

At a Virtual Meeting of Pembroke Dock Town
Council on Thursday 2nd February 2023

**PRESENT: Cllrs: P Aston Jones, M Bowen, C Francis
Hartery, J George, P George, G Goff, C Lee,
S Lucas, J Lyons, G Manning, S O'Connor, M
Wiggins, T Wilcox, M Williams**

IN ATTENDANCE:

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

Cllr George opened the meeting and welcomed everyone to the virtual meeting.

108 APOLOGIES FOR ABSENCE

Received from Cllr Briskham and Cllr Hall

109 DECLARATIONS OF INTEREST

There were no declarations of interest

110 QUESTION AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC

Cllr P George commented Mr. Kevin Higgs was invited to the meeting to put forward his issue to members but due to the meeting being online he will attend the next meeting instead.

The Town Clerk confirmed that Mr. Higgs was invited to the virtual meeting and was sent the link to the meeting. She said that she had spoken to Mr. Higgs and he wanted to bring the issue with heavy goods vehicles using Essex Road as a through road to members attention. Mr. Higgs said that by highlighting the issue with Town Council, he was hoping members would provide him with some support on this issue. The Town Clerk stated that Mr. Higgs had been in contact with Cllr Beynon regarding putting up extra signage on the Cleddau Bridge side, there is signage town side but nothing the other side.

Cllr Beynon has asked Mr. Higgs to keep tally of any heavy goods businesses using the

road so Cllr Beynon can contact them.

111 TO RECEIVE AND CONFIRM THE MINUTES OF MEETING HELD ON 12TH JANUARY 2023.

**It was PROPOSED by Cllr Manning
 SECONDED by Cllr J George
 RESOLVED - That the Minutes of Thursday 12th January
 2023 are adopted as a true record.**

112 MATTERS ARISING FROM THE MINUTES OF THURSDAY 12th JANUARY 2023

Page 87 – Item 105 – Mayor’s Report – Cllr Goff commented that he was unable to attend the Pennar Robins match on Boxing Day as he had COVID.

113 TO RECEIVE AND CONSIDER THE REPORT OF THE TOWN CLERK

60. Meeting Dates 2023/2024

The Town Clerk informed members of the proposed meeting dates for the rest of the year which were as follows, she said the dates are all Thursdays with meeting times being 6.30pm start.

8th June 2023

6th July 2023

7th September 2023

5th October 2023

2nd November 2023

7th December 2023

11th January 2024 – Meeting online only

8th February 2024 – Meeting online only

7th March 2024

4th April 2024

All members agreed the dates for the forthcoming year.

The Town Clerk stated that a decision needed on date of AGM for next year, either the 2nd or 9th May 2024

Members discussed the dates and all members agreed on Thursday 2nd May 2024 for the date of the AGM

The Town Clerk informed members of the meeting dates left for the current council

year which are as follows:

2nd March 2023

6th April 2023

4th May 2023

61. Membership renewal SLCC

The Town Clerk stated that the renewal of the Society of Local Council Clerks is now due, it would be a cost of £236.00 for the year, she said this service has been valuable with regards to advice provided to the office on a number of items.

It was	PROPOSED by Cllr Goff
	SECONDED by Cllr M Williams
	RESOLVED – That members agreed to pay the renewal of the Society of Local Council Clerks membership

All members agreed

62. Hanging Basket Tender 2023, 2024 & 2025

The Town Clerk stated that the Hanging Basket tenders were up for renewal, she said that a number of letters had been sent out to organisations and that a quote had been received from Hill Farm Nurseries which was attached to the members papers. She said the quote was for £2,692.00.

Cllr O'Connor asked if any of the other organisations had given a reason why they did not want to put in a tender.

The Town Clerk stated that she has had no response from any of the other organisations.

It was	PROPOSED by Cllr Goff
	SECONDED by Cllr George
	RESOLVED That – Members of PDTC agreed and accepted the tender from Hill Farm Nurseries at a cost of £2,692.00 per year for 2023/2024/2025.

A vote was taken, 13 members for

63. Coronation of the King celebrations

The Town Clerk stated that the Coronation celebrations will take place 6th, 7th, and 8th May 2023. She said there will be a UK wide Big Lunch event being held to celebrate the Coronation on Sunday 7th May 2023

Members were asked to confirm if they were happy to hold a big lunch and if so what area they would like to hold the event, or if there was another way they would like to celebrate the coronation.

Cllr George suggested having a small committee to make the arrangements for the Coronation. The Town Clerk stated that there is not enough time to have a committee as we need to get things moving as it takes time to sort events out.

Cllr George commented that we could do something on the Sunday in the park, she suggested maybe not the usual rides but some entertainment for the children or music.

The Town Clerk commented that there will probably be a lot of street parties. She said PCC have not yet approached Pembroke Dock Town Council regarding road closures for the Coronation.

Cllr O'Connor commented that his concern is why Council is wasting money on this when there is a cost-of-living crisis going on when so many people in Pembroke Dock are struggling to make ends meet and we are celebrating an over paid, over privileged, undemocratic system, he said that in his opinion we should do nothing at all for the Coronation.

Cllr George commented that if we don't do anything we are criticised and we are not talking about doing anything extravagant as we try to organise something in the park for families that is low or no cost to residents.

Cllr Goff commented about the possibility of purchasing a little memento for the children like Council did for the jubilee. The Town Clerk commented that there is a limited budget and if members decide to buy a memento, then there will not be any money to put on an event.

Cllr Wiggins commented that as part of the budget there is £1,000 budgeted for a combined day in the park and Coronation event.

The Town Clerk asked members that if they have any suggestions or ideas for the event to please contact the office.

The Town Clerk informed members that the picture in the meeting room needs to be replaced, and a similar size would be £69.99.

**It was PROPOSED by Cllr Williams
 SECONDED by Cllr Aston-Jones
 RESOLVED That – members agreed to purchase a picture
 of King Charles III for the meeting room at a cost of
 £69.99**

A vote was taken, 11 members for

64. Mayor and Deputy Mayor 2023/2024

The Town Clerk stated that members needed to nominate a Mayor and Deputy Mayor for 2023/2024

Cllr J George commented that due to personal reasons he is unable to take on the role of Mayor for 2023/2024

Cllr Goff proposed Cllr Manning for the position of Mayor for 2023/2024

**It was PROPOSED by Cllr Goff
 SECONDED by Cllr J George
 RESOLVED: That Councillor G Manning will be elected as
 Mayor of Pembroke Dock to hold office from May 2023,
 pursuant to Section 34 and 245(6) of the Local
 Government Act 1972, until the Annual Meeting of the
 Council in May 2024.**

Cllr Goff proposed Cllr Williams for the position of Deputy Mayor for 2023/2024

**It was PROPOSED by Cllr Goff
 SECONDED by Cllr Francis-Hartery
 RESOLVED: That Cllr Williams will be elected as
 Deputy Mayor of Pembroke Dock to hold office from May
 2023, pursuant to Section 34 and 245(6) of the Local**

Government Act 1972, until the Annual Meeting of the Council in May 2024.

A Vote was taken 8 for

Cllr Manning accepted the position of Mayor and Cllr Williams accepted the position of Deputy Mayor for 2023/2024

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

65. New bench permissions

The Town Clerk stated that she had received the proposed costs for the permissions to install the benches. She said that due to the locations being new locations they would incur costs. The locations are opposite Pembroke Dock Community School, on the top road and outside Cwtch. She informed members that the cost was £493.50 for the three benches.

Cllr Wilcox commented that this amount seemed to be quite excessive, and he said he would make some enquiries with PCC.

66. Library Services

The Town Clerk stated that she had met with Library Services and updated the members with information that had been received. She said that the Library Services are looking to reduce the number of days the Pembroke Dock Library will be open, from 4 ½ days a week to 3 ½ days a week, she said that they are looking to Town and Community Councils for support in the region of £10,000.

The Town Clerk stated that she explained that the PDTC's budget is set for the next financial year and asked if he would take feedback to PCC that the communication is poor and the timescales are late as they are only now coming up with budget ideas. She said that she has asked that the details are put forward to her to present to Council at the next meeting.

Cllr O'Connor commented that it is not the Town Council's role to fund it, he said that PCC are really in a state with their finances and the cuts are going to be devastating to the County.

Cllr Manning commented that some of the other Council have agreed to contribute to the budget, he said they are looking at the possibility of having a five-year agreement which is difficult as Councils run on four year term. Cllr Manning said his concern is once

set up, who knows what the charges will be and if you support one department then others will start requesting.

Cllr Wilcox commented that he is extremely reluctant to support this as through the Town Council office we are already carrying out work that Pembrokeshire County Council should be providing.

115. ANY OTHER ITEMS WHICH THE MAJOR DECIDES ARE URGENT

There were no other items which were urgent.

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

Cllr O'Connor gave an update from the Pater Hall Trust. He said that the Trust had agreed to set up a meeting between PDTC and PHT and had withdrawn any objections of certain Councillors attending the meeting. There was an assurance to present all evidence to Council.

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

Date	Description	Amount
23.12.2022	Total Charges	£27.00
23.12.2022	Justin's Joints – PD Harlequins Christmas Lunch donation	£25.00
28.12.2022	British Gas – Electricity 28 Dimond Street	£50.90
28.12.2022	Zoom	£14.39
05.01.2023	British Gas – Gas 28 Dimond Street	£225.08
05.01.2023	Anthony Bamford – window cleaning 04.01.23	£10.00
05.01.2023	P A Lynch	£1,600.00
06.01.2023	Sage - payroll	£32.40
06.01.2023	SWALEC – Old pump house	£119.22
09.01.2023	BT Group	£140.42
09.01.2023	Google Cloud	£6.63
09.01.2023	Post Office postage	£24.85
10.01.2023	S Scourfield	£0.80
11.01.2023	1 & 1 internet	£6.00
11.01.2023	One Voice Wales- Cllr Training	£70.00

11.01.2023	Planning Aid Training	£70.00
11.01.2023	Clarity Copier	£48.48
16.01.2023	McAfee Antivirus Plus subscription renewal	£49.99
18.01.2023	Anthony Bamford – window cleaning 17.01.23	£10.00
21.01.2023	SWALEC – Albion Square	£78.59
23.01.2023	Total Charges	£8.00

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

Date	Description	Amount
05.01.2023	St Patricks Warm room	£16.57
10.01.2023	Brian Jones	£5,256.00
16.01.2023	St Patricks – warm rooms grant	£31.94
16.01.2023	Bethel Outreach – warm rooms grant	£36.32
16.01.2023	The Pater Hall – warm rooms grant	£62.94

ACCOUNT RECEIPTS

Date	Description	Amount
02.01.2023	Interest	£40.02

SALARIES AND WAGES

06.01.2023– 05.02.2023	Salaries	£ 4,128.93
06.01.2023 – 05.02.2023	Tax & NI	£ 920.03
06.01.2023 – 05.02.2023	Pensions	£ 1,598.20

ACCOUNT BALANCES

26.01.2023	HSBC Business Account	£ 99,380.06
26.01.2023	HSBC Premium Account	£ 58,126.35

Cllr Goff commented about the donation to the Pembroke Dock Quins Christmas lunch for selection boxes as he thought it was £50.00.

The Town Clerk stated that when asked about quantity of selection boxes required, they

already had enough so we were asked to purchase pigs in blankets at a cost of £25.00

Cllr Goff commented about the warm room payments and asked why the different halls have been paid different amounts.

The Town Clerk stated that each of the warm rooms have been allocated a set amount that can be claimed.

**It was PROPOSED by Cllr Manning
 SECONDED by Cllr J George
 RESOLVED: That Pembroke Dock Town Council approve
 payments of the above Payments, Receipts, Salaries and
 Wages for 6th January 2023 to 26th January 2023.**

All members agreed

118. AGENDA ITEMS FOR THE NEXT MEETING

King's Coronation and Pembroke Dock Library

119. COMMUNITY ISSUES

Cllr George commented about the work happening on Dimond Street, Pembroke Dock with the removals of the cobbles, she said a good job had been undertaken for the town, some people complain about the cobbles and some people complain about them being removed but it does make it easier for drivers coming through town.

Cllr Goff commented that he would like to highlight that two of the workmen had been threatened and were given abusive language from members of the public for closing the road, he said it is disgusting behavior.

Cllr Manning suggested that as a Council we contact the contractors to thank them for the way they conducted the work undertaken and for the excellent job they have done.

120. MAYOR'S REPORT

Cllr George commented that its very quiet this time of year, so she had no report.

There being no other business the meeting was closed.