

At a Virtual Meeting of Pembroke Dock Town Council on Thursday 11th February 2021

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

IN ATTENDANCE:

Sarah Scourfield - Town Clerk

Amanda Hart - Deputy Town Clerk

Caroline Mason - Communities and Committees Officer

96 APOLOGIES FOR ABSENCE

There were no apologies for absence

97 DECLARATIONS OF INTEREST

There were no declarations of interest

98 QUESTION AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC

Guest speaker – Jennifer Barfoot from South West Wales Connected Community Rail Partnership attended the meeting. She informed members that a new Community Rail Partnership was set up by a steering group and the name was chosen as they are working across the four counties Pembrokeshire, Carmarthenshire, Llanelli and Swansea. The idea is to connect with the communities near to the railway stations and listen to the community and feed their aspirations into Transport for Wales. The Core group was made up of key stakeholders including PCC, Great Western Railway, Haverhub, Trainline Cymru, National Resources Wales, Planned, Swansea Environmental and Visit Fishguard and Goodwick and also the four Tourism Partners. The Community Rail Partnership also links with local businesses and is funded by Transport for Wales and Great Western Railway has made a contribution.

Jennifer explained how they want to help the community, by engaging at a local and regional level to bring forward positive change, by focusing on Towns and Villages and holding vision meetings. She commented that a new Community Changemaker Fund

was being launched and any community group can apply for amounts from £300 - £1000 which will be starting on Monday 15th February and open for 6 weeks.

Jennifer also informed members that the Partnership is working under four pillars within the Wellbeing and Future Generations Act:

- Providing a voice for the community
- Providing healthy, sustainable travel – working with Ramblers Cymru in developing walks that locals and visitors can do from stations and they also have a pilot project engaging with Schools. Another project they are encouraging is a Welcome banner at stations and are looking for community groups to contribute in terms of photos and quotes to go on the banner which is funded by the partnership.
- Support Social and Economic development
- Bringing communities together through diversity and inclusion.

Jennifer commented that the main reason she wanted to come to talk to the Town Council was to see if the Council would be interested in having a vision meeting in Pembroke Dock. She invited members to attend the meeting planned for Milford Haven to see how it's run.

Cllr Beynon commented that he is interested and is all for a meeting Cllr Burrell commented that she thinks it sounds great to organise a meeting focusing on the train station. She said that the train station has been under loved for a long time and how it sits within the Community will be really good.

Cllr Manning commented that it sounds good and something we should support.

Cllr Gwyther commented that it's a good idea for a meeting concentrating on the train station. He is concerned about the amount of litter around the railway line and that large areas of land have been neglected for decades with huge areas of brambles, so a meeting was a very good idea.

Jennifer commented that she had a brief meeting with Transport for Wales who said they have had conversations with Futureworks about the platform and the scope for planters so if we can convene a vision meeting it will all come together.

The Town Clerk commented that everyone is happy to progress with this and suggested for Jennifer to keep in contact about a date, then she thanked her for coming to speak to members.

99 TO RECEIVE AND CONFIRM THE MINUTES OF MEETING HELD ON 14TH JANUARY 2021

Page 103 item 88 - The Town Clerk commented that where the minutes read that Rhian Cowen should apologise to us, Cllr Beynon actually said and should read *"until Peter*

Kraus apologises and the case is sorted with the Ombudsman we should not be working with him.”

**It was then PROPOSED by Councillor G Manning
SECONDED by Councillor G.Goff
RESOLVED - That the Minutes of Thursday 14th January
2021 are adopted as a true record.**

100 MATTERS ARISING FROM THE MINUTES OF THURSDAY 14th January 2021

Page 102 item 86 – Llanion Ward By-Election Update

Cllr Wilcox asked if there was any more news on the By-Election.

The Town clerk stated that it has been pushed back to May at the moment but with the other Elections so close it may even get pushed back further.

Page 103 item 89 – Update on the Memorial Park

Cllr Beynon commented that he just wanted to give an update on the Memorial Park. He said that he met with the Contractors earlier in the week and they are hoping to have the order all installed by the end of April. He said if anyone asks about the fence around the park, it will remain closed off until this time and with COVID it is good timing as after April it will be going into the summer.

101 TO RECEIVE AND CONSIDER THE REPORT OF THE TOWN CLERK

59.Resignation of Councillor Anderson

The Town Clerk stated that she would like to inform Councillors that she had received the resignation of Councillor Guy Anderson and that he stated due to personal circumstances he was unable to commit the time and dedication necessary in order to fully perform his duties as a Town Councillor.

The Town Clerk commented that I am sure you will all join me in thanking Cllr Anderson for his efforts whilst with Pembroke Dock Town Council and wish him all the best for the future. Cllr O Connor commented that should the Major send a letter of thanks as Cllr Anderson has done a lot of work and it would be nice to formally thank him.

60.Meeting Dates 2021 - 2022

The Town Clerk stated that the dates below are the proposed dates for Full Council meetings for this coming year.

6 th May 2021	9 th September 2021	13 th January 2022
3 rd June 2021	7 th October 2021	10 th February 2022
1 st July 2021	4 th November 2021	10 th March 2022
29 th July 2021	2 nd December 2021	7 th April 2022

Cllr O Connor commented that 6th May 2021 was the Election day and perhaps we should not have a Full Council meeting on that day and asked if it could be moved. The Town Clerk suggested 13th May 2021 instead to which members agreed.

All members agreed with the dates for the coming year.

61.Refurbishment Committee Recommendations

The Town Clerk stated there were 3 different plans attached to the members' papers, for the proposed changes to the rear of the offices to provide sufficient disability facilities. The Refurbishment committee recommended that option 2 would be the most cost effective and meet all the requirements without taking anything off the current meeting room.

Cllr Burrell commented that she can see there was disabled access to the toilet but no access to the kitchen and wondered if it's worth contacting PCC who has an Access Officer who could advise on doorways to enable them to go into the kitchen and put the kettle on themselves, she said it's worth thinking about to allow access for all.

The Town Clerk commented that the doorways will be made to allow disability access and the kitchen worktops will be fitted at a height to allow access for all users.

Cllr Burrell also asked about the heating and ventilation in these areas.

Cllr Manning commented that he had made some observations and had sent them to the Communities and Committees Officer to go back to the Architect. He stated that we have been issued with the detailed plan and the Building Regs will cover all disability access. They haven't dealt with the access out through the main door, as the detailed plans show a step up where there is currently a slight ramp taking us up to ground level and the doors need to open out not like in the plans as they currently show they open

in, therefore these areas need to be raised. With regards to ventilation, this will be mechanical and will come on when someone goes in and will stay on for a period of time and there will be new windows fitted. He said at present he has not seen any positioning of heating but that wouldn't be difficult to add.

Cllr J George commented that there is a Refurbishment Committee meeting next Tuesday and these areas are due to be discussed and heaters can be added later, we are just working out the layout of the rooms at the moment. He asked members if they have any ideas to bring forward these could be added to the meeting.

Cllr O Connor commented that option 2 is the preferred option but just looking at option 3 if we could take an extra metre of the meeting this would give us an extra toilet and if in the future we hire out the room it may be more attractive to people if there are two toilets.

Cllr J George commented that they discussed option 3 and that we couldn't really lose a metre out of the meeting room as it is already tight to walk around when everyone is there and would cause restriction in the room. The Town Clerk commented that option 3 has the fire exit coming out of the side on land that we do not own, which would cause some issues.

All members agreed they were happy with option 2

The Town Clerk stated that it has been confirmed that the front entrance of the office can also be changed so the access point is the opposite end to what it is currently, this will allow for flat access off the street into the office. Ray Rudd has provided a quote, once this has been agreed a schedule of works will be drawn up and it will go out to Tender.

After discussion the Town Clerk confirmed that it will go out to tender for the front of the office to get another 2 quotes.

62. Personnel Committee Recommendations

The Town Clerk commented that the Personnel Committee recently met to discuss training opportunities for staff, alongside the appraisals training plans were set for each staff member with the following training recommendations.

12 month course - Introduction into Local Council Administration - supplied by SLCC - £120 + VAT for x 2 members of staff

Feb 2021 - Bad/Unlawful planning decisions - supplied by SLCC - £35.00 + VAT

Feb - Dealing with Challenging People - supplied by SLCC - £35.00 + VAT

13th May - SLCC & One Voice Wales Conference - supplied by SLCC virtually - £45.00 + VAT

24th November 2021 - Regional Training Seminar - Focuses on many areas - supplied by SLCC - £45.00 (These sessions will fall into the 2021/2022 budget) for x 2 members of staff

For 2020/2021 the planned sessions would be £310.00 + VAT

For 2021/2022 the planned sessions would be £135.00 + VAT

Cllr Manning commented that we should take up the training as it is good to keep up to date.

All members agreed to the planned training for staff

The Town Clerk stated that there is also a Planning Aid Wales course which provided up to date information on planning processes, this course is £150.00, it is available for up to 20 members to take and is available for a period of 12 months. It provides information on Planning Policy, Planning Applications and the role of Community and Town Councils within the planning process.

Cllr Manning commented that equally this is something we should take up and he would encourage every Councillor to attend especially with what is going on at the moment with the Dockyard, the more knowledge we have the better position we are in to state our cases. Cllr Goff commented that it is well worth it and everyone should be updated.

**It was PROPOSED by Cllr G Manning
SECONDED by Cllr G Goff
RESOLVED that the above training recommended by the
Personnel Committee be agreed**

All members agreed

63. SLCC Membership renewal

The Town Clerk stated that notification of membership renewal had been received for the Society of Local Council Clerks. This provided a vast source of information and

support to the clerk and staff. Part of this support includes training and documents. The renewal fee was £227.

All members agreed for the Membership to be renewed at a cost of £227.

64. Library Garden Proposal

The Town Clerk stated that at the last meeting Cllr Manning raised a proposal from a resident of the Town - Rhian Cowen. It was agreed that the proposal would be discussed at this meeting to enable members to read through the proposal as most had not seen the information. Members were given a copy of the proposal in their papers for further discussion and members were asked for their comments.

Cllr Manning commented that he was sent the email from Rhian Cowen with her ideas and he suggested writing in to get full Council support. There were lots of things to consider one of the important thing is that she is not on a recognised body in the town and operates on the basis of Town Team, if we go ahead and support this we will need the support of the Town Team. Alternatively she will have to put herself forward as a recognised body. Cllr Manning commented that some of the costs are high and he thought she was going to speak to Schools to get some design ideas but she has gone straight to a design company. Another area she has included was the land at the bottom of Tremeyrick Street which we can not take on board with the consecrated ground being part of it. He commented that generally it was a good idea to tidy up the area around the Library.

The Town Clerk commented that she attended a meeting with the Town Team recently and Sinead from PCC was there and briefly touched on the Library proposal and she said that they would be looking at the Town Council to take over the lease of the land so they have a stable group overseeing it which would mean that we would be liable for all maintenance of the area so that is something to consider.

Cllr Burrell commented that in general she would like to support what Rhian Cowen is doing off her own back and it would be nice to have a space like that in the centre of Town. But she is wary and we need to consider the costs and liability. With regards to the relationship between Rhian and the Town Team, they are in agreement that she is operating sort of under their umbrella. It does need to be written down how that all works to make sure how the decision making is being done in the right way. The Town Team has discussion making a structure and if Rhian wants to operate within the heading she needs to use that. In principle a good idea bearing in mind we would need to agree costs from the Town and make sure it is written down and agreed.

Cllr Gwyther commented that he was very supportive of a Community Garden but was concerned that it does look very expensive and can appreciate the final design could be a lot cheaper and it would have to be. He said he wouldn't be happy about taking on any more areas as a lease as we are already negotiating various parts of the town. Cllr Gwyther stated that he was wondering about the relationship between Project Pembroke Dock and the Town Team as he said he spoke to Mark Carter and he described them as the action arm. It is not really an organised system and we just need to make sure there is a decision making process between Rhian Cowen and the Town Team. He said it's not really what his idea of a community garden is as it is too expensive at the moment and we do not want to commit ourselves to big sums of money.

Cllr O Connor commented that he is very concerned he stated that it looks nice but would be a drain on our finances. He said it is not land that we own at the moment and it's something that has not been spoken to us about whether we want to take it on or if we can afford to take it on. If the Council has pots of money to spend, there are a lot of existing open green spaces throughout the town they could make nicer first, if we want to consider green spaces in Pembroke Dock. Cllr O Connor said it will look really nice for the first couple of years and then we will get complaints because it is overgrown as nice as it is he said he thinks someone needs to take it on as a complete project and take ownership of it.

Cllr Beynon commented that he appreciates Rhian's sentiments but we need to consider carefully who she associates with as we don't want to have any negativity with a project.

He said he is not sure what Mark Carter meant about Project Pembroke Dock being the action arm as when he was part of the Town Team he was under the impression that the land next to Parfits was to be used for a Community garden but it seems to be used as an extension of Parfits. He said he likes the idea but we need to know more about it and questioned if council could possibly invite Rhian Cowen to come to a Meeting.

Cllr Goff commented that he agrees with Cllr Gwyther that it is far too expensive and it will be a drain on our finances. The idea is really good but we know that after a couple of years it will come back on us and drain our resources.

Cllr Burrell commented there were a lot of people/volunteers that used to be active in the Town Team and for lots of reasons are no longer active in the Town Team anymore.

She said that what happened was people talked and talked about ideas but nobody actually did anything about the ideas then people like Rhian Cowen got things done like offering to organise and paint the benches. With regards to the Parfit land it needs to be owned for 10 years before doing anything to it. Cllr Burrell said she likes the idea of Rhian Cowen coming to a meeting and asked who were the Council representatives on the Town Team as she had tried to find them on the website.

The Town Clerk confirmed it is Cllr Phillips, Cllr Colgan and was Cllr Anderson.

Cllr Hall commented that PCC does not have any spare money and they have to find cuts across the Authority and the advice today was a rate increase. This will give us a massive maintenance bill and liability and he wouldn't support it as it stands as he thinks the scheme is too big and elaborate.

The Town Clerk stated that she would have a meeting with Sinead Henehan and feedback to Councillors what the expectations would be.

65. Town Team Engagement

The Town Clerk stated that Cllr Gwyther had requested this item was added for discussion this evening to ask for updates from the Town Team representatives.

The Town Clerk stated that she recently attended the AGM of the Town Team which was very poorly attended, so it did not go ahead. She stated that the land next to Parfits had been concreted over so how can that be used for a community garden.

Cllr Burrell commented that she was sensing a lot of negativity to the Town Team and it's a shame because she did a lot of organising for them and they have lost a lot of its volunteers willing to get involved in the structure. She commented that they needed a little bit of help to go from a small informal group to a more organised group with roles in places to make things happen. She said it would be nice if the Council representatives attended the meetings.

102. TO RECEIVE AND CONSIDER THE SUPPLEMENTARY REPORT OF THE TOWN CLERK

66. MHPA Advisory Meeting Update

The Town Clerk stated that she attended an advisory meeting of Milford Haven Port Authority recently and the follow items were discussed in relation to Pembroke Dock.

- Freeports - discussions were still ongoing for Wales - it was hoped for progress to be made on this soon.
- Waste Transfer - It was confirmed that this will not be going ahead at present as there was no commercial need.

- Marine Project - There were a number of questions raised on this item which focused on the planning application. It was confirmed that they had looked at other areas to site the marine project, but no other areas had the access to the water as required, this was assessed with an option appraisal which highlighted the requirements of the project. It was confirmed that the proposed sheds would be built on demand, with the size being determined at that point, it was also stated that MHPA are working with other businesses located within the dockyard and a CPO would be a last resort.
- Irish Ferries - The contract with Irish Ferries has been renewed.

MHPA had requested to attend Council meetings on a regular basis in order to open the lines of communication between the two organisations. The Town Clerk stated that she had therefore scheduled a quarterly update from MHPA and confirmed they will be attending in April, July and November 2021.

Cllr Goff commented about the contract with Irish Ferries and asked if it had definitely been renewed as Stena has cancelled their crossing..

The Town Clerk commented that there are no plans at present to cancel the service from Pembroke Dock and the contract has recently been renewed for the Ferry Terminal.

Cllr Gwyther commented about the height of the shed from the recent planning applications and that they have said they will only build when they are needed, that does not alter the fact that 40 meter is massive and it will be an eyesore to our town and he has written to them and questioned why they could not reduce the height by adjusting their work methods.

Cllr Manning commented that the Planning Committee have agreed and he has been working with the Deputy Clerk on this, and are in the process of putting a request for it to be called in and determined by the Planning Minister in Cardiff. Cllr Manning said the needs of Pembroke Dock have been overlooked and it shouldn't be determined by Pembrokeshire County Council because there will be a bias attitude to it all. He said that we are being supported by an Assembly member to have this called in.

Cllr O Connor commented that there are a number of organisations throughout the town that are not happy about this, such as the Pembroke Dock Heritage Trust and wondered if you contacted all the groups it would be better for all the groups in Pembroke Dock to go together to the Assembly with this. Cllr Manning commented that they have been in contact with them all and have included their comments and objections, the more we get the better.

67. Play Area lease update

The Town Clerk stated that she had recently had a meeting with PCC with regards to the lease of play areas around the Town in order to protect them. It had been previously discussed at this Council and members agreed on areas they would like to protect. The areas were St Patricks, West Llanion (Green area next to Asda carpark) & Memorial Park.

The Town Clerk stated that she'd had discussions with some of the trustees at St Patricks hall with regards to the St Patricks park and Cllr Wilcox had been working to install some further play equipment in the park, and they are keen for the area to be protected and work with the Town Council in order to maintain the area.

The proposal from PCC was for this area to be leased to the Town Council on a 125 year lease, but further discussions will be required on this. PCC are also offering a Service Level Agreement which will cover the health and safety aspects of the play equipment which will include public liability protection for £615 per year per play area.

With regards to the Memorial Park and West Llanion further discussions will be required as there are too many areas of responsibility which the Town Council are not experienced with. PCC have therefore asked for a meeting with Councillors. The Town Clerk asked members if they would like to be included in this meeting to let her know so that she can set a date for the meeting to progress.

Cllr O Connor, Cllr Manning, Cllr Judkins and Cllr Wilcox volunteered to attend the Meeting.

Cllr O Connor commented about the Memorial Park and if the Council were to take it on completely, the wall on the righthand side of the park would need some attention as it is starting to fall away and is liable to fall down on a public space, which will be a massive job probably take a lot of the budget. The stones will need to be taken out and replaced.

We have the road on one side fit for purpose and this needs to be completed before we take on the lease.

Cllr Gwyther commented that he understood the proposed area we are a taking on was

just the play area inside the circular area, he said that if we want to take it all on it is over ambitious. He also mentioned about West Llanion and Pennar, they are open areas where the children’s play area was fenced off to make it dog free, he asked is that something we intend to continue to enforce as the fence needs to be completed before we take on the lease. The Town Clerk commented that the Friends of the Memorial Park are currently having large play equipment installed at the park and as part of the agreement the fence will be reinstated. Further discussions will need to be had with regard to maintenance and what areas we want to take on.

Cllr Wilcox commented about St Patricks play area and that there has been some equipment put in with the approval of PCC. He said it would be nice to formalise and make it much more secure for £615 per year and we should carry on with them and look at the others and the lease on an individual basis. The Town Clerk commented that she will come back with further dates for a meeting.

103. ANY OTHER ITEMS WHICH THE MAJOR DECIDES ARE URGENT

The Mayor had no urgent items that had not already been discussed

104. TO RECEIVE A REPORT FROM TOWN COUNCIL REPRESENTATIVES SERVING ON OUTSIDE BODIES

There were no reports from representatives serving on outside bodies

105. TO RECEIVE AND CONSIDER THE FINANCIAL REPORTS

ACCOUNTS FOR PAYMENT

Date	Description	Amount
03.01.2021	British Gas	£40.13
03.01.2021	British Gas	£36.96
03.01.2021	S Scourfield – expenses Diaries	£15.00
04.01.2021	P A Lynch – outdoor person	£1,200.00
04.01.2021	Clarity Copiers	£12.07
05.01.2021	BT Group PLC	£151.75

06.01.2021	Audit Wales	£465.25
08.01.2021	Google Ltd	£6.60
08.01.2021	Post Office -postage	£8.64
11.01.2021	Cisco Webex	£15.00
13.01.2021	1 & 1 Internet	£6.00
13.01.2021	British Gas	£46.65
18.01.2021	Mcafee	£49.99
21.01.2021	Children information	£159.00
22.01.2021	SWALEC	£29.50
23.01.2021	Total charges	£6.50
26.01.2021	Microsoft	£79.99
28.01.2021	B & M	£61.00
02.02.2021	Clarity Copiers	£6.72

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

Date	Description	Amount
03.01.2021	Pembrokeshire Electricians	£7,090.00
13.01.2021	Pembroke Design	£600.00
15.01.2021	Tall Ships Wales – PDTC Grant	£5,000.00

ACCOUNT RECEIPTS

Date	Description	Amount
02.02.2021	HSBC – Interest	£1.05

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SALARIES AND WAGES

06.01.2021– 05.02.2021	Salaries	£3,775.23
06.01.2020 – 05.02.2021	Tax & NI	£854.12
06.01.2020 – 05.02.2021	Pensions	£893.80

ACCOUNT BALANCES

02.02.2021	HSBC Business Account	£ 100,627.20
02.02.2021	HSBC Premium Account	£ 127,984.58

It was

PROPOSED by Councillor S.O'Connor

SECONDED by Councillor G.Manning

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

106. AGENDA ITEMS FOR THE NEXT MEETING

Cllr Gwyther suggested the Park Leases and the Town Clerk stated they would be within the Clerks Report as an update.

Cllr Burrell commented that there is a new project called Pembrokeshire Plots run by the Pembrokeshire Resilience Network and they have gained Enhancing Pembrokeshire Funding, to restructure the way the allotments are managed and finding new areas and they would like to come to speak to Councillors. Cllr Burrell agreed to provide the Town Clerk with contact details.

107. COMMUNITY ISSUES

Cllr Gwyther raised concerns about the condition of the allotment plots at birdcage walk, he asked if PCC will do any work there before the allotment holders take them on, as there is plastic everywhere and it is difficult to see where one starts and the other finishes or is that how the new allotment holders would take them on.

The Town Clerk commented that if the allotment has been handed back, they should tidy them up.

Cllr Burrell asked can we find out if all the allotments are occupied or are there any empty. Cllr O Connor commented that he went on the PCC website there is a waiting list of 30 people in Pembroke Dock so some may be paying for them but not using them.

The Town Clerk stated that we would not be given that information due to GDPR and that she will come back to members when she has more information.

Cllr Gwyther commented about the fence between the Tennis Courts and the Skatepark that it is completely on the floor and have we got any contacts to fix or replace or do we need the fence. The Town Clerk commented that P Lynch has been to repair the fence and retrenched it back in place but people must be sitting on it and questions do we need a fence there. Cllr Burrell commented that we need to consider the risk assessment implications and if it's ok for balls to hit people when they are skating. She feels we just need to make sure as there may be a standard thing in place that the area should be fenced.

Cllr J George commented that there are a lot of potholes around the town coming up Tregennis Hill by the post office and that end of town. The Town Clerk stated that this has been put through to PCC and that the pothole must be a certain depth and there is a formula they use, but it is on the list to be completed.

Cllr Gwyther commented about the play area at the Memorial Park and the mud holes by the gate as it's difficult for people with pushchairs to get through, should it be considered PDTC responsibility or should we ask the Memorial Park Committee. The Town Clerk commented that she had been to have a look at the area and the access point has a base there and Phil Lynch has cleared any mud off it. With regards to the area outside PCC own it and PDTC do not lease that part and it has been discussed with them and they are not prepared to do anything at the moment. Cllr Burrell suggested that we ask if we can have a path across the grass for better access for pushchairs and wheelchairs as everything does get soaking wet. The Town Clerk stated that we can certainly ask them and make the suggestion.

Cllr Gwyther commented about the litter along Birdcage Walk as there are trollies, scooters, cans in the brambles and asked can we write to Network Rail and ask if they can do something about it. The Town Clerk stated that Phil Lynch has been on the case and had contacted Network Rail himself and there have been contractors in clearing the rubbish and once they get to a certain stage another contractor will come in and cut back the brambles.

Cllr Burrell commented that there are trollies at this site and they are there because Tesco does not collect them, she said she went through a couple of months battling with them to get them collected and they need to get their act together.

Cllr P George commented that at the Memorial Park a car has been going around and missing the corners and have left muddy tyres around the central roundabout. The Town Clerk has spoken to PCC about this and that it's not a particular vehicle it is the PCC van collecting the rubbish.

Cllr Manning asked the Town Clerk if she has had any luck with obtaining the bolts for the benches. The Town Clerk commented that not at the moment with the current pandemic and it was on the list to be sorted.

Cllr Goff commented about the traffic on Prospect Place, it is very busy and there could be a nasty accident there soon if something is not done about it. He suggested some sort of traffic calming or the possibility of a one-way system.

The Town Clerk stated that if members agree we could write to PCC about it.

Cllr Gwyther commented that he uses the road regularly and it is busy, but he doesn't think there have been any accidents as people tend to sort it out themselves and to make that one way would cause more problems for people.

The Town Clerk suggested that we write to PCC about the problem and ask if they have any suggestions.

108. MAYOR'S REPORT

The Mayor commented that he had nothing further to report.

There being no other business the meeting was closed.