

At a Meeting of Pembroke Dock Town Council  
held at the Pater Hall, Pembroke Dock on  
Thursday 24<sup>th</sup> November 2011

**PRESENT:**

Councillors A McNaughton (Mayor), P E George  
M Murton, P Kraus, D Earl, C Fortune, M Colgan  
J Phillips, A Lee, P Gwyther & C Gwyther

**IN ATTENDANCE:**

Moirsa Saunders- Town Clerk  
Sarah Scourfield – Assistant Town Clerk

**98. APOLOGIES FOR ABSENCE**

Apologies were received from Councillors K Higgs, S Perkins, K Becton & T Wilcox

**99. DECLARATIONS OF INTEREST**

Councillor D Earl declared an interest on item 131 of the Town Clerks report and took no part in discussions.

**100. QUESTION AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC**

There were no questions from the members of the public

**101. MINUTES**

It was

**PROPOSED by Councillor M Murton  
SECONDED by Councillor P E George**

**RESOLVED - That the Minutes of 27<sup>th</sup> October 2011 are  
adopted as a true record.**

**102. MATTERS ARISING FROM THE MINUTES OF 29<sup>th</sup> SEPTEMBER 2011**

**Minute 89 - 104 Use of the Pater Hall toilets to the Public**

Councillor P Gwyther commented that he had informed the office on 14<sup>th</sup> October that he would like his proposal regarding the use of the toilets to the public withdrawn.

**Minute 119 Grants paid to the Pater Hall Community Trust from the Town Council**

Councillor P Gwyther commented that the comment “ *in previous discussions after a period of time the Pater Hall Trust would take on staff and become self-sufficient*” had not been said at the last meeting, he stated that this statement was not true and that the Pater Hall Community Trust would never be able to pay for staff. It was commented that the meeting did get a bit heated and that it was hard to follow every comment.

After discussion

It was

**PROPOSED by Councillor C Fortune  
SECONDED by Councillor D Earl**

**RESOLVED - That the comment “that the Pater Hall  
Community Trust would never be able to pay for staff” is  
added as correction to the minutes.**

**103. REPORT OF THE TOWN CLERK**

**128. Town Awards**

The Town Clerk commented that members decided on the Town Awards at the last council meeting, she suggested that a reception with a small buffet should be held on 15<sup>th</sup> December at 5.00pm in the Council Chamber so that the Mayor can present these awards. This would be before the December meeting of the Town Council. Members agreed this.

**129. Special Council Meeting 1<sup>st</sup> December 2011**

The Town Clerk stated that as there was some concerns and views expressed at the last council meeting with regard to interests of councillors etc. Mr Laurence Harding had offered to attend the special meeting. Members agreed that Mr Harding is asked to attend. It was questioned if the meeting on 1<sup>st</sup> December should be for Councillors and

trustees, and not a council meeting, as issues could then be freely discussed with all information available. Councillor A McNaughton stated that the meeting on 1<sup>st</sup> December would be a special meeting of the Town Council, he stated that the public will be notified and there will not be a Private and Confidential item so members of the trust are able to sit in the meeting if they wish. He stated that any information which can help the debate should be made available from the Pater Hall Trust.

### **130. Pembroke Power Station- Commissioning**

The Town Clerk informed members that the Power Station had now received an Environmental Permit from the Environment Agency and would be starting the commissioning of the plant. The process had been described and distributed throughout the Town. The Town Clerk stated that if anyone would like a copy of this letter they should contact the office.

### **131. Letter from Mrs Lewis of Harbour Way.**

The Town Clerk stated that she had received a letter from Mrs Lewis which was copied in member's papers. Mrs Lewis expresses her concern about the appearance of St Govan's Centre. Mrs Lewis disliked the cars parking on the land behind the Centre and also in the turning circle at the bottom of Harbour Way.

The Town Clerk suggested that the Town Council write to the County Council expressing Mrs Lewis's concerns and perhaps that parking restrictions be placed on the turning circle in Harbour Way. Councillor P Gwyther commented that the letter was well written and all of Mrs Lewis concerns were valid, he stated that the wall is a potential hazard for vandalism and should be cleared. Members agreed that the footpath should be kept clear as it is a designated right of way, but as the land opposite St Govan's centre was private land there was nothing they could do with regards to the cars parking there. After discussion it was agreed that the County Council would be contacted regarding the footpath access and also question if parking restrictions could be introduced on the turning circle at Harbour Way. It was also agreed that the owner of St Govan's centre be contacted regarding the building and also to highlight the slipping risk of the entrance onto Dimond Street.

### **132. Pembroke Dock Cricket Club**

*Councillor P Kraus declared an interest and took no part in the discussion*

The Town Clerk stated that she had received a request form the Cricket club asking the Town Council for £150 to pay towards a noticeboard at the ground. This noticeboard would be used to keep members up to date with fixtures and would also hold notices of local hospital locations, and code of conduct and other relevant information about the club.

It was

**PROPOSED by Councillor C Fortune**

**SECONDED by Councillor M Colgan**

**RESOLVED - That the Town Council grant £150.00 to Pembroke Dock Cricket Club for a new noticeboard.**

### **133. Santes Ffair After School Club.**

The Town Clerk stated that she had received a letter of thanks for the donation from the town council and a report of activities that were undertaken by the scheme this last summer holidays.

### **134. Financial Assistance – Outside bodies**

Vale of Glamorgan National Eisteddfod - Members agreed that due to the organisation being outside the Pembroke Dock area they were unable to offer any financial assistance due to policies set in place.

Children with Cancer UK- Members agreed that due to the organisation being outside the Pembroke Dock area they were unable to offer any financial assistance due to policies set in place.

**135. Town and County Planning Act – Extinguishment of Public Rights of Way, Public Footpath SP32/33 Bentlass Terrace.**

The Town Clerk stated that she had copied a plan and a letter that she had received outlining the extinguishment of the footpath at Bentlass Terrace to allow development of the area to take place. The planning consent given to Pembrokeshire Housing was for 4 dwellings. The existing right of Way goes through part of the land to be developed. It was questioned if the right of way would be reinstated once the development is completed as it is a regularly used right of way. It was commented that that particular right of way would not be reinstated but there would be a pavement across the front of the properties.

**136. Planed – Open Day.**

The Town Clerk informed members that she had received notification that the open day for Planed will be held on Wednesday 7<sup>th</sup> December at the Old School, Station Road, Narberth from 8.00 am till 7.00 pm. They will be advising how they help communities and networks. It was commented that it was a shame Planed do not operate in the Pembroke Dock area but if policy changed then they would be welcome to come back to Pembroke Dock.

**137. Open Spaces Society – renewal of membership.**

The Town Clerk stated she had have received notification that the membership to this organisation is due at the cost of £40.00.

It was

**PROPOSED by Councillor M Murton**

**SECONDED by Councillor P Gwyther**

**RESOLVED - That the membership for Open Spaces Society should be renewed.**

**138. Remembrance Sunday- complaints about the non-attendance of the Pembroke and Pembroke Dock Silver Band**

The Town Clerk informed members that on Sunday 13<sup>th</sup> October the Remembrance parade and service was held in Pembroke Dock. She stated that the band did not attend even though they were asked to do so by the Town Council office and by the local Royal British Legion branch. The Town Clerk stated that the complaints received to date have been copied in members' papers.

The Town Clerk commented that she understood that the Band could no longer march as the age of the band members does not allow this. They attended the Pembroke Parade and did not march but played seated at the Cenotaph.

Although the event is considered a civic one, the Town Council offices had little involvement. The Town Clerk questioned if members feel that this needs to be reviewed? Does the Town Council need to consider finding a different marching band for any parades?

It was commented that there is a group of trustees for the Band, and it was suggested that maybe the trustees approach the members of the band to question why they did not attend the service in Pembroke Dock. The Town Clerk questioned what response members wanted for the complaints received, members felt that a strong worded letter should be sent to inform the complainers that the Remembrance service is not arranged by Pembroke Dock Town Council, but we are trying to address the sensitive issue with regards to the band.

**104. SUPPLEMENTARY REPORT OF THE TOWN CLERK**

**139. Christmas Meal**

The Town Clerk informed members that included in their papers were two menus for Christmas meals from The Swan and the Shipwright. She commented that other venues have been asked for their Christmas menus but not many had produced them when we asked. Members agreed that they would like to book the Swan for the 15<sup>th</sup> December at 7.30-8.00pm.

It was

**PROPOSED by Councillor M Colgan**

**SECONDED by Councillor C Gwyther**

**RESOLVED – That Standing Order 1b (iii) is suspended for 15<sup>th</sup> December and the meeting shall start at 6.00pm.**

**140. Pembrokeshire Cancer Support – Possible transfer of cancer services from Withybush Hospital.**

The Town Clerk stated that she had received a letter from Pembrokeshire cancer support expressing their concern with regard to the possible transfer of cancer services from Withybush hospital to Carmarthen. The concerns are that their members are worried that they may have to travel another 70 or 80 mile round trip for cancer treatment. The treatment is difficult enough to cope with without the added stress of the extra travelling time.

The Group are asking where the council stand on this issue. After discussion it was decided that a letter should be sent to the Local Health Board to inform them that Pembroke Dock Town Council need to be a central part to plans and should be consulted and not just educated.

**105. ANY OTHER ITEMS WHICH THE MAYOR DECIDES AS URGENT**

There were no items to discuss.

**106. REPORTS FROM TOWN COUNCIL REPRESENTATIVES SERVING ON OUTSIDE BODIES**

**Valero Environmental Liaison Committee**

Councillor P George informed members that she had recently attended a Environmental Liaison Committee meeting at Valero Pembroke Refinery, she commented that they were informed that the Executive Officer of Valero had met with staff and was very pleased with how things were going, and they had a lot of time for the apprentices. She informed members that the accident investigation was on going and that the gentleman who was injured was making good progress.

Councillor P George stated that Valero want to carry on supporting local communities as did Chevron. She stated that the shutdown which was due to take place early part of 2012 had been postponed until autumn of 2012.

Councillor A McNaughton added that he had attended a memorial service for the deceased at the Chevron incident he commented that it was a very well turned out service. Councillor A McNaughton stated that he had also attended a UKPIA Launch in Cardiff which included all the local refineries – LNG, Murco & Valero, he commented that there was a lot of commitment from the Pembrokeshire area and a very positive outlook to employment within the area in the future.

**Police Forum**

Councillor M Murton informed members that she had recently attended a meeting with the Police Forum, she commented that it was a lively meeting and there was a lot of discussion around fireworks due to Bonfire Night. Priorities for this month were Boy racers, and car obstructions near chicanes, with the next meeting to take place on 7<sup>th</sup> December.

**AGM Age Concern**

Councillor M Colgan commented that she had attended a recent Age concern AGM and the notes from this meeting were available to members, she commented that the group were confident the right decision had been made to stay as Age Concern Pembrokeshire.

**107. FINANCIAL REPORT  
Accounts for Payment**

Date	Description	Amount	Payment Method
20/10/2011	Postage for Minutes	£23.97	

24/10/2011	BT Phone Bill	£81.63	BACS
01/11/2011	Modern Print - Xmas Cards	£93.60	BACS
04/11/2011	British Legion Poppy Appeal – Wreaths	£74.00	CHQ 100110
07/11/2011	Dyfed Alarms – Intruder alarm maintenance	£84.00	CHQ 100111
07/11/2011	Festive Lighting – Xmas lights	£4,301.33	CHQ 100109
08/11/2011	Wilkinsons – Paper	£12.00	
08/11/2011	Clarity Copiers – Service Charge	£25.20	BACS
09/11/2011	P Brockway Electrical- Christmas Lighting	£1911.84	BACS
11/11/2011	Post Office – Postage 2 <sup>nd</sup> Class stamps	£8.64	
16/11/2011	Stationary	£3.20	
17/11/2011	BT Internet – Pater Hall Internet	£152.36	

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

Date	Description	Amount	Payment Method
11/11/2011	Youth Centre Grant for trip to Belfast	£250.00	CHQ 100113

**ACCOUNT RECIEPTS**

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**SALARIES AND WAGES**

06/10/2011-05/11/2011	Salaries and Wages	£3907.16
06/10/2011-05/11/2011	Tax and NI	£1015.93

**ACCOUNT BALANCES**

17/11/2011	HSBC Current Account	£ 9,839.78
17/11/2011	HSBC Premium Account	£61,006.17

It was

**PROPOSED by Councillor P E George  
SECONDED by Councillor D Earl**

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

**108. AGENDA/REPORT ITEMS FOR THE NEXT MEETING**

No Items were raised

**109. COMMUNITY ISSUES**

**Llanion Cemetery**

Councillor P George commented that she had received further comments from residents regarding the state of the cemetery when the grass had been cut. The Town Clerk stated that all the Town Council could take on would be the clearing of the grass after it has been cut. She stated that there have been meetings with the County Council to arrange this.

Councillor P George stated that she had received compliments regarding the new Christmas Lights; she commented that they brighten up the street and look nice.

### **Street Lighting**

Councillor M Colgan commented on the Street Lighting going out at nights she feared that crime would increase in the area. Councillor C Fortune commented that concerns had also been raised regarding the rubbish bags having to be put out the night before, as people could trip over the bags. It was suggested that a letter is sent to the County Council to suggest that street corner lights were left on or just to extinguish every other light. Councillor M Murton stated that the local police stated that these fears had been previously raised to the County Council, and if crime did rise in the area then they would put pressure on the County Council to take some action.

### **Meyrick Street**

Councillor A Lee commented that she was still waiting for the Parking restrictions to come into place in Meyrick Street and that she was still having parking problems.

### **Llanion AGM**

Councillor C Gwyther informed members that Llanion Communities First was due to be holding the AGM in Pembroke Dock Community School at 4pm on Friday 25<sup>th</sup> November.

### **Argyle Surgery Meeting**

Councillor C Fortune questioned if the office had heard anything regarding the changes which were due to be implemented, The Town Clerk commented that we would not hear anything for a while.

### **Pennar Village Green Status**

Councillor M Murton questioned if there had been any decision on the Village Green status in Pennar, the Town Clerk stated that we would not hear anything until the middle of December.

### **Lantern Parade**

Councillor P Kraus questioned if everything had been arranged for the Lantern Parade on 9<sup>th</sup> December, the Town Clerk commented that all arrangements are in place but stewards are still needed. She stated if anyone wanted to help steward they should be at the Youth club for 5.15 and they will be looking to get the parade together at 5.45pm.

### **Over the Rainbow Dream**

Councillor P Kraus informed members that he would be providing a flight of a lifetime over Pembrokeshire with Over the Rainbow Dream; he commented that a resident of Pembroke Dock would receive VIP treatment and would be transported to Haverfordwest for a flight of a lifetime across Pembrokeshire. He stated that the events would be recorded by ITV Wales.

## **110. PRIVATE AND CONFIDENTIAL**

It was

**PROPOSED by Councillor C Fortune  
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.**