

At a Meeting of Pembroke Dock Town Council held at Pater Hall, Pembroke Dock on Thursday, 11<sup>th</sup> March, 2004 at 6.30 p.m.

**PRESENT:**

Councillor Mrs.P.E.M.Folland,Mayor  
Councillors D. Brinn, W.J. Davies,  
Mrs. C. Fortune, Mrs. P.E. George,  
P.G. Gwyther, K.C. Higgs,  
D.L. Jones, S. Perkins  
Mrs. V.M.J. Roach,  
R.G. Watts, P. Weatherall

**IN ATTENDANCE:**

Mr. T.R. Edwards, Town Clerk  
Mrs. P.E. Prout, Secretary

The Meeting was opened with Prayer.

**194. APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor D.T. Esmond.

**195. MAYOR'S REPORT**

The Mayor, Councillor Mrs. P.E.M. Folland informed the Council of her engagements since the last meeting.

**196. MINUTES**

PROPOSED by Councillor P.G. Gwyther  
SECONDED by Councillor Mrs. C. Fortune

**RESOLVED –**

That the Minutes of the Meeting held on the 19<sup>th</sup> February, 2004 be adopted as circulated subject to the following amendments:-

**197. MATTERS ARISING FROM THE MINUTES**

**(a) Minute 180(d) – Governing Body of Pennar Infants School**

Discussion ensued with regard to Councillors being unable to serve as Governors due to the time of the meetings at 4.00 p.m. conflicting with work commitments.

**RESOLVED –**

That the Governing Body of Pennar Infants School be advised that the Council regret that they are unable to nominate a Governor due to timing of meetings conflicting with work commitments.

**(b) Minute 180(e) – Laws Street/High Street – Bus Shelter**

Councillor Mrs. V.M.J. Roach enquired as to whether a response had been received to the comment that the Council are disturbed yet again regarding the delegation of County Council's functions to Town/Community Councils without providing funding.

The Town Clerk stated that a reply had been received in general terms only.

**RESOLVED –**

That Pembrokeshire County Council be requested to respond to the Council's concern that functions are being delegated to Town/Community Councils without funding provision.

**(c) Minute 181(206) – Floral Baskets**

The Town Clerk stated that he had requested tenders from nurseries on same basis as previous years but stated that there may be a more concentrated display in the Town.

Pembrokeshire County Council had been requested to submit their observations in respect of the possibility of siting "tower" displays in the Town. No decision had yet been received on this matter.

**RESOLVED –**

That subject to permission being granted from Pembrokeshire County Council regarding siting of the displays, two "tower" planters be purchased to extend the floral display in the Town.

(d) **Minute 181(207) – One-Way Traffic Flow in Dimond Street and Other Waiting Restrictions**

Councillor Mrs. V.M.J. Roach stated that some members of the public were concerned that there will be three streams of traffic converging into Gordon Street.

(e) **Minute 181(210) – Crossing Island – Bush Street**

Councillor Mrs. V.M.J. Roach enquired as to whether the School Patrol Person had requested that the crossing be moved. The Town Clerk stated that the County Council had been requested to undertake a survey in respect of the location for the road crossing in Bush Street.#

(f) **Minute 181(219) – Dyfed-Powys Police Authority  
South Pembrokeshire Community Consultation Committee**

Councillor Mrs. V.M.J. Roach referred to the above Meeting which she had attended along with Councillors Mrs. P.EM. Folland, R. Watts and P. Weatherall which had been informative.

(g) **Minute 183 – Application for a Private Hire Vehicle Operators Licence –  
Mr. R. Davies, 63 Queen Street, Pembroke Dock**

Councillor K.C. Higgs stated that at the conclusion of the discussion on the above matter he assumed that the Council were opposed to the application for the conditions as listed. He requested that the Minute be amended as it read that the Council would be in agreement subject to the conditions being met.

The Town Clerk stated that Pembrokeshire County Council had requested the views of the Council which he had submitted.

**RESOLVED –**

That the Minute be amended to read that  
the views of the Town Council were submitted  
expressing the Council's concern regarding  
noise nuisance for neighbouring properties  
and provision of parking vehicles.

(h) **Minute 194 – Proposed Visit – Pembroke, Malta – September, 2004**

Councillor Mrs. V.M.J. Roach congratulated the Town Clerks of Pembroke and Pembroke Dock on the proposed programme which had been prepared in support of the grant application for the visit in September, 2004.

(i) **Minute 187 – Croft Terrace – Surface Water**

Councillor Mrs. V.M.J. Roach stated that she had passed on the information to the owner of 1 Croft Terrace. The right of way 32/26 still required attention.

(j) **Minute 188 – Owen Street – Sign**

Councillor Mrs. V.M.J. Roach stated that the sign had been recently replaced.

(k) **Minute 191 – Waterloo Roundabout**

Councillor S. Perkins referred to the Pembrokeshire County Council's decision that in future roundabouts would be planted with shrubs and not flowers.

Members expressed concern and it was

**RESOLVED –**

That Pembrokeshire County Council be requested to reconsider their decision to plant shrubs on roundabouts as they harbour rubbish and become an eyesore.

That the four County Councillors serving Pembroke Dock be informed of the Council's concern in this matter.

(Councillor S. Perkins did not vote on this matter)

(l) **Minute 193(a) – Market - Refurbishment**

Councillor Mrs. V.M.J. Roach referred to the fact that no protection cover had yet been inserted in the frame surrounding the Postage Machine.

**RESOLVED –**

That Pembrokeshire County Council be requested to ensure that protection cover would be inserted in the frame surrounding the Postage Machine at the Market.

(m) **Minute 193(d) – St. Govan's Centre/Co-op – Land**

The Town Clerk stated that with regard to ownership of the above land he had spoken to the Land Registry. It would appear that this has now been established.

**198. REPORT OF TOWN CLERK**

**222. Appointment of Deputy Mayor Elect 2004/2005**

The Town Clerk referred to the Council Meeting on the 19<sup>th</sup> February, 2004 at which the appointment of Deputy Mayor elect for the year 2004/2005 was deferred until this Meeting.

PROPOSED by Councillor Mrs. V.M.J. Roach  
SECONDED by Councillor Mrs. C. Fortune

**RESOLVED –**  
That Councillor R.G. Watts be appointed Deputy  
Mayor Elect for the year 2004/2005.

**223. Pater Hall Community Trust  
Appointment of Trustees**

The Town Clerk reported that in accordance with the Trust's Articles of Association, the number of Trustees shall not be less than three and not more than ten, of whom six shall be appointed by the Town Council and four shall be nominated from the community. Members resolved at the last meeting that the six Council appointed Trustees were to be elected at this meeting.

The Town Clerk stated that the public meeting had been convened for the **24<sup>th</sup> March, 2004** at 7.30 p.m. in the Pater Hall. Notice was published in the Western Telegraph on the 3rd March, 2004 and details were on the Website. Pater Hall users had been informed of the meeting and the purpose of it. The four Trustees nominated from the Community were to be elected at the meeting.

Enclosed as separate documents, for Members' perusal, were the Memorandum and Articles of Association.

(Councillors Mrs. P.E.M. Folland, Mrs. C. Fortune and Mrs. V.M.J. Roach stated that they would not want to be appointed as Trustees).

**RESOLVED –**  
(1) That the following Councillors be appointed  
as Trustees to the Community Trust:-

Councillors D.T. Esmond, Mrs. P.E. George,  
P.G. Gwyther, S. Perkins, R.G. Watts,  
P. Weatherall.

(2) That the term of office be for a three year period.

#### **224. Risk Assessment**

The Town Clerk reminded Members that following comments made by the Council's external auditor during the audit for the 2002/2003 year, a risk assessment was undertaken during the current year. This had now been done and enclosed as a separate document a copy of the assessment of various possible risks faced by the Council in its operation.

The Town Clerk requested that the assessment be considered so that at the next audit, the Statement of Assurance could be answered in the affirmative.

The Town Clerk reminded Members that in May, 2003 a substantial increase in the Council's Insurers premium had been received and he had been instructed to obtain other quotations on a like for like basis. Quotations received had been less expensive and would have provided a saving of £803.

The Town Clerk referred to the winter carnival in December, 2000 when a firework incident had occurred. The Council had recently been advised that the files were closed and no payments had been made. The Town Clerk advised that it would be advisable to remain with the existing Insurers.

#### **RESOLVED –**

That the Council confirm that their Insurers be Zurich.

#### **225. Residents Parking – Meyrick Street**

The Town Clerk enclosed at Appendix "A" a letter from Pembrokeshire County Council, which gave details of a proposed residents parking scheme in Meyrick Street.

#### **RESOLVED –**

That the Council agree in principle of setting up a scheme in the above street.

#### **226. Change of Address for Private Hire Operator Mr. L.J. Holbrook 27, Lewis Street**

The Town Clerk reported that a copy of an application for a change of address had been received from Pembrokeshire County Council in respect of the above-named, trading as J.P. Taxis. The previous address was 52, Devon Drive, Pembroke. The application is for two hackney carriages.

(Councillor D. Brinn declared his interest in the above matter and took no part in the discussion and did not vote).

**RESOLVED –**

That Pembrokeshire County Council be advised that the Council are opposed to the application on the grounds of noise nuisance for neighbouring properties and lack of parking for vehicles in a very congested street.

**227. Application for Late Night Refreshment Licence  
McDonalds, London Road**

The Town Clerk reported that a copy of the above application, under the Late Night Refreshment Houses Act, 1969, had been received from Pembrokeshire County Council. The hours of operation are from 9.00 a.m. - 10.00 p.m. Any comments were requested by the 18<sup>th</sup> March, 2004.

**RESOLVED –**

That the Council have no objection to the above application.

**228. Donations**

The Town Clerk reported that the following requests had been received and were enclosed at Appendix “B”:- The Town Clerk stated that he had received a copy of the balance sheet from the Pembroke Dock Karate Club.

- (a) Pembroke Dock Karate Club
- (b) Pembrokeshire Federation of Young Farmers’ Club
- (c) Llangollen International Musical Eistedfodd
- (d) All Pembrokeshire Cruse (Bereavement Care)
- (e) Hermon Community School Campaign
- (f) National Eisteddfod of Wales, Newport & District

**RESOLVED –**

- (a) That the Council make a donation of £100 to the Pembroke Dock Karate Club.
- (b) That the Pembrokeshire Federation of Young Farmers’ Club be advised that they do not fall within the criteria of the Council’s policy i.e. organisations based in Pembroke Dock.
- (c) That Llangollen International Musical Eistedfodd be advised that they do not fall within the criteria of the Council’s policy i.e. organisations based in Pembroke Dock.

**RESOLVED – Continued:**

- (d) That the All Pembrokeshire Cruse (Bereavement Cruse) be advised that they do not fall within the criteria of the Council's policy i.e. organisations based in Pembroke Dock.
- (e) That the Hermon Community School Campaign be advised that they do not fall within the criteria of the Council's policy i.e. organisations based in Pembroke Dock.
- (f) That the National Eisteddfod of Wales, Newport and District be advised that they do not fall within the criteria of the Council's policy i.e. organisations based in Pembroke Dock.

**229. Pembrokeshire Conference for Older People**

The Town Clerk enclosed at Appendix "C" details received from Pembrokeshire County Council of a conference to be held on Friday, 26<sup>th</sup> March, 2004 at Haverfordwest Rugby Club, Merlins Bridge from 10.00 a.m. to 3.30 p.m.

**230. Renewal of Bingo Licence  
Palace Bingo Club, Queen Street**

The Town Clerk reported that a copy of a renewal of a bingo licence had been received in respect of the above.

**RESOLVED –**

That the Council have no objection to the renewal to the bingo licence in respect of the above premises.

**231. Tax Relief Proposals on Second Homes**

The Town Clerk stated that whilst he does not normally report correspondence from political parties, he had enclosed at Appendix "D" a letter received from the M.P. for Carnarfon. The correspondence had been sent to all Town and Community Councils in Wales and concerned the proposals on tax relief to people investing pension money in second homes. Further supporting correspondence was also available for Members' perusal.

(Councillor S. Perkins stated that she would not vote on the above matter - insufficient information)????



**RESOLVED –**

That the Council support the contents of the letter received from the MP for Carnarfon.

**232. Planning Applications**

The following applications had been received and were submitted for consideration by Council:-

1317/03	Barclays PLC 54 Lombard Street London	1 Dimond Street - Construction of an external disabled access ramp
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PROPOSED by Councillor P. Weatherall

SECONDED by Councillor R.G. Watts

**RESOLVED –**

That the Council have no objection to the application.

1319/03	Mr. M.G. Ridgen Lamados Milton Terrace Pembroke Dock	Land to the north of Albion Hall, Clarence Street Thro' to Wellington Street – Residential Development
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PROPOSED by Councillor Mrs. V.M.J. Roach

SECONDED by Councillor R.G. Watts

**RESOLVED –**

That the Council have no objection to the application.

1337/03	Pembrokeshire Housing Assn. Meyler House St. Thomas Green Haverfordwest	Existing Car Park, Grove Street, Pennar – Erection of 3 no dwellings
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PROPOSED by Councillor Mrs. V.M.J. Roach

SECONDED by Councillor Mrs. C. Fortune

**RESOLVED –**

That the Council have no objection to the application.

## 9 Connacah Way – Residential Extension

That the Council have no objection to the application.

Land at London Road –  
Removal of Condition 7 and  
variation of Condition No. 8 of  
Planning Permission No.  
98/0010/PA

139, Military Road, Pennar -  
Extension to existing dwelling to  
form a porch at front door

**RESOLVED –**

1369/03                      That the Council have no objection to the application.  
                                  Mr. K. Tomlinson                      141, Military Road, Pennar –  
                                  141 Military Road                      Extension of existing dwelling to  
                                  Pennar                                      form porch at front door  
                                  Pembroke Dock

PROPOSED by Councillor Mrs. C. Fortune  
 SECONDED by Councillor D. Brinn

**RESOLVED –**

That the Council have no objection to the application.

1391/03                      B. Harris                                      40 Owen Street, Pennar –  
                                  40 Owen Street                              Extension  
                                  Pennar  
                                  Pembroke Dock

PROPOSED by Councillor Mrs. C. Fortune  
 SECONDED by Councillor D. Brinn

**RESOLVED –**

That the Council have no objection to the application.

1397/03                      J. Allen                                      Plot 9, Fairways, Pennar –  
                                  37 Main Street                              Bungalow  
                                  Pembroke

PROPOSED by Councillor Mrs. V.M.J. Roach  
 SECONDED by Councillor D. Brinn

**RESOLVED –**

That the Council have no objection to the application  
 subject to claims that there is a footpath across the site  
 being investigated.

**233. Planning Decisions**

The following decisions had been received from Pembrokeshire County Council in respect of current planning applications:-

928/03 – Plot 27, The Point, Pennar Park, Pennar – Erection of a dwelling – **Approved**  
 944/03 – 10 Albany Street – Rear Extension – **Approved**  
 967/03 – Plot 8, The Point, Pennar – Dwelling - **Approved**  
 1038/03 – Pembroke Dock Police Station, Water Street – Demolish existing buildings and  
 build new two storey building as a specialist interview centre on site of former ambulance  
 garage - **Approved**  
 1083/03 – Plot 13, The Point, Pennar – Dwelling – **Approved**  
 1166/03 – Plot 19, The Point, Pennar – New Residential Dwelling – **Approved**  
 1178/03 – Site adjacent to, 40, Waterloo Road – Residential Dwelling - **Approved**  
 1184/03 – 46, Glenview Avenue, Llanion – First floor bedroom and study extension –

**Approved**

**199. SUPPLEMENTARY REPORT OF TOWN CLERK**

**234. Martello Quays – Pembroke Dock Waterfront**

The Town Clerk enclosed as a separate document a letter and plans from the Babbie Group of Technical and Management Consultants who had been commissioned by the scheme developer to carry out an initial environmental review of the proposed marina development at Pembroke Dock.

The Council had previously been consulted last year. Comments were now invited on the revised concept layout plan.

(Councillors D.L. Jones and S. Perkins declared their respective interests in the above matter and did not vote).

**RESOLVED –**

That the Council submit the following comments to Pembrokeshire County Council:-

- (a) Retention of public access on the sea front
- (b) Affordable moorings

**235. ONE 9T Event**

The Town Clerk enclosed at Appendix “E” a letter from the Secretary of the ONE9T Event Committee which requested a further donation of £2,500 in the next financial year, plus the costs of room hire for the young peoples’ events. A revised copy of event details had also been enclosed.

(Councillors Mrs. P.E.M. Folland, K.C. Higgs and P. Weatherall?? declared their respective interests in the above matter).

**RESOLVED –**

That this matter be deferred for consideration at the next Council Meeting when further information may be available with regard to other sponsorship availability.

**236. Pater Hall - Hire Charges**

The Town Clerk enclosed at Appendix “F” a letter from Mr. N. Ainger, MP together with correspondence he had received from Mrs. C. Nixon of Hawkstone Road.

The Town Clerk stated that the increase referred to was in respect of the aerobics sessions in the Main Hall, currently charged at £5.75 per hour. As these classes are run on a commercial basis with a charge made for participation, Council had resolved on the 8<sup>th</sup> January, 2004 to increase the hourly charge to £10.25 per hour from 1<sup>st</sup> April, 2004 an increase of 78%. A request from the organiser to hire the hall for one and a half hours instead of the previous two hour had previously been reported to Council when a minimum hire requirement which had been agreed to.

The Town Clerk reported that he had discussed the matter with the Organiser who had advised that from 1<sup>st</sup> April, 2004 she would be hiring the Entertainment Room or the Refreshment Room instead of the Main Hall, thereby reducing the hourly charge to £7.25 per hour, which would be an increase of 26% on the previously hourly charge for the Main Hall.

**RESOLVED -**

That Mr. Ainger be advised that the Organiser would be hiring the Entertainment or Refreshment Room thereby reducing the hourly charge.

**237. Road Safety – Top Road**

The Town Clerk reported that on the 5<sup>th</sup> March, 2004 Mr. J. Horne of 1 Picton Place, Pembroke Dock had visited the Office. He had that morning witnessed a serious road accident on the Top Road, involving a pupil. In his letter (“Appendix “G”) Mr. Horne requested the support of the Council in his attempts to have the current speed limit of 40 m.p.h. reduced. Mr. Horne had previously written to N. Ainger, MP on the 24<sup>th</sup> February, 2004 regarding his concern about the safety of pupils on this road.

Comment was submitted that Pembrokeshire County Council were undertaking a traffic survey on the above area and it was

**RESOLVED –**

That the Council await the results of the traffic survey.

**238. One-Way Traffic Flow in Dimond Street**

The Town Council referred to the decision at the Council Meeting to accept a proposal by Pembrokeshire County Council to make Dimond Street one way from Meyrick Street to Lewis Street.

A letter had now been received from the Chairman of Pembroke Dock Chamber of Trade (Appendix “H”) stating that a survey of businesses has been undertaken, the results of which were as follows:-

<b><u>Preferred Option</u></b>	<b><u>No.</u></b>	<b><u>%</u></b>
1. Barclays – Pater Hall	7	17.5
2. Pater Hall - Barclays	23	57.5
3. No one way	7	17.5
4. Other suggestions	<u>3</u>	<u>7.5</u>
	<u>40</u>	<u>100.00</u>

A majority of those surveyed also felt that the one-way traffic flow should extend to Laws Street. A letter of objection was also received from Loretta's Fashions.

**RESOLVED –**

That the Council resolution Minute 181(207) be reaffirmed i.e. that the proposal to make Dimond Street (west) one way from Meyrick Street to Lewis Street be approved.

**239. Planning Applications**

The following applications had been received and were submitted for consideration by Council:-

1411/03	Mr. & Mrs. Williams 43 Hawkstone Road Pembroke Dock	43 Hawkstone Road – Disabled facility single storey bedroom
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PROPOSED by Councillor S. Perkins  
SECONDED by Councillor P. Weatherall

**RESOLVED –**

That the Council have no objection to the application.

1413/03	Mr. I.J. Davey 13 Bentlass Terrace Pennar Pembroke Dock	13 Bentlass Terrace, Pennar – Parking bay for off road parking (Disabled Person)
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PROPOSED by Councillor Mrs. C. Fortune  
SECONDED by Councillor D. Brinn

**RESOLVED –**

That the Council have no objection to the application.

## **200. BETHANY CORNER/ALBION SQUARE – SEAT PROVISION**

The Town Clerk reported that a letter had been received from Pembrokeshire County Council which stated that they are unable to provide additional street furniture within Pembroke Dock. Two benches that were removed from Albion Square are in store and if the Council were in agreement one could be sited at Bethany Corner.

The Town Clerk reported that a letter had been received from Mr. K. Davies, 41 Wellington Street, proprietor of Kevins Fruit and Vegetable Shop in Albion Square in which he complained that since the resiting of the bench at Albion Square youths are again congregating on the square. Problems of noise nuisance, acts of vandalism to nearby properties and intimidation of the elderly had recommenced. The Council were requested to remove the seat in the interest of public safety.

### **RESOLVED –**

- (1) That Pembrokeshire County Council be requested to site a bench at Bethany Corner.
- (2) That Mr. Davies be advised that cctv cameras are to be installed at Albion Square in the near future and the area would be monitored.

## **201. SOUTH PEMBROKESHIRE HOSPITAL**

The Town Clerk reported that a letter had been received from Mrs. J. Bowen, South Pembrokeshire Hospital regarding the progress of the project to redesign services in the Pembroke/Pembroke Dock locality.

Welsh Assembly formal approval of the scheme was still awaited. The plans for the new development had been finalised and would be ready to go to the tender stage within the next few months. The project had progressed as planned but formal approval would have to be obtained before the building phase was completed. It was anticipated that it would take eighteen months to complete. When Welsh Assembly approval had been received the scheme would be publicised in key public places and a presentation again to the Council could be given.

(Councillor S. Perkins declared her interest in this matter and took no part in the discussion and did not vote).

### **RESOLVED –**

- (1) That Ms. J. Hutt, AM Health Minister, be advised of the public concern for the delay in approval to the redesign service at the South Pembrokeshire Hospital.
- (2) That Ms. J. Hutt, AM Health Minister be requested to advise what the current position with regard to the new Health Centre is in view of the influx of patients from the recently closed surgery in Pembroke.

## **202. PATER HALL – VACUUM CLEANER**

The Town Clerk reported that the vacuum cleaner was no longer operational and required replacement.

### **RESOLVED –**

That the Town Clerk be authorised to obtain a replacement vacuum cleaner.

## **203. REPORT OF FINANCIAL OFFICER**

### **31. Payment of Accounts**

The following accounts were submitted for approval of payment:-

155. Newsquest – Advert – Public Notice – Pater Hall Community Trust	£157.10
156. Pitney Bowes – Maintenance of Postage Meter	£11.74
157. Jewson Ltd. – Materials	£89.92
158. Collegiate of Knights Templar- Donation	£100.00
159. Pembrokeshire Asscn. Of Local Councils – Subscription	£150.00
160. Welsh Water – Water and Sewerage Charges	£224.85
161. The Consortium – Stationery	£232.72

N.B. Account No. 155 was paid out of Meeting.

The Town Clerk requested that account No. 161 be increased to £246.34 and that the following accounts be included for approval of payment:-

162. Gasforce – Servicing Central Heating Boiler	£264.38
163. Hagemeyer – Materials	£7.57
164. Pembroke Borough Silver Band Trust – Donation	£2,000.00
165. SWALEC – Electricity Supply	£390.32

PROPOSED by Councillor  
SECONDED by Councillor

### **RESOLVED –**

That account numbers 155 – 165 with account no. 161 being increased to £246.34 be approved for payment.

### **32. Transfer to Imprest Account**

The sum of £3,508.88 was transferred to the Imprest Account in respect of Salaries, Wages, Tax and N.I. paid during the month of February, 2004.



## **204. MATTERS RAISED VERBALLY**

### **(a) Pater Hall – Organisations – ONE9T Events**

Councillor Mrs. P.E. George enquired with the Town Clerk as to whether he had received an enquiry from Albion Square School to hold a concert at Pater Hall during ONE9T celebrations. Councillor Mrs. George stated that local organisations on previous celebratory weeks had been permitted to use the Hall free of charge.

The Town Clerk stated that Albion Square School had not contacted the Office on this matter.

### **(b) Bicycle Riding – Pavements**

Councillor D.L. Jones stated that he had received complaints that adults as well as a children are riding bicycles on the pavements which was causing great concern to pedestrians.

#### **RESOLVED –**

That Dyfed-Powys Police be requested to investigate the above complaint in the interest of public safety/

### **(c) Pennar Area – Unsalted Roads**

Councillor D. Brinn stated that he had received complaints that during the recent adverse weather conditions whilst the road in High Street had been salted Ferry Road, Military Road and Treowen Road had been untreated and had become very dangerous.

#### **RESOLVED –**

That Pembrokeshire County Council be requested to advise why roads in Pennar were not salted during the recent adverse weather conditions.

### **(d) ONE9T Celebrations – Bowling Club**

Councillor K. Higgs stated that the Bowling Club would be holding a tournament during the above celebrations and had requested that the Mayor lead a team. It is anticipated that this would then become an annual event.

### **(e) Charlton Place/Victoria Road – Wall Barriers**

Councillor Mrs. V.M.J. Roach referred to the barriers that were in place presumably because of the cracks in the walls.

#### **RESOLVED –**

That Pembrokeshire County Council be requested to advise as to what remedial measures will be taken in the above location.

**(f) Treowen Road – Surface**

Councillor Mrs. V.M.J. Roach referred to the appalling condition of the road surface in Treowen Road and stated that although the southern end had received some attention the remainder required urgent attention.

**RESOLVED –**

That Pembrokeshire County Council be requested to carry out repairs to the road surface in Treowen Road as a matter of priority in the interest of road safety.

**(g) Mount/Prospect Place – Sign**

Councillor Mrs. V.M.J. Roach stated that a “men at work” sign had not been collected when work undertaking by utilities had been completed at the above location.

**RESOLVED –**

That the Town Clerk request the relevant utilities to collect their sign from the above location.

**(h) Imble Lane/Mackens Lane – Signs**

Councillor Mrs. V.M.J. Roach stated signs in the above location required replacement.

**RESOLVED –**

That Pembrokeshire County Council be requested to provide replacement signs in the above locations.

**(i) Admiralty Way, The Dockyard – Bollard**

Councillor Mrs. V.M.J. Roach stated that a bollard at the above location had become dislodged and required attention.

**RESOLVED –**

That Pembrokeshire County Council be requested to carry out repairs to the above bollard.

**(j) Ambulance Service**

The Mayor stated that a lady had collapsed in the Post Office and referred to the excellent service provided by the Ambulance Service.

**RESOLVED –**

That the Town Clerk write to the Ambulance Service and congratulate them on the excellent service that they provide.

**The meeting terminated at 9.20 p.m.**

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**Mayor.**

**The Meeting terminated at**

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**Mayor.**

At a Meeting of Pembroke Dock Town  
Council held at Pater Hall, Pembroke  
Dock on Thursday, 19<sup>th</sup> February, 2004  
at 6.30 p.m.

PRESENT:

Councillor Mrs.P.E.M.Folland,Mayor  
Councillors D. Brinn, W.J. Davies,  
D.T. Esmond, Mrs. C. Fortune,  
P.G. Gwyther, K.C. Higgs,  
R.G. Watts, P. Weatherall

IN ATTENDANCE:  
Mr. T.R. Edwards, Town Clerk  
Mrs. P.E. Prout, Secretary

The Meeting was opened with Prayer.

**177. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Mrs. P.E. George, D.L. Jones, S. Perkins and Mrs. V.M.J. Roach.

**178. MAYOR'S REPORT**

The Mayor, Councillor Mrs. P.E.M. Folland referred to the probable closure of the DPS Factory in Ferry Lane and expressed concern for the staff who had received redundancy notices.

**179 . MINUTES**

PROPOSED by Councillor P.G. Gwyther  
SECONDED by Councillor Mrs. C. Fortune

**RESOLVED –**

That the Minutes of the Meeting held on the 29th January, 2004 be adopted as circulated subject to the following amendments:-

**180. MATTERS ARISING FROM THE MINUTES**

**(a) Minute 166(b) – Civic Luncheon**

Councillor D.T. Esmond, Deputy Mayor stated that he had booked the Cleddau Bridge Hotel for the Civic Luncheon on Friday, 9<sup>th</sup> July, 2004.

**(b) Minute 166(i) – Estimates - CCTV Cameras**

The Town Clerk reported that he had signed the contract for the cctv camera in Albion Square

with BT. The annual rental was £800 per annum, the first payment being included with the capital payment. The first rental payment would be due in 2005.

(c) **Minute 168(185) – ONE9T Event – Pater Hall Bookings**

Councillor K.C. Higgs reported that a Public Meeting would be held on the 26th February, 2004 at Pater Hall in respect of the events to be held during the period 19<sup>th</sup> July – 28<sup>th</sup> August, 2004.

(d) **Minute 168(188) – Governing Body of Pennar Infants School**

The Town Clerk stated that Councillor D. Brinn had declined to become a Governor at the above School due to work commitments.

Members expressed concern that attendance of meetings at 4.00 p.m. had proven to be difficult for the majority of Members and it was

**RESOLVED –**  
That the letter be left on the table.

(e) **Minute 169(197) – Laws Street/High Street – Bus Shelter**

The Clerk reported that a reply had been received from Pembrokeshire County Council which stated that the existing bus shelter in Laws Street will be replaced if or when funds become available. The County Council are not prepared to install a new bus shelter on the western side unless the Town Council is prepared to maintain and insure it.

Pembrokeshire County Council will replace the existing bus shelter at High Street (north side) in the near future. The Town Clerk stated that there was a problem with the provision of a bus shelter on the south side due to not being able to find a suitable location due to the close proximity of the Post Office and Chapel.

(f) **Minute 171 – Hobbs Point – Litter Bins**

The Town Clerk reported that a letter had been received from Pembrokeshire County Council which advised that the provision of heavy concrete type bins in the above location was not possible as none of the type and style of approved bins were of sufficient weight to prevent this type of vandalism.

(g) **Minute 176(b) – Repair/Maintenance – Seating**

The Town Clerk reported that a letter had been received from Pembrokeshire County Council which advised that the painting of street furniture is undertaken throughout the winter period. Last winter the majority of painting work was carried out within Pembroke Dock to the detriment of other towns in the south of the county. The winter programme had concentrated on other towns where no work had been undertaken last year. If resources became available some work would be undertaken in Pembroke Dock.

**RESOLVED –**

That Pembrokeshire County Council be requested to provide additional funding in their budget to ensure that street furniture is maintained throughout the County.

**(h) Minute 176(d) – Hotel – Inside Dockyard**

The Town Clerk reported that County Councillor B. Hall had advised that if the plaque had to be relocated it would be at the developer's cost.

**(i) Minute 176(e) – ONE9T – Events – 2004**

Councillor K.C. Higgs informed Council that a donation of £1,000 had been received from the Milford Haven Port Authority for the above celebrations. Additional sponsorship would still be welcomed and the appreciation of the Committee to the Council was expressed for their continued support.

**(j) Minute 176(h) – Relief Emergency Road – Pennar**

The Town Clerk referred to the site meeting held with Councillor Mrs. V.M.J. Roach, County Councillor A. Wilcox and Mr. Ponsford, Pembrokeshire County Council to discuss the above matter. The question of ownership of land was still not confirmed and Mr. Ponsford stated that he would consider possible alternatives and advise the Town Council in due course.

**(k) Minute 176(k) – Treowen Road/Bufferland Road – Footpath**

The Town Clerk reported that a letter had been received from Pembrokeshire County Council which advised that the Council's request in respect of the above location had been noted.

**181. REPORT OF TOWN CLERK**

**202. Appointment of Mayor Elect 2004/2005**

The Town Clerk reported that in accordance with previous procedure consideration should now be given to the appointment of the Mayor Elect for the year 2004/2005.

PROPOSED by Councillor P. Weatherall  
SECONDED by Councillor W.J. Davies

**RESOLVED –**  
That Councillor D.T. Esmond be appointed Mayor  
Elect for the year 2004/2005.

**203. Appointment of Deputy Mayor Elect 2004/2005**

The Town Clerk requested that in accordance with previous procedure consideration be given to the appointment of the Deputy Mayor Elect for the year 2004/2005.

PROPOSED by Councillor D.T. Esmond  
SECONDED by Councillor K.C. Higgs

**RESOLVED –**  
That appointment of Deputy Mayor Elect be  
deferred for consideration at the next  
Council Meeting.

**204. Civic Function**

The Town Clerk reproduced at Appendix “A” and Appendix “B” the guests lists for the Civic Luncheon and Civic Dance respectively.

**RESOLVED –**  
That the guest lists for the Civic Luncheon and Civic  
Dance as submitted at (Appendices “A” and “B”)  
be approved.

**205. Pater Hall Charitable Trust**

The Town Clerk reported that Company registration had now been received from Companies House. A number of queries were raised direct with the Council’s Solicitor and two sworn statements as Company Secretary had to be made.

The Council’s Solicitor had contacted the Charity Commissioners regarding registration as a charity before grant sourcing could begin.

Pembroke Design had been advised on the present situation and the lowest tenderer would be asked to revise the tender sum in due course, before grant applications were submitted.



### **Application for Loan Sanction**

The Town Clerk submitted that he had previously advised Members that the only contingency plans that could be made in the event of the Trust being unsuccessful in grant applications was for the Council to apply to the Welsh Assembly Government for a loan sanction to borrow an amount in the 2004/2005 year.

A loan sanction is a formal consent from the Welsh Assembly Government, using powers under Schedule 13 of the Local Government Act, 1972, for a community or a town council to borrow money for capital purposes. Without this consent a community or town council **cannot** borrow money unless the money is borrowed and repaid within the same financial year. The loan sanction takes the form of a letter sent from Assembly Government officials to the Clerk of the Council.

The Town Clerk stated that he had been informed by the Welsh Assembly that details of the arrangements and an application form were due to be issued shortly. In view of the timescale involved, Members would have to decide at this meeting whether to resolve to apply for loan sanction. The fixed rate loan would be from the Public Works Loan Board and the following was an example of a possible loan repayment:-

#### **£100,000 loan at 4.5% (fixed) over 25 years**

##### **Annuity Repayment Method**

Yearly repayment cost	=	£6,704
Band "D" cost	=	£2.33 per year

#### **£200,000 loan on same basis**

Yearly repayment cost	=	£13,408
Band D" cost	=	£4.66 per year

The guidance issued stated that an application for loan sanction should not be made until a Council has:-

- (i) completed, or is confident of completing, all negotiations;
- (ii) obtained all other necessary consents (eg planning);
- (iii) fully estimated the cost of the project as part of a formal expenditure budget;
- (iv) in the case of large projects prepared a financial appraisal/business plan (which should be available for scrutiny);
- (v) made provision within its formal budget for managing the debt;
- (vi) confident that, if approved, the full amount of loan sanction can be used within the financial year for which it is issued.

The Town Clerk submitted the breakdown of the lowest tender received which was as follows:-

Alterations and Refurbishment of Pater Hall

Breakdown of Lowest Tender Received - £329,598 (Excl. VAT)

Phase (A) – Disabled Facilities and Relocation of Town Clerk’s Office

£

As per tender report	193,376
Contractor’s preliminaries	<u>36,911</u>
	230,287
Professional Fees (12.5%)	<u>28,786</u>
	<u>259,073</u>

Phase (B)

Window Replacement	72,536
Apportioned Contractor’s preliminaries	<u>2,259</u>
	74,795
Professional Fees (12.5%)	<u>9,349</u>
	<u>84,144</u>

Phase (C)

Acoustic Ceilings to Main Hall	23,775
Apportioned Contractor’s preliminaries	<u>741</u>
	24,516
Professional Fees (12.5%)	<u>3,065</u>
	<u>27,581</u>

Summary

Total of phases a, b & c	329,598
Professional Fees (12.5%)	<u>41,200</u>
	<u>370,798</u>

Members were advised that 75% (£30,900) of the professional fees had been paid.

**RESOLVED –**

That the Council defer consideration of requesting loan consent until February, 2005 for 2005/2006 pending the outcome of grant sourcing.

**206. Floral Baskets**

The Town Clerk requested that Council determine whether to provide floral baskets in the Town for display purposes for the forthcoming season. Last year 70 baskets had been displayed and it would be necessary to invite tenders as in previous years. A budget provision of £1,000 had been made.

The Town Clerk reported that the option of providing a more concentrated display in the centre of the Town could be considered but this would entail purchasing containers and seeking permission from Pembrokeshire County Council to site the “tower” displays.

**RESOLVED –**

That this matter be deferred for consideration at the next Council Meeting and that the Town Clerk submit a report on this matter.

**207. One-Way Traffic Flow in Dimond Street and Other Waiting Restrictions**

The Town Clerk referred to the debate at the Council Meeting on the 8<sup>th</sup> January, 2004, during which the local Traffic Warden was present. Reproduced at Appendix “C” was a letter from Pembrokeshire County Council regarding the various matters discussed.

Regarding the resolution to request a one-way traffic flow in Dimond Street, the proposal was to make Dimond Street one way from Meyrick Street to Lewis Street only.

**RESOLVED -**

That Pembrokeshire County Council be advised as follows:-

Lewis Street

That the revision be agreed to.

Laws Street

That a pelican crossing be provided in the above location.

Dimond Street

That the proposal to make Dimond Street (west) one way from Meyrick Street to Lewis Street be approved.

East end of Bush Street

Views noted.

West end of Bush Street

That current restrictions for one hour limited waiting be removed and unrestricted parking permitted in this area.

**208. Town Awards Scheme**

The Town Clerk reminded Members that the closing date for this year’s Town Award Scheme was to-day, 19<sup>th</sup> February, 2004. To date one nomination had been received.

**RESOLVED –**

(1) That the Town Clerk advise the proposer that the Town Awards had been deferred until 2005.

(2) That the Town Awards Scheme be given

consideration in February, 2005.

**209. Governing Body of Pennar Junior School**

The Town Clerk reported that Councillor Mrs. P.E.M. Folland's term of office as Minor Local Authority Representative expired on the 2<sup>nd</sup> February, 2004. Pembrokeshire County Council had written to request whether the Town Council wished to re-nominate Councillor Mrs. Folland for a further four year term, or whether to put forward an alternative name.

**RESOLVED –**

That Councillor Mrs. P.E.M. Folland be renominated to represent the Council as a Governor of Pennar Junior School.

**210. Crossing Island – Bush Street**

The Town Clerk reproduced at Appendix "D" a letter from Pembrokeshire County Council regarding a proposal to provide a crossing island on Bush Street, near the junction with Charlton Place.

Councillor P. Weatherall stated that the two road crossings in Bush Street were now in the wrong locations since the provision of the new School and it was

**RESOLVED –**

- (1) That the Council approve the introduction of a crossing island in the above location.
- (2) That Pembrokeshire County Council be requested to undertake a survey in respect of the location for the road crossings in Bush Street.

**211. European, County and Community Elections**

The Town Clerk stated that notification had been received that the above elections will be held on Thursday, 10<sup>th</sup> June, 2004. Should there be a casual vacancy between now and 10<sup>th</sup> June, 2004 an election could not be held and the vacancy would be dealt with as part of the elections.

**212. Williams News, 58A Bush Street**

The Town Clerk reported that a copy of a notice of application for a Justices' Off Licence had been received. The applicant is James Brian Williams, the tenant of the premises.

(Councillor D.T. Esmond declared his interest in the above matter and took no part in the discussion and did not vote),

**RESOLVED –**

That the Council have no objection to the above application.

**213. The Collegiate of Knights Templar**

The Town Clerk enclosed at Appendix “E” a letter which requested a donation to assist with an additional insurance premium in connection with a living history re-enactment during the week-end 23<sup>rd</sup> – 25<sup>th</sup> July, 2004. The latest accounts had been requested.

**RESOLVED –**

That the Council make a financial contribution of £100 to the Collegiate of Knights Templar.

**214. One Voice Wales**

The Town Clerk stated that as he had previously reported that One Voice Wales will be the only organisation in Wales representing Town and Community Councils from 1<sup>st</sup> April, 2004. The National Association of Local Councils will not be allowed to give a service directly to Councils in Wales, although it will be providing certain services to One Voice Wales during the early years under an agreement between the two organisations. However, these NALC services, the main one being legal advice, will only be available to members of One Voice Wales. They will not be available through the Pembrokeshire Association of Local Councils.

An invitation had been received to join One Voice Wales for the 2004/5 year. The proposed membership fee for the Council is £800. This has been calculated on the basis of 20p per household. The inaugural general meeting will be held Saturday, 24<sup>th</sup> April, 2004 at Llandrindod Wells and an invitation had been received for one representative to attend.

**RESOLVED –**

That consideration of this matter be deferred until after the One Voice Wales Annual General Meeting to be held on the 24<sup>th</sup> April, 2004.

**215. Pembrokeshire Association of Local Councils**

The Town Clerk reported that at the Annual General Meeting in November, 2003, Members unanimously supported the continuance of the County Association even though it would no longer be affiliated to the National body. It would continue to provide general advice, but clearly would not be qualified to give legal advice. Subscription rates had therefore been reduced and the amount requested from this Authority for 2004/05 is £150. The amount

paid for 2003/04 was £300.

**RESOLVED –**

That the Council continue to be members of the above Association and that the subscription fee of £150 be paid.

**216. Planning Applications**

The following applications had been received and were submitted for consideration by Council:-

1258/03	M. Henegan c/o 8 Presely View Pembroke Dock	Plot 45, Pennar Point – Erection of House
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PROPOSED by Councillor Mrs. C. Fortune  
SECONDED by Councillor D.T. Esmond

**RESOLVED –**

That the Council have no objection to the application.

1259/03	S. Thomas Course Hill Cottage Upper Carne Road Templeton	Patrick House, St. Patricks Hill, Llanreath – One single storey residential dwelling with detached garage
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PROPOSED by Councillor R.G. Watts  
SECONDED by Councillor Mrs. C. Fortune

**RESOLVED –**

That the Council have no objection to the application.

1262/03	D. Thomas Construction Commissioning County Hall Haverfordwest	Cleddau Bridge Toll Booths – Canopy over new toll booths to protect booths from weather
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PROPOSED by Councillor W.J. Davies  
SECONDED by Councillor Mrs. C. Fortune

**RESOLVED –**

That the Council have no objection to the application.

75 Stockwell Road –  
Erection of 8' high steel security fence

**RESOLVED –**  
That the Council have no objection to the application.

## Land off, Sycamore Street, Bufferland – Residential Development

(Councillor Mrs. C. Fortune declared her interest in the above application and took no part in the discussion and did not vote).

**RESOLVED –**  
That the Council have no objection to the application  
Provided that it is within the J.U.D. P.

### 217. Planning Decisions

566/03 – Land at London Road – Variation of condition no. 8 of planning permission  
98/0010/PA - **Approved**

## 182. SUPPLEMENTARY REPORT OF TOWN CLERK

### 218. Pater Hall Charitable Trust

**(a) Proposed Lease**

The Town Clerk reported that the Council's Solicitor had been instructed to prepare the lease which the Council proposed to grant to the Trust. There were a number of issues on which further instructions were required which were referred to a letter from Lowless & Lowless in Appendix "F."

If Members considered that this shall first be considered by the Sub-Committee, then a meeting would have to be arranged without delay.

**(b) Appointment of Trustees**

Before an application can be submitted for registration as a charity, a public meeting would have to be held so that the four Trustees from the community can be nominated. It will also be necessary for the Council to elect its six Trustees. This would have to be arranged as soon as possible. I am advised that the meeting should be advertised in the press and at least 14 days notice given.

Members' attention was drawn to the last sentence of the letter from Lowless & Lowless.

**RESOLVED –**

- (1) That the Council consider issues raised in correspondence from the Solicitors and the Town Clerk advise Lowless & Lowless accordingly.
- (2) That a Public Meeting be convened for the 24<sup>th</sup> March, 2004 at which four Trustees be elected to serve on the Pater Hall Trust Committee.
- (3) That the appointment of six Council Trustees to serve on the Pater Hall Trust Committee be made at the next Council Meeting.
- (4) That the appointment of the Solicitor to the Pater Hall Trust be considered by the Trustees in due course.

**219. Dyfed-Powys Police Authority  
South Pembrokeshire Community Consultation Committee**

The Town Clerk reported that a meeting of this Committee would be held on Wednesday, 25<sup>th</sup> February, 2004 in the Pater Hall at 6.30 p.m. The Agenda was reproduced at Appendix "G."

**220. Milford Haven Recreation Plan, 2000**

The Town Clerk reported that a copy of this plan had been received from the Milford Haven



Port Authority. The Working Group responsible for its publication agreed a five year timescale for review.

The Council had been requested to be part of the consultation process and any views for change were requested by the 1<sup>st</sup> June, 2004. The plan was available for Members' inspection.

## **221. Planning Applications**

The following applications had been received and were submitted for consideration by Council:-

1284/03	Pembroke Dock THI Steering Group c/o The Guard House The Royal Dockyard Pembroke Dock	War Memorial, St. Johns Church – Proposed erection of gates and railings to enclose the memorial
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PROPOSED by Councillor D.T. Esmond

SECONDED by Councillor D. Brinn

### **RESOLVED –**

That the Council have no objection to the application.

1305/03	Mr. S. Weinmann 11 London Road Pembroke Dock	Plot 7, Fairways, Pennar – New residential dwelling
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PROPOSED by Councillor Mrs. C. Fortune

SECONDED by Councillor D.T. Esmond

### **RESOLVED –**

That the Council have no objection to the application.

## **183. APPLICATION FOR A PRIVATE HIRE VEHICLE OPERATORS LICENCE MR. R. DAVIES, 63 QUEEN STREET, PEMBROKE DOCK**

The Town Clerk reported that Mr. Davies had contacted the Office and stated that he had submitted an application to Pembrokeshire County Council in respect of the above matter. The Town Clerk stated that the application had not been received.

(Councillor W.J. Davies declared his interest in this matter and took no part in the discussion and did not vote).

### **RESOLVED –**

That Pembrokeshire County Council be advised

the Council approve the application subject to following conditions:-

- (a) prevention of noise nuisance for neighbouring properties;
- (b) provision for parking of vehicles.

**184. PROPOSED VISIT – PEMBROKE, MALTA – SEPTEMBER, 2004**

The Town Clerk reported that he had attended a meeting of the Joint Twinning Committee at which both Councillors Mrs. P.E. George and Mrs. V.M.J. Roach were present.

The Committee were advised that a party of 70 persons, which included 12 children from Pembroke, Malta proposed to visit Pembrokeshire from the 3<sup>rd</sup> – 10<sup>th</sup> September, 2004

The Town Clerk stated that he had to submit a grant application to the European Commission for Twinning, but that the organisers of the party had requested that the Councils consider paying 75% of that grant in advance of their visit which would cost in the region of £5,000.

**RESOLVED –**

That the Council approve payment of 50% of the cost in advance i.e. £3,400.

**185. ELECTRIC BLANKET TESTING WEEK – NOVEMBER, 2003**

The Town Clerk reported that a letter had been received from Pembrokeshire County Council which referred to the electric blanket testing which had been undertaken throughout Pembrokeshire in November, 2003. 276 electric blankets had been tested throughout the week of which 63% had failed the safety test.

**186. BUFFERLAND TERRACE – HIGHWAY**

The Town Clerk reported that a letter had been received from Pembrokeshire County Council which stated that the unmade surface opposite the Alma Public House appeared to be on private property. Construction of a footway in this area would therefore not be appropriate.

**187. CROFT TERRACE – SURFACE WATER**

The Town Clerk reported that a letter had been received from Pembrokeshire County Council which advised that arrangements had been made for kerbs to be installed across the Milton Terrace end of the footpath. This work will divert the surface water which had

caused problems at 1 Croft Terrace.

**188. OWEN STREET, PENNAR**

The Town Clerk reported that a letter had been received from Pembrokeshire County Council which advised that a replacement sign had been ordered which would be erected in due course.

**189. UPPER PARK STREET – CEMETERY**

The Town Clerk reported that County Councillor B. Hall had advised that the gravestones from the above Cemetery were to be removed to Llanion Cemetery and put into the form of a druids circle.

**190. BUSH STREET – CAR PARK**

The Town Clerk reported that a letter had been received from Pembrokeshire County Council which advised that some patching work in the above car park was to be undertaken. When completed the parking spaces will be marked out.

**191. WATERLOO ROUNDABOUT**

The Town Clerk reported that County Councillor B. Hall had advised that the above roundabout was to be planted with shrubs for the forthcoming season. Some landscaping work will also be undertaken. The Criterion Roundabout would be planted with flowers this year.

**192. REPORT OF FINANCIAL OFFICER**

**29. Payment of Accounts**

The following accounts were submitted for approval of payment:-

147. Menter Iaith Sir Benfro – Membership Subscription	£5.00
148. Pitney Bowes – Maintenance of Postage Meter	£11.74
149. Jewson Ltd. – Materials	£30.65
150. The Consortium – Stationery	£30.67
151. Kidde Fire Protection Services – Fire Safety Materials &c	£110.69
152. Hagemeyer – Materials	£161.70
153. HCL Safety Ltd. – Inspection of Fall Arrest Safety System	£326.65

The Town Clerk requested that the following account be included for approval of payment:-

154. Postage by Phone – Pitney Bowes	£50.00
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PROPOSED by Councillor R.Watts  
SECONDED by Councillor Mrs.C. Fortune

**RESOLVED –**

That account nos. 147 – 154 be approved for payment.

**30. Transfer to Imprest Account**

The Financial Officer reported that the sum of £3,503.26 was transferred to the Imprest Account in respect of salaries, wages, tax and N.I. paid during the month of January, 2004.

**193. MATTERS RAISED VERBALLY**

**(a) Market – Refurbishment**

Councillor R. Watts referred to the refurbishment of the Pembroke Dock Market and stated that the Friday market stalls would be reverting to their previous location shortly.

**(b) Welsh Gunners 22nd Regiment**

Councillor R. Watts referred to the disbandment on the 31<sup>st</sup> March, 2004 of the above Regiment and reported that the 39<sup>th</sup> Regiment will then become the Welsh Gunners. This Regiment is currently based in Co. Durham.

**(c) Law Street/Bush Street Junction**

Councillor K. Higgs referred to the traffic negotiating the mini roundabout at the above junction which was very dangerous. Many close incidents had been experienced by motorists in the area and it was

**RESOLVED –**

- (1) That Pembrokeshire County Council be requested to revert the above junction to a crossing in view of the present danger to motorists
- (2) That Dyfed-Powys Police be advised of the Council's representations to the County Council in respect of the above dangerous junction.

**(d) St. Govan's Centre/Co-op – Land**

Councillor W.J. Davies referred to the appalling condition of the road surface on the above area of land between St. Govan's Centre and the Co-op.

The Town Clerk reported that Pembrokeshire County Council had advised that a bicycle cycling track was to be provided on this area of land and it was

**RESOLVED –**

That Pembrokeshire County Council be requested to advise further in this matter.

(e) **Web Site –  
Pater Hall – Hire of Council Chamber**

Councillor P.G. Gwyther stated that he had included on the web site Pater Hall charges for the forthcoming year but that the possible hire of the Council Chamber had not been considered.

**RESOLVED –**  
That the Council Chamber be included for hire for talks and seminars only.

(f) **Albany Street – Barriers**

Councillor Mrs. P.E.M. Folland stated barriers still remained in the above Street since work was undertaken in October, 2003 by Welsh Water.

**RESOLVED –**  
That the Town Clerk contact Welsh Water to request the Contractors McNiffe to remove the barriers in the above location.

(g) **Britannia Road – Defective Street Light**

Councillor Mrs. P.E.M. Folland reported that a street light was defective in the above location.

**RESOLVED –**  
That Pembrokeshire County Council be requested to rectify the defective street light in the above location.

**The meeting terminated at 9.00 p.m.**

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**Mayor.**

At a Meeting of Pembroke Dock  
Town Council held at Pater Hall,  
Pembroke Dock on Thursday, 29<sup>th</sup>  
January, 2004 at 6.30 p.m.

Mayor

**PRESENT:**

Councillor Mrs.P.E.M.Folland,

Councillors, W.J. Davies,  
D.T. Esmond, Mrs. C. Fortune,  
P.G. Gwyther, K.C. Higgs,  
D.L. Jones, W.S. Rees,  
Mrs. V.M.J. Roach, R.G. Watts,  
P. Weatherall

**IN ATTENDANCE:**

Mr. T.R. Edwards, Town Clerk  
Mrs. P.E. Prout, Secretary

The Meeting was opened with Prayer.

**163. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors D. Brinn, Mrs. P.E. George and S. Perkins.

**164. MAYOR'S REPORT**

The Mayor, Councillor Mrs. P.E.M. Folland informed the Council of her recent visit to Malta and to the very warm welcome the delegation had received.

**165 . MINUTES**

PROPOSED by Councillor Mrs. V.M.J. Roach  
SECONDED by Councillor Mrs. C. Fortune

**RESOLVED –**

That the Minutes of the Meeting held on the  
8th January, 2004 be adopted as circulated  
subject to the following amendments:-

**166. MATTERS ARISING FROM THE MINUTES**

**(a) Minute 153(b) – Memorial Park - Clock**

The Town Clerk reported that he had received a reply from Pembrokeshire County Council thanking the Council for their comments on the quality and workmanship on the reinstated clock in the Memorial Park. The relevant Officers had been informed accordingly.

**(b) Minute 153(c) – Local Elections, 2004**

The Town Clerk stated that as instructed he had liaised with Town Clerks in order to ascertain dates of civic functions in order to avoid coinciding with the Council's Luncheon.

Pembroke Town Council's Mayor Making/Civic Service –	3 <sup>rd</sup> – 4 <sup>th</sup> July, 2004
Haverfordwest Town Council	- 24 <sup>th</sup> June, 2004
Milford Haven Town Council	- Do not hold a Civic Luncheon
Tenby Town Council	- await Election results

Detailed discussion ensued and it was

**RESOLVED –**

That the Council's Civic Luncheon be held on Friday, 9<sup>th</sup> July, 2004.

**(c) Minute 154(173) – Town Awards Scheme**

The Town Clerk advised that although a press release had been issued nominations had not yet been received. A further press release would be issued and this matter would be considered at the Council Meeting to be held on the 19<sup>th</sup> February, 2004.

**(d) Minute 155(181) – Pumphouse – Criterion Roundabout**

The Town Clerk reported that Pembrokeshire County Council had removed one of the windows for test sandblasting in order that repairs to the windows and any other improvements may be undertaken prior to transfer of the pumphouse to the Town Council.

**(e) Minute 155(182) – Branch Surgery – Crunnery House, East Back, Pembroke**

The Town Clerk reported that a letter had been received from Pembrokeshire Community Health Council which stated that the Council's comment had been taken into account when the matter was being considered. The Pembrokeshire Community Health Council had decided not to object to the proposed closure of the above Surgery based upon the proximity of the main surgery facilities and reasonable transportation services between Pembroke and Pembroke Dock and the service enhancements that would be provided for patients.



The Town Council's concerns that a resultant increase of patients attending the Laws Street Surgery in Pembroke Dock would exacerbate existing traffic problems within the area would be referred to the Pembrokeshire LHB in the response document.

(f) **Minute 157 – Pater Hall – Fire Risk**

The Town Clerk reported that a rotary fire bell had been purchased and fitted at Pater Hall in order to conform to the Fire Authority's regulations. The Fire Officer had been advised accordingly.

(g) **Minute 158 – Sunderland Avenue – Street Lighting**

The Town Clerk reported that as instructed he had liaised with the Footpaths Officer, Pembrokeshire County Council who had advised that the road had not been adopted and is therefore classed as a private road. The Pembrokeshire Housing Association advised that they were unable to assist in this matter. It was submitted that the residents would have to submit representations to Pembrokeshire County Council in this matter.

(h) **Minute 161(26) - Pater Hall – Hiring Charges**

The Town Clerk stated that the hall users had been notified of the increase in charges which will be operative from 1<sup>st</sup> April, 2004. A request had been received from one of the hirers that the Council consider waiving the two hour minimum rule as the requirement was for a maximum of one and a half hours.

**RESOLVED –**

That the Council waive the two hour minimum rule and agree to one and a half hour booking for the hirer.

(i) **Minute 161(24) – Estimates for Year 1<sup>st</sup> April, 2004 to 31<sup>st</sup> March, 2005**

Councillor Mrs. V.M.J. Roach enquired as to whether the BT line rental for the two additional CCTV cameras agreed to be installed at Albion Square and A477 Ferry Lane in the sum of £1,570 should have been included.

The Town Clerk stated that this should have been included and that there were contingencies of £2,000 in this account.

**RESOLVED –**

That the sum of £1,570 for the BT line rental for the two additional CCTV cameras to be installed at Albion Square and A477 Ferry Lane be included in the estimates for 2004/2005.

(j) **Minute 162(a) – Front Street – Road Sweeper**

The Town Clerk reported that a letter had been received from Pembrokeshire County Council which advised that an Officer had visited the above location on the 16<sup>th</sup> and 19<sup>th</sup> January and had been unable to find any problem with the standard of street cleansing in this area. With regard to the problem of dog fouling the Public Protection Unit had been notified.

(k) **Minute 162(b) – Lower Meyrick Street – Shrubbery**

The Town Clerk reported that a letter had been received from Pembrokeshire County Council which advised that they were clearing a number of areas where shrubbery had become untidy and were acting as litter traps. The above area would be included in the programme of works.

(l) **Minute 162(c) – Further Education Centre, Upper Meyrick Street – Litter**

The Town Clerk reported that a letter had been received from Pembrokeshire County Council which advised that the accumulation of litter which had blocked the drain had been cleared.

(m) **Minute 162(f) – Clarence Street – Street Cleansing**

The Town Clerk reported that a letter had been received from Pembrokeshire County Council which stated that the above Street is cleaned in accordance with cleansing schedules. The Road Cleanser encounters difficulty to access all the areas due to the considerable number of cars parked along this street. As and when accessibility is provided the accumulated litter and debris would be cleared.

(n) **Minute 162(h) – East Llanion Shoreline – Household Goods**

The Town Clerk reported that he again requested the Pembrokeshire County Council to undertake clearance of the appliances in the above location.

(o) **Minute 162(i) – Treowen Road/Alma Inn – Footpath**

The Town Clerk reported that a letter had been received from Pembrokeshire County Council which stated that as the path is not adopted highway or a public right of way, the responsibility for maintaining the path, including removing any litter, lies with the landowner. It is understood that the landowner in this case may be “Hallmark Homes” who built the houses on this site.

**167. MINUTES OF PATER HALL CHARITABLE TRUST SUB-COMMITTEE**

PROPOSED by Councillor D.T. Esmond  
SECONDED by Councillor P.G. Gwyther

**RESOLVED –**

That the Minutes of the Meeting held on the 14<sup>th</sup> October, 2003 be adopted as circulated.

**168. REPORT OF TOWN CLERK**

**185. ONE9T Event – Pater Hall Bookings**

The Town Clerk referred to the decision at the last Council Meeting, that a report be submitted on the hiring charges of Pater Hall in respect of ONE9T event bookings, during the period 19<sup>th</sup> July – 28<sup>th</sup> August, 2004. Based on the limited information available at this time estimates of the amounts chargeable were as follows:-

**Youth Workshops**

The Pater Hall had been provisionally booked for a Youth Workshop on 18 occasions during the event. Based on an estimated six hours per session, the total charge for the 18 hirings would be £702. However, it is understood that these workshops may be held at the Youth Club, if available.

**Other Events**

Details of other events at the Pater Hall were as follows:-

Play – History of Pembroke Dock (Prince of Wales Trust)	3 occasions
Search for a Star	2 occasions
Children’s Playtime – Bongo Clive	3 occasions
Local Musicians’ Night	3 occasions
Model Exhibition	
Antique Fair	
Arts and Crafts Exhibition	

Based on the estimated hiring times given the total charge for these events would be approximately £390.

(Councillor Mrs. P.E.M. Folland and K.C. Higgs declared their several interests in the above matter and did not vote).

**RESOLVED -**

- (1) That the ONE9T Committee submit a request for financial assistance in respect of events to be held in Pater Hall, which would be deducted from any donation granted by the Council in the 2004/05 year.
- (2) That a decision in respect of the Youth Workshops be deferred pending usage.

**186. Research Study Into The Role, Functions and Future Potential Of Community and Town Councils**

The Town Clerk referred to the Council Meeting on the 4<sup>th</sup> December, 2003 when Members had briefly considered a summary of a research study undertaken by the Institute of Geography and Earth Science at the University College of Wales, Aberystwyth.

The findings of the research project will form the Welsh Assembly Government's future policy development in relation to town and community councils. The document made significant and wide-reaching recommendations and Councils were urged to carefully consider it and submit comments by the 27<sup>th</sup> February, 2004.

The Town Clerk reminded Members' that at the meeting of the 4<sup>th</sup> December, 2003 detailed consideration of the document was deferred until this meeting. Members were requested to bring the document to the Meeting.

**RESOLVED –**

That the Council agree in principle with the majority of recommendations in the above document subject to funding being provided.

**187. Local Housing Strategy**

The Town Clerk reported that a copy of the Draft Local Housing Strategy, approved by the County Council's Cabinet had been received. The document runs to 59 pages and was available for Members to study. A summary was enclosed at Appendix "A."

Following consultation, a final strategy will be adopted in April, 2004. Comments on the draft strategy were requested by the 13<sup>th</sup> February, 2004.

No comments were to be submitted to Pembrokeshire County Council in respect of the above matter.

**188. Governing Body of Pennar Infants School  
Councillor Mrs. C. Fortune**

The Town Clerk reported that he had received from Councillor Mrs. Fortune her resignation from the Governing Body of Pennar Infants School due to increased work commitments.

Pembrokeshire County Council had written to request whether the Council wished to nominate  
a  
replacement.

It was suggested that Councillor D. Brinn may be interested in becoming a School Governor but in view of his absence from the meeting it was

**RESOLVED –**

- (1) That the Town Clerk liaise with Councillor D. Brinn to ascertain as to whether he would wish to serve as a School Governor.
- (2) That the Governing Body of Pennar Infants School be advised of the Council's representative accordingly if Councillor Brinn wished to serve as a School Governor.

**189. Menter Iaith Sir Benfro**

The Town Clerk enclosed at Appendix "B" an invitation to join the above Organisation, the membership fee being £5. This will be spent to promote the Welsh language and culture in Pembrokeshire.

**RESOLVED –**

That the Council become a member of the above Organisation and pay the membership fee of £5.

**190. Welsh Assembly Government -  
South West Wales Regional Committee**

The Town Clerk reported that notification had been received that the next meeting of the above Committee will be held on Friday, 30<sup>th</sup> January, 2004 (9.30 a.m.-12.30 p.m.) in the Halliwell Centre, Trinity College, Carmarthen.

The subject of the meeting will be Housing for Older People, including implications for health. There will be opportunities for people in the public gallery to comment and discuss matters with Assembly Members.

**191. Burial Law And Policy in the 21<sup>st</sup> Century**

The Town Clerk reported that a copy of a consultation paper on the above subject had been received from the Home Office, and was available for Members' perusal. The Home Secretary stated that current burial law is out of date and needed reforming and the Government wished to provide opportunities for informal debate about the provision and maintenance of burial grounds in the future. The closing date for responses is the 13<sup>th</sup> July, 2004.

**192. Pembrokeshire Coastal Forum**

The Town Clerk stated that a copy of the latest Newsletter had been received and was available for Members' information.

### **193. Planning Applications**

The following applications had been received and were submitted for consideration by Council:-

1123/03	Specsavers Optical Superstores Melrose House 42 Dingwall Road Croydon	3 Dimond Street – Alteration of pillasters to a rendered painted finish, installation of shutter to shopfront, white powder coated, perforated lath
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PROPOSED by Councillor W.J. Davies  
SECONDED by Councillor P. Weatherall

**RESOLVED –**

That the Council have no objection to the application.

1129/03	Mr. B.R. Crompton 14 Furzy Bank Pembroke Dock	14 Furzy Bank – Residential dwelling
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(Councillor Mrs. P.E.M. Folland declared her interest in the above matter and took no part in the discussion and did not vote).

PROPOSED by Councillor Mrs. V.M.J. Roach  
SECONDED by Councillor K.C. Higgs

**RESOLVED –**

That the application be refused due to overdevelopment  
and access problems.

1130/03	Mr. J. Smith 23 Nelson Street Pennar Pembroke Dock	Plot 6, Fairways – One Dwelling
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PROPOSED by Councillor Mrs. C. Fortune  
SECONDED by Councillor Mrs. V.M.J. Roach

**RESOLVED –**

That the Council have no objection to the application

subject to claims that there is a footpath across the site being investigated.

- |  |   |   |
|--|---|---|
| 1149/03  | Mr. H. Williams<br>18 Charlton Place<br>Pembroke Dock                 | 1 King Street –<br>Garage                                       |
| <p>PROPOSED by Councillor R.G. Watts<br/>SECONDED by Councillor Mrs. V.M.J. Roach</p> <p><b>RESOLVED –</b><br/>That the Council have no objection to the application</p> |   |   |
| 1164/03  | Mr. & Mrs. J. Williams<br>42 Front Street<br>Pembroke Dock            | Plot 20, The Point, Pennar –<br>New residential dwelling        |
| <p>PROPOSED by Councillor Mrs. C. Fortune<br/>SECONDED by Councillor D.T. Esmond</p> <p><b>RESOLVED –</b><br/>That the Council have no objection to the application.</p> |   |   |
| 1166/03  | Mr. & Mrs. C. Davey<br>13 Bentlass Terrace<br>Pennar<br>Pembroke Dock | Plot 19, The Point, Pennar –<br>New Residential Dwelling        |
| <p>PROPOSED by Councillor D.T. Esmond<br/>SECONDED by Councillor Mrs.C. Fortune</p> <p><b>RESOLVED –</b><br/>That the Council have no objection to the application</p>   |   |   |
| 1178/03  | Mr. & Mrs. Williams<br>39 Parklands<br>St. Florence                   | Site adjacent to, 40, Waterloo Road<br><br>Residential dwelling |
| <p>PROPOSED by Councillor K.C. Higgs<br/>SECONDED by Councillor Mrs. C. Fortune</p>  |   |   |

**RESOLVED –**

That the Council have no objection to the application.

1184/03	Mr. I. Lewis 46 Glenview Avenue Llanion Pembroke Dock	46 Glenview Avenue, Llanion – First floor bedroom and study extension
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PROPOSED by Councillor K.C. Higgs  
SECONDED by Councillor R.G. Watts

**RESOLVED –**

That the Council have no objection to the application

1199/04	Pembrokeshire Housing Asscn. Meyler House St. Thomas Green Haverfordwest	Land adj. 1 Stranraer Road- One disabled bungalow
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PROPOSED by Councillor Mrs. C. Fortune  
SECONDED by Councillor D.T. Esmond

**RESOLVED –**

That the Council have no objection to the application

**194. Planning Decisions**

The following decisions had been received from Pembrokeshire County Council in respect of current planning applications:-

917/03 – Fairways – One dwelling – **Approved**

955/03 – 6 Castle Street, Pennar – Conservatory to rear of dwelling and parking bay to front – **Approved**

**195. Planning Application - Withdrawn**

Notification has been received from Pembrokeshire County Council that planning application no. 1187/02 – Land adj. 1 Stranraer Road, Pennar – residential (2 disabled bungalows) had been withdrawn.

**169. SUPPLEMENTARY REPORT OF TOWN CLERK**



**196. Llanion Park - Cannon**

The Town Clerk referred to the debate at the last Council Meeting and the resolution to request Pembrokeshire County Council to reconsider the earlier decision not to relocate the cannon, the response received was enclosed at Appendix “C” for Members consideration.

**RESOLVED -**

That the Town Clerk be instructed to write to Pembrokeshire County Council in eight weeks time on this matter.

**197. Laws Street – Bus Shelter**

The Town Clerk referred to the debate at the Council Meeting on the 13<sup>th</sup> November, 2003 when it had been resolved to request Pembrokeshire County Council to provide a bus shelter on the western side of Laws Street. Following a reminder, a reply had now been received which was reproduced at Appendix “D.”

The Town Clerk reported that a letter had been received from Mrs. P. Ryan of North Street regarding the provision of an additional bus shelter in High Street, Pembroke Dock. The letter stated that she had requested the County Council to provide a shelter and was informed that one would only be provided if the Town Council agreed to maintain it.

Pembrokeshire County Council had been consulted and the Council are advised that before any new bus shelter is provided, the Town Council had to agree to maintain and insure it.

**RESOLVED -**

- (1) That Pembrokeshire County Council be advised that the Council are disturbed yet again regarding delegation of County Council’s functions to Town/Community Councils without providing funding
- (2) That a copy of the above representations to Pembrokeshire County Council be forwarded to the four County Councillors

**198. National Parks of Wales**

The Town Clerk reported that a copy of the joint Annual Report 2002/2003 for the three National Parks of Wales had been received and was available for inspection.

**199. Plannning Applications**

The following applications had been received and were submitted for consideration by Council:-

1203/03	A. Heath 6 Milton Terrace	Plot adjacent to, 28 Treowen Road, Pennar –
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Pembroke Dock

Erection of Dwelling

(Councillor Mrs. V.M.J. Roach declared her interest in the above matter and took no part in the discussion and did not vote).

PROPOSED by Councillor Mrs. C. Fortune

SECONDED by Councillor D.T. Esmond

**RESOLVED –**

That the Council have no objection to the application.

1204/03	Mr. & Mrs. D. James 139 Main Street Pembroke	Kingswood Farm, London Road – Partial reconstruction as amendments to outbuildings conversion to one Dwelling (00/0427/PA)
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PROPOSED by Councillor D.L. Jones

SECONDED by Councillor R.G. Watts

**RESOLVED –**

That the Council have no objection to the application.

1216/03	Mr. A. Hughes 66 Military Road Pennar Pembroke Dock	66, Military Road, Pennar – Adding a second storey
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PROPOSED by Councillor Mrs.C. Fortune

SECONDED by Councillor R.G. Watts

**RESOLVED –**

That the Council have no objection to the application.

**200. Planning Decisions**

The following decisions had been received from Pembrokeshire County Council in respect of current planning applications:-

424/03 – Pennar Junior School, Pennar – Extension – **Approved**  
529/03 – Land at Bellevue Terrace – Erection of Starter Homes – **Approved**  
773/03 – Land North of, Essex Road – Residential dwelling – **Approved**  
813/03 – Old Gas Showroom, London Road – Change of use to new dental surgery including extension to rear – **Approved**  
843/03 – Plot 10, Fairways, Pennar – One dwelling - **Approved**  
849/03 – Plot 18, The Point, Pennar – One Dwelling – **Approved**  
927/03 – 2 Treowen Road – Bathroom/kitchen extension and garage/workshop – **Approved**  
1062/03 – Plot 12, Pennar Point – Erection of house – **Approved**  
1067/03 – Llanion Park – Siting of secure storage unit – **Approved**  
1080/03 – 25 Meyrick Street – Remedial works and improvement to front elevation –

## **Approved**

### **201. Planning Appeal – Site At Hagert Field, Pennar**

Notification had been received from Pembrokeshire County Council that the planning appeal submitted by Miss L.J. Hill in respect of the site had been withdrawn.

### **170. MEMORIAL PARK - GATE**

The Town Clerk reported that he had received a letter from Pembrokeshire County Council regarding the damaged wooden entrance gate which has been removed and a new replacement gate will be provided as soon as possible.

### **171. HOBBS POINT – LITTER BINS**

The Town Clerk reported that a letter had been received from Pembrokeshire County Council regarding the litter bins at the above location. The bins had been replaced but another bin had been removed with only the base remaining. A further bin would be provided but if the practice of removing the bins from the bases continued the future of litter bins in this location would have to be considered.

#### **RESOLVED –**

That Pembrokeshire County Council be requested to provide heavy concrete type bins to alleviate vandalism.

### **172. 25 METRE COLUMN MAST AND EQUIPMENT CABIN – ROYAL DOCKYARD**

The Town Clerk reported that following representations from the Town Council a letter had been received from Pembrokeshire County Council regarding the above matter. The Authority had taken into consideration the public concern regarding safety issues when considering the application. The Planning Authority's view were that the approved site achieved a location which would minimise the impact on amenity consistent with operational requirements.

### **173. SURVEY – INTERPRETATION PANELS**

The Town Clerk reported that a spreadsheet of information which had been collated had been received from Pembrokeshire County Council in respect of possible provision of interpretation panels in the Town.

#### **RESOLVED –**

That the completed survey be returned to Pembrokeshire County Council.

#### **174. BUSH & PARK TENANTS & RESIDENTS ASSOCIATION**

The Town Clerk reported that a letter had been received from the above Association regarding the County Council's policy on play areas and requesting the Council's support. A Petition with over four thousand signatories is to be presented to the County Council at their meeting on the 26<sup>th</sup> February, 2004.

#### **175. REPORT OF FINANCIAL OFFICER**

##### **27. Payment of Accounts**

The Financial Officer reported that the following accounts were submitted for approval of payment:-

- 136. Lloyd's Jewellers – Repairs to Mayoral Chain (3 occasions)  
£220.00
- 137. Graham's Hoist Service – Removal of Christmas lights  
£500.00
- 138. Petty Cash  
£50.00
- 139. Jewson Ltd. – Materials  
£9.24
- 140. Pembrokeshire Rail Travellers Association – Subscription for 2004  
£7.00
- 141. The Consortium – Stationery  
£8.28
- 142. Konica Minolta – Photocopying charges  
£78.45

The Town Clerk requested that account no. 139 – Jewson Ltd. be increased to £10.99 and that additional following accounts be included for approval for payment:-

- 143. Pembrokeshire County Council – Advert – Road Closure – Carnival  
£363.55
- 144. British Telecom – Telephone Accounts  
£232.04
- 145. Gatwick Fire – Rotary Hand Bell - Fire Alarm  
£55.22
- 146. The Information Commissioner – Data Protection Renewal  
£35.00

Reference was made to the repairs made to the Mayoral Chain and that additional repairs were still to be undertaken.

PROPOSED by Councillor R.G. Watts

SECONDED by Councillor D.T. Esmond

**RESOLVED –**

- (1) That account nos. 136 – 146 be approved for payment.
- (2) That the Town Clerk request Lloyd Jewellers to expedite the work of providing a support chain and two clasps on the Mayoral chain.

**28. Transfer to Imprest Account**

The Financial Officer reported that the sums of £3,999.44 and £3,731.99 were transferred to the Imprest Account in respect of salaries, wages, tax and N.I. paid during the months of November and December, 2003.

**176. MATTERS RAISED VERBALLY**

**(a) Mr. Henry Johnston, MBE – Congratulations**

Councillor D.L. Jones referred to Mr. Henry Johnston recently been awarded an MBE and requested that a letter of congratulations be sent on behalf of the Council.

**RESOLVED –**

That the Council send a letter of congratulations to Mr. Henry Johnston on his recent award.

**(b) Repair/Maintenance – Seating**

Councillor D.L. Jones referred to repair and painting of seating required in the Town prior to the forthcoming holiday season.

**RESOLVED –**

That Pembrokeshire County Council be requested to undertake repairs and painting to seating in the Town.

**(c) Gwyther Street – Road Crossing**

Councillor R.G. Watts stated that some alteration work had been undertaken at one corner junction, but three still remain to be done.

**RESOLVED -**

That Pembrokeshire County Council be requested to complete this work.

**(d) Hotel – Inside Dockyard**

Councillor R.G. Watts referred to a commemorative plaque to Mark James Meyrick Owen which is situated in the grounds of the above Hotel. Concern had been expressed as to the future of this plaque in view of proposed redevelopment?

**RESOLVED –**

That the Town Clerk investigate this matter and report back to Council in due course.

**(e) ONE9T – Events – 2004**

Councillor K.C. Higgs informed Council of various events which had been arranged by the above Committee.

**(f) Joint Unitary Development Plan – Public Inquiry**

Councillor Mrs. V.M.J. Roach enquired as to whether the Council had been notified of the Public Inquiry into the Joint Unitary Development Plan which was to be held at the Watersports Centre on the 27<sup>th</sup> January, 2004.

The Town Clerk stated that no information had been received at the Town Council Offices in respect of the above matter.

**(g) Play Area off Criterion Way, Western Way – Street Lighting**

Councillor Mrs. V.M.J. Roach reported that there are two lights in the above area which are continuously lit.

**RESOLVED –**

That Pembrokeshire County Council be requested to investigate the above complaint and take appropriate action to alleviate the problem.

**(h) Relief Emergency Road – Pennar**

Councillor Mrs. V.M.J. Roach enquired as to whether there had been any progress since the site meeting on the 16<sup>th</sup> June, 2003 with Mr. I. Ponsford, Pembrokeshire County Council and County Councillor A. Wilcox regarding the suggested alternative route.

**RESOLVED –**

That the Town Clerk liaise with Pembrokeshire County Council in respect of the above matter and report back to the next Council Meeting.

**(i) South Pembrokeshire Hospital – Re-Design Project**

Councillor Mrs. V..M.J. Roach referred to the redesign project for Health and Social Care for the above Hospital and enquired as to whether work will commence in January, 2003 as proposed.

**RESOLVED –**

That the Town Clerk liaise with Mrs. Bowen, Director, South Pembrokeshire Hospital in respect of the above matter and report back to the next Council Meeting.

**(j) Small World Theatre – Pennar**

Councillor Mrs.C. Fortune stated that a theatre group who had worked with the children of Pennar during the school holidays had applied for a grant from PAVS and had requested that the Council support the application. The grant is for the Pennar area.

**RESOLVED –**

That the Council send a letter of support for the work undertaken by the Small World Theatre in Pennar to PAVS.

**(k) Treowen Road/Bufferland Road – Footpath**

Councillor Mrs. C. Fortune requested that the footpath in the above location be adopted by Pembrokeshire County Council.

**RESOLVED –**

That Pembrokeshire County Council be requested to adopt the above footpath.

**(l) 49 Gwyther Street – Eyesore**

Councillor D.T. Esmond referred to the work undertaken by Pembrokeshire County Council which had resulted in the grounds of the neighbouring property being adversely affected.

**RESOLVED –**

That Pembrokeshire County Council be requested to carry out clearance to the grounds of the above properties as soon as possible.

**(m) Bethany Corner – Provision of Seat**

Councillor Mrs. C. Fortune referred to the need to provide a seat at Bethany Corner and it was

**RESOLVED –**

That Pembrokeshire County Council be requested to provide a seat at the above location prior to the coming summer season.

**The Meeting terminated at 8.25p.m.**

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**Mayor.**

**MATTERS RAISED VERBALLY**



+

Mayor

At a Meeting of Pembroke Dock  
Town Council held at Pater Hall,  
Pembroke Dock on Thursday, 8th  
January, 2004 at 6.30 p.m.

PRESENT:

Councillor Mrs.P.E.M.Folland,

Councillors, D. Brinn, D.T.  
Esmond, Mrs. C. Fortune, P.G.  
Gwyther,  
K.C. Higgs, D.L. Jones, S. Perkins,  
Mrs. V.M.J. Roach, R.G. Watts,  
P. Weatherall

IN ATTENDANCE:

Mr. T.R. Edwards, Town Clerk  
Mrs. P.E. Prout, Secretary

The Meeting was opened with Prayer.

**149. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Mrs. P.E. George.

**150. WELCOME – TRAFFIC WARDEN**

The Mayor stated that she had invited Mr. D. Powell, Traffic Warden to attend the meeting as there were matters appertaining to traffic in the Town to be considered.

Detailed discussion ensued when Mr. Powell provided information on traffic management in the Town and then left the Meeting.

**151. MAYOR'S REPORT**

The Mayor, Councillor Mrs. P.E.M. Folland informed the Council of her engagements since the last meeting.

**152 . MINUTES**

PROPOSED by Councillor Mrs. V.M.J. Roach  
SECONDED by Councillor K.C. Higgs

**RESOLVED –**  
That the Minutes of the Meeting held on the  
4<sup>th</sup> December, 2003 be adopted as circulated  
subject to the following amendments:-

**153. MATTERS ARISING FROM THE MINUTES**

**(a) Minute 138 - Apologies for Absence**

Councillor D. Brinn stated that the above Minute was incorrect as he had been present at the Meeting and had not submitted apologies for absence. Councillor D.L. Jones stated that he had been present at the Meeting and had not submitted apologies for absence.

The Town Clerk apologised for the error in the Minute and stated that Councillors D.T. Esmond, Mrs. P.E. George and S. Perkins had submitted their apologies for absence at the above Meeting.

**(b) Minute 141(b) – Memorial Park – Clock**

Councillor Mrs. V.M.J. Roach referred to the reinstatement of the above clock and to the

quality of workmanship.

**RESOLVED –**

That Pembrokeshire County Council be congratulated on the quality of workmanship on the reinstated clock in the Memorial Park.

**(c) Minute 141(f) – Local Elections, 2004**

Councillor Mrs. V.M.J. Roach enquired as to when the Annual General Meeting would be held as the date of the local Elections had been confirmed as the 10<sup>th</sup> June, 2004. The Town Clerk reported that in accordance with the Council's Standing Orders the Annual General Meeting would be held on the 17<sup>th</sup> June, 2004.

The Town Clerk referred to the difficulty in respect of arrangements for the Civic Luncheon in Election year.

**RESOLVED –**

That the Town Clerk liaise with other Clerks in the County in order to avoid duplicate bookings for Civic Luncheons.

**(d) Minute 144(163) – Informal Communication Network Meeting**

The Mayor expressed her disappointment that only four Councillors attended the above Meeting held on the 8<sup>th</sup> December, 2003.

County Council representatives stated that the Service Line appeared to be working successfully and that attempts were being made to eradicate the problem of rubbish being put out before its time. A new machine to deal with weeds had been ordered which would deal more efficiently with this problem. The cobble setts reinstatement would be completed by March, 2004.

Councillor Mrs. V.M.J. Roach referred to the rubbish which is being put out prior to collection day at 80 Meyrick Street and it was

**RESOLVED –**

That Pembrokeshire County Council investigate the complaint regarding rubbish at 80 Meyrick Street and take appropriate action in this matter.

**(e) Minute 147 – Pater Hall – Bookings – Upgrading**

The Town Clerk stated that he had advised the persons that it would not be possible to book Pater Hall for a Wedding Reception on the 25<sup>th</sup> September, 2004 in view of the possible disruption during the upgrading of the Hall.

The Town Clerk reported that he had received details of the bookings required by the ONE9T

Committee which would be over a six week period during July-August, 2004. The Town Clerk requested that the Council consider what the rate of hiring charge would be to this Committee.

(Councillor Mrs. P.E.M. Folland and K.C. Higgs declared their respective interest in the above matter).

**RESOLVED –**

That the Town Clerk submit a report to the next Council Meeting on the level of charges for the bookings during the above period for consideration by Council.

**154. REPORT OF TOWN CLERK**

**172. Pater Hall Charitable Trust**

The Town Clerk reported that the Memorandum and Articles of Association had been sent to Companies House in Cardiff and company registration is awaited. When this has been received, an application for registration as a charity will be submitted to the Charity Commissioners.

The Town Clerk stated that since the last Council Meeting he had had a meeting with Mr. Anthony Stevens of the P.B.I. and discussed with him a business plan for the future marketing of the Hall. A meeting with the Sub-Committee has been provisionally arranged for Tuesday, 13<sup>th</sup> January, 2004 at 10.30 a.m.

At the last meeting it was resolved to look at possible contingency plans in the event of the Trust being unsuccessful in grant applications. The Town Clerk stated that he had discussed the position with the Secretary of the Pembrokeshire Association of Local Councils and it appeared that the only contingency that can be made is to apply to the Welsh Assembly for a loan sanction. Details are normally received in late January and further advice will be provided in due course. Further advice is still awaited from the National Association of Local Councils on a number of financial matters.

**173. Town Awards Scheme**

The Town Clerk reported that since the Council introduced a Town Awards Scheme in 2001 the format of the above scheme had been as follows:-

- (a) Nominations are limited to residents in Pembroke Dock.
- (b) There will be two categories of Awards:-
  - (a) Award of Merit
  - (b) Certificate of Commendation

to be awarded to individuals or organisations in the Town.

- (c) Nominations received will be considered by an Awards Committee consisting of all Members of the Pembroke Dock Town Council.
- (d) The number of awards made in any one year will be at the discretion of the Awards Committee.
- (e) The awards will be presented at an Awards Ceremony.

The Town Clerk requested that Members would confirm whether the Council wished the scheme to be repeated this year and whether any amendments were proposed. Assuming that the scheme was to continue arrangements would be made for a press release and it was suggested that a closing date of 19<sup>th</sup> February, 2004 be advertised, to allow for consideration by the Awards Committee and for presentation arrangements to be made.

**RESOLVED –**

That the Town Awards Scheme be held this year and in future biennially.

**174. Cannon – Llanion Park**

The Town Clerk referred to the debate at the last Council Meeting concerning the relocation of the cannon currently situated at the Cleddau Bridge Hotel and enclosed at Appendix “A” a response from Pembrokeshire County Council.

Members expressed their disappointment and it was

**RESOLVED –**

That the Council express their disappointment that the cannon will not be relocated and request that this decision be reconsidered.

**175. Waiting Restrictions – Lewis Street**

The Town Clerk enclosed at Appendix “B” a letter from Pembrokeshire County Council regarding a proposal to review the parking arrangements adjacent to the Pater Hall in Lewis Street. He expressed concern regarding the proposal and the Traffic Warden’s suggestions were considered by Council.

**RESOLVED –**

- (1) That Pembrokeshire County Council be advised that the Council is not in favour of the proposed changes as they are not in accordance with the Traffic Warden’s suggestions.

- (2) That the number of disabled bays remain as at present (2) and not been increased to (4) and that the present loading bay be replaced with a 30 minute limited waiting area.

**176. Waiting Restrictions – Laws Street**

The Town Clerk enclosed at Appendix “C” details of a proposal to review parking restrictions in Laws Street. The Traffic Warden’s views were considered and it was

**RESOLVED –**

- (1) That the Council accept the proposed changes with the added request that a bus lay-by be marked on the western side together with the Council’s earlier request that a bus shelter be also provided on the west side.
- (2) That Pembrokeshire County Council be requested to move the pedestrian crossing further south.

Detailed discussion ensued on the traffic management in the Town and it was

**FURTHER RESOLVED –**

That the following matters be brought to the attention of Pembrokeshire County Council:-

- (1) To consider the introduction of a one-way traffic flow system in Dimond Street.
- (2) At the eastern end of Bush Street, from the Community School to the entrance to the Memorial Park, to consider no waiting at any time, with zig-zag lines painted on the road.
- (3) The yellow lines and road markings on many streets require repainting.

**177. Licensing – Transfer of Justices Licences**

**(a) The Red Rose Inn, High Street**

The application is from David Michael Murphy and Denise Harrild. The licence is currently held by David Michael Murphy and Susan Thomas.

**RESOLVED -**

That the Council had no objection to the transfer of the above licence.

(Councillor D.T. Esmond declared his interest in the above matter and took no part in the

discussion and did not vote).

**(b) Co-operative Store, Gordon Street**

The applicants are Michael Pyle (Assistant Manager) Steven John Mears (Manager) and Alan Merrett (Operations Manager). The licence is currently held by Michael Pyle and Steven John Mears.

**RESOLVED -**

That the Council had no objection to the transfer of the above licence.

**178. Planning Applications**

The following applications had been received and were submitted for consideration by Council:-

1035/03	Miss L.J. Hill Lower Pennar Dairy Grove Street Pennar Pembroke Dock	The Hagert Field, Grove Street, Pennar – Residential Development
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PROPOSED by Councillor V.M.J. Roach

SECONDED by Councillor K.C. Higgs

**RESOLVED –**

That the Council refuse the application as the site is outside the residential limits of the development plan and in view of the forthcoming appeal against the earlier decision.

(Councillors D. Brinn and R. Watts declared their respective interests in the above matter and took no part in the discussion and did not vote).

1038/03	Dyfed-Powys Police Police Headquarters PO Box 99 Llangunnor Carmarthenshire	Pembroke Dock Police Station, Water Street – Demolish existing buildings and build new two storey building as a specialist interview center on site of former ambulance garage
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PROPOSED by Councillor Mrs. V.M.J. Roach

SECONDED by Councillor P. Weatherall

**RESOLVED –**

That the Council have no objection to the application.

- |         |  |  |
|---------|--|--|
| 1062/03 | Mr. R. Hill<br>27 Clarence Street<br>Pembroke Dock   | Plot 12, Pennar Point –<br>Erection of house                                 |
|         | PROPOSED by Councillor Mrs.C. Fortune<br>SECONDED by Councillor P.G. Gwyther<br><br><b>RESOLVED –</b><br>That the Council have no objection to the application.  |  |
| 1067/03 | Countryside Council for<br>Wales<br>Plas Penrhos<br>Penrhos Road<br>Bangor   | Llanion Park –<br>Siting of secure storage unit                              |
|         | PROPOSED by Councillor Mrs. V.M.J. Roach<br>SECONDED by Councillor S. Perkins<br><br><b>RESOLVED –</b><br>That the Council have no objection to the application  |  |
| 1080/03 | D.C. Cousins<br>47 St. Martins Park<br>Haverfordwest   | 25 Meyrick Street –<br>Remedial works and improvements to front<br>elevation |
|         | PROPOSED by Councillor D.L. Jones<br>SECONDED by Councillor Mrs. V.M.J. Roach<br><br><b>RESOLVED –</b><br>That the Council have no objection to the application. |  |
| 1083/03 | Pembrokeshire Homes Ltd.<br>34 Gerard Road<br>Harrow   | Plot 13, The Point, Pennar –<br>Dwelling                                     |
|         | PROPOSED by Councillor Mrs. C. Fortune<br>SECONDED by Councillor D.T. Esmond<br><br><b>RESOLVED –</b><br>That the Council have no objection to the application   |  |
| 1093/03 | A.F. Wakeman   | Land at Fairways, -  |



2 Fairways  
Pembroke Dock

Two Dwellings

PROPOSED by Councillor Mrs. V.M.J. Roach  
SECONDED by Councillor D. Brinn

**RESOLVED –**

That the Council have no objection to the application subject to claims that there is a footpath across the site being investigated.

1094/03	D & B Developments (Pembrokeshire) Ltd. 6 Clos Ty Gwyn Clydach Swansea	Plots 41 and 42, Pennar Park Development, Pennar – Private Dwellings
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PROPOSED by Councillor Mrs. C. Fortune  
SECONDED by Councillor D.T. Esmond

**RESOLVED –**

That the Council have no objection to the application

**179. Planning Decisions**

The following decisions had been received from Pembrokeshire County Council in respect of current planning applications:-

527/03 – Land South of West Winds, Llanreath – One Dwelling – **Approved**

682/03 – Plot L, St. Patricks Hill – Residential Dwelling/Amended Design 02/488/PA –

**Approved**

850/03 – 129 Military Road, Pennar – Alterations and Extensions – **Approved**

**180. Planning Appeal**

Notification of a planing appeal had been received from Pembrokeshire County Council in respect of planning application no. 495/03 – Land at Hagert Field, East End of Grove Street, Pennar – Residential plots for 6 dwelling. The hearing is to be held on Tuesday, 20<sup>th</sup> January, 2004 at Council Offices, Argyle Street, Pembroke Dock commencing at 10.00 a.m.

**155. SUPPLEMENTARY REPORT OF TOWN CLERK**

**181. Pumphouse – Criterion Roundabout**

The Town Clerk enclosed at Appendix “D” a letter from Pembrokeshire County Council

regarding the transfer of the Pumphouse to the Town Council.

This matter had not been discussed since November, 2001, when the County Council confirmed that the transfer related only to the building and did not include any of the adjoining land on the roundabout. A right of access over the roundabout land would be granted to the Town Council for access purposes. Regarding maintenance of the roundabout, this would remain in County Council ownership. The Council was asked to confirm whether it still wished to proceed with the transfer on these Terms.

Councillor D.L. Jones stated that improvements were being considered by the Heritage Lottery Committee and suggested that the transfer of the Pumphouse be deferred pending the decision.

**RESOLVED –**

That Pembrokeshire County Council be requested to agree the deferral of the transfer pending the outcome of improvements from the Heritage Lottery Committee.

**182. Branch Surgery – Crunnery House, East Back, Pembroke**

The Town Clerk enclosed at Appendix “E” correspondence from the Pembrokeshire Community Health Council regarding a request by the Laws Street Surgery to close it’s Branch surgery at

Crunnery House, East Back, Pembroke. Comments were requested by the 12<sup>th</sup> January, 2004.

**RESOLVED –**

- (1) That the Pembrokeshire Community Health Council be advised that the Council oppose the closure of it’s branch surgery at Crunnery House, due to resultant exacerbation of traffic problems in Laws Street./Bush Street.
- (2) That Crunnery House surgery remain open until the new surgery has been provided in Argyle Street.

**183. Planning Application**

The following application had been received and was submitted for consideration by Council:-

1115/03	Mr. R. Nugent Gleneagle Branders Park Cresselly Kilgetty	Plot rear of, 9 Brewery Street – One detached dwelling
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PROPOSED by Councillor D.L. Jones  
SECONDED by Councillor R. Watts

**RESOLVED –**

That the application be refused for overdevelopment and access problems.

**184. Planning Decisions**

The following decisions had been received from Pembrokeshire County Council in respect of current planning applications:-

659/03 – Plot adjacent to, 6, Owen Street, Pennar – One dwelling – **Approved**  
807/03 – 12 Bentlass Terrace, Pennar – Drop front kerb to allow vehicular access, provision of concrete hardstanding and building of retaining wall – **Approved**  
852/03 – 17 Nelson Street, Pennar – New garage – **Approved**  
853/03 – 47 Bush Street – Proposed remedial works under THI grant – **Approved**  
868/03 – 44, The Point, Pennar – Residential dwelling – **Approved**  
856/03 – Plot A, Off Stockwell Road, Llanion Park – Residential Dwelling – **Approved**  
872/03 – Plot 48, The Point, Pennar – Dwelling and Garage – **Approved**  
929/03 – Land east of Charles Thomas Avenue, London Road – Proposed Dwelling – **Approved**  
952/03 – 29 Gwyther Street – First floor extension over existing single storey to provide bedroom and bathroom – **Refused**

**156. POLICING – BUILDING SAFER COMMUNITIES TOGETHER**

The Town Clerk reported that a questionnaire had been received from Dyfed-Powys Police Authority regarding improvements and how the community may be engaged in policing matters to assist it and to receive a service which meets its needs.

The questionnaire was duly considered and completed by Council.

**157. PATER HALL – FIRE RISK**

The Town Clerk reported that as Members were aware the Fire Authority had granted an extension of time for the fire regulations to be implemented in respect of Pater Hall to September, 2004. The Fire Officer had advised that a handbell should be obtained for use by the Caretaker in an emergency.

**RESOLVED –**

That the Town Clerk be instructed to obtain a Bell for use in emergencies.

#### **158. SUNDERLAND AVENUE – STREET LIGHTING**

The Town Clerk reported that a letter had been received from Pembrokeshire County Council regarding the installation of street lighting at the above location. The section of highway is classed as a private and not adopted no further action can be taken.

##### **RESOLVED –**

- (1) That the Footpaths Officer, Pembrokeshire County Council be requested to advise on this matter.
- (2) That the Town Council discuss with the Pembrokeshire Housing Association the possibility of grant aid towards security lighting.

#### **159. TRANSFER OF JUSTICES LICENCE – CLEDDAU BRIDGE HOTEL**

The Town Clerk reported that a copy of the Notice of application for the transfer of the Justices Licence had been received in respect of the above premises. The applicant is Raj Kullar and Manjit Kaur Kullar. The licence is currently held by R. Angell and R.G. Jones.

##### **RESOLVED –**

That the Council have no objection to the transfer of the Justices' Licence in respect of the above premises.

#### **160. MILITARY ROAD – LITTER**

The Town Clerk reported that a letter had been received from Mr. Empson, Chips & Things, 4 Military Road regarding the possibility of a fixed litter bin outside the premises. Details of costs were being obtained and in the meantime customers had been requested not to drop litter outside as there is a bins provided in side the shop for customers use.

#### **161. REPORT OF FINANCIAL OFFICER**

##### **24. Estimates for Year 1<sup>st</sup> April, 2004 to 31<sup>st</sup> March, 2005**

The Financial Officer submitted the Estimates for the next financial year. The Estimates as submitted showed a precept requirement of £78,325 on which the Band D charge would be £27.21. The precept for 2003/4 was set at £85.000, equivalent to a Band D charge of £30.18.

The Financial Officer stated that in view of the proposed improvements to the Pater Hall complex all financial reserves had been earmarked for the project. Assuming the improvements and alterations take place during the year there would be reduction in bank interest received

and possibly in letting income. Both at this time are difficult to estimate.

**RESOLVED –**

That the Estimates as presented be approved  
and that the Council precept the sum of  
£86,900 equivalent to a Band D charge of £30.18  
for year 1<sup>st</sup> April, 2004 to 31<sup>st</sup> March, 2005.

**25. Payment of Accounts**

The following accounts were paid out of meeting:-

- 124. J. Pickering – Erection of Christmas Lights  
£500.00
- 125. SWALEC – Electricity Supply – Pater Hall  
£252.19

The following accounts were submitted for approval of payment:-

- 126. Pembrokeshire County Council – CCTV Running Costs  
£5,115.00  
2001/2, 2002/3 and 2003/4
- 127. Consortium – Floor polisher and stationery £510.06
- 128. Jewson Ltd. – Materials £24.84
- 129. Hagemeyer – Time Switch £8.17
- 130. British Gas – Pater Hall £550.82
- 131. Relate – Donation £50.00

The Town Clerk requested that the following accounts be amended to the list:-

- 127. The Consortium – Floor Polisher and Stationery £548.42
- 128. Jewson Ltd. – Materials £26.05

The Town Clerk requested that the following accounts be added to the list:-

- 132. Pitney Bowes – Maintenance of Postage Meter £11.74
- 133. Postage by Phone – Postage £50.00
- 134. Graham's Hoist Service £950.00
- 135. J. Pickering – Removal of Christmas Lighting £250.00

PROPOSED By Councillor R. Watts  
SECONDED by Councillor Mrs. C. Fortune

**RESOLVED –**

That account nos. 124 – 135 be approved for payment.

**26. Pater Hall – Hiring Charges**

The Financial Officer referred to Minute 146(23) when it had been resolved that Councillor Gwyther re-submit the motion to increase the charge for the hire of Pater Hall to include business categories for the Entertainments and Refreshment Rooms for consideration at the Meeting.

Councillor P.G. Gwyther submitted a list of charges which included business categories as requested.

(Councillor D.L. Jones declared his interest in the above matter and took no part in the discussion and did not vote).

(Councillor Mrs. V.M.J. Roach abstained from voting).

**RESOLVED –**

- (1) That the Council adopt the new scale of hiring charges as detailed in Councillor Gwyther's motion with effect from 1<sup>st</sup> April, 2004.
- (2) That the Council adopt the business categories for the Entertainments and Refreshment Rooms with discretion being granted to the Town Clerk. The rates to be applicable from the 1<sup>st</sup> April, 2004.
- (3) That the W.I. Market who hire the foyer be not charged business rate.

**162. MATTERS RAISED VERBALLY**

**(a) Front Street – Road Sweeper**

Councillor D.L. Jones reiterated his complaint that street sweeping undertaken in the above location is unsatisfactory and the dog fouling aspect not undertaken.

**RESOLVED –**

That Pembrokeshire County Council be requested to investigate the above complaint and take appropriate action in this matter.

**(b) Lower Meyrick Street – Shrubbery**

Councillor D.L. Jones referred to the unsightly condition of the above shrubbery which is full of litter.

**RESOLVED –**

That Pembrokeshire County Council be requested

to investigate the above complaint and take appropriate action to alleviate the problem.

(c) **Further Education Centre, Meyrick Street – Litter**

Councillor D.L. Jones referred to the accumulation of litter which has blocked drains in the above vicinity.

**RESOLVED –**

That Pembrokeshire County Council be requested to investigate the above complaint and take appropriate action to alleviate the problem.

(d) **Gwyther Street – Road Crossing**

Councillor P. Weatherall was pleased to advise that work had commenced on redesigning the crossing in Gwyther Street.

(e) **49 Gwyther Street – Clearance**

Councillor R. Watts stated that Pembrokeshire County Council had undertaken some clearance of the above property.

(f) **Clarence Street – Street Cleansing**

Councillor Mrs. V.M.J. Roach enquire as to whether there had been any problems with road cleansing in the above location.

**RESOLVED –**

That Pembrokeshire County Council be requested to investigate the above complaint.

(g) **Queen Street – Floral Baskets**

Councillor Mrs. V.M.J. Roach stated that five floral baskets had still not been removed in Queen Street and it was

**RESOLVED –**

That the Caretaker be instructed to remove the remaining five baskets in the above location.

(h) **East Llanion Shoreline – Household Goods**

Councillor P.G. Gwyther referred to the fact that household domestic appliances are being deposited in the above location which is having a detrimental affect on the location.

**RESOLVED –**

That Pembrokeshire County Council be requested to undertake clearance of the appliances in the above location.

(i) **Treowen Road/Alma Inn – Footpath**

Reference was made to the appalling condition of the above footpath.

**RESOLVED –**

That Pembrokeshire County Council be requested to include the above footpath on the cleaning rota.

**The Meeting terminated 8.50 p.m.**

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**Mayor.**



**Mayor.**

