

At a Meeting of **Pembroke Dock Town Council** held at the Pater Hall, Pembroke Dock on Thursday 28th June 2012

PRESENT:

Councillors A McNaughton, P Kraus, M Murton, PE George, M Colgan, J Phillips, P. Gwyther, T Wilcox, & C Fortune

IN ATTENDANCE:

Moira Saunders- Town Clerk
Sarah Scourfield – Assistant Town Clerk

26. APOLOGIES FOR ABSENCE

Apologies were received from Councillors A Lee, K Higgs, S Perkins, K Becton and P Folland.

27. DECLARATIONS OF INTEREST

Councillor P E George declared an interest in item 28 a of the Town Clerk report -Financial Assistance (family)

Councillor T Wilcox and C Fortune declared an interest in item 32 Supplementary Report of the Town Clerk 31a Financial Assistance Vagrants Crew.(Friends)

28. QUESTION AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC

There were no questions from the members of the public

29. MINUTES 12th April 2012

It was stated that minute 14 and 15 should state that the meeting was the Annual General Meeting of the Town Council to make it clear to the public.

It was

PROPOSED by Councillor M Colgan

SECONDED by Councillor M Murton

RESOLVED - That the Minutes of 31st May 2012 are adopted as a true record.

30. MATTERS ARISING FROM THE MINUTES OF 31st May 2012

10 – Internal Audit

It was questioned if there had been any progress on the purchase of a safe. The Town Clerk stated that due to the office being very busy she had not had chance to look at it in detail, she stated that once she has gathered details and quotes she would bring the information to the Town Council to decide.

17 – 2-Financial Requests – Pembroke Borough Silver Band Instruments Trust.

It was questioned why there was a resolution on the second proposal when there was no seconder, the Town Clerk stated that the word resolved should not be there but the detail of the proposal needed to be noted.

31. REPORT OF THE TOWN CLERK

21. Code of Conduct Training

The Town Clerk notified all councillors that she had arranged training with Mr Laurence Harding which was to be held on Thursday 5th July at 6.00pm in the Council Chamber.

22. SLCC Membership renewal.

The Town Clerk stated that she had received notice from the SLCC that her membership subscription was now due. She informed members that It would cost £157 for the year.

It was

PROPOSED by Councillor P Gwyther

SECONDED by Councillor A McNaughton

RESOLVED - That the subscription for SLCC membership is renewed at a cost of £157.

23. Marine Conservation Zone.

The Town Clerk informed members that there was currently a consultation open by the Welsh Government that ends on 31st July. There are proposals that certain coastal areas could be designated a marine conservation zone. This has serious implications for the communities affected. The Town Clerk commented that she had not read through the document but felt that it was something the Town Council should comment on the document she suggested that it was referred to the consultation committee for comment, but stated if anyone else could

read over the document and pass their comments to the office she would be most grateful.

24. Vacancy in Market Ward

The Town Clerk stated that as a result of the election there was still a vacancy on the Town Council. She informed members that this was to be treated as a co-option. She questioned whether members wish to advertise this vacancy not only in the town but maybe in the local press. It was agreed by members that it should be put into the local press as a news item and not an advert. The Town Clerk stated that she would contact the Tenby Observer with the details.

It was

PROPOSED by Councillor M Colgan

SECONDED by Councillor A McNaughton

RESOLVED - That the vacancy should be advertised for 6 weeks with information put into the local press

25. Tenby Town Council- the state of our railway stations

The Town Clerk stated that she had received a letter from Tenby Town Council expressing their concern about the state of the Tenby railway station. She informed members that they intend to write to the Welsh Government asking that action be taken against the relevant railway companies to focus more attention on the visual appearance of the stations. Tenby are suggesting that if the railway station in Pembroke Dock needs to be improved whether this Town Council would care to join in their endeavours to improve the state of our railway station and theirs. It was commented that maybe writing to the two organisations who look after the railways and stations maybe the best way to highlight the issues before contacting the Welsh Assembly Government. Members agreed that Pembroke Dock Train Station did need some attention as it does look a mess.

It was

PROPOSED by Councillor M Murton

SECONDED by Councillor P Gwyther

RESOLVED - That the organisations network rail is contacted to request an improvement in the appearance of the local stations.

26. Milford Haven Port Authority - Annual Report and Accounts 2011

The Town Clerk informed members that she had a copy of this report available should anyone wish to read it.

27. Animal Aid – Alternatives to Culling

The Town Clerk stated that she had received a letter and booklet from Animal Aid outlining alternative ways to cull and deter wild species from causing problems.

The booklet is available should anyone wish to read it.

28. Financial requests

a. Ross John

The Town Clerk stated that she had received a letter from Debbie George asking for some financial support to help her son. Ross is a freestyle Disco Dancer who trains with the West Wales Dance Academy of Dance and competes at competitions throughout the UK and Norway. Over the last 12 months he has gone from what is known as intermediate level into championship level which is the highest level in the Freestyle World. Although WWA of Dance do what they can with scholarships and free training Ms George still has to get Ross to the events which is expensive. Ms George is asking for some financial contribution to help with the travel costs and costumes.

Ms George lives in Pembroke but works in Pembroke Dock. Ross trains in the Pater Hall.

Members stated that due to the strict policies in place they were unable to grant financial assistance.

b. Sea Cadets- Trip to Training Ship Royalist.

The Town Clerk stated that she had received a letter from the commanding Officer of T.S.Warrior Lt(SCC) M Styles RNR asking whether the Town Council would consider helping with the funding of this trip for some of the less well-off members of the Sea Cadets.

This trip will enable the young people to learn skills and gain a qualification that they would be unable to have anywhere else. The cost to each Cadet will be £260.00. Any financial contributions made will be split equally between 3 cadets that are not able to afford this trip without some help. The cadets would be more than happy to feedback to Council the outcome of their trip should they be successful in seeking the funds.

It was

PROPOSED by Councillor M Colgan

SECONDED by Councillor A McNaughton

RESOLVED - That £260 is awarded to the Sea Scouts for the Cadets most in need for the upcoming training opportunities.

32. SUPPLEMENTARY REPORT OF THE TOWN CLERK

29. Armed Forces Day

The Town Clerk informed members that this event was on Saturday 30th June. She states that there will be a service at the cenotaph in Pembroke at 11.00am. All are welcome to attend this service. Should the weather be really wet then the service will be held in Pembroke Town Hall.

30. Joint Twinning and Tourism Committee

The Town Clerk stated that this committee met on Tuesday of this week. She informed members that one of the agenda items considered the balance of nearly £12,000 that is held in that bank account. Pembroke Councillors proposed that £6000 of that amount is kept in the JT&T account with the remainder being split between the two Councils. The Town Clerk informed members that £2882.50 will belong to Pembroke Dock Town Council. The three requests for financial assistance that had been referred from this Council were not considered to be relevant to the JT&T committee so were not agreed to. The Town Clerk was asked to look at the Council budget and determine to what budget head the £2882.50 should be allocated .

31. Financial Requests rejected by the JT&T committee

a. Vagrants Crew

Vagrants Crew in the Community is a non-profit making organisation. They are hoping to travel to a festival in Holland to take the name and location of Pembroke Dock with them. This group do as much charitable work as possible and play to many groups to entertain and raise money for local causes.

The total amount being sought is £2508 but is applying to other organisations to help them.

It was

PROPOSED by Councillor P Gwyther

SECONDED by Councillor M Colgan

RESOLVED - That £400 is awarded to the Vagrants Crew towards the upcoming festival in Holland.

b. Everyman For Malta-Fund raising trip

I have received a letter from Mr James Booth who gives his address as Treowen Road. He and some colleagues are driving a Reliant Robin from the RAF base in Brize Norton through France, Belgium, Germany, Switzerland, Italy and Sicily to Malta and back. Mr Booth has been to Pembroke School, Pembroke scout groups as well as the Harlequins rugby club so is aware that Pembroke Dock is twinned with Pembroke, Malta. During their trip they will be visiting Pembroke Malta so are asking whether the town Council would be prepared to sponsor the venture a little.

In the past a similar event raised over £10,000 towards the Everyman charity whose mission is to save men's lives by raising funds to support research into male cancers.

Members stated that due to the strict policies in place they were unable to grant financial assistance.

c. Sunderland Trust

This application was for the sum of £2500 to support the post of Archive Manager/Curator in the organisation. After Discussion

It was

PROPOSED by Councillor M Colgan

SECONDED by Councillor T Wilcox

RESOLVED - That £200 is awarded to the Sunderland Trust.

32. New Traffic Order

The Town Clerk stated that she had received a letter from Mr John Price of the County Council outlining some new traffic orders relating to some changes in parking in various streets in the town.

She informed members that copies were available in members' papers.

A. Residents parking- changes in Upper Meyrick street to be reduced from 34 to 18 spaces to reflect the demand for permits. The existing scheme in Pembroke Street is to be reduced from 18 to 12 resident spaces.

B. Disabled space- a space is to be provided on the east side of Argyle Street outside the Council offices to operate for 30 minutes between 8am and 6 pm.

C. Removal of no waiting at any time restriction

1. The current 14 metre long restriction the east side of Upper Meyrick Street is to be

shortened to 8 metres measured southwards from Bush Street, to provide additional parking.

2. The current 19 metre long restriction on the north side of Bush Street is to be shortened to 10 metres measured eastwards from the centre of Park Street.

The Town Council had no adverse comments.

33. Annual Report 2011/12- Ombudsman for Wales.

The Town Clerk stated that she had received a copy of this report which is available for viewing in the office.

34. Open Spaces society

The Town Clerk informed members that she had received the annual report and accounts from the Open Spaces society should anyone wish to read it.

33. ANY OTHER ITEMS WHICH THE MAYOR DECIDES AS URGENT

There were no items to discuss.

34. REPORTS FROM TOWN COUNCIL REPRESENTATIVES SERVING ON OUTSIDE BODIES

Louisa Saunders Trust

Councillor P E George commented that she had recently attended a meeting with this group and stated that there was a lot of work ongoing at present to re set the charity.

Police Forum

Councillor M Murton informed members that the priorities from the last meeting are skaters in Albion Square, Grazing of Horses in the area and issues in Amphion Court area. Councillor Murton informed members that there had recently been some problems with youths drinking and throwing stones at the Youth Club, also there were issues at the local Golf Club.

Summer Festival

The Town Clerk informed members that the Summer Festival was a well-attended week with the fun in the park being a very successful day, Councillor P E George questioned if a letter of thanks could be sent to the Festival Group for their hard work, which members agreed.

35. FINANCIAL REPORT

ACCOUNTS FOR PAYMENT

The following accounts are submitted for approval of payment:-

Date	Description	Amount	Payment Method
24/05/2012	Postage for Minutes	£ 19.80	
24/05/2012	Clicksports – Wire for Tennis Net	£14.99	
31/05/2012	Clarity Copiers – Service Charge	£4.76	BACS
31/05/2012	Tiger Lillys – Flowers for Civic Functions	£110.00	CHQ 100136
31/05/2012	B&Q – Cable Ties for Hanging Baskets	£5.49	
07/06/2012	Euro Office – Stationary	£33.01	BACS
11/06/2012	AJ Tyres & Exhausts – Tube for Bowser Tyre	£9.60	
11/06/2012	BT Internet	£130.46	BACS
18/06/2012	Postage	£3.30	
18/06/2012	Sundries	£9.99	
18/06/2012	SWALEC – Pump House	£25.56	CHQ 100138

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

Date	Description	Amount	Payment Method
01/06/2012	Pembroke Borough Silver Band – Insurance	£237.44	CHQ 100137

ACCOUNT RECIEPTS

Date	Description	Amount

SALARIES AND WAGES

06/05/2011-05/06/2012	Salaries and Wages	£ 3636.35
06/05/2011-05/06/2012	Tax and NI	£ 1081.64

ACCOUNT BALANCES

21/06/2012	HSBC Current Account	£ 17,006.64
21/06/2012	HSBC Premium Account	£ 62,317.34

It was

PROPOSED by Councillor T Wilcox

SECONDED by Councillor A McNaughton

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

36. AGENDA/REPORT ITEMS FOR THE NEXT MEETING

It was questioned if members could discuss Town Regeneration, it was commented that maybe a committee could be set up to look at the issues to see if anything could be done. Councillor T Wilcox commented that Pembroke Dock Town Council should be ring fencing money from the Precept to make Pembroke Dock Town look more presentable to encourage businesses to use the town.

37. COMMUNITY ISSUES

Play Equipment

It was questioned if there was any further information regarding the money offered from the County Council regarding play equipment. It was stated that there was to be some extra equipment to be put into the Pennar area but this equipment was what was already in the stores. Members stated that they would like a letter written to the County Council regarding the money to ask where the money had gone. It was stated that there was currently a petition being handed amongst the community regarding play equipment within the park areas pleading for something to be provided. The Town Clerk informed members that the County Council do not have a legal duty to provide play equipment. It was questioned whether a play item could be purchased and donated to the County Council; the Town Clerk stated she would have to investigate further to see if this could be an option.

38. MAYORS REPORT

Councillor P Kraus stated that he was very proud to attend the events below and commented that the Asda Jubilee Event done very well to raise £600 as it was a very wet day. Councillor Jane Phillips stated that the Scouts General Meeting was very interesting she commented the events of the evening showed attendees the work which scouts do and it was a pleasure to be there.

Events attended by the Mayor & Deputy Mayor

2nd June 2012 Pembroke Dock Fire Station Anniversary
5th June 2012 Asda Jubilee Event
11th June 2012 Milford Haven Port Authority Networking Event
15th June 2012 Fishguard Town Council Civic Celebrations
17th June 2012 Pembroke Dock Festival Fun in the Park
17th June 2012 St Davids Civic Celebrations
23rd June 2012 Pembroke Dock Festival Street Party
24th June 2012 Haverfordwest Town Council Civic Celebrations (Deputy Mayor Attended)
26th June 2012 Scouts Annual General Meeting (Deputy Mayor Attended)