

At a Meeting of Pembroke Dock Town Council on  
Thursday 6<sup>th</sup> October 2022

**PRESENT: Cllrs: M Bowen, S Briskham, C Francis  
Hartery, J George, P George, B Hall, C Lee, S Lucas,  
J Lyons, G Manning, S O Connor, T Wilcox, M  
Wiggins, M Williams**

**IN ATTENDANCE:**

Sarah Scourfield – Town Clerk

Amanda Hart – Deputy Town Clerk

Caroline Mason - Communities and Committees  
Officer

Ieuan Briskham – Office Apprentice

Cllr George opened the meeting and welcomed everyone and introduced Ieuan to the  
Councillors

**52 APOLOGIES FOR ABSENCE**

Cllr P Aston Jones and Cllr G Goff

**53 DECLARATIONS OF INTEREST**

There were no declarations of interest

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

Cllr George welcomed Irene Kruszona from South Pembrokeshire Rail Action Group

Irene Kruszona informed members that they were looking for a letter of support from the council in support of their objectives, stating that the more power they have, the louder their voice can be. She said that Sam Kurtz had written a letter of support and they have organised a meeting with the Deputy Minister for Climate Change from Welsh Government. Irene informed members of SPRAG's aims and objectives, stating their main objective is to push for an hourly train service in Pembroke Dock.

Cllr George commented that the station needs attention. She said that a lot of people use the train service, so it would be very beneficial for the town to have an hourly service.

Irene commented that SPRAG's priority is the trains and the lines, she said that a separate organisation, Tenby Station Action Group are campaigning on the stations.

Cllr Wiggins commented that it was good news to be having the 7:00 am train up and running again.

Cllr Wilcox joined the meeting at 6:45.

Cllr Hall expressed an interest in the campaign of returning the trains to their former glory due to close family links to the trains and Pembroke Dock station. He said that Pembroke Dock is the only port in the country that does not have a train service direct to the port.

Cllr O'Connor commented that he was in total support to increase the public transport service, but it has become an expensive mode of transport. He asked if the group are planning to do anything about electrifying the train tracks to save on fuel costs and the environment.

Irene commented that they are working with the metro, but they were not aware of any plans to electrify.

All members agreed to send a letter of support to the South Pembrokeshire Rail Action Group to support them with their campaign and their objectives of re-introducing an hourly service to the Pembroke Dock Train Station.

Cllr George thanked Irene Kruszona for attending the meeting.

**55 TO RECEIVE AND CONFIRM THE MINUTES OF MEETING HELD ON 08<sup>th</sup> SEPTEMBER 2022.**

<b>It was</b>	<b>PROPOSED by Cllr Manning</b>
	<b>SECONDED by Cllr O Connor</b>
	<b>RESOLVED - That the Minutes of Thursday 8<sup>th</sup> September 2022 are adopted as a true record.</b>

**56 MATTERS ARISING FROM THE MINUTES OF THURSDAY 8<sup>th</sup> SEPTEMBER 2022**

**Item 44 – page 41 (29) Suicide Prevention measures**

Cllr Connor asked the Town Clerk if a letter of support had been sent.

The Town Clerk confirmed that a letter of support has been sent.

**Item 44 – page 41 (30) Remembrance and Christmas celebrations**

The Town Clerk reminded members that if they would like to attend the Christmas Dinner to bring the deposit and their menu choices into the office.

**Item 44 – page 43 (33) Governing Body of Pennar Community School**

The Town Clerk confirmed that Cllr Williams is now a Governor on Pennar Community School Governing Body

**Item 45 – page 44 (34) Recommendations from Finance Committee**

Cllr Bowen commented that she was unclear what members had agreed, she asked if it was just the Financial Regulations and Financial Risk Assessments as she had not seen the Service Level Agreements.

The Town Clerk stated that the Service Level Agreements will be discussed at the next Finance Committee and will then be brought to the next Full Council meeting which was clarified by Cllr O Connor.

**57 TO RECEIVE AND CONSIDER THE REPORT OF THE TOWN CLERK**

**36. PCC Notice of Motion relating to Pets as Prizes**

The Town Clerk stated that the cabinet at Pembrokeshire County Council have considered a report at a recent meeting in response to a notice of motion submitted to Full Council, which was resolved to adopt recommendations that Town and Community Councils support an outright ban on the giving of live animals as prizes, in any form, on land that they own or control.

**It was**

**PROPOSED by Cllr O Connor**

**SECONDED by Cllr Manning**

**RESOLVED that – members agreed to adopted and send a letter of support for the motion relating to Pets as Prizes**

**All members agreed**

### **37. CWBR Youth Voice**

The Town Clerk stated she had attached the CWBR Youth Voice newsletter to members papers for their information.

### **38. Castlemartin Firing Range Action Group**

The Town Clerk stated that information had been received from the Castlemartin Firing Range Action Group with regards to the Castlemartin Range. She said that members of this group are looking to initiate dialogue and debate about firing practices at the MOD's Castlemartin Firing Range. The group are calling for parity and urging organisations to join together for proper scrutiny, analysis and accountability for the activities undertaken at the Firing Range.

Cllr Hall stated that he is totally against the idea and that he will not support it.

Cllr Wilcox commented that he agreed with Cllr Hall, as the Castlemartin Firing Range is part of our heritage. He said that the military always give prior notice of the firing times.

Cllr Francis Hartery commented that she doesn't believe that the group are wanting the firing range to be shut down, instead they are suggesting that more regulation and equipment is available to monitor the sound level.

Cllr O'Connor commented that a lot of the information provided is emotional. He said that if we want to be a Nation known for Military strength with well-trained soldiers the firing range needs to be in use as the training and practice it provides to its soldiers is invaluable.

**A Vote was taken, the majority of members agreed to not support the group**

### **39. A4075 – Nash Fingerpost – Fibre Network Upgrade**

The Town Clerk informed members that there will be an overnight closure on A4075 at Nash Fingerpost, Pembroke on Monday 3<sup>rd</sup> October for 5 nights between 18.30 – 07.00 hrs to allow for the upgrade of the Fibre Network Cable.

### **40. Community Review Guidance – Local Democracy and Boundary Commission for Wales.**

The Town Clerk stated that the Local Democracy and Boundary Commission for Wales has published its updated Community Review Guidance.

<https://ldbc.gov.wales/publications/09-22/community-review-guidance-2022>

She said that Community Reviews are necessary to ensure that Communities continue to accurately reflect their local area, especially in situations where for example a new housing estate has been built which crosses a current Community boundary. Community reviews should help Town and Community Council's to undertake their duties to fullness of their potential.

The Commission recognises that any potential changes to Community boundaries or electoral arrangements may cause concern for Councillors

The Guidance sets out the several periods of investigation and consultation required during a Community Review, in which the council may play a central role. She said that over the coming years, the Commission's secretariat will be available to assist Councillors, and the principal councils as they undertake Community Reviews.

The Town Clerk informed members to use the link provided to access the guidance.

#### **41. Donation Request**

The Town Clerk stated that she had attached a copy of the letter received from Andrew Scott Davies, she said he had asked Council if they would consider donating to the VC Gallery following a London to Paris cycle over 4 days which he has recently achieved.

Cllr O Connor commented that the request did not meet the Town Council's Standing Orders, as the request was not on the official application form and was received after the event had taken place, he said that donations cannot be made to an individual's bank account. Cllr O Connor commented that he is in support of the VC gallery and suggested to members that they may like to make a personal donation.

<b>It was</b>	<b>PROPOSED by Cllr O Connor</b>
	<b>SECONDED by Cllr Wilcox</b>
	<b>RESOLVED that – members of PDTC recommend that a donation is not agreed due to the request not meeting the standing orders.</b>

**A Vote was taken, 8 members for the proposal**

#### **58. TO RECEIVE AND CONSIDER THE SUPPLEMENTARY REPORT OF THE TOWN CLERK**

##### **42. 20mph National Roll out Programme – South Wales**

The Town Clerk stated that information had been received from Amey consulting with regards to new legislation to lower the default national speed limit on restricted roads

from 30mph to 20mph. Amey has been commissioned by the trunk road agency to consult on the Traffic Regulation Order required for speed limits that shall be retained by exception. She said that the section of trunk road affecting Pembroke Dock is the section on London Road (A477) by Aldi and Waterloo roundabout.

**It was**

**PROPOSED by Cllr Briskham**

**SECONDED by Cllr O Connor**

**RESOLVED that the members of PDTC supports**

**The new legislation and agree with the exception stated relating to the truck road on London Road**

**All members agreed**

#### **43. MHPA Community Representative**

The Town Clerk stated that Milford Haven Port Authority are looking for a community representative to attend meetings, and asked members if they know anyone who may be interested.

Cllr Claire Lee expressed an interest in taking on the position of Community Representative.

**All members agreed**

#### **59. ANY OTHER ITEMS WHICH THE MAJOR DECIDES ARE URGENT**

There were no other items which were urgent.

#### **60. TO RECEIVE A REPORT FROM TOWN COUNCIL REPRESENTATIVES SERVING ON OUTSIDE BODIES**

There were no reports from representatives on outside bodies

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

<b>Date</b>	<b>Description</b>	<b>Amount</b>
02.09.2022	Clarity Copier	£37.39
02.09.2022	S Scourfield – Merchant Navy Commemorative Service (Hotel)	£295.50
02.09.2022	S Scourfield – Merchant Navy Commemorative Service (Travel)	£192.64
05.09.2022	British Gas	£15.03
05.09.2022	P A Lynch	£1,600.00

05.09.2022	Post office - postage	£7.35
06.09.2022	Sage - payroll	£32.40
06.09.2022	Anthony Bamford – window cleaning 06.09.22	£10.00
07.09.2022	Google Cloud	£6.64
08.09.2022	Amazon - speaker	£36.37
12.09.2022	Eurooffice	£55.57
12.09.2022	Tiger Lily – Memorial floral wreath for Queen Elizabeth II	£35.00
13.09.2022	1 & 1 Internet	£6.00
14.09.2022	Lloyd & Pawlett – confidential waste	£45.00
16.09.2022	Sage	£28.80
20.09.2022	SWALEC	£72.56
21.09.2022	Anthony Bamford- window cleaning 20.09.22	£10.00
23.09.2022	Bank charges	£8.00
26.09.2022	Sage	£28.80
26.09.2022	Zoom	£14.39
27.09.2022	British Gas - electricity	£42.92
27.09.2022	S Scourfield – Argos (Office Sundries)	£249.98
28.09.2022	Postage – Remembrance letters	£38.08

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

Date	Description	Amount
15.09.2022	PDTC Grant – Bernadette School of Dance	£1,000.00

**ACCOUNT RECEIPTS**

Date	Description	Amount
12.09.2022	HRMC VAT claim	£485.86
15.09.2022	Amazon refund (speaker)	£36.37
02.09.2022	Interest	£7.39

**SALARIES AND WAGES**

06.09.2022– 05.10.2022	Salaries	£3,931.10
06.09.2022 – 05.10.2022	Tax & NI	£843.58

06.09.2022 – 05.10.2022	Pensions	£1,507.66
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### **ACCOUNT BALANCES**

29.09.2022	HSBC Business Account	£ 101,983.06
29.09.2022	HSBC Premium Account	£ 58,025.18

**It was**                      **PROPOSED by Cllr Manning**  
**SECONDED by Cllr O Connor**  
**RESOLVED: That Pembroke Dock Town Council approve**  
**payments of the above Payments, Receipts, Salaries and**  
**Wages for 2<sup>nd</sup> September 2022 to 29<sup>th</sup> September 2022.**

**All members agreed**

### **62. AGENDA ITEMS FOR THE NEXT MEETING**

Cllr Bowen made a request for a timetable to be agreed of when the remaining benches would be installed around the town.

The Town Clerk informed members that the Budget will be included on the next meeting agenda.

### **63. COMMUNITY ISSUES**

Cllr Manning informed members the Community Fridge – Refill shop had now opened, he commented that access is only from the outside and there are 4 steps to get into the shop, which is not suitable for wheelchair users, he said he thought there would be an access from the mall. Cllr Manning commented that they said they will be writing to the Council to invite the mayor to a formal opening.

Cllr Bowen commented that there are access issues with the Town Council office.

Cllr O Connor informed members that the building access is currently being addressed and discussed in the Development Committee.

Cllr Francis Hartery informed members that she went out on patrol with Rob Armstrong PCSO to speak to residents and get some feedback, she said that the same issues regarding speeding and fly tipping were highlighted.

Cllr Francis Hartery commented that she had been made aware of a newsletter circulating Pembroke from Councillors, she asked fellow members if they would be interested in having surgery sessions on a rota basis for residents to discuss any issues



they may have. She also suggested going to the places residents would be, by attending events in Pennar Hall, St John's Hall, Pater Hall.

Cllr Wilcox informed members that the Warm rooms in Pennar Hall will be starting next Monday 10<sup>th</sup> October 2022. He said that they have received a grant from PAVS towards the utility costs but they would like to provide some food and are looking for some funding towards these costs.

Cllr O Connor suggested to Cllr Wilcox to put a grant application into the Council for the Finance Committee to consider at the next meeting.

Cllr Williams commented that she had suggested the Warm rooms idea to Bethel Church and they are considering extending the Thursday session to enable residents to stay longer and have soup and a roll.

The Town Clerk informed members she had received a request from the outdoor person to ask Councillors if they could check the drains in their wards to see if they need clearing and to let the Town Clerk know so that a list can be made to give to PCC requesting for them to be cleared before the winter.

#### **64. MAYOR'S REPORT**

Cllr George commented that she was due to attend St David's Civic Service but due to the Queen passing away they changed the service to a Commemorative Civic Service. She said that she attended a Commemorative Service at St John's Church and a minute silence at the Memorial Lamp.

Cllr George commented that she spoke at a recent Mother's Union meeting at St John's and she had attended the book launch with Gordon Prime at the Heritage Centre and said there was a good turnout for the signing of his book which is available to buy at the Centre

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