

At a Meeting of Pembroke Dock Town Council
held at the Pater Hall, Pembroke Dock on
Thursday, 20th April 2006.

PRESENT:

Councillor R.G. Watts, Mayor
Councillors Mrs. P.E.M. Folland
Mrs. C. Fortune, Mrs. P.E. George,
K.C. Higgs, E.F. Hissey, D.L. Jones,
Mrs. V.M.J. Roach, P. Weatherall

IN ATTENDANCE:

Ian Jones, Town Clerk
Mrs. S. Lowen, Committee Clerk

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors D.T. Esmond, P.G. Gwyther, S. Perkins, and Mrs. J.M. Rees.

2. PRESENTATION GIVEN BY MRS. E. COOK, COMMITTEE SECRETARY, PEMBROKE DOCK FESTIVAL GROUP

Elizabeth Cook, Committee Secretary and Marian Tozeland, Treasurer of the Pembroke Dock Summer Festival Group attended the meeting and gave a short presentation of this new organisation which is planning a festival. The aims of the Festival would be to raise the profile of Pembroke Dock, attract visitors and hopefully become an annual event. The Festival would run from 16th-23rd June and would be called the Pembroke Dock Midsummer Festival. A Report was distributed to members which outlined the benefits to towns when festival were held and what benefits they had brought to the local economy.

The Festival Group had produced a leaflet which they distributed to members which included a list of all of the groups who were involved with the Festival and a proposed programme of events. The Group were now approaching local businesses for sponsorship. They explained that they were a not-for-profit organisation and any profits would be ploughed back into next year's event. They hoped that this would become an annual event.

Members were invited to raise questions regarding the Festival. The main concern expressed by members was the amount of publicity that would be given to the Festival and its events, as past experience had shown that insufficient publicity had been given and poor attendance at events had resulted in a financial loss. Elizabeth and Marian said that publicity would be in the form of posters

and leaflets, and events would be publicised fully in the local press and on local Radio Stations.

The Mayor thanked Mrs. Cook and Mrs. Tozeland for their presentation.

3. MINUTES

PROPOSED by Councillor E.F. Hissey
SECONDED by Councillor Mrs. C. Fortune

RESOLVED –

That the Minutes of the last meeting of the Town Council held on 30th March 2006 be adopted as circulated.

4. MATTERS ARISING FROM THE MINUTES

(a) Minute 160(c) – CCTV Coverage within Pembroke Dock

Councillor P. Weatherall raised the issue of Traffic Calming outside the Community School in Bush Street and the use of “Your Speed” display systems. The Town Clerk indicated that this was covered in his Supplementary Report.

(b) Minute 160(f) – Waiting Restrictions – Pembroke Dock

The Town Clerk asked Members to note that parking in Lewis Street alongside the Pater Hall was currently restricted to 30 minutes only during a 24 hour period, and not just between 0800-1800hrs as applied elsewhere in the Town. This apparent discrepancy would be raised as part of the Traffic Survey.

(c) Minute 160(g) – Correspondence from Pembroke Dock Civic Society

Councillor D. Jones requested that paragraph three of this Minute should have been recorded as follows:

“.....I therefore regret to inform you that if we do not receive confirmation from you by December 2005 of a continued partnership commitment then the Heritage Lottery Fund could possibly withdraw support”.

The Town Clerk advised Members that he had received a reply to his letter regarding the sale of buildings which had been renovated using Heritage Lottery Funding, a copy of which had been distributed at the meeting.

(d) Minute 161(319) – Pembroke Dock Memorial Park

The Town Clerk advised members that he had received an acknowledgement in reply to his letter requesting Pembrokeshire County Council to apply for funding from the Heritage Lottery Fund. They were considering the matter and would reply in due course.

(e) Minute 161(322) – Pennar Ward, Road Exit Contingency Plan

The Town Clerk advised Members that he had walked the route from Preseli View to Owen Street and that the necessary barriers could be lowered in order to gain access into Pennar.

There was still some concern about whether this route was feasible and Councillor Mrs. C. Fortune requested the Town Clerk to write to Pembrokeshire County Council asking if any alternative was being considered. The response could be included in the Traffic Survey.

(f) Minute 161(324(b)) – Development of 8 houses at the former Pennar Filling Station

County Councillor Wilcox commented that this development was for 11 houses and not 8.

5. REPORT OF THE TOWN CLERK

1. Shaping Our Acute Hospitals In Mid And West Wales – Local Health Board Proposals.

The Town Clerk had enclosed with the papers for the meeting a copy of the Summary Leaflet which had been issued by the Board as part of its consultation process on proposals for changes in the current arrangements for health care within Pembrokeshire. Arrangements had been made for a public meeting to be held on Thursday 4th May 2006 at Pembroke Town Hall starting at 1900hrs (7.00pm) as part of that consultation. As that date clashed with the Annual General Meeting of the Town Council the Town Clerk had made arrangements for a separate presentation to be made to the Town Council on Thursday 1st June 2006 which would then form part of the normal Town Council meeting. The presentation would last approximately one hour and involve Power Point.

Members agreed with the arrangements that had been made for Thursday 1st June 2006.

2. Home Composting Scheme.

The Town Clerk had received correspondence from Mr Paul Watkins the County Council Home Composting Officer who informed him that as part of the Strategic

Recycling Scheme Project for Pembrokeshire 30,000 compost bins would be distributed across the county in order to promote home composting.

3. 2nd South West Wales Community Rail Forum.

A representative from the Town Council had been invited to attend the next meeting of the Forum which would be held on Friday 5th May from 1100 to 1500hrs at the Ivy Bush Hotel in Carmarthen. Presentations would be made by Arriva Trains Wales and members of the South West Wales Railway Partnership.

The Town Clerk agreed to reply to the Forum giving the Town Council's apologies that no members were available to attend the meeting on this occasion.

4. Save Withybush Action Team.

The Town Clerk reminded Members of the public meeting held in the Pater Hall, Pembroke Dock on Wednesday 5th April which had not been well attended. He had subsequently received a letter from Haverfordwest Town Council which had advised him that they would be sponsoring one coach to take protesters to the National Assembly on Tuesday 16th May and asking other Town Councils if they would be willing to similarly sponsor a coach which is being provided by Silcox Coaches at cost only (viz. £200 to cover cost of fuel and driver). He had also received a letter from Mrs Cherie Harvey, Secretary of SWAT supporting the request.

Following discussion, it was

PROPOSED by Councillor Mrs. P.E. George
SECONDED by Councillor Mrs. P.E.M. Folland

RESOLVED-

That the Town Council supports the Save Withybush Action Team and will sponsor either in full, or if there are insufficient numbers from Pembroke Dock, in partnership with another Town Council or other organisation/business, the cost of one coach for the transportation of protesters to Cardiff on Tuesday 16th May.

A press release would be issued to local press and radio stations giving information of the transport arrangements to the SWAT rally and requesting those interested in attending to contact the Town Council Offices.

5. Street Naming at Links Drive, Pennar.

The Town Clerk had received a letter from the County Council which informed him that with effect from 1 May 2006 there would be house numbers as well as house names at this new development. Previously only house names were in operation.

This was provided to Members for information only.

6. Provision of additional CCTV coverage within Pembroke Dock.

The Town Clerk had been advised by Acting Inspector Thomas of Dyfed Powys Police that an application had been made to the Community Safety Partnership for an additional camera to be sited at the St. John's / St. Peters Road area of Pembroke Dock.

The Council would be informed in due course whether the bid had been successful and where it would be located.

7. Waiting Restrictions within Pembroke Dock.

In response to an enquiry by the Town Council the Town Clerk had been provided with the following statistical information in relation to accidents at the Laws Street mini roundabout:-

Recorded incidents had occurred in February 1995, July 1998, February 2003, August 2005 and November 2005. All five accidents were slight collision injuries.

In comparison, the record for Laws Street / Dimond Street junction was six injury collisions in November 2001, May 2004, September 2004, December 2004, January 2005 and August 2005. Four of these accidents had been serious with three involving vehicles emerging from Dimond Street. The decision to make Dimond Street one way would prevent a recurrence of those incidents.

The Town Clerk had also been informed that some residents in Dimond Street (East), Church Street and Upper Gwyther Street had made representations for a Residents Parking Scheme. That request was subject to further discussion / consultation.

Following discussion and taking into account the statistical information provided, members agreed not to pursue changes to the mini roundabout at the junction of Laws Street and Bush Street.

8. Review of Traffic, Parking, Public Transport and Access Management within Pembroke Dock.

The Town Clerk enclosed a letter and questionnaire he had received from the County Council in respect of the review and requested members to give him an indication of how they wished him to respond.

Following discussion, Members agreed to give their responses to the questionnaire individually by Wednesday 26th April. The Town Clerk would compile a reply based on these responses, highlighting any issues or concerns which had been raised.

9. Pembroke Dock Citizens Advice Bureau.

The Town Clerk advised Members that the Annual General Meeting of the CAB would take place on Wednesday 24th May at 1230hrs in the Pater Hall. He asked Members to let him know if they wished to attend the AGM. Currently the Town Council representative on the Trustee Board was Councillor Phil Gwyther and the Town Clerk had been asked if the Town Council wished him to continue as our representative.

Members' instructions were requested.

PROPOSED by Councillor Mrs. P.E. George
SECONDED by Councillor D.L. Jones

RESOLVED-

That Councillor P. Gwyther should continue as the Town Council's representative on the Trustee Board of the Pembroke Dock Citizens Advice Bureau.

10. Request for Financial Assistance.

(a) Pembroke Dock Cricket Club

The Town Clerk had received a request from Pembroke Dock Cricket Club for financial assistance. They had completed the necessary application form and had provided details of their accounts for the period from 1 January to 31 December 2005. The Club was seeking financial assistance towards the purchase of a new lawn mower and a new engine for their roller. The estimated cost of this was some £7700. They were also seeking financial assistance from Communities First and the Lords Taverners towards the cost. The object of the club was to provide and maintain for members and others facilities for the playing of cricket in Pembroke Dock. They have a membership of 40 together with a junior section linked to the schools within Pembroke Dock. They also arrange for a 6 aside competition which normally attracts 16 teams from within Pembroke Dock.

Their accounts showed that at the end of the 2005 year they had some £1443 held in their bank balances. They had requested a donation in the region of £500 towards the costs of a new mower and replacement engine for the roller.

Following discussion it was:

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

RESOLVED-

That the Town Council donate £100 to the Pembroke Dock Cricket Club towards the cost of a new mower and replacement engine for the roller.

(b) Pembroke Dock Festival

Councillors R. Watts, Mrs. C. Fortune and Mrs. P.E. George declared their interests in this matter and took no part in the discussion or voting.

Members discussed the request by the Pembroke Dock Festival following their presentation given earlier in the meeting.

Following discussion, it was:

PROPOSED by Councillor P. Weatherall
SECONDED by Councillor K.C. Higgs

RESOLVED-

That the Town Council make a grant of £2000 to Pembroke Dock Festival, with the proviso that they provide within 12 months receipt of the grant a financial statement of their accounts for the year the payment was received.

12. 37, Prospect Place, Pembroke Dock – Application for revocation of Planning Permission.

The Town Clerk enclosed details (Appendix A) of the latest correspondence between the County Council and the Hon. Planning Officer of PALC on this matter. Members were advised that the Local Government Ombudsman had also indicated that he now intended to publish a public report on the matter which had been the subject of his investigation last year.

Members' instructions were requested on any directions which should be given to Mr Shepherd on the issues he had raised with the County Council.

Following discussion, Members agreed that the Honorary Planning Officer of PALC, Mr. Shepherd, was handling this matter appropriately.

13. Planning Application 05/0900/PA – Land between ASDA and the St. Govan's Centre.

The Town Clerk had received a copy of a letter from the Public Rights of Way Assistant at the County Council to the owner of the land concerning the possible obstruction of the public footpath that crossed this area. The letter stated as follows:-

“Following a site visit I conclude that the route is obstructed at the point where it connects with Western Way. I enclose a photo showing the section of barrier that needs to be removed hence removing the obstruction. I also enclose a copy of the definitive statement that states the legal width of the route as 3 metres.

May I also take this opportunity to advise that should the route be affected by the proposed development then an application must be made to divert under section 257 of the Town and Country Planning Act 1990. No development can take place on the line of the path until an Order to divert has been confirmed and the alternative route is made available for use by the public.”

Councillor P. Weatherall commented that although the barrier had been removed, there was now a large boulder on the pathway

The Town Clerk agreed to reply to Mr. Cloud, the Public Rights of Way Assistant, reporting this.

14. Planning Application 05/1534/PA – Erection of Garage to the rear of 1, Fairways, Pembroke Dock.

This application had been considered by the Town Council at its last meeting and the Council decided to make no observations. The Town Clerk had now received a copy of a letter from the Pembroke Dock Civic Society to the County Council making a number of observations. The gist of their letter was that they believed that the residents of Kitchener Close would be affected by the building of a garage to the rear of 1, Fairways since access / egress to that garage would be affected by the narrowness of the road and the parking of other vehicles outside the homes of residents of that Close. An alternative solution suggested by the Society would be extending the current garage at 1, Fairways which would then have no impact on the residents of Kitchener Close.

The observations were brought to members' attention.

15. Letter from Pembrokeshire County Council regarding Notice of Proposed Development – Army Cadet Centre, Pier Road, Pembroke Dock

A copy of a letter from Mr. D.M. Lawrence, Pembrokeshire County Council to the Reserve Forces and Cadet Association for Wales, Maindy Barracks, Cardiff regarding a proposed development had been received, which stated:

“Re: Notice of Proposed Development by the Reserve Forces and Cadet Association for Wales – Proposed Modular Build at the Army Cadet Centre, Pier Road, Pembroke Dock – Welsh Office Circular 37/84d: Crown Land and Crown Development”

Pembrokeshire County Council objects to the above proposal on the following grounds:-

1. Construction of a building this size at this site would reduce the availability of any off-street parking spaces, leading to vehicles in association with the centre being forced to park on the street thereby causing potential dangers for other users of Pier Road. The proposal is, therefore, contrary to Policy GEN01 – Compatible Development of the South Pembrokeshire Local Plan.
2. The proposed building by reason of its flat roof does not relate well to the neighbouring buildings or the conservation area. The proposal is, therefore, contrary to policies GEN01 – Compatible Developments and ENV11 of the South Pembrokeshire Local Plan.

The proposal would, therefore, have a significant detrimental impact on its immediate surroundings as well as the conservation area as a whole.

Please find enclosed additional letters of objection received by Pembrokeshire County Council.”

Members noted the content of this correspondence.

16. Planning Applications

The following applications had been received:

05/1581/PA	Kevin Pearce, 9 London Road Pembroke Dock SA72 6DS	9 London Road, Pembroke Dock, SA72 6DS, - Change of use of garage to retail fishing outlet.
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PROPOSED by Councillor P. Weatherall

SECONDED by Councillor K. Higgs

RESOLVED-

That the Town Council recommend refusal on the grounds of :

- the property is situated on double yellow lines
- the property is situated on the corner of the road
- it would be a commercial enterprise in a residential area.
- development would not enhance the conservation area.

05/1605/PA Morbaine Limited, The Finlan Centre, Hale Road, Widnes, Cheshire WA8 8PU	Land at London Road, Pembroke Dock - Variation of condition No.7 of Planning Permission No. 98/0010/PA (as varied by permission No. 03/1349/PA) and Condition No.1 of Reserved Matters Consent No. 03/0627/PA
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PROPOSED by Councillor P. Weatherall

SECONDED by Councillor D.L. Jones

RESOLVED-

That the Town Council have no objection to this application.

05/1614/PA A.P. Richards 21 Victoria Road Pembroke Dock	Plot T, St. Patricks Hill, Pembroke Dock - Erection of two dwellings
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PROPOSED by Councillor Mrs. V.M.J. Roach

SECONDED by Councillor Mrs. C. Fortune

RESOLVED-

That the Town Council recommend refusal on the grounds of:

- overdevelopment of the area
- access problems

05/1621/PA J. Lade, Apley Lodge Apley Terrace Pembroke Dock SA72 6HJ	Apley Lodge, Apley Terrace, Pembroke Dock, SA72 6HJ - 4 residential units to be occupied in association with the residential home, sun lounge, toilet block and storeroom.
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PROPOSED by Councillor R.G. Watts
SECONDED by Councillor D.L. Jones

RESOLVED-

That the Town Council have no objection to this application.

05/1626/PA Mr. P. Thies, Plot 29, The Point, Pennar,
4a Owen Street, Pembroke Dock, SA72 6RA -
Pennar, Erection of one dwelling
Pembroke Dock,
SA72 6RA

PROPOSED by Councillor Mrs. C. Fortune
SECONDED by Councillor E.F. Hissey

RESOLVED-

That the Town Council have no objection to this application.

17. Planning Decisions

The following decisions had been received:

05/0623/PA 28 High Street, Pembroke Dock – Erection of two storey extension –
Approved

05/1132/PA Milton Terrace, rear of 41 Prospect Place, Opposite No.20 Milton Terrace,
Pembroke Dock – Construction of split level dwelling - **Refused**

05/1226/PA Change of use from commercial to studio apartment – 62 Bush Street,
Pembroke Dock – **Approved**

05/1287/PA 32 St. Teilo’s Road, Pembroke Dock – Erection of two storey extension –
Approved

05/1323/PA Erection of one dwelling - Adjacent Llanion House, 26 London Road,
Pembroke Dock – **Refused**

6. SUPPLEMENTARY REPORT OF THE TOWN CLERK

18. Letter From Pembroke Dock Community School.

The Town Clerk had received a letter from the Headteacher of Pembroke Dock Junior School which informed him that they were to organise a Fun Run on 1st May in aid of “Latch” which gives support to families of children with leukaemia. Mr Thorley would welcome any support the Town Council could give for the event.

19. Pembroke By-Pass

The Deputy Mayor, Councillor Sue Perkins, in her capacity as a County Councillor had informed the Town Clerk that consultation was about to re-commence on the Pembroke By-Pass project. She had written to Mr Ian Westley, the Director of Transportation and Environment for Pembrokeshire County Council, asking that the Town Council together with all County Councillors from the Town be fully consulted given that the proposed route would have a huge effect on Pembroke Dock.

The information was provided to update members on what was happening.

20. Excessive Speeds of Vehicles along Bush Street near to the Primary School.

The Town Clerk reminded Members of the previous discussions on this subject. He had received a copy of a letter which the Deputy Mayor, Councillor Sue Perkins, had written to Mr Ian Westley of the County Council which asked that “flashing speed indicator signs” be erected near to the school as they were apparently very effective in reducing the speed of vehicles.

This information was again provided to update members

21. Pembroke Dock Community Website

Members were advised that the Website Committee would be holding an open evening at the Pater Hall on Thursday 27th April from 1700hrs (5.00pm) to try and encourage businesses etc to make use of the website to promote the services they offer. One of the ideas actively being considered was the development of a “Virtual Town Centre” which would include a photograph of each individual shop front on the web which could then be accessed by viewers to see what businesses were available along a street in the town.

This information was provided to show members what was happening on the Pembroke Dock Website.

22. Continental Market

Members were advised that the Town Clerk had been in discussions on the question of holding a Continental Market in the Town. We had received a visit from one organiser who in the end was not able to bring a market to co-incide with the Pembroke Dock Festival Week. The Town Clerk had now been approached by another organisation asking if we would be interested in holding a market during the period 23 / 25 June or 7 / 9 July 2006. He awaited a visit from a representative of the company to discuss matters further.

This information was provided to update members.

23. Environmental Action Team.

The Town Clerk had written to the list of organisations suggested by the Town Council inviting them to send a member to the first meeting which would be held at the Pater Hall on Wednesday 3rd May in the Meyrick Suite commencing at 1700hrs (5.00pm). A formal agenda would be sent out next week.

The Town Clerk had received some replies to those approached and was hopeful that there would be a good attendance.

The Town Clerk requested Members to notify one of the Town Council representatives who were attending this meeting with any reports of rubbish, weeds, etc.

24. Planning Applications

The following planning applications had been received:

05/1655/PA	Hilltop Developments Ltd. Summit Cottage, Milton, Tenby, Pembs SA70 8PD.	Plots M, N and N1, St. Patricks Hill, Llanreath, Pembroke Dock - Erection of 3 dwellings.
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PROPOSED by Councillor Mrs. V.M.J. Roach
SECONDED by Councillor Mrs. C. Fortune

RESOLVED-

That the Town Council recommend refusal of this application on the grounds of:

- overshadowing of adjoining properties thereby seriously affecting the amenities currently enjoyed by those properties.

- Overdevelopment
- Concerns regarding drainage
- Normal flow of water over the land will be affected by the development such that it would “congregate” in the Fort Road Car Park.

05/1656/PA Mr. Colin Kaijaks, Plot 39, Pennar Park, Pennar,
83 Park Street, - Dwelling with integral garage.
Pembroke Dock SA72 6BL.

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

RESOLVED-

That the Town Council have no objection to this application.

7. REPORT OF THE FINANCIAL OFFICER

1. Payment of Accounts

The following accounts were submitted for approval of payment:

1.	Pitney Bowes – Maintenance of Postage Meter	£11.74
2.	Pater Hall Community Trust – Hire of Hall for Public Meeting	£14.00
3.	British Telecom – Telephone Charges	£73.02
4.	Pembrokeshire County Council – Rates	£1,706.40

The Town Clerk requested the following accounts be added for approval of payment:

5.	OneTel – Telephone Charges	£8.29
6.	I. Jones – Reimbursement – “Smart Stamp” – Postage	£59.99
7.	Sage – Computer Software	£191.53
8.	3 rd Pembroke Dock Guide and 1 st Pembroke Dock Range Unit – Donation	£200.00
9.	Konica Minolta – Photocopying Charges	£235.80
10.	M. Katra – Computer Support	£239.50

PROPOSED by Councillor P. Weatherall
SECONDED by Councillor Mrs. P.E. George

RESOLVED-

That Account Nos. 1-10 be approved for payment.

2. Pembroke Dock Old Peoples Welfare Committee

Councillor R. Watts declared his interest in this matter and took no part in the discussion or voting.

The Financial Officer had been notified by Mrs. L. Gaccon, Secretary of the above Committee, that the Committee was disbanding. The Members of the Committee were mostly over 70 years old and were no longer able to continue. She expressed thanks to the Council for the support received in the past.

Members requested the Town Clerk to send a letter to Mrs. Gaccon thanking her for all the work carried out voluntarily by the Committee and herself for the benefit of those in the Pembroke Dock area.

3. Salaries and Wages

The gross sum of £4,470.25 had been paid in respect of Salaries, Wages, Tax and N.I. during the month of March, 2006.

8. REPORTS FROM TOWN COUNCIL REPRESENTATIVES SERVING ON OTHER PUBLIC/VOLUNTARY BODIES

Councillor D.L. Jones gave members a brief report of his attendance at a recent Environmental Liaison Meeting with Texaco and would pass on the detailed report to the Town Clerk which would then be available for anyone if they wished to see it.

9. ANY OTHER BUSINESS

The Mayor, Councillor R. Watts, commented that this meeting was his last full meeting and thanked Members for their support during the last year.

The meeting ended at 2000hrs.

Mayor