

**DRAFT**

At a Meeting of Pembroke Dock  
Town Council held at the Pater  
Hall, Pembroke Dock on  
Wednesday 18<sup>th</sup> June 2008.

**PRESENT:**

Councillor R.G. Watts, Mayor  
Councillors M. Colgan, E. Cook, D. Esmond,  
Mrs. C. Fortune,  
Mrs. P.E. George, C. Gwyther, P.G. Gwyther,  
K. Higgs, D. King, A. McNaughton,  
S. Perkins, A. Wilcox.

**IN ATTENDANCE:**

Ian Jones, Town Clerk  
Sue Griffiths, Committee Clerk

**42. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors K. Becton, E. Cook. Councillor P. Gwyther had given his apologies for being unable to attend until later in the meeting because of work commitments.

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

There were no questions from members of the public.

**44. MINUTES**

PROPOSED by Councillor A. McNaughton  
SECONDED by Councillor Mrs. M. Colgan

**RESOLVED –**

That the Minutes of the meeting of the Town Council held on 29<sup>th</sup> May 2008 be adopted as circulated subject to the following amendment:

**Minute 26(23) – Council Representation on Sub Committees And Outside Bodies**

Consultation Documents: Committee Membership should read Councillor C. Gwyther, D. King and A. McNaughton.

45. **MATTERS ARISING FROM THE MINUTES**

**(a) Minute 26(20) – Display Boards**

The Town Clerk advised that the Display Boards had arrived and would be used in the Memorial Park on Sunday.

**(b) Minute 26(24) – Retirement of Relief Town Council Caretaker/Handyman**

The Town Clerk advised that he had received no response from the recent advertisement for this vacancy and asked Members if they knew of anyone that might be interested in applying.

**(c) Minute 26(27) – Petition for Access Only for Essex Road and Tremeyrick Street**

Councillor S. Perkins advised that consultation with Pembrokeshire County Council had taken place and that although consideration had been given to a 20mph limit it was not likely to be implemented because of the difficulty in policing such a limit. She advised that she had written to the County Council suggesting the installation of speed bumps and those residents in this area would be canvassed by the County Council before they were installed.

**(d) Minute 26(28) – Treowen Road – “Build Out”**

The Town Clerk quoted the Traffic Manager’s letter of 11<sup>th</sup> April to Members and asked them if they were satisfied with his response or whether they wished him to write further. Councillors C. Fortune and A. Wilcox both re-iterated their concerns and said that over 400 people had signed a petition regarding this matter and requested the Town Clerk to write again to Pembrokeshire County Council, to which he agreed.

**(e) Minute 26(29) - Footpath between Treowen Road and Bufferland Terrace**

See item Minute 50 of these minutes on page 45

**(f) Minute 26(38) – Planning Application 08/0127/PA**

The Town Clerk advised that he had been sent a copy of a letter from Mrs. P. Griffiths who was objecting to this application, and that Councillor K. Becton had also sent copies of correspondence regarding this application to the County Council.

#### **46. TOWN CLERK'S REPORT**

##### **45. Post of Secretary / Committee Clerk.**

The Town Clerk advised that Mrs Sue Griffiths had written to him tendering her resignation as Town Council Secretary / Committee Clerk with effect from 1 August 2008. Mrs Griffiths has been with the Town Council for nearly 4 years and currently she works flexible hours averaging some 12 hours per week (Wed – Friday) together with attendance at Town Council Meetings. The Town Clerk suggested that the post be advertised as soon as possible in the local paper suggesting 16 hours per week on a pro rata scale of Points 14 to 17 ( Local Authority Secretary) which would equate to £6552.60 to £7012.80 per annum. The hours of work being shown as Tuesday to Friday 0900 to 1300hrs with attendance at evening meetings usually on a Thursday once every three weeks, dates to be agreed with the Town Clerk.

The Town Clerk suggested that the Town Council should appoint a shortlisting / interview panel of three people to decide on the suitable candidate?

It was agreed that Councillors D. King, S. Perkins and R. Watts would sit on the Interview Panel, in addition to the Town Clerk.

##### **46. New Water Transport Service.**

The Town Clerk had been advised by the Milford Haven Port Authority that a new water transport service called “Havenlink” operating at weekends (Friday, Saturday and Sunday) was to operate from 14 June to 31 August 2008. It would run from 0900 to 1730hrs and incorporate a stop at Hobbs Point (Journey starts from Burton and calls at Neyland, Hazelbeach and Milford Haven).

This information was provided to update members.

##### **47. Town Council Representative to Serve on the Pembroke Dock Townscape Heritage Initiative (THI) Steering Committee.**

The Town Clerk had been advised by the THI Officer that only one member from the Town Council could be appointed to this Committee.

A decision by members as to the person to serve was required.

Councillor D. King advised that he had agreed to withdraw his name in favour of Councillor C. Gwyther acting as the Town Council's representative on the Townscape Heritage Initiative Steering Committee. Councillor S. Perkins asked if the Town Council could request that the THI Steering Committee meet more frequently. The Town Clerk agreed to write and report back to the next meeting with their response.

*Councillor P. Gwyther entered the Chamber at 1900hrs.*

**48. Digital Television Switchover.**

The Town Clerk had been advised by the Town Clerk of Pembroke Town Council, Mr Hugh Colley, that following the switchover from analogue to digital television during the 2009/10 residents in the area that receive a “non-subscription” service from the transmitter located at Pembroke Dock Fire Station would only receive a limited number of TV channels. Pembroke Town Council had written to Mr N Ainger MP to clarify the position on this point.

This information was provided to update members.

**49. Ombudsman Report for 2007/8.**

The Town Clerk had received a copy of the above report which he had placed on the table to the RHS of the Chamber. The Town Clerk asked members to let him know if they wished to take the copy home.

This information was provided to update members.

**50. Footpath Between Bufferland Terrace And Treowen Road.**

The Town Clerk was pleased to advise members that progress continued to be made on arranging for the new pathway to be constructed and the electricity pole to be re-sited. He had asked the County Council to provide him with an updated report in 3 months time.

This information was provided to keep members informed.

**51. Welsh Language Scheme.**

The Town Clerk was pleased to inform members that our scheme had been approved by the Board on 12<sup>th</sup> June 2008. The Town Council would need to have an annual review of the scheme.

This information was provided to update members.

**52. Countryside Council for Wales.**

The Town Clerk had placed on the table to the RHS of the Chamber a publication “Working together in Pembrokeshire” which had been produced by the Countryside Council.

This information was provided to update members.

**53. Pembrokeshire Coast National Park.**

A copy of the publication “Park Post” had been placed on the table to the RHS of the Chamber for members to read. The Town Clerk asked if any member wished to take the copy home to let him know.

This information was provided to update members.

**54. Open Spaces Society.**

The Town Clerk had placed on the table to the RHS of the Chamber the latest edition of the publication “Open Space” and the Society’s Annual Report. He asked if any member wished to take the documents home they should let him know.

This information was provided to update members.

**55. “Abandoned” Land – Old Railway Track Adjacent To Gordon Street, Pembroke Dock.**

Members were reminded that the Town Clerk had mentioned the above site when reporting on the litter pick which took place during “Not in My Neighbourhood Week”. The Town Council have a key to the locks of the two gates either side of Gordon Street and the Town Clerk was asked to make enquiries about ownership. He had written to the Town Council’s Solicitors who had in turn asked him to enquire as to how the keys came into the Town Council’s possession. He asked if any members were able to let him know how the keys came into the Town Council’s possession and whether the Town Council had any obligations with regard to looking after the site.

Members’ observations on this issue were requested.

Councillor Mrs. P. George advised that the Town Council had been given the keys to the gates because complaints had been made in the past regarding this site. Following discussion it was agreed that the Town Clerk should write again to the solicitors regarding this matter giving details of how the Town Council came to be in possession of the keys.

**56. Treowen Road Buildout.**

This matter had been adjourned from the last meeting to enable Pennar Ward Members to comment on what had been said by Mr John Price, Traffic Manager from the County Council.

Comments by members were requested.

This matter had been dealt with in Matters Arising from the Minutes (see Minute 45(d))

**57. Chieftain Tank Renovations Etc.**

As requested the Town Clerk had approached the Engineering Section of Pembrokeshire College who had replied as follows:-

“These projects tend to be a little difficult to manage with the students but could be good for some of the groups that we have here”. They would advise us in due course if they were able to assist.

The Town Clerk had also studied the guidance for receiving assistance from the National Lottery Fund (Awards for All Wales) Scheme which stated its aims were to:-

Support Community Activity  
Extend access and participation  
Increase skill and creativity  
Improve the quality of life.

To be considered for a grant the scheme would need to meet at least one of the above aims. The area which could be applicable to the restoration of the tank was “Improve the quality of life” which supported local projects that improved people’s opportunities, health, welfare, environment, heritage or local facilities, especially those most disadvantaged in society.” The Fund would then prioritise such applications along the following lines:-

Projects that integrate communities  
New groups  
Groups with an annual income of less than £15,000  
Projects that provide new services or activities to communities, where it had been shown that they did not exist  
Groups run by people from black and minority ethnic communities  
Projects that improved the ability of disabled people to take part in activities  
Projects that promoted new methods of working  
Projects which promoted a better understanding of Wales’ diverse heritage, culture, language or identity

Examples of suitable schemes included “an exhibition and trail walk featuring buildings of local historical interest” or “an historic event illustrating various periods of history and the rich cultural heritage of a community”

The Scheme would not cover “costs solely to cover routine costs of your group i.e. rent, utility and maintenance costs (including maintenance equipment)”.

The Sunderland Trust were not in a position to renovate the tank on our behalf, however, they would be interested in providing it accommodation alongside the Sunderland in due course.

The Town Clerk advised that his view remained that the renovation work had been caused by poor maintenance and the lack of some kind of suitable shelter for the tank. It was the Town Council’s responsibility to maintain items it owned. A decision was now necessary as to whether to renovate it or arrange for its disposal. The tender for the sandblasting and repainting was £8,758.00 plus VAT. The Town Council had allocated £3000 in this year’s budget for some work on the tank and that maybe reserves / contingencies should be used to meet the shortfall.

Councillor R. Watts stated that he had been able to organise a crane and vehicle but no shelter for the tank and that the Sunderland Trust had nowhere to house it.

The Town Clerk added that when the Planning Application for the Martello Quays Project had come before the Town Council he had written to the County Council asking whether financial assistance could be given by the developer to enable the re-siting of those items which were in the affected area e.g. bandstand, Play Area and the Chieftain Tank. He had received no reply regarding this matter despite three letters and a conversation with Dr Jones in January 2008. [The Town Clerk had made a formal complaint and he was now awaiting a response from Dr Jones, the Director of Development for Pembrokeshire County Council himself.

Following further discussion on the financial implications that on-going maintenance would bring to the Town Council if the tank were to be retained in Pembroke Dock, it was put to a vote, with the majority voting for the tank be disposed of.

The Town Clerk agreed to write to the Royal Tank Regiment informing them of the Town Council’s decision and asking if they now wished to take it into their safe keeping.

#### **58. Application for a New Premises Licence – Tesco Stores Ltd.**

The Town Clerk had received notification from Pembrokeshire County Council that the above named company had applied for a new licence on the following terms:-

*Supply of Alcohol.*

Mondays to Sundays 0001 to 2400hrs.

*Hours open to the Public*

Monday to Friday 0001 to 2400hrs

Saturday 0001 to 2200hrs

Sunday 1000 to 1600hrs.

The company stated in answer to the question about steps to be taken to promote the four licensing objectives (the prevention of crime and disorder, public safety, the prevention of public nuisance & the protection of children from harm) the following:-

*“We are a national retailer that sells alcohol as part of a broad offering of goods and services. We have held off-licences in our stores for many years and are an approved British Institute of Inn Keeping examination centre. We have written training policies and formal training programmes in place, which ensure our people are equipped to meet all licensing objectives. All training and revision / refresher materials are reviewed regularly and are currently being rewritten to reflect the requirements of the new Act. We have introduced our “Think 21” policy to all of our stores in July 2004, this policy is brought to customer’s attention through point of sale material at the checkout and wherever alcohol is displayed for sale. We take legal compliance very seriously and in addition to local training we employ a central alcohol licensing compliance manager and have a compliance committee.”*

Observations of members to this application were requested.

*PROPOSED by Councillor S. Perkins*

*SECONDED by Councillor Mrs. C. Fortune*

***RESOLVED –***

*That the Town Council have no objection to this application.*

**59. Emergency Procedures Milford Haven Waterway.**

The Town Clerk attached a letter at Appendix A, a copy of a letter he had received from Mrs E Court and his reply.

He asked if Members wished to decide if any further action / response were necessary.

Councillor S. Perkins commented that many consultation exercises had taken place in Milford Haven regarding this matter but very few in the Pembroke Dock area. There were no further comments from Members.

#### **60. New Model Code of Conduct for Members.**

In the light of new legislation from the Welsh Assembly the Town Clerk was in the process of revising the Town Council Code of Conduct for Members. He had already given a brief resume on the matter to members who attended the training session on Thursday 12<sup>th</sup> June. The new Code of Conduct would need to be approved by the Town Council shortly and a notice to that effect would need to be published in the local paper before 20<sup>th</sup> September 2008.

The Town Clerk advised that the Mayor and himself would be attending a meeting with the County Council Monitoring Officer on 1 July 2008 to be updated on County Council thoughts on the matter.

This information was provided to update members.

#### **61. Town Council Roll Of Honour In Respect Of The 1939/45 World War.**

A Serviceman, Guardsman Idris Sefton Phillips of the Welsh Guards, who was resident at 3, Hill Street, Bufferland, Pembroke Dock, was killed on active service on 10 September 1944, however, his name had apparently been omitted from the Roll of Honour which is at the back of St. John's Church, Pembroke Dock. The Town Clerk had been in contact with his cousin, Mrs Iris Law of Herne Bay in Kent who had asked that Guardsman Phillips' name be added to the list. He had written to the Commonwealth War Graves Commission for some further background information and requested that the Town Council authorised the addition of his name. Mrs Law had also asked whether the Town Council would consider an external memorial of the names of those who died.

A decision of the Council on these matters was requested.

Councillor Mrs. P. George commented that there had been no location identified within the town where an external memorial could be erected which would be subject to vandalism. The Town Clerk agreed to write back to Mrs. Law explaining the position. With regard to the addition of Guardsman Idris Sefton Phillips' name to the Roll of Honour located inside St. John's Church, this would be carried out provided the response from the Commonwealth War Graves Commission confirmed the information which had been supplied by Mrs Law. It was hoped the matter could be quickly concluded.

#### **62. Applications For Financial Assistance.**

The Town Clerk had received a request from Miss Danielle Rowe of Minevier, Cross Park, Pembroke Dock who is 12 years old and who had been selected to sail for Great Britain as part of a team which would be attending the Irish National Championships at Tralee Bay in August this year. She trains and sails at Neyland Yacht Club in the summer and Cardiff Bay Yacht Club in the winter. So far she and her parents had met the financial commitment involved and she had asked whether given her selection for the

team, the Town Council would be prepared to help with a contribution to the additional costs she would now incur.

It was **PROPOSED** by Councillor Mrs. C. Fortune  
**SECONDED** by Councillor K. Higgs

**RESOLVED –**  
That the Town Council would award £100 to Miss Danielle Rowe towards the cost of her attending the Irish National Sailing Championships in Tralee Bay.

### **63. Consultation Reports.**

- (a) MID AND WEST WALES FIRE AND RESCUE AUTHORITY – DRAFT RIK REDUCTION ACTION PLAN 2009/2010 CONSULTATION.**
- (b) WELSH ASSEMBLY GOVERNMENT – PROPOSALS TO CHANGE THE STRUCTURE OF THE NHS IN WALES.**

The Town Clerk attached at Appendix C the thoughts of the Sub Committee on these two consultation exercises. He advised that Members would need to consider if this reflected the Town Council's views on these issues before the response was despatched.

Members agreed that this accurately reflected the Town Council's views regarding these documents and the Town Council agreed to send the response accordingly.

### **64. Planning Appeal.**

As a member of the Planning Committee of the County Council, Councillor S. Perkins declared an interest in all Planning Applications and Planning related matters and took no part in the discussion or decision making.

The Town Clerk had been advised that an appeal had been made to the Planning Inspectorate concerning the following Planning Application which had been refused on 1<sup>st</sup> February 2008:--

<b>07/1193/PA</b>	Mr W H Harries c/o Acanthus Holden, Architects, Pembroke.	Land adjacent to Llanion Industrial Estate, Llanion, Pembroke Dock. <b>Erection of 2 Commercial Units.</b>
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The Town Council supported the application stating "The Town Council notes their earlier observations on a former application for this site together with the County Council reasons for turning down planning permission. The Town Council believe that the new proposals although only outline, should be supported as they have addressed the earlier concerns".

The County Council in their decision of 1 February stated:-

1. The Proposal is contrary to the provisions of Policy 79 (Development in Conservation Areas) of the JUDP 2006 which states that “to assist in assessing the likely impact of such proposals no outline applications for development in Conservation Areas will be accepted. All applications must be submitted with adequate detail to enable the impact of the proposal to be fully assessed”. The indicative scheme does not respect the scale, form, detailing of characteristics of the buildings surrounding and will therefore have a detrimental impact on the character and appearance of the Pembroke Dock Conservation Area.
2. The proposal does not include details of suitable pedestrian or vehicular access nor adequate off street parking, turning and unloading facilities. The siting of the buildings as detailed on the submitted proposals will prejudice the future level of parking, turning and unloading provisions that a commercial development will require. The development is therefore contrary to the requirements of Policy 100 (Access to development) of the JUDP (2006).

Members were asked whether they wished to make any other observations to the Planning Inspectorate.

No further observations were made.

## **65. Planning Applications**

<b>08/0114/PA</b>	Mr B Harries,	The Magazines and adjacent land,
<b>and</b>	c/o Anthus Holden,	Llanion,
<b>08/0107 LB</b>	Watermans Lane,	Pembroke Dock,
	The Green,	<b>Conversion of Magazine buildings to</b>
	Pembroke.	<b>2 apartments, conversion of Cartridge to</b>
		<b>Bicycle store and erection of 2 apartment</b>
		<b>Blocks (10 flats)</b>

The Town Clerk attached at Appendix B a letter which he had received from the Pembroke Dock Civic Society about this application which was considered by the Town Council at its last meeting.

The Town Clerk asked if Members wished to consider its content and decide if a further letter should be sent to the County Council about the matter.

There were no further comments made regarding this application.

**08/0206/PA** Mr and Mrs M. Fanheulog,  
Scourfield, 16a Lavinia Drive  
Fanheulog, Pembroke Dock -  
Lavinia Drive **Extension to dwelling above**  
Pembroke Dock **above existing garage**

PROPOSED by Councillor A. McNaughton  
SECONDED by Councillor Mrs. M. Colgan

**RESOLVED –**

That the Town Council support this application.

**08/0213/PA** Cathal McCosker 28 Commercial Row  
Developments Pembroke Dock -  
West Farm, **2 No. one bedroom flats**  
Mosterton,  
Beaminster,  
Dorset

PROPOSED by Councillor D. King  
SECONDED by Councillor K. Higgs

**RESOLVED –**

That the Town Council does not support this application on the grounds that:

- (1) Inadequate parking would be provided
- (2) Two additional flats would be overdevelopment of the site

**08/0229/PA** Luke Lawrence Rear of 3 Southampton Row  
c/o Willis and Hole Pembroke Dock -  
Bank House **Erection of 8 apartments with**  
High Street **integral garages and parking**  
Narberth

PROPOSED by Councillor K. Higgs  
SECONDED by Councillor A. McNaughton

**RESOLVED -**

That the Town Council does not support this application and request that this application should be put before the full meeting of the Planning Committee. The following concerns were expressed:

- (1) That this development would not follow the building line of the existing buildings in Victoria Road;

(2) It would be necessary for trees to be removed, however, the application states that no trees would have to be removed.

(3) The proposed development would not be in keeping with existing buildings, i.e. red brick

(4) The development of a 4-storey building would result in considerable overlooking of existing nearby properties.

**08/0238/PA** Mr. R. Lawrence Tesco Stores Ltd  
Tesco Stores Bierspool, London Road  
Bierspool Pembroke Dock -  
Pembroke Dock **Construction of a glazed lobby extension to act as a wind break to main entrance of store and adjustments to associated steel furniture**

PROPOSED by Councillor Mrs. C. Fortune  
SECONDED by Councillor K. Higgs

**RESOLVED -**  
That the Town Council supports this application.

**08/0244/PA** R. Davies and Land adjacent to 1 Bellevue Terrace  
K. Arthur Pembroke Dock -  
1 Bellevue Terrace **3 Bedroom end of terrace house**  
Pembroke Dock

PROPOSED by Councillor D. King  
SECONDED by Councillor K. Higgs

**RESOLVED -**  
The Town Council would support the application provided the façade of the building is in keeping with existing properties in the area. Some concerns were also expressed regarding the width of the proposed development which would not be in keeping with existing buildings.

**08/0249/PA** Mr. L. Arnold Lynwood, Cross Park,  
Lynwood Pennar, Pembroke Dock  
Cross Park - **Demolition of existing conservatory and replacement**  
Pembroke Dock **with new. Extension to east side of property**

PROPOSED by Councillor K. Higgs  
SECONDED by Councillor Mrs. C. Fortune

**RESOLVED -**  
That the Town Council supports this application.

**08/0247/PA** Mr. L. Conroy 43 Front Street,  
43 Front Street Pembroke Dock -  
Pembroke Dock **Extensions and alterations to dwelling**  
**and erection of single garage**

PROPOSED by Councillor Mrs. C. Fortune  
SECONDED by Councillor K. Higgs

**RESOLVED –**  
That the Town Council support the application

**08/0257/PA** Mr. S. Lloyd Tudor Cottage, 12 Pembroke Ferry  
12 Pembroke Ferry Pembroke Dock -  
Pembroke Dock **Erection of a garage**  
SA72 6UD

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

**RESOLVED –**  
That the Town Council supports the application.

**08/0275/PA** Mr. and Mrs. Heath 28 Treowen Road  
28 Treowen Road Pennar,  
Pennar Pembroke Dock -  
Pembroke Dock **- Erection of rear conservatory and**  
**side porch entrance**

PROPOSED by Councillor Mrs. C. Fortune  
SECONDED by Councillor K. Higgs

**RESOLVED –**  
That the Town Council support the application.

**08/0276/PA** Helen Samways 22 Queen Street,  
Craig Inseal Pembroke Dock -  
22 Queen Street **Change of use from retail**  
Pembroke Dock **to a cat and dog grooming parlour**

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

**RESOLVED –**  
That the Town Council supports the application.

#### **66. Planning Decisions**

**04/0012/PA** One dwelling – rear of 1 and 3 High Street, Pembroke Dock – **Approved**

**07/1123/PA** Erection of one dwelling – Plot on, Princes Street, Pembroke Dock –  
**Approved**

**08/0036/PA** Two single storey extensions – kitchen/dining room and disabled WC – 8  
Greenhill Road, Pennar, Pembroke Dock - **Approved**

**08/0091/PA** Erection of a conservatory – Llanion Cottages, 14 Pembroke Dock, SA72  
6UG – **Approved**

#### **47. SUPPLEMENTARY REPORT OF THE TOWN CLERK**

##### **67. Anti Social Behaviour, Albion Square Area.**

Mrs Sandra J Miman of Flat 5, Albion Square, Pembroke Dock had called to see the Town Clerk regarding the anti-social behaviour that residents of the flats and others were having to put up with from groups of between 14 and 20 young people aged 14 to 16 years old (girls and boys). This matter had already been raised at the PCSO Forum and investigations were taking place to see if there was evidence of this activity using the CCTV camera etc. Mrs Miman had asked that the bench situated in front of her flat be removed so that the young people would stop congregating at this site. The Town Clerk had spoken to the Area Maintenance Officer, Mr Glenville Codd, and he agreed with the Town Clerk that some more evidence of this activity was required before this step was taken. It would be necessary to address the cause not the symptoms of the problem.

The Town Clerk asked if any member with information on this problem could let him know so that he could refer the matter to the PCSO Team for investigation.

Following discussion regarding whether removing the seats and re-siting them or not it was agreed that they should remain in situ since moving them would only result in the young people moving to another area. It was agreed that this situation would continue to be monitored. The question of keeping the Youth Centre open for longer hours, especially in the summer months, would need to be pursued with the County Council if necessary

## **68. Competition for Christmas Motifs.**

The Tourism Committee had arranged for a Childrens' Competition for the Junior Schools to design a Christmas Motif which would be put into an illuminated format and used as part of the Town Street Decoration Scheme this year. The Town Clerk had a number of entries from both the Pembroke Dock and Pennar Community School which required to be judged. The Town Clerk asked for members to arrange for a small sub Committee to judge the competition. The Town Clerk advised that he was awaiting confirmation from NPower that they were prepared to assist in sponsoring the competition. The Town Clerk added that any member who had an association with the two schools should not be nominated to serve on the judging panel.

Councillors C. Gwyther, A. McNaughton and R. Watts agreed to be members of the sub committee which would judge these applications. They agreed to meet on Monday 30<sup>th</sup> June at 6.30pm.

## **69. Planning Decisions**

**07/1562/PA** Erection of eight dwellings – Former Coal Yard, King William Street, Pembroke Dock – **Approved.**

## **48. REPORT OF THE FINANCIAL OFFICER**

### **8. Accounts for year ended 31<sup>st</sup> March 2008**

The accounts for the year 1<sup>st</sup> April, 2007 to 31<sup>st</sup> March 2008 had been completed and audited by the Internal Auditor prior to submission to the External Auditor by the appointed date, i.e. 22<sup>nd</sup> August 2008.

A copy of the Annual Return was attached for approval by Members. This Return contained the Statement of Accounts the Annual Governance Statement and the Annual Internal Audit Report. Additional Comments by the Internal Auditor were also attached.

With regard to comment H by the Internal Auditor, the Asset Register had now been updated and with effect from 1<sup>st</sup> April 2008 all new items purchased would be added with the date of purchase, value and life expectancy.

It was

PROPOSED by Councillor S. Perkins  
SECONDED by Councillor D. Esmond

**RESOLVED –**  
That the Statement of Accounts and Annual Governance Statement for the year 1<sup>st</sup> April 2007 to 31<sup>st</sup> March 2008 are approved by the Town Council.

## 9. Accounts for Payment

34	Talk Talk – Telephone	£13.11
35	Cllr. P. Gwyther – Petrol – Visit of German Sailors	£15.00
36	Modern Print – Ink Cartridge	£34.05
37	Rembrandt Jewellers – Engraving Plate	£36.10
38	Adrian James – Signwriting	£40.00
39	Willowdale Flowers – Flowers Civic Function	£56.90
40	Konica Minolta – Photocopying	£114.60
41	Cleddau Bridge Hotel – Civic Dinner	£2,038.35
42	Pembroke and PD Joint Twinning Committee – Donation	£3,000.00
43	Hagemeyer UK Ltd – Materials – Flower Baskets	£7.19
44	The Consortium – Display Panels, Cupboard and Stationery	£861.30
45	Hill Farm Nursery – Floral Displays	£1836.00
46	M Katra – Computer Support	£495.00
47	Completely PC – Computer Monitor	£125.00

PROPOSED by Councillor S. Perkins  
SECONDED by Councillor D. Esmond

**RESOLVED –**  
That the Town Council approves Account  
Nos. 34- 47 for payment.

## 49. REPORTS FROM TOWN COUNCIL REPRESENTATIVES SERVING ON OUTSIDE BODIES

### (a) PCSO Forum Meeting

Councillor D. King reported on his recent attendance of this committee. At a previous meeting the following three issues had been identified which had been brought to the PCSOs attention and he reported on any progress that had been made.

1. Residents' Parking areas
2. Speeding in Memorial Park area
3. The problem of dog faeces throughout the town.

At the last meeting, the following three areas of concern had been identified:

1. Antisocial behaviour – Vandalism near the half-pipe and Albion Square
2. Speeding traffic in Tremeyrick Street/Essx Road
3. Illegal parking in Water Street

He added that everyone had welcomed the PCSOs as a good idea and it was believed that they were working hard and doing a good job. However, Pembroke Dock now

had only three and it was felt that they were able to do very little apart from talking to people because they had no powers. They would like to have more support from Police. Councillor D. King suggested that the Town Council should write to the Police Authority asking for support to the PCSOs, especially when dealing with issues of antisocial behaviour.

Councillor King agreed to raise the question of whether the PCSOs were requesting help from the Police in order to effectively deal with issues such as antisocial behaviour and whether there was any record of this held.

## **50. ANY OTHER BUSINESS**

(a) Councillor R. Watts reminded Members that the procedure for Members wishing to speak in a meeting was through the Chair.

(b) Councillor A. McNaughton commented that there had been an increased parking problem in Princes Street resulting in people parking on the corner. They were currently parking on both sides of the road, and it had been suggested that one way traffic might be a solution. He would forward a copy of a letter from a resident of Princes Street to the Town Clerk for action.

(c) Councillor K. Higgs advised that both he and Councillor M. Colgan had been approached by concerned residents with regard to the future use of the new buildings near South Pems Hospital. Concern had been expressed that the building was to be a secure unit, which residents had believed to imply that offenders would be housed there, whereas it had since been clarified that the Secure Unit would be occupied by people with mental and physical disabilities.

(d) Councillor Mrs. C. Fortune commented on the statistics regarding missed appointments in Argyle Street Surgery and asked if these figures could be clarified.

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

RESOLVED –  
That the Town Clerk should write to the Community Health Council and the Argyle Street Surgery Manager requesting some further statistical information e.g. did the statistics cover all the surgeries of the group or only Argyle Street.

(e) The Town Clerk reminded members that a Civic Reception had been arranged at 1830hrs in Front Street on 19th June and various other activities taking place in connection with the Summer Festival.

Councillor S. Perkins thanked all those who had supported the Festival and that the support of the Town Council had been gratefully received.

(f) Councillor Mrs. C. Fortune thanked the Town Clerk for the training session he had given to members the previous week which had been very helpful.

**The meeting ended at 2015hrs**

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**Mayor**