

At a Virtual Meeting of Pembroke Dock Town Council on Thursday 10th March 2022

PRESENT: Cllrs: J Beynon, M Bowen, D Burrell, M Colgan, J George, P George, G Goff, W Gannon, T Judkins, G Manning, S O Connor, J Phillips, T Wilcox

IN ATTENDANCE:

Amanda Hart – Deputy Town Clerk
Caroline Mason - Communities and Committees Officer

Cllr Beynon opened the meeting and welcomed everyone.

133 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Hall

134 DECLARATIONS OF INTEREST

There were no declarations of interest

135 QUESTION AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC

There were no members of the public present at the meeting.

136 TO RECEIVE AND CONFIRM THE MINUTES OF MEETING HELD ON 10TH FEBRUARY 2022.

**It was PROPOSED by Cllr Manning
SECONDED by Cllr J George
RESOLVED - That the Minutes of Thursday 10th February 2022 are adopted as a true record.**

137 MATTERS ARISING FROM THE MINUTES OF THURSDAY 10th FEBRUARY 2022

Page 107 item 72 – Bench Locations

Cllr Bowen commented about the Age friendly chat bench and asked if Council had received a response regarding the application.

Cllr Beynon confirmed that the application had been sent off and that they were waiting for a response. He said that he had also applied for one for the Memorial Park but had

not yet heard back for that one either.

Cllr Beynon welcomed PCSO Robert Armstrong and PC Sarah Lambe to the meeting and suggested to members to bring forward Agenda item 144 – Community issues so they could listen and contribute to the discussion.

All members agreed

144 COMMUNITY ISSUES

Cllr Burrell commented that she had attended a coffee morning with Ports, Past and Present and said that Robert Jakes gave a talk about the mural located in the Pembroke Dock ferry terminal. She said that it is an informative map made up of ceramic tiles showing a sea of stories. Cllr Burrell comment that there were discussions on how something like the mural could be replicated for the centre of the town.

Cllr Burrell commented about the Freshwater West survey she had sent through and expressed an importance for residents of the town to express their views regarding the coast and access to the coast.

Cllr Burrell commented that Pembroke Dock Community School are having some fund-raising activities in solidarity for Ukraine planting a field of sunflowers and she suggested that it would be nice to invite the Chair of the School Council to a meeting to develop links.

Cllr Goff commented that he would like Council to donate something towards volunteers fuel costs for transporting supplies to help Ukraine.

Cllr O Connor proposed that Council donate all the money left in the donations budget to an organisation that is helping Ukraine. He said that due to Councillors going into Purdah on 18th March he suggested that members delegate this to the Town Clerk to decide on the organisation.

It was

PROPOSED by Cllr Beynon

SECONDED by Cllr Goff

RESOLVED That – Members of PDTC agreed for delegated powers to be given to the Town Clerk to decide on a suitable organisation working to support Ukraine.

A Vote was taken, all members agreed

Cllr Bowen commented about the trolley issue and asked PCSO Rob Armstrong or PC Sarah Lambe for an update on anything they are going about the trollies. PCSO Rob Armstrong commented that as a team they are reporting any trollies through the Trollywise app. He said that if they witnessed any antisocial behavior, they can issue an antisocial behavior warning letter.

Members discussed the trolley issue and the dangers associated with the antisocial behavior. They discussed that The Town Clerk has previously written to Tesco about the issues.

Cllr Burrell commented about the possibility of starting to embarrass Tesco by giving this issue some polite PR.

Cllr Bowen commented about writing an open letter to the press on behalf of the Town Council.

**It was PROPOSED by Cllr Burrell
 SECONDED by Cllr Bowen
 RESOLVED That – PDTC write an open letter to the press
 to express Council’s concerns**

A Vote was taken, all members agreed

Cllr Goff commented about the parking outside Pembroke Dock Community School in the mornings and at pick up time between 3 -3.15pm, he said parents are parking on the junctions and it is an accident waiting to happen.

Cllr George commented that the parking issue has been brought up numerous times at past Governors meetings. She said parents are parking on both sides of the road on St John’s Road, the corner of Bush Street and other roads near the School. She said some parents can be quite abusive, there is no crossing patrol, and it is chaos.

Cllr Beynon commented he had spoken to Darren Thomas, PCC Highways about the possibility of installing a ANPR fixed camera and suggested for Council to also write to to the department.

Members discussed the parking issues, and the safety concerns for the children. They discussed about asking the parking enforcement officers if they could patrol the areas at the beginning of the school day and at collection time.

**It was PROPOSED by Cllr Beynon
 SECONDED by Cllr O Connor
 RESOLVED That – PDTC agree to write to PCC
 regarding the possibility of installing a ANPR fixed
 camera and to the Traffic Enforcement team about
 patrolling the area outside the school**

A Vote was taken, all members agreed

138 TO RECEIVE AND CONSIDER THE REPORT OF THE TOWN CLERK

82. Enhancing Pembrokeshire Fund

The Town Clerk informed members that the following information has been received from Pembrokeshire County Council with regards to the item raised at the February meeting in relation to the Enhancing Pembrokeshire fund.

Organisation	Summary	Total Project Cost	Grant Awarded
Tall Ships (Wales) Trust	The project will offer an inclusive multigenerational programme of maritime, heritage, cultural educational events with a particular focus on Seafair Haven. This volunteer led project will enhance community vibrancy and help reduce isolation in Pembroke Dock. It will enhance tourism opportunities, increase footfall to local businesses and engage support from second homeowners	24,150.00	14,040.00
Pembroke Dock Heritage Centre	Gaining nationally recognised museum accreditation will improve the standard and quality of the visitor experience, giving the Centre a more stable and sustainable financial future. It will strengthen its role in providing opportunities within the wider communities of Pembroke Dock and	19,675.00	15,740.00

	Pembroke. Employing specialists to deliver accreditation and train existing staff and volunteers to improve standards		
Pembroke Dock Town Team	The applicant seeks funding for a Town Champion/Community Engagement Officer for the Town Team. The Town Champion will help to develop and deliver identified projects, secure funding, recruit and support volunteers. The role will work towards a position of self-sufficiency	21,230.00	15,650.00
Total			

Dwellings per community	No of second home	18-20 underspend rollover into 21-22	21-22 allocation	Total available 21-22
4675	83	2,019.00	15,000	17,019.00

Members discussed the above information regarding the Enhancing Pembrokeshire fund and some members felt that further clarification was needed and they were confused on how much was actually available to be awarded to organisations in Pembroke Dock.

Members agreed that when organisations are applying to PDTC for a grant that is part of the application they are asked to indicate if they have applied for other sources of funding.

Cllr Burrell commented that organisations that have been awarded grants from the Enhancing Pembrokeshire Fund and PDTC are not double funded, the EPF will be for a specific project and our grant helps towards the day to day running of their organisation paying for rent and other things.

Cllr Beynon commented the amount available in the EPF changes each year depending on the amount of second homes and the amount of Council Tax that is charged for each home each year. He suggested that the Town Clerk speaks to Sinead Henahan as she would know who has been allocated funds and the amount left to be allocated. Cllr Beynon commented that the £17,019.00 that has not been allocated this year will roll over to next year as they would not be able to allocate any further grants due to Purdah.

140. ANY OTHER ITEMS WHICH THE MAJOR DECIDES ARE URGENT

There were no other items which were urgent.

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

Cllr O Connor updated members regarding the Pembroke Dock Heritage Trust and informed them that they have obtained permission for the Star Wars Exhibition. He said that they are hoping to open it for the Easter Holidays or May half term and they have had a least one TV show interest.

Cllr O Connor commented that the first Patient Participant Group meeting was due to take place the following Monday and he will provide an update at the next meeting

**142. TO RECEIVE AND CONSIDER THE FINANCIAL REPORTS
ACCOUNTS FOR PAYMENT**

Date	Description	Amount
04.02.2022	British Gas	£173.38
04.02.2022	P Lynch	£1,500.00
07.02.2022	Sage Global Service Ltd	£32.40
07.02.2022	Post Office postage	£9.21
08.02.2022	Google Ltd	£5.93
08.02.2022	Dyfed Alarms	£28.80
09.02.2022	ICO – Data protection renewal fee	£35.00
09.02.2022	PCC - Parking dispensation	£75.00
09.02.2022	Trophies plus medals – Queen’s Platinum jubilee pin badges	£759.00
11.02.2022	1 & 1 internet	£77.96
11.02.2022	Dyfed Alarms – Annual Service agreement	£132.00
14.02.2022	Dyfed Alarms – smoke alarm	£54.00
21.02.2022	SWALEC – Albion square	£39.27
23.02.2022	Bank charges	£8.50
25.02.2022	Marc Jones – window cleaning	£40.00
25.02.2022	Zoom	£14.39
28.02.2022	British Gas	£63.50
01.03.2022	Clarity Copiers	£57.88

01.03.2022	Rialtas software annual support and maintenance	£206.40

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

Date	Description	Amount
14.02.2022	Neil Griffiths – 2 nd payment – office alterations	£8,000.00
11.02.2022	Membership Fee - SLCC	£234.00
17.02.2022	No Butts Bin Recycled Furniture	£3,300.00

ACCOUNT RECEIPTS

Date	Description	Amount
25.02.2022	W Davies – Remembrance Bench	£350.00
02.03.2022	Interest	0.83

SALARIES AND WAGES

06.02.2022– 05.03.2022	Salaries	£ 3,777.36
06.02.2022 – 05.03.2022	Tax & NI	£ 862.83
06.02.2022 – 05.03.2022	Pensions	£ 1,474.16

ACCOUNT BALANCES

02.03.2022	HSBC Business Account	£ 34,476.15
02.03.2022	HSBC Premium Account	£ 107,997.68

Cllr Manning questioned what the parking dispensation item payment was for. The Deputy Town Clerk explained that it was for the builder to access the site when carrying out the alterations to the rear of the building.

Cllr Wilcox commented that at the time of the quote being made, the contractor was of the understanding that he would have been able to park in the rear access, but this area was blocked by the neighbours vehicle when the work was carried out.

Members discussed this and it was felt that in future, contractors need to include these miscellaneous items in their quotes but with regards to the Financial report all payments

were accurate.

**It was PROPOSED by Cllr Beynon
SECONDED by Cllr D Burrell
RESOLVED: That Pembroke Dock Town Council approve
payments of the above Payments, Receipts, Salaries and
Wages.**

A Vote was taken, 1 vote against all other members in favor

143. AGENDA ITEMS FOR THE NEXT MEETING

Cllr Goff asked for an update on the Ukraine funding

Cllr Burrell asked for an update from Queen's Jubilee Committee

Cllr O Connor commented that the Pembroke Dock Heritage Trust had contacted the Town Council to ask if we would like to use their grounds for any event for the Jubilee but they had not heard anything either way.

Cllr Goff commented that once the next Jubilee meeting takes place members will be updated on the activities and events planned to take place.

145. MAYOR'S REPORT

Cllr Beynon commented that he was due to attend a Scouts presentation but unfortunately, it had to be postponed as he was recovering from COVID therefore he will be attending the rearranged event next month. He said that he has been invited to sustainability summit in Bluestone at the end of the month.

There being no other business the meeting was closed