

At a Meeting of **Pembroke Dock Town Council** held at the Pater Hall, Pembroke Dock on Thursday 7th March 2013

PRESENT: Councillors A McNaughton, P Kraus, M Colgan, P Gwyther, D Earl, P Folland, J Phillips, C Fortune, A Lee, M Murton, T Wilcox, K Higgs, S Perkins and PE George

IN ATTENDANCE:

Moira Jenkins – Town Clerk
Sarah Scourfield – Assistant Town Clerk

147. APOLOGIES FOR ABSENCE

Apologies were received from Councillor K Becton.

148. DECLARATIONS OF INTEREST

Councillor T Wilcox declared an interest in item 133 of the Town Clerks report.

149. QUESTION AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC

There were no questions from members of the public.

150. MINUTES 10th JANUARY 2013

Councillor P Gwyther commented that the correction made on item 123 of Matters Arising was still not correct as the second bullet point should say that the report stated insignificant amount of asbestos.

It was

PROPOSED by Councillor P Folland

SECONDED by Councillor M Colgan

RESOLVED - That the Minutes of 7th February 2013 are adopted as a true record.

151. MATTERS ARISING FROM THE MINUTES OF 7th February 2013

133 of Matters Arising – Pavements St Marys Road

It was stated that there was no progress with regards to the replacement of slabs which were damaged in St Marys Road. Members commented that there were a number of roads and pavements throughout the town which needed urgent attention as the potholes in the roads are causing damage to vehicles, it was stated that Commercial Row caused concern due to the number of large lorries using the road as the road markings are no longer visible and could cause confusion to anyone unfamiliar with the area. It was agreed that members would provide the Town Clerk with a list of areas which needed attention and she would then approach the County Council.

152. REPORT OF THE TOWN CLERK

126. Arbitration – Pembroke Dock Town Council/Pater Hall Community Trust

The Town Clerk reminded members that at the last Town Council it was resolved that

It was RESOLVED- that the Institute of arbitrators would be contacted to ask for advice on the issues surrounding the Service Level Agreement

She commented that subsequent investigation by Cllr Gwyther and from work that she undertook it was evident that the route decided by members could be very costly.

It was suggested by Councillor Gwyther as a trustee that Mr Ian Jones as Company Secretary of the Pater Hall trust was prepared to meet with the Town Clerk and trustees to sort out the issues.

The Town Clerk commented that she had contacted Mr George Allingham, on the advice of Mr Laurence Harding, to discuss mediation. She commented that Mr Allingham was a solicitor, he was chair of a community council, was the community council representative on the Standards committee of Pembrokeshire County Council and he was a trained mediator. The Town Clerk informed members that he had quoted a charge of £200.00 for the first session and a second one if needed.

The Town Clerk proposed to members that the Town Council takes up the option offered by Mr Allingham. The Town Clerk stated that If Council agreed then she must be able to define the issues as seen by the Town Council to ensure that any mediation attempts would resolve the main issues and difficulties.

It was commented that quarterly meetings between the Town Council and Pater Hall Trust needed to be pushed as these meetings would surely help the situation, Councillor P Gwyther stated that it was agreed mediation would only take place if it was not going to cost any money, it was commented that it was uncertain how many mediation sessions would be needed and costs could spiral.

Members were reminded that the resolution that the arbitrators would be contacted to ask for advice was set at the last meeting and that could not be changed under the six month rule unless a notice of motion was given to the town clerk and agreed by council, but as the arbitrators could be very expensive the Town Clerk had suggested a cheaper option.

It was agreed that a way forward was needed as members spend a lot of time discussing the issues which could be spent on working together on other things for the good of the town.

It was RESOLVED- that Mr Allingham would to be contacted to arrange mediation between the Town Council and Pater Hall Community Trust with regards to the Service Level Agreement

A Vote was taken with eleven members for the resolution and two members against.

127. Town Centre Regeneration-Second meeting with PCC

The Town Clerk confirmed with members that there was to be a second meeting of this group to be held on 25th March 2013 at 6.00pm in the Sunderland Room of the Pater Hall. Members were reminded the purpose of the meeting was for them to bring proposals to the table.

128. Access to the Pater Hall for people who have disabilities – Equality Act compliance

The Town Clerk stated that she had contacted Mr Alan Hunt as requested and he had visited the building and had forwarded his comments. The Town Clerk commented that she would be organising a meeting to include two Trustees and two Councillors soon. It was questioned if a copy of the comments could be sent onto the trustees of the Pater Hall Trust the Town Clerk agreed.

129. Pembrokeshire Coastal Bus service

The Town Clerk informed members that in July 2012 the decision was taken to remove the subsidised bus services operating on a Sunday in Pembrokeshire. This was in response to the announcement by the Welsh Government that the amount of funding allocated to Local Authorities for providing local bus services would be reduced by 10% for the 2012-13 financial year and 27% for the following year.

Since the decision to cut Sunday services would not affect the coastal buses until May 2013 it provided an opportunity and sufficient time to carry out some further consultation.

As a result of the consultation the Coastal Bus Service will be reconfigured as detailed below:-

- The following services will continue to operate 7 days a week during the summer, but from 30th September 2013 will only run on Thursdays and Saturdays during the winter, a reduction of one day.
 - Poppit Rocket, serving between Cardigan and Fishguard
 - Strumble Shuttle, serving between Fishguard and St. David's
 - Puffin Shuttle (North), serving between St David's and Marloes.
 - Coastal Cruiser, serving the Angle peninsula.

- The Celtic Coaster, serving the St David's peninsula providing a coastal bus service and park and ride will continue to run 7 days a week but with a slightly reduced period of operation and frequency.
- The Puffin Shuttle (South), serving Marloes to Milford Haven to Haverfordwest, is mainly a commuter route and so will be treated as per the other subsidised services. Therefore this service will no longer operate on Sundays and will run 6 days a week throughout the year
- The Coastal Bus timetable booklet will be printed in April .

130. Community Transport Forum for Pembrokeshire Clydau Car Club

The Town Clerk stated that there was a meeting to be held in the Nant-y-Ffin Hotel & Motel, Llandissilio on 19th March 2013 between 9.30 am and 2.00pm to find out more or have your say about community transport services in Pembrokeshire. The Town Clerk commented If anyone was interested in attending to let her know so that places could be reserved.

131. Inspector's report on the Local Development Plan

The Town Clerk informed members that the Pembrokeshire County Council had received the Inspector's report on the Pembrokeshire County Council Local Development Plan. The report was titled 'Report on the examination into the Pembrokeshire County Council Local Development Plan Adoption-2021.

This report is available to view at:

<http://www.pembrokeshire.gov.uk/planning>

132. Pembroke Dock Youth Club.- Financial Request

The Town Clerk stated that she had received an email from Mr Matt Done, community youth worker at the youth centre. There is to be an event organised by youth club members, as part of the Pembroke Dock Bicentenary celebrations.

The Town Clerk informed members that they were working with the Pembroke Dock Bicentenary Committee and with the estate manager of Aldi Supermarket who are owners of the old Silcox site in Waterloo. The young people want to develop this site by decorating the hoarding with the help of a professional street artist. The young people want to use the Bicentenary theme. They are also linking with the residents of Apley Lodge and they have organised a creative evening with the elderly people who live there in order for them to meet with the Youth centre and have some input to the scheme.

The Youth centre was looking for financial help towards the costs of the street artists and materials. The total cost is £2150 and they say any contribution would be welcomed and acknowledged by the group.

It was commented that there had been some problems gaining agreement from the trunk road agency for this project to go ahead, it was questioned if there was any other areas in the town where this project could go ahead

It was RESOLVED- that the Town Council would donate £200 if the project gained agreement or find another suitable site for the project

133. Pembroke Dock Harlequins- Junior Rugby finals day program

The Town Clerk stated that the harlequins were holding the 2013 Pembrokeshire Junior Rugby Finals Day, where the best of Pembrokeshire will play their age group finals. They will be producing an A5 full colour final day program. They are selling advertising space and are asking whether the Town Council would wish to advertise and so support the event.

Prices vary from £170 - £35.

It was RESOLVED- that the Town Council would buy an advert £50-60

134. Picton Castle and gardens

The Town Clerk informed members that the Picton Castle and Gardens invited the Town Council to become a sponsor for their annual Secret Light Garden Event which was being held to raise funds for the benefit of The Paul Sartori and Picton Castle Charities.

The primary source of funding for Secret Light Garden is from corporate and business sponsors, such as yourself. The Secret Light Garden receives no governmental funds.

This exciting event will be from 7.30 pm on the 4th and 5th October 2013. For two nights only visitors will be able to marvel at Picton's enchanting gardens illuminated in the most spectacular and magical manner. In addition there will be theatrical performances, musicians, artistic installations, market stalls, food, mulled wine and more.

Picton Castle and Gardens has been open to the public and specifically for the people of Pembrokeshire to enjoy for the past 25 years.

Your sponsorship will help assure the success of The Secret Light Garden.

It was RESOLVED- that the Town Council would not make any financial contribution to this project as it did not directly benefit the Town of Pembroke Dock

135. Utopia

The Town Clerk stated that she had received a financial request from Utopia –a beauty salon. Ms Olivia Thomas is wishing to set up her own beauty salon and is looking for some financial help.

Ms Thomas is looking for £3995 to help her pay for the beauty academy. She feels that her endeavor will help bring jobs to the town. After discussion

It was RESOLVED- that the Town Council would not make any financial contribution to this project as it was a private business.

136. Cruse Bereavement care- All Pembrokeshire branch.

Cruse is looking for a contribution towards their running costs of £100.00

It was RESOLVED- that the Town Council would not make any financial contribution to this project as it did not directly benefit the Town of Pembroke Dock

137. Wales Air Ambulance appeal- night flying trials for Wales

The organisation is looking for a contribution towards the costs of new helicopters that are able to fly at night.

It was RESOLVED- that the Town Council would not make any financial contribution to this project as it did not directly benefit the Town of Pembroke Dock

153. SUPPLEMENTARY REPORT OF THE TOWN CLERK

138. Zero Tolerance for dog fouling

The Town Clerk informed members that she had included in members papers a copy of a press release that the Dyfed-Powys Police, the County Council and Keep Wales Tidy are to put out.

She commented that they had listened to the concerns of the communities of Pembroke and Pembroke Dock with regard to dog fouling. The neighbourhood policing teams along with the dog

wardens and Keep Wales Tidy will be out in the communities of Pembroke and Pembroke Dock from Monday March 11th, undertaking a two week education initiative to highlight the importance to dog owners of removing their animal's waste from public areas. The teams will be distributing leaflets and dog waste bags and talking to dog owners about their responsibilities. Police would also like to remind people that it is an offence to allow your dog to foul a public place. It was commented that there would initially be a 2 week education initiative before the fines came into place and the fines could be given by the PCSO's and the County Council with the hope of including the traffic wardens, it was stated that there would also be a system set up to make it easy for residents to report any offenders stating times of day etc to help highlight hotspots.

139. PACTO-Pembrokeshire Association of Community Transport Organisations

The Town Clerk informed members that the Welsh Government had made their decision about the funding of the Town Rider services in Pembrokeshire and because of this there is to be a meeting to discuss the future of the service in the area.

PACTO and PCC are working together to ensure that the Town Rider services in Pembrokeshire continue to provide vital transport.

The meeting is to be held on Friday 15th March in Pembroke Town Hall at 1.00pm.

140. Noise Pollution – Herbrandston Community Council

The Town Clerk stated that a survey had identified that a significant number of people who reside in the Herbrandston area are affected by a 'noise pollution' problem. LNG ships have been identified as one major source. The feeling is that the source is multiple and not conclusively identified.

A cross community working group is to be set up to determine the scope of the problem.

The Town Clerk stated If anyone was aware of any noise complaints in our area could these be passed on to Cllr Steve Ingram of Herbrandston Community Council.

141. Planning Applications for consideration

12/1097/Pa 26 Owen Street
Pennar
Pembroke Dock
Extension to rear

It was **RESOLVED- that the Town Council support the proposals within the application**

12/1103/Pa Celtic Buildings
Edgar Morgan Way
The Dockyard
Pembroke Dock
Erection of a portal framed building

It was **RESOLVED- that the Town Council support the proposals within the application**

12/1079/Pa Rear of Cambrian House
23 & 24 Prospect Place
Pembroke Dock
Erection of one dwelling

It was **RESOLVED- that the Town Council support the proposals within the application, but raised concerns regarding the dangerous access and egress on Slogetts hill.**

154. REPORTS FROM TOWN COUNCIL REPRESENTATIVES SERVING OUTSIDE BODIES
POLICE FORUM

Councillor M Murton commented that she had recently attended the Police Forum; she commented that issues discussed were dog fouling, the drug situation in the town and planning applications. She stated that the Police hoped to be more involved with regards to the larger planning applications of the Town as some of the applications provide more of a demand on their services. It was stated that the priorities for the month were recurring antisocial parking, dog fouling and House of Multiple Occupancies.

PATER HALL TRUST

Councillor P Gwyther commented that the Pater Hall Trust had recently held their Annual General Meeting where all the trustees remained the same. He commented that there were a number of issues raised at the meeting following with one issue being that there has been no maintenance work undertaken within the Pater Hall. It was commented that the Pater Hall Trust agreed to undertake the asbestos survey which the chair Mr D Esmond would progress.

FESTIVAL GROUP

Councillor S Perkins asked for an issue to be clarified with regards to the comment that the Festival Group refused to pay the Pater Hall Trust for use of a room. Councillor S Perkins stated that the room was used for a meeting with the Town Council. After discussion Councillor P George agreed to bring the issue back to the Pater Hall Trust to inform the treasurer.

155. FINANCIAL REPORT

ACCOUNTS FOR PAYMENT

Date	Description	Amount	Payment Method
29/01/2013	Sage RTI Training	£54.00	
29/01/2013	P Brockway – Christmas Lighting	£7248.00	
29/01/2013	Postage	£44.40	
01/02/2013	Postage- Minutes	£17.70	
01/02/2013	Princes Gate Water	£5.94	
04/02/2013	Amazon External memory x 2	£137.23	
07/02/2013	Euro Office – Stationary	£53.66	
07/02/2013	Pembroke Town Council – Xmas Trees	£218.00	CHQ 100170
13/02/2013	Perfect Pcs Deposit – New Pc system for 3 rd person	£399.00	
18/02/2013	World of Mowers- Strimmer for Memorial Park	£134.10	
20/02/2013	ATC Squadron – Remembrance Sunday Parade	£150.00	CHQ 100171

PAYMENTS PREVIOUSLY AGREED eg, Grants, Sec 137 payments, allowances

Date	Description	Amount	Payment Method
01/02/2013	Mayoral Allowance	£800.00	Direct

ACCOUNT RECIEPTS

Date	Description	Amount
18/02/2013	Memorial Park Group – World of Mowers- Strimmer	£134.10
18/02/2013	BT Account Correction	£80.07

SALARIES AND WAGES

06/01/2013-05/02/2013	Salaries and Wages	£4,122.13
06/01/2013-05/02/2013	Tax and NI	£977.16

ACCOUNT BALANCES

26/02/2013	HSBC Current Account	£8,210.93
26/02/2013	HSBC Premium Account	£92,349.14

It was

PROPOSED by Councillor A McNaughton

SECONDED by Councillor S Perkins

RESOLVED- that the Town Council approve payment of Accounts and Salaries and Wages payments, and also approve payments previously agreed

156. AGENDA/REPORT ITEMS FOR THE NEXT MEETING

It was questioned if a discussion could take place at the next meeting regarding the Bicentenary Celebrations, It was commented that any ideas of what project the Town Council could undertake for the celebrations should be brought to the next meeting.

157. COMMUNITY ISSUES

Town Council Website

It was questioned if there had been any progress on the website. The Town Clerk commented that the office had been so busy that officers had not had the time to sort this issue.

Water Street Gym

It was commented that parking outside the gym in Water Street is causing a danger, it was stated that offenders had been approached and asked to park in the car park and some drivers had also been fined for repeat offending.

Village Green

It was questioned if there had been any progress from the County Council with regards to the Village Green status for the land in Pennar; the Town Clerk stated that she would contact Mr Miller of the County Council.

Rats

It was commented that there had been a number of complaints received with regards to rats in front street. The Town Clerk informed members that the County Council were aware of the issue and it seemed that the new sewage system which had been installed was causing some issues, but the County Council were baiting on a regular basis.

Music Centre – Meyrick Street

It was commented that the Music Centre in Meyrick Street was closing after 28 years, it was questioned if anything could be done to thank them for their efforts over the years, it was agreed the Mayor would attend to do a presentation.

Closure of SCBU and Minor Injuries Units

It was commented that the Town Council should consider writing to the Health Minister asking to reconsider the closure of these units, as representatives it was felt that the Town Council have been misguided on the option to close the Minor Injuries Unit and do not agree with the closure. It was agreed some form of protest should take place at South Pembrok Hospital to highlight this.

Bi- weekly black bag collection

It was stated that the proposed bi- weekly collection for black bags could cause problems for some families in Pembroke Dock, it was commented that the regular weekly collection would still take place for orange bags and food bins and that the estates would not be affected by this change. It was stated that the bi-weekly collections would be trailed first before

any decisions are made

Cigarette Ends – Dimond Street

It was stated that there are cigarette ends the whole length of Dimond, it was commented that once the outside person was appointed this may help to alleviate this issue.

158. MAYORS REPORT

The Mayor informed members that he has been liaising with Simon Hart regarding the closure of the Minor Injuries Unit at South Pembrokeshire Hospital; he stated that there would be a demonstration held on Friday 15th March from 10.00am onwards.