

At a Meeting of Pembroke Dock Town Council held at the Town Council Offices, 28 Dimond Street Pembroke Dock on Thursday 11<sup>th</sup> April 2019

**PRESENT:** Cllrs G Goff, G Manning, J Beynon, D Burrell, M Colgan, J George, P George, P Gwyther, B Hall, T Judkins, P Kraus, M Murton, J Phillips, T Wilcox

**IN ATTENDANCE:**

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

**188 APOLOGIES FOR ABSENCE**

Cllrs G Anderson, S O'Connor

**189 DECLARATIONS OF INTEREST**

Cllr J Beynon – Personal & Prejudicial Interest (Item 193) Beer Festival – Secretary of Town Team.  
Cllr D Burrell – Personal & Prejudicial Interest (Item 193) Beer Festival – Treasurer of Town Team

**190 QUESTION AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC**

**Street Food Warehouse – Y Gegin**

Michelle and Rhiannon from Street Food Warehouse – Y Gegin attended the meeting to give information about their new venture.

Y Gegin is a pop-up Food Hall style restaurant based at the old Market Hall, Pembroke Dock. This is a pilot scheme to run for the month of June and if it is successful they would like to continue this on a permanent basis in a suitable building in the area.

There will be four kitchens in operation. Rhiannon - Cŵlbox and Michelle – Paternoster Farm will be cooking on a weekly basis in two of the kitchens (using as much local produce as possible) and they will welcome different guest chefs to cook with them each week in the other two. Each chef will offer up a selection of their signature plates of food. They do intend to serve alcohol beer (locally made) and wine with a Temporary Events Notice incidental to a meal not as a public house.

They are not looking into taking away other establishments business but, to hopefully reach out to other Counties and even further afield to regenerate tourism into the Town.

Cllr Hall mentioned the concerns of other eateries in the area and parking issues. Cllr Burrell welcomed the new venture to Pembroke Dock as she is so pleased that somebody is investing in the Town and hoping to attract people from further afield into the Town to promote the amazing history and buildings.

Cllr J George commented that perhaps they could work with the Heritage Centre. Michelle replied that they were already in the talks with them.

### **Public Conveniences**

Mr John Lloyd commented that the cost of using the Public Conveniences near the Library in the Town had recently increased by 100%, however at the South Quay in Pembroke there was no charge, and therefore asked if this could be looked into.

Cllr Burrell asked if Pembroke Town Council could be contacted to enquire if they contribute towards the toilets at the South Quay.

Cllr Phillips commented that she had recently checked the condition of the inside of both the mens and ladies toilets at Asda car park and there were the following problems; a hand dryer not working, rusty pipes, awful smell, tiles off the walls, urinals in same poor condition as 2 years ago, marks on walls that were still there 2 days later and therefore, also concerned regarding the cleaning of the toilets.

The Town Clerk commented that a site visit with Danfo would be the best idea, in order to raise the concerns that had been highlighted. It was also suggested to obtain photographic evidence.

Mr Lloyd also commented about the condition of the road at the Eastern end of London Road as you enter the Town Centre coming off of the Waterloo Roundabout, considering that this road had only been repaired two years ago some significant potholes had reappeared and therefore indicates that the repairs that were made were insufficient.

Cllr Hall commented that work would commence quite soon on this area as due to a problem with a drainpipe subsidence had occurred.

Mr Lloyd advised members that regarding Item No. 108 (Mayoral Nomination) on the Town Clerk's Supplementary Report, that himself and other members of the public gallery agree that the top team/table are all doing a great job and would therefore support the proposal.

### **191 MINUTES OF MEETING OF THURSDAY 14<sup>TH</sup> MARCH 2019**

It was

**PROPOSED by Councillor M Colgan  
SECONDED by Councillor J Beynon  
RESOLVED – That the Minutes of Thursday 14<sup>th</sup> March  
2019 are adopted as a true record**

### **192 MATTERS ARISING FROM THE MINUTES OF THURSDAY 14<sup>TH</sup> MARCH 2019 Item 91(Pg 92) – Sunderland Trust Garrison Chapel Lease**

Cllr Burrell commented that she would like to propose that the members of the Town Council who had previously met with the Sunderland Trust meet with them again to establish how the Town Council could continue to support the Trust in the future.

### **Item 94 (Pg 93) – Vacancy on Standards Committee – Pembrokeshire County Council**

Cllr Beynon asked if there was any update on this item. The Town Clerk commented she had not received anything and would follow it up.

**TO RECEIVE AND CONSIDER THE REPORT OF THE TOWN CLERK****97. Proposed Standing Orders**

The Town Clerk had included within members' papers a copy of the proposed Standing Orders for this Council to adopt. She had previously sent the information out to members and requested that any comments or proposals for the document are sent to her in order for a proposed document to be formed.

The Town Clerk had therefore attached some proposed Standing Orders which had been formed from the Model Standing Orders for Wales and asked if she could please have members' agreement for this document to be adopted by this Council.

Cllr Beynon commented that he had read through the information he had received from the Town Clerk and would like to make the following changes.

1. Page 7 of document, after point 3(w), add two points 'X' and 'Y' with:

X = The mode of voting at meetings of the Council shall be by show of hands, but that on the requisition of any Member of the Council made before the vote is taken, the voting on any question shall be by roll call, and shall be recorded so as to show how each Member present and voting gave his vote and the name of any Member present and not voting shall also be recorded.

Y = Subject however to a majority vote of the Members of the Council present at the meeting calling for the vote to be taken by ballot, the vote shall be by signed ballot.

Cllr Beynon was advised this was already within the Standing Order Document.

2. Page 7 of document, in 4(b) add in that non-councillors cannot be part of a committee that deals with personnel matters.
3. Page 9 of document, under 5(F) and 5(G) add in that the Mayor and Deputy Mayor can be removed from their office if a vote by a majority of councillors is taken and also change 'he' to 'they'.
4. Page 10 of document, under 6(b), change seven days to three days and two councillors to 5 councillors.
5. Page 11 of document, under 6(d), change seven days to three days and two councillors to 3 councillors.
6. Page 9 of document, under 9(b), change 10 clear days to 7 clear days and add in that no more than 3 motions per councillor per meeting.

Cllr Gwyther commented that he thought that meetings should be able to exceed a period of 2 hours especially if there were important things to discuss however this was discussed between members and it was decided that the time limit would remain the same.

**98. Financial Regulations and Risk Assessment**

The Town Clerk had enclosed within members papers the Financial Regulations which had been recommended by the Finance Committee, changes to the document were shown in

- item 3.4 –Spends on any tasks of extreme urgency can be sanctioned by the Mayor or Deputy Mayor if over the sum of £500

- Item 6.1 – Payment of accounts can be made by use of internet banking and debit card.

The Town Clerk asked for members’ agreement to adopt these Financial Regulations for 2019/2020 term.

Cllr Burrell stated that she was quite happy with the above changes however she would like to propose an amendment to:

**Contracts**

**11 (d)** *Such invitation to tender shall state the general nature of the intended contract and the Clerk shall obtain the necessary technical assistance to prepare a specification in appropriate cases. The invitation shall in addition state that tenders must be addressed to the Clerk in the ordinary course of post. Each tendering firm shall be supplied with a specifically marked envelope in which the tender is to be sealed and remain sealed until the prescribed date for opening tenders for that contract.*

The change would be that Pembroke Dock Town Council also accept tenders sent by email. Cllr Burrell’s proposal was seconded by Cllr Beynon.

It was	<b>PROPOSED by Councillor D Burrell SECONDED by Councillor J Beynon RESOLVED – That Pembroke Dock Town Council agree to accept the amendment to Contract 11 (d) which is to allow tenders to be submitted by email.</b>
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A vote was taken by members’ and all agreed.

It was	<b>PROPOSED by Councillor M Murton SECONDED by Councillor J Beynon RESOLVED – That Pembroke Dock Town Council agree to adopt the Financial Regulations Document 2019/2020 after the above amendment had been made.</b>
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The Town Clerk had also attached The Financial Risk Assessment for members’ approval.

It was	<b>PROPOSED by Councillor J Burrell SECONDED by Councillor D Burrell RESOLVED – That Pembroke Dock Town Council agree to accept the Financial Risk Assessment for 2019/2020</b>
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**99. Beer Festival – 26<sup>th</sup> & 27<sup>th</sup> April 2019**

The Town Clerk had received a request from the Town Team for a banner advertising the Beer Festival to be located on the pump house from 18<sup>th</sup> – 30<sup>th</sup> April. In previous years the banner had been located on the Eastern side of the pump house it is proposed for it to be located in the same location again.

The Town Clerk asked for members’ comments. A discussion took place and it was decided that the Town Team could display their banner on the pump house, however it would have to be removed on the 28<sup>th</sup> April 2019.

**100 River Rally Donation**

The Town Clerk advised members' she had received notification that David James has arranged for the Mayor and Consort of Pembroke Dock to travel to Pembroke in a vintage RNLI lifeboat with adequate cabin space should the weather be poor. They will be escorted by a brand-new Tenby Lugger named Heritage.

As per previous years there will be a cost of £50 for chartering the vessel, the Town Clerk asked for members' approval for the £50 to be paid.

It was **PROPOSED by Councillor M Colgan**  
**SECONDED by Councillor P George**  
**RESOLVED – That Pembroke Dock Town Council agree to pay the sum of £50.00 towards chartering the vessel for the River Rally.**

A vote was taken and all members agreed.

**101 Bertie the Sea Bass**

The Town Clerk informed members' Councillor Josh Beynon had arranged for Bertie the Sea Bass to be on show at Pembroke Dock, Bertie would be located at the library from 22<sup>nd</sup> April. The Town Council would be working in collaboration with Pembrokeshire Coastal Forum to provide workshops and beach cleans for the local schools.

There would be an official unveiling of Bertie the Sea Bass on Monday 29<sup>th</sup> April at 12.00, where children from the local schools will be invited to attend. Everyone is welcome to attend.

Cllr Burrell commented that as Bertie the Seabass was coming to Pembroke Dock to raise awareness of the plastic waste issue she would like to make a proposal to remove the water cooler and plastic cups from the Town Council Offices and use tap water and glasses instead as it is causing unnecessary waste and is also costing the Town Council money to have the service. This was seconded by Cllr Beynon.

It was **PROPOSED by Councillor Burrell**  
**SECONDED by Councillor Beynon**  
**RESOLVED – That Pembroke Dock Town Council agree to remove the water cooler and plastic cups from the Town Council Offices.**

A vote was taken and all members agreed.

**102 Action Plan for the Town Council**

The Town Clerk stated that a group of Councillors had met to discuss moving forward with the Action Plan for the Town Council, there were a number of ideas discussed along with the Council having a facilitator. The Action Plan group recommended that Council staff investigate the costs and options for having a facilitator attend a meeting in order to draw ideas out of Councillors.

The Town Clerk had included with members' papers a copy of the notes from the meeting and asked for members' agreement to investigate costs for a facilitator as proposed by Councillor Burrell at the last meeting of this Council in order to progress the Action Plan.

A discussion took place with a few members' putting forward their views on this item before a decision was made. It was then decided that the Town Clerk should investigate the costs of obtaining a facilitator.

### 103 **Donation Proposals**

The Town Clerk stated that the following donation proposals had been provided by Councillor Burrell for consideration.

#### a) **Contribution towards glass washer for Pater Hall**

The Pater Hall Trust had applied to the Port of Milford Haven community fund for a glass washer which would reduce the physical work required of volunteers at fundraising events and events like the beer festival. The Port of Milford Haven had said they felt the application was strong but slightly outside of the maximum funding allocation (£200-£500). The glass washer would cost £800 from a local supplier. The Town Team would provide £150 towards the glass washer in return for the use of the hall for the beer festival. Therefore, would the town council consider matching this so that the Pater Hall Trust could try to draw down the remaining £500 from the Port of Milford Haven?

The Town Clerk passed this item over to Cllr Burrell to discuss. Cllr Burrell explained why she felt that the Town Council should match the contribution made by the Town Team towards the glass washer. A slight discussion was held by members' and:

It was

**PROPOSED by Councillor G Manning**

**SECONDED by Councillor J Beynon**

**RESOLVED – That Pembroke Dock Town Council agree to pay the sum of £150.00 in respect of Cllr Burrell's proposal to match fund the donation made by The Town Team towards a glass washer for The Pater Hall Trust as long as the additional funding was secured from the Port Authority.**

A vote was taken 13 members voted for 2 against

#### b) **Defibrillator**

Cllr Burrell believes the Town Council should purchase and install a defibrillator on the outside of the Pater Hall for £1200 as soon as possible. Even though the defibrillator at St Johns is not far away, it would take even a very fit person at least 2-3 minutes to get up there and back from the town centre and every minute counts if someone's heart has stopped beating. The British Heart Foundation say on their website "to help someone who is in cardiac arrest effectively, a defibrillator needs to be found as quickly as possible. For every minute it takes for the defibrillator to reach someone and deliver a shock, their chances of survival reduce by up to 10%". If further funds are raised from the event at the Quins, this could be used for another defibrillator in another part of town - for example in Pennar where there is currently no provision.

A discussion took place with members' expressing their views on this item. The Town Clerk commented that she appreciated members' views, however as this item had been discussed at a number of previous meetings that a final decision would need to be made that evening as to whether the Town Council agree to purchase a defibrillator and outside box. The Town Clerk commented that as mentioned in the discussion she would search for the best price for this item.

It was

**PROPOSED by Councillor G Manning**  
**SECONDED by Councillor J Beynon**  
**RESOLVED – That Pembroke Dock Town Council agree to review prices and purchase a defibrillator and external box to be installed on area outside of the Pater Hall, Pembroke Dock.**

**104 Surface Dressing Programme**

Pembrokeshire County Council had recently been undertaking resurfacing of the roads in Pembrokeshire. The only area in Pembroke Dock which was included within the programme was Stranraer Lane.

The Town Clerk had therefore contacted Pembrokeshire County Council to ask if other areas of Pembroke Dock could be considered as there are a number of areas which require attention.

The response she received was as follows;

“All our roads are subject to continuous monitoring and we use this information to decide what treatments are appropriate and when to carry them out. All roads are inspected at least once per annum (although many are inspected more frequently) and in addition all are assessed and given a visual condition rating and a machine-based condition rating. This information together with traffic flows and road hierarchy is then used to prepare prioritised programmes. In addition, if road users, residents, Town & Community Councils etc have specific areas of concern we can reassess the location and if appropriate reprioritise programmes.”

The Town Clerk therefore suggested that an official response was sent from the Town Council with regards to areas in the town which include, Victoria Road, Pembroke Street, Bufferland Terrace, Bethany junction (High Street), and if members had any other areas which they would like included, please let the Town Clerk know and they could be included if it is agreed to contact the County Council.

**105 Councils contribution to the Understanding Welsh Places website**

The Town Clerk advised members’ that One Voice Wales had sent information requesting help from Town and Community Councils with regards to a bilingual website which they are developing which will support and inspire communities, place makers and policy makers to make positive changes in the places where they live and work.

The website would provide statistical information about more than 300 Welsh places. Each town or larger community entry would begin with a paragraph setting out a brief narrative description of that place. One Voice Wales have asked for assistance in creating these narratives descriptions.

This information had been previously sent out by email, with Councillor Burrell highlighting an interest in helping with this. The Town Clerk asked if any other member would be interested in putting some information together.

Clr Burrell commented that she would gather more information about this item and bring it back to the next meeting. Clr Beynon however did comment that he would be interested in helping.

**106 Poppies Committee**

The Town Clerk had included in members papers a report from the Poppies Committee, the group have undertaken a lot of work focusing on remembrance and armed forces events.

The group are looking to install a memorial bench in the memorial park which would be a fitting memorial to the centenary of the ending of WWI, the group have requested funding of £1,000 to help towards the cost of a bench and slab along with the planting of a tree.

The group are an arm of the Town Council and will be undertaking this work on behalf of the Town Council, if any members wished to attend meetings of this group you would be more than welcome.

The Town Clerk asked for members' comments regarding the funding request.

Cllr Burrell proposed that the Town Council should support the funding request and thanked them for all their hard work. Cllr Wilcox seconded her proposal.

It was

**PROPOSED by Councillor Burrell**

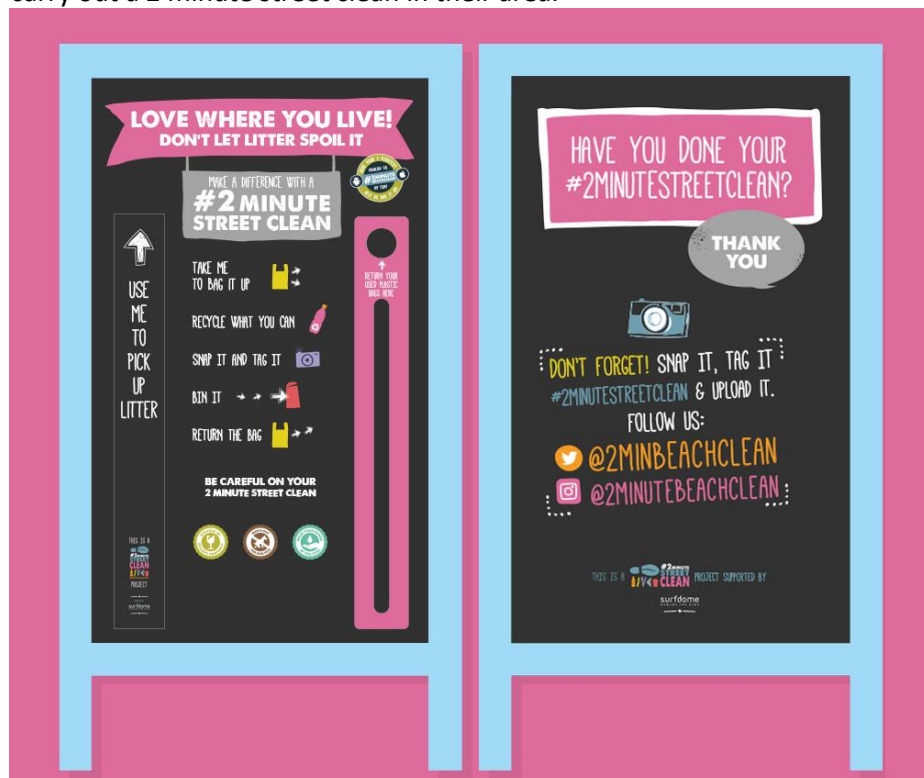
**SECONDED by Councillor Wilcox**

**RESOLVED – That Pembroke Dock Town Council agree to support the funding request of £1000 submitted by the Poppy Committee to help towards the cost of a bench and slab along with the planting of a tree.**

A vote was taken and all members voted for the proposal.

#### 107 Funding for a litter picking board

Working in collaboration with Pembrokeshire Coastal Forum Cllr Beynon and myself have been looking at ways to encourage recycling and litter picking schemes within the Town. It has been suggested that a board is purchased as shown below to encourage residents to carry out a 2 minute street clean in their area.





The board will cost £375 with delivery and set up costs for the logo of £50 which brings the total amount to £425.

We are hoping to get funding for the board from little green grant to fund but to apply for the grant it requires the minimum of 25% of match funding. Would council therefore consider providing in principle match funding for the amount of £106.25.

The Town Clerk commented that since putting this item on the Town Clerk's Report that herself and Cllr Beynon had been successful in obtaining the board free of charge.

**194 TO RECEIVE AND CONSIDER THE SUPPLEMENTARY REPORT OF THE TOWN CLERK**

**108. Mayoral Nominations**

The Town Clerk advised members that at the last meeting of this Council she had requested for nominations for Mayor and Deputy Mayor to be passed to herself before the meeting so ballot papers could be prepared if a number of nominations were received.

The following proposal had been received from Councillor Judkins which was seconded by Councillor Murton, that Councillor G Goff remains as Mayor and Councillor Manning remains as Deputy Mayor for 2019/2020.

The reasons these nominations were made was to enable the council to continue with the excellent work being carried out and moving the council forward with the guidance and leadership of the current Mayor and Deputy.

Members discussed this item and it was proposed by Cllr Hall and seconded by Cllr Wilcox that the Town Council agree to the previous proposal that Cllr Goff remains as Mayor and Cllr Manning remains as Deputy Mayor for 2019/2020.

It was	<b>PROPOSED by Councillor B Hall SECONDED by Councillor T Wilcox RESOLVED – That Pembroke Dock Town Council agree to adopt the proposal put forward by Cllr Judkins seconded by Cllr Murton that Cllr G Goff remains as Mayor and Cllr Manning remains as Deputy Mayor for 2019/2020.</b>
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A vote was taken and members all agreed.

**109 Model Protocol on Member/Officer Relations**

The Town Clerk advised members the Personnel Committee had reviewed this protocol and recommended it was adopted by the Town Council. A copy of this protocol had been provided for members to review and agree.

It was	<b>PROPOSED by Councillor G Manning SECONDED by Councillor J Beynon RESOLVED – That Pembroke Dock Town Council agree to adopt the Model Protocol on Member/Officer Relations document.</b>
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A vote was taken and all members agreed.

**110 Items from Councillor Jane Phillips**

The Town Clerk commented that Councillor Phillips had requested for the following items to be discussed at the meeting that evening,

- Dangerous buildings in Pembroke Dock – Corner of Bush St & Gwyther St.

Cllr Phillips started the discussion by commenting that she had spoken to a neighbour who lives close by who had concerns about the condition of this building and also vandalism, rats, pigeons roosting, fly tipping in overgrown area behind the building and cars being abandoned in the street, in front of the overgrown area.

Cllr Phillips commented that it was a shame to see such a once beautiful property become an eyesore. Cllr Phillips also advised members that she had heard about an initiative from the Welsh Government called “Houses into Homes Initiative” and wondered if this scheme could be used to make improvements to the building.

Cllr Burrell commented that she had also been approached about the condition of the building and had been proactively contacting Public Protection and Cllr Beynon had also been trying to contact the Cabinet Member about this issue. Cllr Burrell then suggested that a letter should be sent to PCC to ask them what steps should be taken to move forward the compulsory purchase of the building either by PCC or the Town Council.

A slight discussion continued about this issue with members putting their views to the table. The Town Clerk then asked to move things forward could they confirm the outcome of the discussion on this matter was to contact PCC regarding compulsory purchase. This was agreed by all members.

- New Bus shelter in Laws Street

Cllr Beynon commented that as Cllr Phillips had mentioned this item to him at the last meeting that, he had contacted PCC Highways and they had advised Cllr Beynon that a bus shelter could not be installed there as the pavement was not wide enough. There needed to be enough space e.g. for pushchairs and wheelchair users to use the pavement.

Cllr Burrell did mention that there was an undercover bus shelter if needed at the bus stop near the train station. Depending in which direction members of the public were coming from, it may be beneficial to them.

- Memorial Park – Central border overgrown, main road into the park requires resurfacing, dog fouling signs

Cllr Phillips commented about the awful condition of the central border at the Memorial Park and asked how the Town Council could move forward to solve this ongoing issue.

Members discussed this item and put forward their views and ideas on how solve the issue.

Cllr Burrell also advised Council that the Personnel Committee had been talking about creating a job description for an outside person and therefore would add it to the list of items to be discussed.

#### **111 IRPW recommendations for payments to Chairs of Committees**

The Town Clerk commented that the IRPW had previously recommended that Councils provide an amount of £500 to chairs of committees, this had been included within the budget for 2019/2020.

In previous years the Town Council would fall into a category where the Council payments to chairs was optional but as the budget spend for 2019/2020 is over £200,000 the Town Clerk advised that this Council does not have an option so they are required to make available to the chairs of committees the sum of £500.

**195 REPORT OF COUNTY COUNCIL LINK OFFICERS**

None

**196 ANY OTHER ITEMS WHICH THE MAYOR DECIDES ARE URGENT**

None

**197 TO RECEIVE A REPORT FROM TOWN COUNCIL REPRESENTATIVES SERVING ON OUTSIDE BODIES TWINNING COMMITTEE**

Councillor Beynon commented that he would like to propose that the Town Council pull out of Twinning altogether with no further funds being allocated. Councillor Burrell stated that she felt the process should continue with the group providing information on what they require funds for when requesting money.

**It was resolved that The Town Council would continue with Twinning with official requests for funding as required.**

**Power Station Liaison Meeting**

Cllr Colgan commented that she had attended a recent meeting and she had a copy of the minutes if any member would like to read them.

**198 FINANCIAL REPORT**

**ACCOUNTS FOR PAYMENT**

<b>Date</b>	<b>Description</b>	<b>Amount</b>	<b>Payment Method</b>
08.03.19	Amazon UK – Computer Cables	£ 13.97	Debit Card
08.03.19	Pembs County Council – Office Rates	£ 305.00	
08.03.19	Post Office – Members Papers Postage	£ 12.60	Debit Card
08.03.19	Iconik Europe – Premium Chair Mat	£ 27.99	Debit Card
14.03.19	One Voice Wales – Members Training	£ 40.00	
14.03.19	Dyfed Alarms – Alarm Batteries	£ 42.00	
14.03.19	Pembs County Council – Fencing Memorial Park	£3300.00	
14.03.19	One Voice Wales – Appraisal Training	£ 340.00	
14.03.19	British Gas – Office Electricity Bill	£ 171.26	Debit Card
14.03.19	Dwr Cymru – Office Water Rates Sep 18 – Mar 19	£ 74.99	Debit Card
20.03.19	Talbot Timber – Easter Office Window Display	£ 90.00	
20.03.19	Marc Jones – Window Cleaning x 4@ £10.00	£ 40.00	
20.03.19	Cariad Cool Water Ltd (Office Water)	£ 12.72	
20.03.19	Cariad Cool Water Ltd (Sanitisation Service)	£ 18.31	
20.03.19	Cariad Cool Water Ltd (WEE Charge)	£ 21.65	

25.03.19	Bank Charges (Feb)	£ 5.50	
25.03.19	G Manning – Travel Expenses	£ 83.70	
27.03.19	Eurooffice – Office Stationery	£ 49.07	
27.03.19	CPC- Picture Hooks	£ 9.79	Debit Card
02.04.19	One Voice Wales Membership 19/20	£1498.00	
02.04.19	Zurich (Bertie Seabass Insurance)	£ 90.99	

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

<b>Date</b>	<b>Description</b>	<b>Amount</b>	<b>Payment Method</b>
29.03.19	Twinning & Tourism	£2000.00	
01.04.19	RT Ebrey/Monkton Cars – Office Rent	£ 300.00	

**ACCOUNT RECEIPTS**

<b>Date</b>	<b>Description</b>	<b>Amount</b>	<b>Payment Method</b>
28.03.19	Swalec – Refund Elec – Pump House	£12.65	
XXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX

**SALARIES AND WAGES**

06.03.2019– 05.04.2019	Salaries	£4598.64
06.03.2019 –05.04.2019	Tax & NI	£1042.26
06.03.2019 – 05.04.2019	Pensions	£ 940.61

**ACCOUNT BALANCES**

04.04.2019	HSBC Business Account	£61,214.83
04.04.2019	HSBC Premium Account	£77,628.82

Cllr Gwyther questioned the sum of £3300.00 for Fencing at the Memorial Park and asked if that amount was just for the small childrens area. The Town Clerk commented that she was not involved with that project however she believed that it also included the chain link fencing around the tennis court/skatepark area, this was confirmed.

Cllr Beynon asked that if the money that had been allocated in the last financial year for Twinning and Tourism was not being used this year then would it come back to Council. The Town Clerk advised Cllr Beynon that was the case.

It was then

**PROPOSED by Councillor G Manning**  
**SECONDED by Councillor M Murton**  
**RESOLVED – That Pembroke Dock Town Council approve payment of the above Payments, Receipts, Salaries and Wages.**

**199 AGENDA/REPORT ITEMS FOR THE NEXT MEETING**

None

**200 COMMUNITY ISSUES**

Cllr Kraus commented that the 3 flower towers had been removed from the bottom of Meyrick Street area. The Town Clerk advised Cllr Kraus that they had been taken away to be refilled. He then asked about the cannon from outside the Cleddau Bridge Hotel and he was advised that it had been relocated outside the National Park building at Llanion.

Cllr Manning commented that 6 trolleys had been put into the water in front of Western Way. The Town Clerk commented that she would investigate this and would hope to get them removed.

Cllr Goff commented that he had been contacted by an upset resident who had also contacted Cllr Phillips previously as she lived within her ward about, an overgrown tree at the back of the station that had damaged her shed and property. Cllr Phillips commented that she had been trying to sort the issue out with PCC but was being pushed from pillar to post. Cllr Phillips had actually contacted PCC again raising her concerns and she was advised that the issue had been passed on to the Area Maintenance Team at PCC and that a member of team would visit the site and then contact Cllr Phillips.

**201 MAYOR'S REPORT**

The Mayor confirmed he had attended the following event:

- Classic Car Rally at Cleddau Bridge 7<sup>th</sup> April 2019

**202 PRIVATE & CONFIDENTIAL**

It was

**PROPOSED by Councillor J Beynon  
SECONDED by Councillor P George  
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.**

*Cllr B Hall and Cllr D Burrell left the meeting*

**TO RECEIVE AND CONFIRM THE PRIVATE AND CONFIDENTIAL MINUTES OF 14<sup>TH</sup> MARCH 2019**

It was

**PROPOSED by Councillor M Murton  
SECONDED by Councillor G Manning  
RESOLVED - That the Minutes of the Meeting held on Thursday 14<sup>th</sup> March 2019 are adopted as a true record.**

There were no matters arising.

**There being no other business the meeting was closed**