

At a Meeting of Pembroke Dock Town Council
held at the Pater Hall, Pembroke Dock on
Thursday 19TH January 2012

PRESENT:

Councillors P Kraus, P Folland, S Perkins, M Murton, K
Higgs, A Lee, M Colgan, P E George, D Earl, P Gwyther, J
Phillips

IN ATTENDANCE:

Moirsa Saunders- Town Clerk
Sarah Scourfield – Assistant Town Clerk

116. APOLOGIES FOR ABSENCE

Apologies were received from Councillor A McNaughton & T Wilcox

117. DECLARATIONS OF INTEREST

There were no Declarations of Interest received from members.

118. QUESTION AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC

There were no questions from the members of the public

119. MINUTES

It was

PROPOSED by Councillor P Folland

SECONDED by Councillor P E George

**RESOLVED - That the Minutes of 15th December 2011 are
adopted as a true record.**

120. MATTERS ARISING FROM THE MINUTES OF 15th DECEMBER 2011

Minute 115 Bush Shelters

Councillor P Folland questioned if there was any information available regarding the bus shelters, the Town Clerk stated that she had contacted the County Council regarding this and was awaiting a response

121. REPORT OF THE TOWN CLERK

147. Pembroke Road/Ferry Lane Junction

The Town Clerk informed members that she had received a letter from Mr John Price with regard to the junctions of Pembroke Road and Ferry Lane, Buttermilk Lane and Ferry Lane. The County Council are proposing that a mini roundabout is located at both junctions.

The Town Clerk stated that Pembroke Town Council had also received the proposals and had asked Mr Colley to arrange a site meeting with Mr Price. This meeting took place on Monday 16th January and the Town Clerk informed members that she and Councillor D Earl had attended this meeting.

Councillor D Earl commented that different options were looked at but stated that he felt the proposal from the County Council should be supported. Councillor S Perkins commented that she seconded the proposal as the junctions in the area are dangerous. Councillor P E George commented that the roundabout needed to have raised edges and not just painted onto the road as motorists drive over the top of them. Members agreed to accept the proposal from the County Council.

148. PACTO –Pembrokeshire Association of Community Transport Organisations

The Town Clerk informed members that she had received a letter from this organisation expressing their concern with regard to the future of the Town Rider service. The Welsh Government has stated that as of April 2012 there will not be funding for this service. PACTO are trying to put in place contingency plans to ensure that no one is left stranded and gaining information that may persuade the Welsh Government to change its mind. The Town Clerk stated that there is to be a meeting on January 24th at 10.30 in Pembroke Town Hall with regard to this issue.

The Town Clerk questioned if any Councillor wished to attend this meeting as the organisation needed notice, Councillor M Colgan and P E George agreed to attend this meeting which members agreed.

The organisation was asking that the Town Council showed any support for this service by writing to the Welsh Government and the local AMs, members agreed for a letter of support to be sent.

149. West Wales Maritime Heritage- Royal Jubilee Celebrations

The Town Clerk informed members that on the national news it had been announced that Her Majesty the Queen will lead a Parade of boats along part of the River Thames in a specially constructed barge.

The maritime society is considering organising a parade of sail on the estuary to mark the occasion.

Ideas include:-

Vintage boats of this society assemble near Hobbs Point.

Other boats owned or kept locally to join the fleet

Youth organisations such as Sea Cadets and Sea Scouts will be invited.

The mayor and dignitaries board a suitable vessel at Hobbs Point and do a circuit.

Members stated that they supported the organisation but had no new ideas.

150. Closure of the MIUs at South Pembs and Tenby Hospitals

The Town Clerk stated that she had received a letter from Mr Simon Hart, Mrs Angela Burns and Mr Trevor Purt with regard to the letter sent to them expressing the Town Council's concern about the closures of the MIUs.

The Town Clerk commented that she had copied the reply received from Mr Trevor Purt which she had directly from Hywel Dda and the same letter via Mr Simon Hart.

The Town Clerk informed members that there is a Facebook site that is gathering comments and also there are petitions around the areas, and there is also a public meeting being held in Pembroke Town Hall on the evening of 19th January.

She stated that Tenby Town Council had already held a public meeting before Christmas and they want to combine with this area to present the petitions to Mr Chris Martin of Hywel Dda. It was suggested that Pembroke Dock should have their own petition and should be leading on this issue, the Town Clerk stated that she has a copy of the petition which can be sent out to members for them to develop further, and commented that there are currently negotiations with the local surgery to supply a Minor Injury Service.

The Town Clerk stated that she had also received an email from Mrs Jan Horsley making her complaint about the MIUS closures, which she had replied to.

151. Pembrokeshire Coastal Forum- Newsletter for November and December 2011

The Town Clerk informed members that this document would be available to anyone and if anyone wanted a copy she could print one for them.

152. Street lights switch off

The Town Clerk informed members that she had written to Mr Ian Westley expressing Council concerns with regard to the street light switch off. She stated that she had copied the reply received from Mr Darren Thomas. Members questioned whether the savings made would become public, Councillor S Perkins commented that once the switch off had been running for a year then the savings made would be available for the public to see. The Clerk stated that the County Council were on the wishes of the Welsh Government hoping to reduce their carbon footprint through the switch off .

153. Financial Assistance – Miss Carly Thomas, Kilimanjaro climb

The Town Clerk informed members that she had received a letter from Miss Thomas who lives in St Daniels Hill Pembroke asking for financial support to help her raise £2500 sponsorship for her climb to Kilimanjaro to raise money for Meningitis Research.

Members agreed that due to being outside the Pembroke Dock area they were unable to offer any financial assistance due to policies set in place.

154. Complaint about the Right of Way from Front Street across Western Way.

The Town Clerk stated that she had received an answer to the letter sent to the Highways Department of the County Council regarding this matter.

Use of the Right of Way from Front Street across Western Way - The area in question is privately owned and being used as a car park. It is therefore possible that at certain times the PROW (Footpath SP32/32 – an Urban Footpath) is going to be less easy to negotiate. The view of the Definitive Map Officer, Matt Cloud, has been sought, and he is of the opinion that the line on our mapping system is accurate: the eastern section runs between walls too narrow for vehicles and the western 30 metres or so runs over open ground to the drop curb; this area is used for parking. However, he was of the view that the cars are not causing a nuisance to users.

155. Cars Parked in the turning circle of Harbour Way

The Town Clerk stated that she had also received an answer to this question.

Cars parked in the turning circle at the bottom of Harbour Way - The Authority has previously been reluctant to introduce waiting restrictions in turning heads as it is considered an obstruction matter enforceable by the Police. In this instance, it is noted that the area in question is located next to our / ASDA pay & display car park and therefore attractive to motorists wishing to avoid charge, and therefore appears to cause a nuisance. A proposal to overcome this will be considered and consulted on as part of our next waiting restriction review planned for the New Year.

The Town Clerk questioned whether members had any views and if she should write back to the lady in Harbour Way that made the complaint? The Town Clerk commented that she had attempted to contact the gentle man who owns St Govans with the other concerns but has not received a reply.

156. Consultation on Local Government Byelaws (Wales) Bill

The Town Clerk informed members that this consultation finishes on 2nd February. She questioned if the Consultation group could consider and make comments which members agreed to.

157. Milford haven Waterway Recreation Management Plan 2011

The Town Clerk informed members that a copy of this document was be available at the council meeting

158. Resignation

The Town Clerk stated that she had received a letter of resignation from Councillor Becton. As the election is in May this year there is no need to look for another Councillor. The Town Clerk informed members that she had written a letter of thanks to Councillor Becton.

159. Pembroke Power Station- liaison meetings

The Town Clerk informed members that currently there is no one from this council attending these meetings on behalf of the Council. Councillor Maureen Colgan has agreed to attend, which members agreed.

160. Planning decisions

11/0780/PA – Demolition of garage & erection of two dwellings – Rear of Cambrian House & No 23 and 24 Prospect place, Pembroke Dock – **Refused**

11/0574/LB- New waterproofing system to roof- Martello Tower, Front Street, Pembroke Dock, Sa72 6JX – **Granted**

11/0820/PA – Demolition of existing rear single storey extension and replacement with new rear single storey extension – 27 St Teilos Road, Pembroke Dock, Sa72 6LH-

Granted

11/0792/PA – Change of use from B1 to B1/D1 or all B1 or all D1 together with A1(Weekly Market only) – The Market, Melville Street, Pembroke Dock, Sa72 6XS-
Granted

122. SUPPLEMENTARY REPORT OF THE TOWN CLERK

161. Pembroke Dock Safe Routes in Community Bid

The Town Clerk informed members that Pembrokeshire County Council wish to submit a grant application to the Welsh Government for safe routes funding in Pembroke Dock. The Welsh Government requires a community travel plan investigating issues that deter walking and cycling in Pembroke Dock and highlighting measures that will help address these issues that can be funded through the grant. To date the County Council has secured over £4million for various communities in the County. The funding has financed new segregated routes away from traffic, crossings, dropped kerbs, cycle paths, cycle stands, 20 mph speed limit zones along with traffic calming schemes.

As part of the consultation process the County Council has secured funding from the South Wales Integrated Transport Consortium to provide a questionnaire to each household in the town.

The Town Clerk stated that there was a copy of the questionnaire with this report. In order to show community involvement the County Council works with the Local Members and Town Councils and other community groups to formulate a comprehensive travel plan The County Council has to show that it is working with communities.

The Town Clerk suggested that a group of 4 Councillors were nominated to work on this project with the County Council. It was agreed that this should be done and Councillors A Lee, P Gwyther, M Colgan and P E George should attend on behalf of Pembroke Dock Town Council.

162. Tenovus Mobile Unit

The Town Clerk stated that she had received an email from the Tenovus Cancer Support team who are extending their services to support cancer patients, their families and carers across the whole of Wales. They will be showcasing their new range of services and our Mobile Cancer Support Unit on Monday 23rd January 2012. The mobile unit provides chemotherapy and other treatments for patients nearer to their homes, health checks and education and offers a base for advice and other support services.

They are inviting people to visit this mobile unit which will be based at Morrison's car park between 10.00 am and 4.00 pm on Monday 23rd January.

The Town Clerk commented that if anyone wished to visit could they let her know and she would notify the team of members visiting.

163. Opt For Life Cymru

The Town Clerk stated that she had received a pack of information from this group which includes The Welsh Government's white paper on Organ and Tissue Donation, a question and answer document on Opt Out, a response letter and a free post envelope to return the response letter to them.

She stated that there was also a consultation document which has come originally from the Welsh Government about the Opt Out scheme for organ donations.

The Town Clerk asked for the consultation to be referred to the Consultation committee, which members agreed.

164. Planning Applications

The two applications below were considered by members

Councillor S Perkins declared an interest in application 11/0974/PA & 11/0973/PA

Councillor M Colgan and P Folland declared an interest in application 11/0974/PA

11/0974/PA Pembrokeshire County Council
County Hall
Haverfordwest
Pembrokeshire

Pennar Infants School
Cross Park
Pennar
Pembroke Dock
**New Road and parking
area to connect existing
parking to play area**

It was

PROPOSED by Councillor P E George

SECONDED by Councillor K Higgs

RESOLVED - That this application is supported

11/0973/PA Mr A Scott
East Hook Farm
Lower Quay Street
Haverfordwest
Pembrokeshire

31 Dimond Street
Pembroke Dock
**Change of use from A2 to A3
replacement shop front and
minor repairs**

It was

PROPOSED by Councillor P E George

SECONDED by Councillor P Folland

RESOLVED - That this application is supported

123. ANY OTHER ITEMS WHICH THE MAYOR DECIDES AS URGENT

There were no items to discuss.

124. REPORTS FROM TOWN COUNCIL REPRESENTATIVES SERVING ON OUTSIDE BODIES

Bicentenary

Councillor P E George informed members that the minutes from the meeting held in November were attached to the papers, she stated that they had recently met at the Pater church tower, which she commented was impressive and a venue which could be used for certain events. Councillor George stated that the group had a bank account up and running with Councillor D Earl as treasurer. She commented that the group are now meeting monthly with a fundraising group being set up. Councillor P Gwyther suggested that Pembroke Malta should also be involved in the celebrations.

Power Station Liaison Committee

Councillor M Colgan stated that she had recently attended a meeting with the Power Station Liaison Committee; she commented that they are 96.2% complete with three of the chimneys commissioned and ready to be used. Councillor Colgan informed members that Alstom had donated £19,100 to different organisations in the area.

Police Forum

Councillor M Murton commented that the police liaison meeting had taken place on the 4th January, issues raised were parking in Water Street outside the gym and general bad parking around the town, and she stated that officers are teaming up with traffic officers to try alleviating this situation. Councillor Murton stated that rubbish in St Marys Road was highlighted as a fire hazard; Councillor P George commented that this issue had been reported and should be cleared soon.

Pater Hall Trust

Councillor P Gwyther informed members that new furniture had been ordered for the hall. He stated that 50 chairs for the Sunderland room and new tables had been ordered.

125. FINANCIAL REPORT

Date	Description	Amount	Payment Method
08/12/2011	Post Office – Postage Minutes	£20.61	
09/12/2011	Newey Eyre- Light Bulbs for flood lights	£23.16	CHQ 100117
09/12/2011	Redkite Solicitors –Village Green	£1,080.00	CHQ 100118
10/12/2011	Lidl – Sundries for Grotto	£5.09	
10/12/2011	Asda – CD Player	£24.99	
12/12/2011	Wilkinsons – Fan Heater	£12.00	
12/12/2011	Swalec – Pump house electricity	£29.53	CHQ 100119
12/12/2011	All Seasons Fireworks – Lantern Parade	£1500.00	BACS
12/12/2011	P Brockway Electrical – Xmas Lights	£4680.00	BACS
15/12/2011	BT Internet Bill	£130.46	BACS
16/12/2011	Sarah Scourfield - Postage	£9.84	
16/12/2011	M Saunders - Argos Heater for Office	£39.99	
19/12/2011	Postage next day delivery	£5.45	
21/12/2011	BT Internet Services	£130.46	BACS
09/01/2012	Sarah Scourfield – Petty Cash	£30.00	
09/01/2012	Sarah Scourfield – Ink for Printer	£16.78	
09/01/2012	Swalec – Albion Square lighting	£29.76	CHQ 100121
10/01/2012	P Brockway Electrical – Weekly Maintenance	£2100.00	BACS
11/01/2012	Clarity Copiers – Service Charge	£ 9.55	BACS

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

Date	Description	Amount	Payment Method
16/12/2011	Three Amigos	£200.00	CHQ100120

ACCOUNT RECIEPTS

16/12/2011	PCC Precept	£50,333.00
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SALARIES AND WAGES

06/12/2011-05/01/2012	Salaries and Wages	£3635.42
06/12/2011-05/01/2012	Tax and NI	£877.01

ACCOUNT BALANCES

12/01/2012	HSBC Current Account	£4265.00
12/01/2012	HSBC Premium Account	£91011.35

It was

**PROPOSED by Councillor P E George
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.

126. AGENDA/REPORT ITEMS FOR THE NEXT MEETING

Councillor M Murton raised the issue of developers in Pembroke Dock cutting corners. She commented that a recent issue raised was developers burning items from the properties instead of using skips, she stated that the Environmental Officer from the County Council had been contacted and were currently looking at the issue, Councillor Murton commented that the Environmental Officer informed her that there is currently no law which exists which allows to have a bonfire after 6pm in a town centre, Councillor S Perkins questioned if this could be clarified at the next meeting.

127. COMMUNITY ISSUES

Bush Street Path

Councillor J Phillips questioned if there could be anything done about the path on Bush Street leading to the school from the centre of town, she stated that the path is in a very poor condition with the trees roots coming through the concrete. She stated that the path can also be very muddy and slippery in bad weather, it was agreed the County Council would be contacted and highlighted about this issue.

Public Toilets in Asda Car Park

Councillor P Gwyther commented that the public toilets in Asda car park were in desperate need of a revamp, he commented that the general cleaning seemed ok but the toilets needed a spring clean. He stated that there were cobwebs on the ceilings inside and outside and also balls of toilet paper also stuck to the ceiling and walls which had been there for months, he commented that there was no circulation in the toilets which leads to them smelling bad. The Town Clerk commented that she had spoken with the County Council before about this issue but would contact them again.

Bike Track Memorial Park

Councillor S Perkins informed members that the Bike Track in the Memorial Park had started; she commented that due to all the wet weather there was a possibility they would have to stop to allow the ground to dry out. Councillor S Perkins stated that she was still waiting for information regarding the wall.

Bet Fred – Cigarette Ends

Councillor S Perkins questioned if Bet Fred could be contacted to ask if a cigarette bin could be added to the front of the property to alleviate the cigarette ends being thrown on the floor.

Rubbish – London Road

Councillor S Perkins commented that she had received a number of complaints from residents regarding rubbish along London Road. She commented that the rubbish had blown from the B&Q yard so questioned if they could be contacted to ask if they could use lids on their bins and skips.

Summer Festival

Councillor S Perkins informed members that the Summer Festival is coming up and the first meeting is to be held soon, she stated that the group are open to new ideas and that ideas for a theme is needed.

Tea and Coffee Kitty

Councillor S Perkins questioned if the office staff could have a kitty for tea and coffee. She commented that there should be tea and coffee available for people who are attending the offices for meetings.

Roads around Pembroke Dock

Councillor K Higgs commented that the road surface across Prospect Place towards Tregennis Hill is in a very poor condition and needs to be looked at. Councillor P E George commented that the road towards B&Q and Argos is also in a poor state, it was

commented that the road is private land which might be owned by a company called Morbaine, it was agreed the company would be contacted.

Road Markings- Commercial Row

Councillor P Folland questioned if anything could be done about the road markings in Commercial Row, She stated that traffic turning off onto Bush Street cut traffic up which is coming up Commercial Row.

128. PRIVATE AND CONFIDENTIAL

It was

PROPOSED by Councillor P E George

SECONDED by Councillor M Colgan

RESOLVED - That the public and press be excluded from the meeting under the Public Bodies (Admission to Meetings) Act 1960 due to legal privilege and disclosure of personal details.