

At a Meeting of **Pembroke Dock Town Council** held at the Pater Hall, Pembroke Dock on Thursday 9th January 2014

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

IN ATTENDANCE:

Moira Jenkins – Town Clerk
Sarah Scourfield – Deputy Town Clerk
Amanda Dillaway – Admin Support Officer

106. APOLOGIES FOR ABSENCE

None were received.

107. DECLARATIONS OF INTEREST

There were none.

108. QUESTION AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC

There were no public in attendance.

109. MINUTES OF 28th November 2013

It was

PROPOSED by Councillor M Colgan

SECONDED by Councillor M Murton

RESOLVED – That the Minutes of 28th November 2013 are adopted as a true record.

110. MATTERS ARISING FROM THE MINUTES OF 28th November 2013

Point 94 – Mayoral Elections

The Town Clerk reminded the Committee that the papers for Mayoral Elections had been sent out and to ensure that these are returned to the office at least one week before the elections are due.

111. REPORT OF THE TOWN CLERK

106. Councillor Vacancy – Central Ward

The Town Clerk had received a letter from the County Council that this vacancy can be filled by a co-option. The Town Clerk sought agreement from Council to advertise the vacancy in the local press. There was unanimous agreement from those members present.

107. Council Tax Base – Financial Year 2014/15

The Town Clerk reported that the Band D calculation for the precept for Pembroke Dock is to be £45.33. This figure is very slightly less than last year.

108. Proposed changes to the Fire Service provision in Pembroke Dock

Councillor T Wilcox declared an interest in this agenda item as he attended the Decision Meeting.

The Town Clerk stated that as the Committee knew, there was a threat that the Fire Station in Pembroke Dock was to be downgraded to a part time station. The Town Clerk reported that fortunately this threat had been lifted and the station is to remain full time.

Prior to the decision meeting, the Town Clerk wrote on behalf of the Town Council to the Chair of the Fire Authority urging the authority to reconsider the part time proposals and maintain the full time status of the station.

Councillor T Wilcox reported that during the meeting he attended no real arguments were needed to keep Pembroke Dock as a full-time station however, it could well be different next year when discussions would again

take place on the status of the fire provision in Pembroke Dock.

109. Paterchurch Tower – letter of support from the Sunderland Trust

The Town Clerk reported that a letter had been received from The Sunderland Trust in support for the Paterchurch Tower to remain in public hands. The Town Clerk then asked Councillor P George to update those present on the current status of the future of the tower.

Councillor P George stated that as previously agreed, the Town Council will spearhead support for the purchase of the tower until such time as a community group is formed to take over. The County Council had contacted Councillor George and wanted to know what the community group would use the tower for – this will be for educational and school visits, exhibitions. The County Council also wanted to know whether a bid will be formally received for the purchase of the Tower. Councillor P George questioned in light of the lack of a community group to run the Tower, would the Town Council be willing to place a financial bid of say £50-£100 for the tower. It was questioned in whose name should the bid be placed as the Town Council were not in a position to make any financial decision at the time of the meeting.

Councillor M Colgan proposed that any letters of support for the purchase of the tower received by the Town Council could be submitted to the County Council to formally express the interest of the community to purchase the tower. This was seconded by Councillor S Perkins.

If the town were fortunate enough to be successful in their acquisition of the tower then any community group that were to be formed to run the site would then become liable for the ongoing maintenance of the tower by continued fundraising and events in and around the tower.

110. Role of Alderman

Following on from the last meeting, the Town Clerk had more information on the role of an Alderman. It would seem that this role is one akin to the 'leader' or the chair persons of committees of a county council and not so relevant to local community and town councils.

Following general discussion on a potential implementation of this role within the town, it was felt that there would be no real benefit to the community and therefore it was proposed that Council take no further action with regards to progressing this.

It was

PROPOSED by Councillor S Perkins

SECONDED by Councillor A McNaughton

RESOLVED - That the Town Council do not implement the role of Alderman within the Town.

111. South Pembs MIU closure – alternative treatment centres

The Town Clerk was asked by Council to write to Hywel Dda Health Board to ask what provisions are in place with regard to the MIU closure. The Health board has reached agreement with the Argyle Medical Group and the following is part of that agreement:

- a) A minor Injury service for their registered patients only. This will include anyone registered with the surgery from the areas of Pembroke, Pembroke Dock and Neyland. If the branch sites at Pembroke and Neyland are closed or an appropriately trained clinician is not available a patient may be expected to attend Argyle Street Surgery.
- b) The service will be managed through the Local Enhanced Service for Minor Injuries (LES). As with all patients, those with minor injuries will be dealt with in a timely and appropriate way. Minor Injuries will not take precedence over the usual surgery work, unless an emergency.
- c) . If a patient presents at the reception desk with an emergency (for instance a heavily bleeding wound) they will be assessed immediately, treated if possible, and is medically necessary, sign-posted to the correct place.
- d) 4. The Local Enhanced Service for Minor Injuries will not be a " walk-in" service, and under normal circumstances they advise patients to telephone first.
- e) 5. Temporary visitors/holidaymakers to the area will be dealt with in line with the General Medical Services contract.
- f) 6. The GPs will provide the service during the core GMS hours from 0800 to 1830 hours, after which time patients can, depending on the medical problem, contact NHS direct, the GPOOH service or access the

Emergency Department at Withybush General Hospital.

Hywel Dda have been running a advertising campaign notifying the public of the options available and the Choose Well leaflet has been made available to each residents home across the Hywel Dda during October.

Councillor S Perkins stated that we were led to believe that a full walk-in service would be provided in Argyle Street. Some families might not be able to afford the trip to Withybush A&E or even have transport to get there and there is also the lack of any service locally at weekends and evenings.

One of the options offered in the information by Hywel Dda is to visit your local pharmacy for information and help. It was questioned whether any of the local pharmacists had been approached to ask whether they are happy with the potential extra responsibility of having to offer this type of advice. Councillor A McNaughton then raised the point that at present there is no out of hours pharmacy service available within the Pembroke Dock/Pembroke area.

It was felt that the replacement service is not adequate and the Town Clerk should write on behalf of the Town Council to the Minister for Health for Wales (Mark Drakeford) expressing the lack of facilities for the town and surrounding area is not good enough.

112. Pembroke Dock Safe Routes in Communities

Work to construct a new shared use path linking Bush Street with Birdcage Walk is continuing and it is hoped that the work will be completed in February 2014.

The Town Clerk also reported that Sue Lewis from PCC Safe Routes had submitted the second bid for Pembroke Dock Safe Routes however, she had been told that criteria had changed to areas immediately around schools and therefore this bid would need to be reworked and then resubmitted.

113. Election of Mayor and Deputy Mayor 2014/2015

This had been covered in an earlier point on the agenda.

114. Leader of Pembrokeshire County Council – meeting with regard to budget cuts

The Town Clerk and Deputy Town Clerk attended a meeting with Councillor Jamie Adams on 11th December where town and community councils were informed of the budget issues that the County Council have to meet for the next financial year. Councillors Andrew McNaughton and Sue Perkins were also in attendance. It was very informative and it is clear that cuts the County Council will have to make could give opportunities for this town council. This town council is already working towards the goal of improving the services for the community and hopefully this will continue and expand. It was clear at this meeting that some of the aspects of services discussed could be shared by working in partnership with PCC. As an example, we now have our staff cleaning and painting the bollards and railings in the centre of town, but the tools and the paint was provided by the County Council.

112.ANY OTHER ITEMS WHICH THE MAYOR DECIDES AS URGENT

There were none.

113.REPORTS FROM TOWN COUNCIL REPRESENTATIVES SERVING ON OUTSIDE BODIES

Louisa Saunders Trust

Councillor P George informed the meeting that prior to Christmas they had received 8 applications for assistance and they had been able to help each of these in some way.

Police Forum

Councillor M Murton confirmed the next meeting of the group would be Wednesday 5th February and that unfortunately she was unable to attend the last meeting due to illness.

Councillor M Colgan added that the December gathering was more of a social event and no issues were discussed.

Festival Group

Councillor S Perkins offered her thanks from the Festival Group to all those who worked to make the lantern

parade a successful event.

The Town Clerk added that the Santa's Grotto event in the Pater Hall was again well supported and another successful event for the community.

114.ACCOUNTS FOR PAYMENT

ACCOUNTS FOR PAYMENT

Date	Description	Amount	Payment Method
24/10/2013	A Dillaway – Postage	£27.50	
28/10/2013	Mr Kevin Jones – Wreaths for Remembrance Day	£74.00	CHQ 100206
28/10/2013	BT – Telephone Services	£97.83	
28/10/2013	BT – Broadband Services	£82.80	
28/10/2013	1&1 Internet Limited	£71.96	
28/10/2013	Modern Print – Christmas Cards	£90.10	
31/10/2013	Greenside – Hi-Vis Workwear	£24.81	
04/11/2013	A Phillips – Pump House Repairs Materials	£80.96	
05/11/2013	A Phillips – Pump House Repairs Materials	£5.70	
05/11/2013	A Dillaway – Postage	£44.40	
06/11/2013	Smiths Scaffolding – Pump House	£450.00	CHQ 100208
07/11/2013	S Scourfield – Postage	£7.95	
11/11/2013	D Edwards – Pump House Maintenance	£76.92	CHQ 100209
06/11/2013	Eurooffice Ltd	£16.36	
14/11/2013	A Phillips – Pump House Materials	£8.00	
18/11/2013	D Edwards – Pump House Maintenance	£76.92	CHQ 100210
18/11/2013	A Phillips – Pump House Materials	42.18	
12/11/13	Festive Lighting Company	£254.40	CHQ 100211
21/11/2013	CCC – Pension Payment	£239.98	

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

Date	Description	Amount	Payment Method
05/11/2013	Pater Panto Group	£350.00	CHQ 100207

ACCOUNT RECEIPTS

Date	Description	Amount

SALARIES AND WAGES

06/10/2013-05/11/2013	Salaries and Wages	£5224.32
06/10/2013-05/11/2013	Tax and NI	£1300.94

ACCOUNT BALANCES

02/01/2014	HSBC Current Account	£35240.42
02/01/2014	HSBC Premium Account	£32365.65

It was **PROPOSED by Councillor P Folland**
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.

115.AGENDA/REPORT ITEMS FOR THE NEXT MEETING

There were none.

116.COMMUNITY ISSUES

- A. St Govans Shopping Centre and Alley: Councillor P Kraus stated that he had again visited this area and tidied up various waste items. It was also commented that there were recently approximately 20 black rubbish bags left in the alley. The Town Clerk again reminded the meeting that this is private land and therefore outside the jurisdiction of both the Town and County councils. It was felt that perhaps writing to the land and property owners to express disappointment that they are not showing any commitment to the town by ensuring themselves or their tenants keep their properties and ground tidy.
- B. Essex Street Chicanes: Councillor K Higgs commented that the chicanes in Essex Street are in need of refurbishment as they are in danger of not being seen. The work needed would be similar to that carried out on the ones in Bush Street.

117.MAYORS REPORT

The Mayor commented that she had been very busy and had attended a number of events over the last month including:

Pembroke Dock Lantern Parade and Santa's Grotto	Pembroke Dock Swimming Gala medal presentation
Glan Y Mor Farm Opening Event	Neyland Christmas Service
Visit to South Pembrokeshire Hospital on Christmas Day	

118. PRIVATE AND CONFIDENTIAL

It was **PROPOSED by Councillor A McNaughton**
SECONDED by Councillor P Folland
RESOLVED - That the press be excluded from the meeting under the Public Bodies (Admission to Meetings) Act 1960 due to legal privilege and disclosure of personal details.

During the Private and Confidential section of the meeting:

It was **PROPOSED by Councillor S Perkins**
SECONDED by Councillor J McNaughton
RESOLVED that the Town Clerk should contact the Charities Commission on Friday 10th January.

It was **PROPOSED by Councillor S Perkins**
SECONDED by Councillor J McNaughton
RESOLVED that the Town Council hold an extraordinary meeting to discuss the issues surrounding the Pater Hall Trust.

There being no other business, the meeting closed.