

At a Meeting of Pembroke Dock Town Council held at the Pater Hall, Pembroke Dock on Thursday, 14th July, 2005 at 6.30 p.m.

PRESENT:

Councillor R.G. Watts, Mayor
Councillors D. Brinn, D.T. Esmond,
Mrs. C. Fortune, D.L. Jones, W.S. Rees,
V.M.J. Roach, P. Weatherall.

IN ATTENDANCE:

Ian Jones, Town Clerk
Mrs. W.A. Vincent – Financial Officer
Mrs. S. Lowen, Committee Clerk

The meeting was opened with Prayer.

48. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mrs. P.E.M. Folland, Mrs. P.E. George, Mrs. J.M. Rees.

The Mayor, Councillor R.G. Watts, stated that Councillor Mrs. J.M. Rees, who had been absent for some months due to health reasons, was hoping to return to Council meetings in approximately one month's time.

49. MINUTES

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

RESOLVED –

That the Minutes of the last meeting of the Council held on 23rd June 2005 be adopted as circulated.

50. MATTERS ARISING FROM THE MINUTES

(a) Minute 40(a) – Donations – Pembroke Dock Harlequins RFC

The Town Clerk stated that the accounts had now been received from Pembroke Dock Harlequins RFC and were in order.

(b) Minute 45(a) - Schools in Bloom

The Town Clerk stated that the judging for Schools in Bloom would take place on Friday 15th July 2005.

(c) **Minute 47(a) – Mayor’s Report**

The Mayor stated that he had compiled a list of all the functions he had attended since becoming Mayor up until 10th July 2005, which was available for Councillors to see if they were interested. He said that he had attended 31 functions, across the county, although most of the functions had taken place in Pembroke Dock.

51. REPORT OF THE TOWN CLERK

47. Welsh Language Scheme.

The Town Clerk reported that in accordance with the provisions of the Welsh Language Act 1993 we are under an obligation to prepare a Welsh Language Scheme. The object of the scheme is to ensure that information provided by local councils (including Town and Community Councils) is provided bilingually. It places a duty on the public sector to treat Welsh and English on an equal basis, when providing services to the public in Wales. The Welsh Language Board had provided a template for such a scheme which is relevant to Town Councils and the Town Clerk was in the process of adapting it to meet the needs of our area. He hoped to have a draft scheme for consideration by the Council by the next meeting. He explained that this did not mean that we had to provide all documents in Welsh and English but we had an opportunity of perhaps providing bilingual letter heads etc. There were no grants available to help us change.

48. Update Training for Councillors.

The Town Clerk asked if Town Councillors would be interested in having some form of update training on issues such as Planning, Licensing etc. He was prepared to arrange such courses if there was sufficient interest. This would help ensure that Town Council observations on issues were in accordance with current planning policy, acts and regulations. He envisaged that such training would last no more than 3 hours every quarter with topics being relevant to Town Council duties.

Members expressed an interest in update training and were invited to call in to the office from Monday 18th July stating their preference of topics for training and the Town Clerk would endeavour to make arrangements for this to take place.

49. Town Council Liaison with County Councillors.

County Councillor Kate Becton had met with the Town Clerk and the Mayor to discuss improved liaison. This would be important if we were to speak with one voice on issues such as planning and dealing with other items which were the responsibility of the County Council. As a first step in improving this liaison the Town Clerk suggested that copies of any correspondence on matters between the Town Council and the County Council should be sent to appropriate Ward County Councillors. He would need to enter into discussions with the remaining County Councillors for the Town to obtain their views if the Town Council felt that this was a worthwhile step.

PROPOSED by Councillor W.S. Rees
SECONDED by Councillor P. Weatherall

That copies of any correspondence on matters between

the Town Council and the County Council should be sent to appropriate Ward County Councillors.

50. Licensing

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

Transfer of Justices' Licence.

Notifications of transfer had been received from:-

(a) Pennar Post Office, Pembroke Dock.

Transfer from Peter and Sonia McGorrigan to the names of Kirsty F Stewart, Ian C Stewart, Monique L Lewis, and David M Y Lewis.

(b) Red Rose Inn, High Street, Pembroke Dock.

Transfer from Denise Harrild and Michael Murphy to the names of Richard Christie, Eoin Christie and Patryck Kilvington.

These applications would be considered at the Licensing session on 4 August 2005. Any objections would need to be forwarded by that date.

No objections were raised to both applications.

Premises Licence Variation

(c) Shipwright, Front Street, Pembroke Dock

A copy of an Application for Premises Licence Variation had been received. The variation applied for was for longer hours for the consumption of alcohol and food with the premises being open longer with the ancillary background music continuing until the premises closes.

Members expressed their concern regarding Premises Licence Variation in general and requested more information regarding the County Council's policy on Licensing which had recently been revised. The Town Clerk agreed to research this and provide Members with the information they required, so that they could have an informed opinion.

51. Pembroke Dock Community School.

A letter had been received from the Director of Education at Pembrokeshire County Council about Minor Authority representation on the Governing Body. The term of office of Councillor Mrs P E George would come to an end on 26 September 2005 and the County Council had asked if the Town Council wished to re-nominate or put forward an alternative name.

PROPOSED by Councillor W.S. Rees
SECONDED by Councillor D.L. Jones

RESOLVED-

That the Council re-nominate Councillor Mrs. P.E. George as Minor Authority representative on the Governing Body of Pembroke Dock Community School.

52. Update on Correspondence to the County Council.

With regard to comments made at a previous meeting about the footpath from Pembroke Ferry to Llanion Park, the County Council advised that they were making further enquiries and that appropriate action would be taken to repair as necessary.

53. Residents Parking – Gordon Street, Pembroke Dock

It had been mentioned at the last meeting that observations were requested on the above proposal by 18 July 2005. Councillors had no objections to the proposal.

54. Abandoned shopping trolleys

Correspondence had been received from LIDL Ltd regarding the reporting of abandoned shopping trolleys. LIDL had put in place a scheme to enable any of their abandoned trolleys to be collected once they had been informed by telephone (Call Centre number is 01656 678200). The matter was brought to members' attention for information purposes.

55. Invitations to Town Councillors to attend events.

(a) Bush and Park Tenants and Residents Association.

A letter had been received from Mrs Kathy Kiff, Secretary of the Association, inviting Town Councillors to a Fun Day they were holding on Saturday 16th July at 1300hrs.

(b) Mencap Stackpole Gardens

A letter had been received from Mr Brian Griffiths, Chairman of Mencap Gardens, inviting members to the Open Day held on 21 July from 1100 to 1500hrs.

56. Countryside Council for Wales

A letter had been received informing the Town Council that Pembrokeshire Marine Special Area of Conservation had been entered into the register of European sites.

57. Planning Applications

Planning Application 03/1319/PA – land to the North of Albion Hall, Clarence Street and Wellington Street, Pembroke Dock.

At the last Town Council meeting the Town Clerk had been asked to write to the County Council about the above approval. A copy of this letter was enclosed at Appendix 'A'. An acknowledgement had been received and a detailed reply was awaited.

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

05/0322/PA Mr. R. Farrelly 16,17,18 Belvue Terrace, Pembroke Dock –
2 Lawnswood, Relaxation of condition 7 of planning
Saundersfoot, permission 03/0529 to allow retention of
Pembs. UPVC windows.

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

RESOLVED –

That the Council have no objection
to this application.

05/0323/PA WH and NL Developments Ridgeview Close, Ferry Road,
Whitethorns, Hundleton Pennar, Pembroke Dock – Proposed residential
Pembroke. development.

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

RESOLVED –

That the Council have no objection to this application.

Members expressed their dissatisfaction that their wishes for this development to be named after Stanley Roch had been ignored. Councillor W.S. Rees stated that it was now a policy of Pembrokeshire County Council not to name streets or developments after individuals.

The Town Clerk was requested to write to Pembrokeshire County Council asking for clarification regarding this policy, and when it had been implemented.

05/0338/PA Mr. J. Gaze, Dockyard Motors, The Old Dockyard
16 Kingsmoor Close, Pembroke Dock – Certificate of
Kilgetty. Lawfulness

PROPOSED by Councillor Mrs. V.M.J. Roach
SECONDED by Councillor P. Weatherall

RESOLVED –

That the Council have no objection
to this application.

05/0352/PA Mr. D. Thomas 6 Cross Park,
6 Cross Park Pennar, Pembroke Dock -
Pennar, Pembroke Dock Alterations and extension

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

RESOLVED –

That the Council have no objection
to this application.

05/0357/PA Mr and Mrs M Keen Fernlea, Chapel Road
3 Clos Tyrwen, Llanreath SA72 6TL.
Pandy Road, Bedwas Demolish existing domestic building and
Caerphilly. erection of one residential dwelling.

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

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

58. Planning Decisions

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

05/0057/PA Former Supermarket Car Park, Pier Road, West Llanion Park Industrial Estate, Pembroke Dock – New 2 Storey Travel Lodge - **Approved**

05/0151/PA 19 Greenhill Road, Pennar, Pembroke Dock – Extension to dwelling – **Approved**

59. Planning Appeal

APP/N6845/F/05/1180534 Former Pembroke Borough Football Clubhouse, London Road, Pembroke Dock – Construction of 26 flats for domestic use.

Notification had been received regarding the hearing of the above appeal which would be held on Tuesday 23rd August 2005 at Meeting Rooms 1 and 2, Pembrokeshire Council Offices, Argyle Street, Pembroke Dock. The planning file could be viewed at County Hall Reception, Haverfordwest, weekdays between 9.00am and 5.00pm.

52. SUPPLEMENTARY REPORT OF THE TOWN CLERK

60. Licensing

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

Application to Vary Premise's Licence:

(a) The Three Tuns

An application had been made by the Three Tuns Public House to vary its premises Licence as follows:-

To amend the closing times to
2400hrs (Monday to Saturday) *previously 2300hrs*

and to retain 2230hrs as the closing time on Sundays.

To permit the holding of Darts and Pool on Tuesdays, Thursdays and Fridays for the same hours as supply of alcohol.

(b) The Bird in Hand.

Application had been made to vary the Premises Licence as follows:-

Indoor Sports – Darts and Pool to 2330hrs

Artists Playing musical instruments to 0130hrs

Recorded Music including Karaoke to 0030hrs

Dancing to 0030hrs

Together with a supply of alcohol licence from 1000hrs until 0200hrs (Monday to Sunday inclusive).

(c) The Prince of Wales.

This application had been published in the Western Telegraph to vary licence as follows:-

Supply of alcohol licence Thurs, Friday and Saturday 0800hrs to 0000hrs and on other days 0800hrs to 2300hrs including the provision of activities such as pool.

(d) Club Martello, 55, Bush Street, Pembroke Dock.

Notification had been received that the club wished to convert its existing club certificate to a club premises certificate. The entertainment to be provided is live and recorded music with some dancing. In addition an alcohol licence was requested for supply for members and their guests. The hours sought in relation to the alcohol licence were:-

Monday to Thursdays 1100 – 1500, 1900 - 2300hrs

Fridays 1100 – 1500, 1900 – 0000hrs

Saturdays 1100 – 1500, 1900 – 0030hrs

Sundays 1200 – 1400, 1900 – 2300hrs

For New Years Eve the hours requested were 1100 – 1500 and 1900 – 0130hrs.

(e) Red Roses Inn, High Street, Pembroke Dock

An application had been received from the above Public House for the provision of live and recorded music for the following dates and times:-

Live Music: Fridays and Saturdays 1900 to 2330 hrs

Recorded Music: Monday – Saturday 1100 – 0200 hrs, Sundays 1200 – 0200 hrs

New Years Eve – 1200 – 0130 hrs

Alcohol: Monday – Saturday 1100 – 0130 hrs, Sundays 1200 – 0130 hrs

The Town Council were required to send any comments to Pembrokeshire County Council as the Licensing Authority within 14 days.

It was noted that it would be likely that there would be an increase in requests for observations on such applications over the coming months because renewals of existing licences had to be made by 6th August 2005 for “grandfather rights” to be preserved.

As noted previously on Minute 50(c), Members expressed their concern regarding Premises Licence Variation in general and requested more information regarding the County Council's policy on Licensing which had recently been revised. The Town Clerk agreed to research this and provide Members with the information they required.

61. Pembrokeshire/Sir Benfro Local Health Board

The Health Board were seeking views about their proposed 'Primary Care Estates Strategy' and had requested the views of Town and Community Councils as well as individuals and other organisations. The questionnaire enclosed with the consultation document had to be returned by no later than 7 October 2005. The Town Clerk's view was that the questionnaire was best completed by individual Town Councillors rather than as a composite from the Town Council. Copies for individual Councillors were available from the Town Clerk at the end of the meeting.

62. Landscape Enhancement Of Waterloo Roundabout

A letter had been received from Pembrokeshire County Council informing the Council that w.e.f. 3 July 2005 maintenance of the shrubs & perennial planting would become the responsibility of the Area Maintenance Manager.

63. St Patrick's Hill Housing Development

Members were reminded of this matter with regard to possible discharge of water into the Haven. The matter was being pursued by the Countryside Council for Wales, the Environment Agency and Pembrokeshire County Council. The Town Council would be advised of the outcome.

64. The Garrison Chapel

Councillors were reminded that HRH the Earl of Wessex would be visiting the town on Wednesday 20th July in recognition and support of Britain's Maritime Community, when he would be looking at the Garrison Chapel and other renovated areas of the Old Dockyard. It was envisaged that the Royal Visit to the Chapel would be finished by 1300hrs. From 1430hrs to 1800hrs Town Councillors were invited to visit the building to look at the restoration work which had been completed and to view an exhibition. Those interested were asked to contact the Town Clerk so that he could inform the Townscape Heritage Initiative of the numbers attending.

65. Pennar Park Development

The Town Clerk had been contacted by Councillor Carolyn Fortune regarding a meeting between residents in Pennar, County Councillor Tony Wilcox and herself regarding the delay in effecting road improvements to Military Road.

Councillor Mrs. Fortune stated that Pembrokeshire County Council had required, as a condition of planning, that 'traffic calming' works would be undertaken after 31 properties had been built on this development. However, this had not been carried out and residents were very concerned regarding the amount of speeding traffic and lorries. A further 20 properties were now being developed.

She requested that the Town Clerk send a letter to Pembrokeshire County Council asking for the reason for the delay in traffic calming measures being carried out on this development, with a copy to be sent to local County Councillors.

66. Illegal Raves

A letter had been received from Pembrokeshire County Council asking that Town and Community Councils keep a sharp lookout for any indications that an illegal rave may be about to take place. Contact should be made with the Police or the County Council if any suspicions are aroused.

67. Martello Quays – Pembroke Dock Marina

A letter had been received from John Turberville of Pembrokeshire County Council regarding the above project in the light of a letter written by the Secretary of Pembroke Dock Civic Society to the local paper. Mr. Turberville's correspondence set out details of the current position in relation to the project and it was likely that there would be some delay before all the preliminary processes would be completed.

53. REPORT OF THE FINANCIAL OFFICER

7. Payment of Accounts

The following accounts were submitted for approval of payment:-

46	Completely PC – Computer Discs	£4.00
47	Pitney Bowes – Maintenance of Postage Meter	£11.74
51	SWALEC – Electricity – Albion Square Lamp	£14.16
48	Postage by Phone – Postage	£50.00
49	M. Roberts – Internal Audit	£100.00
50	SWALEC – Electricity Supply	£109.87
52	The Consortium – Stationery	£196.47
53	Catsaudit – Computer Support	£247.50
54	Willowdale Flowers – Refilling Baskets and Flowers - Civic Function	£1,345.03

Members were asked to note that Account No. 50 - SWALEC Electricity Supply, applied to the Pater Hall Community Trust and was to be deleted, and to add the following accounts:

55	British Telecom -	£66.98
56	Pembroke Dock Harlequins RFC – Donation	£100.00
57	OneTel	£39.40
58	British Telecom – CCTV Rental	£940.00

PROPOSED by Councillor P. Weatherall
SECONDED by Councillor Mrs. V.M.J. Roach

RESOLVED –

That account Nos. 46-58 be approved for payment.

8. Transfer – Salaries and Wages

The sum of £5,303.96 was transferred to the Imprest Account in respect of Salaries, Wages, Tax and N.I. paid during the month of June 2005.

9. Accounts for Year Ended 31st March 2005

The annual audit of the Council's accounts for the above year was due to take place on 29th July, 2005. A copy of the Statement of Accounts, Statement of Assurance, Balance Sheet and Summary Income and Expenditure Account was attached for consideration and approval by Members.

In addition, the Tourism Committee Receipts and Payments Account and Balance Sheet for the year ended 31st March, 2005, was enclosed for the information of Members.

The Financial Officer asked Members to note that the Total Figure for the Receipts of the Pembroke Dock Town Council Tourism Committee was incorrect and should read £3067.12.

PROPOSED by Councillor D.T. Esmond
SECONDED by Councillor D.L. Jones

RESOLVED –

That the Statement of Accounts, Statement of Assurance, Balance Sheet and Summary Income and Expenditure Account be approved.

54. MATTERS RAISED VERBALLY

(a) Black Railings

Councillor Mrs. C. Fortune asked if a reply had been received from Pembrokeshire County Council regarding this query. The Town Clerk agreed to follow this up.

(b) Traffic Signage

Councillor Mrs. V.M.J. Roach requested that the Town Clerk write to Pembrokeshire County Council reminding them that the traffic sign in Laws Street, which had been promised at a recent meeting with John Price, needed to be put in place.

The Town Clerk agreed to write to Pembrokeshire County Council regarding this sign and also requesting another sign at the junction of Law Street with Dimond Street to stop lorries heading for the Ferry from going down the new one-way street.

The Town Clerk was also asked to enquire if a weight restriction could be imposed on lorries going through the town to the Ferry so as to encourage more use of Western Way, Commercial Row and Meyrick Owen Way.

(c) **Any Other Business**

Councillor W.S. Rees reminded the Mayor that it had been resolved at a previous Town Council meeting that items under the heading of Any Other Business/Matters Raised Verbally should only be included for discussion if they were urgent, if they had not previously been included on the Agenda. However, the Mayor, Councillor Watts, once again stressed that such items could be raised at the Mayor's discretion.

Councillor W. Rees stated that he was concerned that other Members would not be able to be prepared for discussion of items they had not been aware of in advance of the meeting, and that Members who were not present, may have wished to have attended if they had been aware that a particular item was to be discussed at the meeting. His view was that items should be brought to the Town Clerk's attention so that they could be included in the Town Clerk's Supplementary Report.

(d) **Mayor's Functions**

Councillor D.L. Jones was concerned that no representation from the Town Council had been made at two recent functions, the Texaco Young Musician of the Year and the Spithead Review. The Mayor, Councillor Watts, stated that he was not able to attend the Spithead Review due to it occurring during the week of the Pembroke Dock Festival, at which he had attended every event, and that he felt that his presence in the town during this week took precedence. Unfortunately, the Deputy Mayor, Councillor S. Perkins had also been unavailable during that week

Councillor Jones was also very concerned that only four Councillors had attended the Mayor's Civic Service, and felt that this had been a poor reflection on Pembroke Dock and its Council.

(e) **The late Mr. Raymond George**

The Mayor, Councillor Watts, requested on behalf of Members, for the Town Council to make a donation in memory of Raymond George who had contributed greatly on many occasions to the work of the Town Council, both as Consort of Councillor Mrs. P.E. George and also as an individual. He was fondly remembered by Members and would be sadly missed.

PROPOSED by Councillor Mrs. V.M.J. Roach
SECONDED by Councillor D.T. Esmond

RESOLVED –

That the Council make a donation of £25 in memory of Raymond George.

The meeting ended at 1945 hrs.

Mayor