

At a Meeting of Pembroke Dock Town Council on
Thursday 5th October 2023

PRESENT: Cllrs: P Aston Jones, S Briskham, C Francis-Hartery, P George, J George, B Hall, J Lyons, G Manning, M Wiggins, T Wilcox, M Williams

IN ATTENDANCE:

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

Cllr Manning opened the meeting and welcomed everyone.

49. APOLOGIES FOR ABSENCE

Cllr S Lucas, Cllr C Lee, Cllr M Bowen, Cllr O'Connor, Cllr Goff

50. DECLARATIONS OF INTEREST

There were no declarations of interest.

51. QUESTION AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC

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

52. TO RECEIVE AND CONFIRM THE MINUTES OF MEETING HELD ON 7th SEPTEMBER 2023.

It was **PROPOSED** by Cllr J George
SECONDED by Cllr Francis-Hartery
RESOLVED - That the Minutes of Thursday 7th September 2023 are adopted as a true record.

53. MATTERS ARISING FROM THE MINUTES OF THURSDAY 7th SEPTEMBER 2023

P33 – Item 39 – The Town Clerk updated the members regarding the bench in Bush Street, she said that the base has been installed and are just waiting for the bench to be put in place.

P34 – Item 40 – The Town Clerk updated the members regarding the allotments. She

said that there will not be a Community Asset Transfer, it will be by lease with a peppercorn rent. With regards to Park View all the work will be completed before handing over and there has not been a period set out for how long the lease would be for.

Cllr Wilcox commented that he had contacted PCC to put forward the two sites in Grove Street, but they have not come back to him yet.

Members all agreed they would like to show interest and progress with this further.

P35 – Item 13 Gym Equipment

The Town Clerk stated that the gym equipment has been installed, she thanked Milford Haven Port Authority and Pennar and Bufferland Association for contributing money towards the equipment.

P36 – Item 15 – Memorial Park 100th Anniversary

The Town Clerk asked members if they have any ideas for funding or ideas for how to celebrate the 100th anniversary to let the office know and this would be fed into the committee.

P36 – Item 16 – Christmas Events

The Town Clerk informed members that Breakfast with Santa has been booked for 9th December at The Pater Hall and Santa will be coming to Town on Friday 8th December for the switching of the Christmas Tree lights.

Members discussed the PDTC Christmas dinner as there are limited options within the town, it was agreed to look at the possibility of having caterers to provide a buffet in the town council office.

P40 – item 46 – Community issues

Cllr Wilcox commented about the Warm rooms funding and asked if he needs to put the request in writing.

The Town Clerk informed members that she would be taking the warm room funding to the next Finance Committee meeting as there would be a set amount agreed for all halls to apply for like the previous year.

Cllr George congratulated Cllr Williams for her recent Brave the Shave for Macmillan. Cllr Williams confirmed she raised over £800 for the Charity.

40. TO RECEIVE AND CONSIDER THE REPORT OF THE TOWN CLERK

18. Get Ready for 20MPH

The Town Clerk stated that on 17th September 2023 most 30mph speed limits in Wales changed to 20mph. The speed limit has changed on residential and busy pedestrian street to:

- Make our streets safer, reducing the number of people killed or injured (as well as reducing the impact on emergency services and the NHS)
- Encourage more of us – at all ages – to feel safer to walk and cycle
- Help to improve our health and well-being now and for future generations

She said if you want to see how this has affected streets in your area, visit Data Map Wales, your local council or trunk road agency websites and that the links below were included in members papers along with a map of the 20mph information for Pembroke Dock.

<https://www.gov.wales/safer-20mph-lets-look-out-each-other>

<https://datamap.gov.wales/maps/roads-affected-by-changes-to-the-speed-limit-on-re/>

The Town Clerk said there has been a lot of confusion around the Town particularly with Driving instructors looking for clarification of the speed along London Road and some areas along Western Way. She said she would forward any information that she receives from PCC and Welsh Government to members.

19. Remembrance Service Dates 2023

The Town Clerk informed members of the service dates and locations which are as follows:

Saturday 11th November 2023

Freshwater West Service – 10.30am for 11.00am

Llanion Military Cemetery Service – 2.30pm for 3pm

Sunday 12th November 2023

Pembroke Service – 10.30am for 11.00am

Pembroke Dock Service – 2.30pm for 3.00pm (meet at 2.30pm at Albion Square for Parade)

20. Temporary Road Closure Eastern Avenue Pembroke Dock

The Town Clerk informed members that there would be a temporary road closure on Sunday 15th October 2023 for one evening/night from 16:00hrs until 03:00hrs for

carriageway resurfacing works and a map had been included in their papers for their information.

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

21. Pembroke & Pembroke Dock Joint Twinning Committee

The Town Clerk stated that she had received correspondence from Cllr Aiden Brinn of Pembroke Town council with regards to the Twinning Committee. She said that this committee used to be serviced by the clerks of Pembroke and Pembroke Dock but this committee will now be serviced by Mr. Ian Jones.

I write this as the Chairman of the Pembroke & Pembroke Dock Joint Twinning Committee.

The recent meeting which was the AGM which was scheduled for Wednesday 27th September '23 due to unavailability of representatives of your council had to be postponed. I will be, however, arranging to call another meeting at a date to be decided upon for the month of November. In the interim I would kindly appreciate if your council, Pembroke Dock Town Council would debate the issue of the continuing Twinning Agreement with our respective council, Pembroke Town Council of the Twinning we have with Bergen in Lower Saxony, Germany and Pembroke, Malta. At the next meeting of the Twinning Committee two topics will be discussed of future planning in respect of celebrating the 50th Anniversary in 2007 with Bergen in Germany and the 25th Anniversary in 2027 with Pembroke, Malta. Although both anniversaries are several years away both events require future planning of how we can acknowledge and celebrate these very important dates in the history of both of our towns, ie Pembroke and Pembroke Dock. I truly hope Pembroke Dock our neighbouring town and its council, Pembroke Dock Town Council will make the decision to continue with this joint twinning which is of long standing, obviously the decision lies with your council of whether you wish to continue or not with this partnership.

Members discussed the correspondence and long-standing members gave an insight into their involvement with twinning in previous years. The members agreed that they would like to contact youth groups and Schools in the area, to see if they would be interested in making links with the groups in Bergen and Malta, before they make a final decision with regards continuing with the joint twinning.

22. UK Shared Prosperity Fund

The Town Clerk stated that The UK Shared Prosperity Fund is a central pillar of the UK government's levelling Up agenda and provides £2.6 billion across the UK, of funding for

local investments by March 2025. The Fund aims to improve pride in place and increase life changes across the UK investing in communities and place, supporting local businesses, and people and skills.

Pembrokeshire County Council has invited interested organisations to apply for funding from the UK Shared Prosperity Fund (UKSPF) for projects taking place in Pembrokeshire. The Town Clerk stated that the closing date is 15th October 2023, but there has been some interest from the community to have a business group set up to discuss possible projects for this type of fund for future opportunities. To have some involvement from the Town Council on this group would be beneficial to provide guidance and support.

The Town Clerk commented that it was short notice for this closing date but there will be future funds available, she asked members if they would like to progress with this.

Members agreed they would like to progress with this fund with the main focus being on the empty shops in the town. They agreed that a group should be set up with the members of the Finance and Development committee and invite representatives from other businesses within the town to be involved in the group.

23. Finance Committee grant application

The Town Clerk informed members that at the last meeting of the Finance Committee there was only one application to consider which was from Pembrokeshire Cancer Support, they had requested an amount of £500 to continue with the provision of relaxation classes for cancer patients and carers. She said that she had also included the accounting information in the members' papers.

All members agreed for £500 to be donated to Pembrokeshire Cancer Support.

24. Governor of Pennar School

The Town Clerk informed members that Cllr Williams has asked to stand down from the Pennar School Governing Body due to other commitments, she then asked for another representative. There were no volunteers therefore it was agreed to contact the Governing Body to ask if they could look for another community representative.

56. ANY OTHER ITEMS WHICH THE MAJOR DECIDES ARE URGENT

There were no other items which were urgent.

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

There were no reports from representatives serving on outside bodies.

58. TO RECEIVE AND CONSIDER THE FINANCIAL REPORTS ACCOUNTS FOR PAYMENT

Date	Description	Amount
01.09.2023	Post Office postage	£22.75
01.09.2023	Neil Thomas – Funday Music	£200.00
04.09.2023	Clarity Copiers	£20.71
04.09.2023	One Voice Wales – Councillor Training	£38.00
05.09.2023	British Gas – Gas bill	£14.99
05.09.2023	Eurooffice – stationary	£36.89
06.09.2023	Sage	£34.80
07.09.2023	Google Cloud	£6.20
11.09.2023	Cardcraft – floral display	£40.00
13.09.2023	1 & 1 Internet	£6.00
13.09.2023	Anthony Bamford – window cleaning	£10.00
13.09.2023	Victoria’s Teas and catering – Food for Funday	£133.50
13.09.2023	P A Lynch	£1,600.00
18.09.2023	SWALEC	£92.59
18.09.2023	Top Notch Loo Ltd	£84.00
21.09.2023	SWALEC	£76.07
23.09.2023	Bank charges	£8.50
25.09.2023	Post Office – postage for Remembrance letters	£43.50
25.09.2023	Zoom online meetings	£15.59
27.09.2023	British Gas – electricity bill	£30.55
27.09.2023	Asda – sundries	£20.90

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

Date	Description	Amount
14.09.2023	FreshAir Fitness – Outdoor Gym Equipment 1 st installment	£4,464.00

ACCOUNT RECEIPTS

Date	Description	Amount
02.09.2023	Interest	£90.04
20.09.2023	HMRC VAT	£2,048.76
26.09.2023	Rotary Club – wreath order for Remembrance	£44.00
28.09.2023	Pembroke Town Council – wreath order for Remembrance	£88.00

SALARIES AND WAGES

06.09.2023– 05.10.2023	Salaries	£ 4,335.41
06.09.2023 – 05.10.2023	Tax & NI	£ 1,030.14
06.09.2023 – 05.10.2023	Pensions	£ 1,692.11

ACCOUNT BALANCES

28.09.2023	HSBC Business Account	£ 111,980.04
28.09.2023	HSBC Premium Account	£ 58,660.50

It was **PROPOSED** by Cllr J George
SECONDED by Cllr Briskham
RESOLVED: That Pembroke Dock Town Council approve payments of the above Payments, Receipts, Salaries and Wages for 29th September 2023 to 26th October 2023.

All members agreed.

59. AGENDA ITEMS FOR THE NEXT MEETING

Christmas – Breakfast with Santa

60. COMMUNITY ISSUES

Members discussed the antisocial behavior outside the library and at the bus shelter at the side of Asda. There were concerns that it is making people feel uncomfortable passing and there is a lot of mess left. The Town Clerk informed members that the police have been informed and suggested that anyone experiencing any issues should contact 101 to report it. It was also suggested to write to Asda about this issue.

Cllr Hall commented that Wilko's has been taken over by Poundland and should be opening in the next coming months.

61. MAYOR'S REPORT

Cllr Manning commented that he had attended the Clarby Warriors football tournament which took place at Haverfordwest High, he said it was nice to see the youngsters enjoying the game and to see the money PDTC had donated going to good use.

There being no other business the meeting was closed.