with the Pater Hall Trust over a date is essential."

Councillor D Burrell asked Councillor Gwyther who he was proposing to organise the event, would it be Town Council or Pater Hall Trust and Councillor Gwyther stated it would be a Town Council event.

Councillor J Beynon asked Councillor Gwyther if he would be asking the Pater Hall Trust for ideas.

Councillor P Gwyther commented that he was asking Pembroke Dock Town Council if they wanted this celebration

Councillor P George commented that if everybody agrees that this event should take place then the Pater Hall Trust and Pembroke Dock Town Council could work together on this.

Councillor D Burrell asked what would be the subject of the exhibition. Councillor P Gwyther replied that the exhibition should be specifically on the Pater Hall but other pictures could be included and also suggested an article be put in the paper asking Members of the Public if they have any memorabilia that could be used in the exhibition. It was further questioned if the exhibition could be widened to include other important buildings that were bombed.

The Town Clerk stated that Councillors would have to volunteer their services as the staff should not be expected to arrange the whole event themselves.

It was felt that because December was a busy month it might be better for the event to be deferred until January 2018 although no decision was made on the exact date.

The exhibition would be in place for a period of time with the opening night reserved for invited civic heads to attend.

15. TO RECEIVE AND CONSIDER THE REPORT OF THE TOWN CLERK

1 Town Council Offices

The Town Clerk had undertaken a review of available properties within the Town Centre as requested by Town Council at a previous meeting, she had included within Members' Papers a copy of the costs for each property with relevant costings and information on each property. The Town Clerk asked for Members comments?

Councillor P Gwyther raised a point of order which was seconded by Councillor Maureen Colgan that this item is referred back to the Finance Committee and he further stated that the previous proposal was not constitutional when debated at the February meeting of the Council.

Councillor J McNaughton stated that the meeting was quorate that evening and for a number of reasons including lack of space available for the office, the feasibility versus financial viability for the Trust to give up the Warrior Room the decision made by the Members attending that meeting should stand.

After a discussion between Members it was decided that the finance committee was not the best committee to discuss this issue at present, it was agreed that as there had been a request from the Pater Hall Community Trust to hold a meeting with the Town Council that a meeting between should be held between the two organisations on Thursday 22nd June 2017 at 6.35pm to discuss how to move forward.

Councillor B Hall stated that as Pembroke Dock Town Council paid The Pater Hall Trust £150.00 per month for storage rental, he had spoken to Pembrokeshire County Council Archives Department about storing the Town Council's documents. Councillor Hall also suggested storing any other items in the pump house therefore saving the Council the storage rental charge.

2 Town Council Minutes

The Town Clerk stated that at the last two meetings of the Town Council the accuracy of the minutes had been called into question. She confirmed that from the notes taken by all Council staff the minutes are correct with all comments made noted. In order to protect staff and ensure that this issue does not continue the Town Clerk proposed that this Town Council agrees for all business meetings to be recorded with recording equipment being purchased in order to carry this task out.

The recording of meetings would only be carried out by equipment purchased by the Town Council and would only be used by Town Council staff for the purpose of accuracy when producing and confirming the minutes, with the recordings being deleted once the minutes had been ratified.

The Town Clerk had reviewed the equipment required and in order for the recording to be of a decent quality would require 4 microphones with the recorder at a cost of £477.00.

The Town Clerk asked for Members' comments.

Members discussed the proposal and all agreed that the equipment should be purchased. Councillor Burrell asked if the equipment would be compatible with video recordings to which the Town Clerk replied that she would make enquires.

Councillor Pam George suggested that Meetings were becoming too informal and that a more formal approach should be displayed. Councillor George therefore suggested if Members would like to speak about or comment on a topic at a Council Meeting that they should stand up to present themselves in a proper manner.

It was

**PROPOSED by Councillor T Wilcox
SECONDED by Councillor M Murton**

RESOLVED – That Pembroke Dock Town Council purchase recording equipment in the sum of £477.00 to be used at Town Council Meetings.

3 Civic Dinner

The Town Clerk advised that after speaking to the Mayor she has confirmed she would like the Civic Dinner to take place on Friday 21st July 2017 the Mayor would also like for the Civic Dinner to take place at the Cleddau Bridge Hotel.

The Town Clerk had completed a comparison of costings between holding the event at the Cleddau Bridge Hotel and Pater Hall and asked for Members' comments.

	Pater Hall	Cleddau Bridge Hotel
Catering for 84 people	£2,011.80	£2,100.00
Wine for 9 x tables	£ 69.12	£251.10
Table Linen & Chair covers	£299.00	-
Room Hire	£391.50	-
Total	£2771.42	£2351.11

Councillor Burrell asked what was to be achieved by having a Civic Dinner. Councillor P George explained that it is an event that is held to celebrate the Mayor coming into office.

A vote was taken and 8 Members voted for the Cleddau Bridge Hotel, 4 Members voted against and 2 abstained.

The Town Clerk also stated that the Guest List for the Civic Dinner had to be agreed and therefore had attached a proposed Guest List to Members' papers.

After a discussion between Members' some amendments were made to the Civic Dinner Guest List.

4 Internal & External Audit

The internal audit had been completed with Mr Bernie Scourfield with some recommendations. It was recommended that:

- Financial regulations are reviewed to update clause 10.1 to remove the item about keeping order books.
- Separate budget heads are formed for contracts i.e. fast net and watering for hanging baskets. These should not be allocated under salaries and wages.
- During discussions it was also discussed that budget head 1402 – Rent to Community Trust is changed to Office Rent in order for the budget to be more transparent.

The Town Clerk had attached a copy of the revised financial regulations for Members' agreement, she also proposed that the following budget virements were made to allow for the recommendations to be actioned

<i>Remove budget head</i>	<i>1203 – Wages</i>	<i>£20,000</i>
<i>New budget head formed</i>	<i>1511 – Street Cleaning</i>	<i>£17,300</i>
<i>Existing budget head</i>	<i>1507 – Hanging Baskets</i>	<i>£ 2,700</i>

It was

PROPOSED by Councillor J McNaughton
SECONDED by Councillor M Murton
RESOLVED - That Pembroke Dock Town Council agree to the change of the budget Virements proposed by the Town Clerk.

A copy of the external audit return had been included in Members' papers. The Town Clerk asked for Members' agreement for the return to be signed and sent. A vote was taken and all Members agreed to this.

It was

PROPOSED by Councillor J McNaughton
SECONDED by Councillor G Goff
RESOLVED - That Pembroke Dock Town Council agree to

the External Audit Return being signed and sent to the Audit Office.

5 Memorial Park Maintenance

Councillor Gwyther had raised some concerns over the condition of a number of areas in the Memorial Park. The bike track requires maintenance to some of the bumps due to scooters using the track. The Town Clerk had contacted the company who installed the track to request a quotation for maintenance work to be completed but they are yet to respond, therefore she had contacted a number of other companies for quotes which she will bring back to the next meeting.

The Town Clerk was asked by Members to enquire how much it would cost to tarmac the area.

There were also concerns raised over the central flower bed as it required more work than initially thought. The Town Clerk asked for Member's agreement to task John Scott to carry out the extra work as required?

Councillors discussed this matter and proposed that before any decision was made to contract out the additional extra work needed to control the central flower bed that more quotes were required.

It was

**PROPOSED by Councillor J Phillips
SECONDED by Councillor D Burrell
RESOLVED - That Pembroke Dock Town Council obtain more quotes to carry out the extra work needed to control the central flower bed at the Memorial Park and tarmac the bike track.**

6 Pembroke Dock Train Station

Councillor Gwyther had asked for the current condition of the train station to be raised at this meeting as the platform and roof of the station is in need of some attention. The Town Clerk had contacted Arriva Trains regarding the state of the station and is awaiting a reply from them.

It was commented that Arriva Trains are saying that they are not responsible for the platform or roof the responsibility lies with Network Rail.

Councillor Gwyther also raised his concerns with regards to the pigeon poo on the platform as this is a Health & Safety Problem/Issue.

Councillor Phillips raised concern with regards to the area around the empty building that was, The Station Inn, as she commented that it was in a disgusting state.

Councillor B Hall commented that the illegal signs at Pembroke Dock Station needed to be removed.

The area around the Health Centre in Water Street was also mentioned as Members commented that it was in a dreadful state. The Town Clerk advised Members that that area was owned by the Health Board.

7 Fast-net Contract

The Town Clerk had received confirmation that there would be an increase on the Fast-net contract for street cleaning which takes into consideration the National Living Wage. This meant there would be a 4% increase on the weekly costs which will put an increase on the invoices to £308.70 instead of £293.78.

The Town Clerk asked for Members' comments as to if they would like to review the service or if they are happy to continue with the 4% increase.

Councillor Wilcox proposed that Members look at the rota that the Street Cleaner follows and Councillor Burrell suggested that spot checks were carried out on the Street Cleaner and therefore proposed that the service was reviewed before any decision was made.

It was

PROPOSED by Councillor D Burrell

SECONDED by Councillor J Beynon

RESOLVED – That Pembroke Dock Town Council personnel committee review the service that Fastnet provide.

8 Winston Churchill Memorial Trust

Correspondence had been received from Mr George Parfitt of the above organisation, regarding the invite from Council to attend a Town Council meeting to present further information about the Winston Churchill Memorial Trust. Mr Parfitt thanked Council for the invite but stated that he had gained all relevant funding needed and kindly declined the invite.

9 Valero Pembroke Refinery CHP Unit

Valero refinery is holding a number of public sessions throughout May to answer questions and present information regarding the CHP (Combined Heat and Power Cogeneration Unit) Project.

The Council had also been notified that there would be a pre-planning application consultation as it is a development of National significance the documentation had been published on the following website if Members wished to view the information:

www.pembroke-refinery-cogen.co.uk

The Town Clerk asked Members to confirm if they would like a Town Council response to be sent and, if so, could she have volunteers to read through the information and provide comments.

Councillor P George commented about the great work that the Valero volunteers do in the Community, and that their chosen charity for 2017 -2018 is Mind (Pembrokeshire).

Councillor M Colgan proposed that the Town Clerk sent a letter of support to Valero this was seconded by Councillor D Burrell.

10 West Wales Maritime Heritage - Pembroke River Rally – 19th August 2017

Mr David James of West Wales Maritime Heritage had contacted the offices to inform that the Pembroke River Rally would be taking place on 19th August. The flotilla will be leaving Hobbs Point at 1.30pm with both Pembroke & Pembroke Dock Mayors. As in previous years Mr James had requested funding for the event to meet costs for the permissions required for the event to take place. The funding request is for the amount of £50. The Town Clerk asked for Member's agreement for the amount to be paid to Mr James of West Wales Maritime Heritage.

It was

PROPOSED by Councillor M Colgan

SECONDED by Councillor Jane Phillips

RESOLVED - That Pembroke Dock Town Council agree to pay £50.00 towards the permissions required for the Pembroke River Rally to Mr David James of the West Wales Maritime Heritage.

11 Grant Funding Thanks

A letter had been received from Pembroke Dock Pensioners Friendship Club and Pembrokeshire Special Needs Gymnastics Club thanking the Town Council for the grant funding for 2017/2018.

12 Ginkgo Tree – 2 The Terrace, Royal Dockyard

Mr David James had been in contact to highlight that within the grounds of 2 The Terrace, Royal Dockyard there is a Ginkgo Tree which was gifted from Marshal Admiral Hehachiro Togo of Japan. It has been requested that cuttings from the tree are sent over to Japan in order for it to be planted in a place of honour in Tokyo as it is part of their heritage from before WW2. Mr James had gained permissions from Mr Tony Mason's (property owner) son and they are now looking for a suitable horticulturalist to do the work. From this Mr James is concerned about the future of the tree and commented that he feels that the tree requires some protection and asked if the Council could look to action a tree preservation order on the tree.

The Town Clerk asked for Members' comments.

Councillors P George and T Wilcox proposed that Pembroke Dock Town Council investigate Mr James's concerns further.

It was

PROPOSED by Councillor P George

SECONDED by Councillor T Wilcox

RESOLVED - That the Town Clerk investigate ways in which the tree could be protected.

Councillor D Burrell asked if the Town Clerk could contact Milford Haven Port Authority about their tree situated on The Commodore Hotel site, and also suggested that cuttings were taken from the tree at 2 The Terrace. Councillor B Hall suggested that the National Botanic Gardens of Wales was contacted with regards to caring for and bringing on the tree cuttings as they have the knowledge and facilities to ensure cuttings grow.

13 Sage Payroll Services

The Council had been contacted by Sage who supplies their payroll systems with a proposal of a 3 year contract for the use and support with the systems. The 3 year cost is £360 which over a 3 year period ensures there is no increase in our yearly costs. In order to pay this the Council would need to transfer funds from another budget head to allow for the spend.

The Town Clerk advised Members that she needed their agreement for £500 to be transferred from budget head 1114 Training to 1115 membership fees for this budget year.

It was

PROPOSED by Councillor M Colgan

SECONDED by Councillor J McNaughton

RESOLVED - That Pembroke Dock Town Council agree to £500 to be transferred from Budget Head 1114 Training – 1115 Membership Fees to pay for 3yr contract with Sage Payroll Services.

14 One Voice Wales Training Sessions

Notification had been received from One Voice Wales regarding training which they are currently offering to all Town and Community Councils; there are a number of sessions coming up which cover New Councillor Induction, Code of Conduct, The Council Meeting, The Council as an Employer and Local Government Finance. Each session will cost £60.00 per person. The Town Clerk asked if any members were interested in this training and, if so, would Council agree to pay costs for the

training?

A few Members said that they would be interested in attending the training sessions and it was agreed that the Town Council would pay for the training costs by a majority vote.

It was

PROPOSED by Councillor J. Beynon
SECONDED by Councillor J McNaughton
RESOLVED - That Pembroke Dock Town Council pay the fees for Members who wish to attend the training sessions offered from One Voice Wales.

15 SLCC Membership

The Town Clerk had received notification that the SLCC membership was due at a cost of £187.00, and commented that this service had been invaluable to the offices of the Town Council as it provided up to date information and training opportunities, this service now also included a trade union service for staff members.

The Town Clerk asked for Member's agreement to renew the service.

It was

PROPOSED by Councillor P Gwyther
SECONDED by Councillor M Murton
RESOLVED - That Pembroke Dock Town Council agree to renew the SLCC Membership at a cost of £187.00.

Councillor J Beynon left the meeting at 8.35 pm

16 Pembrokeshire Coast National Park Local Development Plan

The Pembrokeshire Coast National Park Authority have prepared pre-deposit proposal documents for the Local Development Plan which will replace the current plan and be the basis for decisions on land use planning for the Pembrokeshire Coast National Park. The proposals are available at www.pembrokeshirecoast.org.uk and also available for inspection at the offices of the National Park Authority at Llanion. The Town Clerk stated that if members would like to respond could they please let her know.

17 Schutzenfest - 5th July – 9th July 2017

The Town Clerk advised Members that the above event would be taking place in Bergen on 5th July to 9th July; the invite to attend is for 5 Councillors from Pembroke and 5 from Pembroke Dock. Currently Councillors Pam George and Maureen Colgan are attending from Pembroke Dock. The Town Clerk asked if any other Councillors wished to attend. No other Councillors wished to attend the event.

18 Town Council Flags

As part of a Town Team project Cllr Colgan had asked for the town council flags to be erected on the Pater Hall for different events, unfortunately a number of years ago the Town Council flags went missing after being borrowed by another organisation and a number of cheaper flags were bought in the meanwhile. The flags purchased are not of a high enough quality to be flown above the Pater Hall for a period of time so new higher quality flags will be required. 2 quotes had been gained from House of Flags they are the following:

Union Jack, Welsh Flag 1.5sqm and Pembrokeshire Flag - £259.20

Union Jack, Welsh Flag 1.6sqm and Pembrokeshire Flag- £379.20

The Town Clerk asked if Members could confirm if they wished to purchase new flags.

Councillor B Hall suggested contacting Mr Howells at PCC to enquire where they purchase their flags. Councillor M Murton commented that Pembroke Dock Town Council should not lend the flags out in the future.

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

19 Planning Applications

The Town Clerk advised Members that there were 2 applications for consideration.

16/1057/PA - 138 Bush Street, Pembroke Dock – Install a new driveway to create off road parking. Members discussed this application and all agreed that it should be supported

It was

**PROPOSED by Councillor G Manning
SECONDED by Councillor M Colgan
RESOLVED - That Pembroke Dock Town Council support
planning application 16/1057/PA.**

16/1288/PA- Grainger Tubolt Ltd, Stockwell Road – Discharge of condition 4 (Photographic Survey) Members discussed this application and all agreed that it should be supported.

It was

**PROPOSED by Councillor G Manning
SECONDED by Councillor P Gwyther
RESOLVED - That Pembroke Dock Town Council support
planning application 16/1288/PA.**

A discussion was held as to whether Full Council should be involved in approving Planning Applications and Councillor Gwyther asked if SLCC could be contacted in order to clarify if Planning Minutes needed to be brought before Full Council for their opinion.
Councillor D Burrell left the Meeting at 8.40pm.

20 Soap Box Derby

The Town Clerk had been informed by the Town Team that they are planning to hold a Soap Box Derby in the Memorial Park on 23rd September 2017, relevant permissions have been gained from the County Council.

17. ANY OTHER ITEMS WHICH THE MAYOR DECIDES ARE URGENT

None

**18. TO RECEIVE A REPORT FROM TOWN COUNCIL REPRESENTATIVES SERVING ON OUTSIDE BODIES
Police Forum Meeting**

Councillor Murton had attended the above meeting and advised Members that Dyfed Powys Police had been dealing with Free Riders in the area. Shoplifting is becoming a problem and that YRDs had been issued to 10-16yr olds by Sgt Lamb. If the youths commit a 2nd offence they must apologise to their victims.

Police have been advised not to enter The Commodore Hotel in the Dockyard. If they find that children are inside the building they must speak to them from the outside. The Fire Brigade have now become involved with the safety of the building and have contacted the owner about this issue.

19. FINANCIAL REPORT
ACCOUNTS FOR PAYMENT

30.03.2017	Postage (Meeting Papers)	£ 11.40	Debit Card
04.04.2017	Post Office – Postage Stamps	£ 29.68	Debit Card
05.04.2017	British Legion Poppy Wreath/ Freshwater West Landing Service	£ 20.00	CHQ 100322
06.04.2017	SWALEC – Pump House	£ 22.43	
06.04.2017	Pater Hall Trust – Reimbursement of Costs re:New Council Offices	£1196.00	
06.04.2017	Sage Uk Ltd – Payroll Membership	£ 432.00	
06.04.2017	PCC – Rates Re: Office 1 Llanion Cove	£2445.10	
07.04.2017	Google Ltd – App Usage	£ 6.60	
11.04.2017	BT- Broadband Services	£ 102.00	
13.04.2017	Post Office Box for Mayoral Hats	£ 2.75	
18.04.2017	SWALEC – Street Lighting Albion Square	£ 29.76	
18.04.2017	Post Office – Postage to send Mayoral Hats for repair	£ 11.00	Debit Card
23.04.17	Bank Charges - March	£ 6.30	
24.04.17	Asda – Office Sundries (Tea Coffee etc.)	£ 7.62	Debit Card
03.05.17	BT Redcare/ CCTV Annual Subscription	£1978.56	
03.05.2017	B W Scourfield (Internal Audit)	£ 60.00	
03.05.2017	BT – Office Phone Bill	£ 114.54	
04.05.2017	B&M –Pressure Spray (Memorial Park), Office Sundries	£ 11.17	Debit Card
04.05.2017	1&1 Internet Ltd, Annual Domain Subscription	£ 11.99	
04.05.2017	Adept Dry Cleaners – Mayoral Robes	£ 16.40	Debit Card
04.05.2017	Wilko – Weedkiller Memorial Park Flower Bed	£ 10.00	Debit Card
08.05.2017	Google Ltd – App Usage	£ 6.60	
10.05.2017	Fastnet – Street Cleaning w/e 12.02.17	£ 293.58	
10.05.2017	Fastnet – Street Cleaning w/e 26.03.17	£ 293.58	
10.05.2017	Fastnet – Street Cleaning w/e 02.04.17	£ 293.58	
10.05.2017	Fastnet – Street Cleaning w/e 09.04.17	£ 308.70	
10.05.2017	Fastnet – Street Cleaning w/e 16.04.17	£ 308.70	
10.05.2017	Fastnet – Street Cleaning w/e 23.04.17	£ 308.70	
10.05.2017	Fastnet – Street Cleaning w/e 30.04.17	£ 308.70	
11.05.2017	Printmeit.com (Fun In The Park Brochures)	£ 166.00	Debit Card
12.05.2017	1&1 Internet Ltd – Website Fee – April – July 2017	£ 71.96	
17.07.2017	Net World Sports (Tennis Posts/Nets) Memorial Park	£ 679.91	
18.05.2017	Fastnet – Street Cleaning w/e 07.05.17	£ 308.70	
18.05.2017	Fastnet – Street Cleaning w/e 14.05.17	£ 308.70	

22.05.2017	Pater Hall Trust – Room Hire Charge	£ 28.50	
23.05.2017	April Bank Charges	£ 8.98	
24.05.2017	Post Office/ Postage Stamps	£ 41.44	
01.06.2017	Fastnet – Street Cleaning w/e 21.05.17	£ 308.70	

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

Date	Description	Amount	Payment Method
03.04.2017	Pater Hall Trust (Storage Rental, Pater Hall)	£ 150.00	
03.04.2017	Llanion Cove (Office Rental)	£ 285.00	
03.04.2017	PD Festival Group (Winter Festival) - Grant	£ 4000.00	
03.04.2017	PD Festival Group (Summer Festival) - Grant	£ 5000.00	
04.04.2017	Friends of Memorial Park Group - Grant	£10000.00	
04.04.2017	PD Friendship Club – Grant	£ 250.00	CHQ 100320
04.04.2017	Pater Hall trust – Grant	£ 5000.00	CHQ 100321
05.04.2017	Pennar Village Green - Grant	£ 750.00	
05.04.2017	Sunderland Trust – Grant	£ 1500.00	CHQ 100319
06.04.2017	Pembroke Dock Guides - Grant	£ 1000.00	CHQ 100323
10.04.2017	Pembs Special Needs Gym Club – Grant	£ 200.00	CHQ 100324
13.04.2017	Tall Ships Trust – Grant	£ 1250.00	
02.05.2017	Pater Hall Trust (Storage Rental, Pater Hall)	£ 150.00	
02.05.2017	Llanion Cove Ltd (Office Rent)	£ 285.00	
16.05.2017	J McNaughton (Mayor's Allowance)	£ 4000.00	
01.06.2017	Llanion Cove. Ltd (Office Rent)	£ 285.00	
01.06.2017	Pater Hall Trust (Storage Rental, Pater Hall)	£ 150.00	

ACCOUNT RECEIPTS

Date	Description	Amount	Payment Method
24.04.2017	PCC – Precept Payment	£56350.00	

SALARIES AND WAGES

06.04.17 – 05.05.17	Salaries	£3313.33
06.04.17 – 05.05.17	Tax & NI	£ 761.17
06.04.17 – 05.05.17	Pensions	£ 704.53
06.05.17 – 05.06.17	Salaries	£3348.85`
06.05.17 – 05.06.17	Tax & NI	£ 793.09
06.05.17 – 05.06.17	Pensions	£ 713.48

ACCOUNT BALANCES

01.06.2017	HSBC Business Account	£52362.20
01.06.2017	HSBC Premium Account	£57440.20

It was

PROPOSED by Councillor M Murton

SECONDED by Councillor T Wilcox

RESOLVED - That Pembroke Dock Town Council approve payment of the above Payments, Receipts, Salaries and Wages.

20. AGENDA/REPORT ITEMS FOR THE NEXT MEETING

Councillor G Manning commented that the Town Council should be more proactive on deciding what happens in Pembroke Dock and suggested that Members bring ideas to the next Meeting.

21. COMMUNITY ISSUES

Councillor P Gwyther asked about the planning application that had been submitted by Parfitts Carpets. Councillor G Manning explained that the Planning Committee had sent a response requesting more information.

Councillor J Phillips raised a few issues; residents concerned that there are no dog bins along Bird Cage Walk; another bin needed on Bush Street; grass area at Telephone Exchange Waterloo a mess, and Hedgerow near Memorial Park Gates needs cutting.

Councillor P Kraus commented about the grass area around the Health Centre and South Pembrokeshire Hospital. The Town Clerk stated that she would contact them regarding this issue.

Councillor G Goff asked if there was any update on traffic lights being installed at Ferry Lane in respect of the new Aldi Store.

The Town Clerk commented that she would send a letter to the Highways, and also contact Mr Steve Benja at Pembrokeshire County Council about this matter.

22. MAYOR'S REPORT

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

- 13th May 2017 - Pembroke Town Council Mayor Making Ceremony.
- 14th May 2017 - Pembroke Town Council Civic Service
- 19th May 2017 - Tenby Town Council Mayor Making Ceremony.
- 29th May 2017 - Visit of HMS Pembroke
- 31st May 2017 – Haverfordwest Town Council Mayor Making Ceremony.

There being no further business the meeting was closed.