

At a Meeting of Pembroke Dock Town Council held at the Pater Hall, Pembroke Dock on Thursday, 26th January, 2006 at 6.30 p.m.

PRESENT:

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

IN ATTENDANCE:

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

The meeting was opened with Prayer.

131. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors S. Perkins and Mrs. J. Rees. Councillor Perkins was absent abroad on holiday and Councillor Mrs. Rees had indicated she was attending the meeting but the disabled friendly room in the Pater Hall was in use by a hirer and was not available, consequently she could not attend.

132. PRESENTATION GIVEN BY ANDREW JOHNSTONE – PEMBROKE DOCK COMMUNITY WEBSITE

Andrew Johnstone gave a presentation to Members on the Pembroke Dock Community Web Project and its progress, using a laptop computer and smart board which enabled the user of this equipment to be live on the Internet.

He said that the site had many links to other relevant and useful sites, and included news of Pembroke Dock and what happens in Pembroke Dock, guides, town trail, forum, etc. Most importantly, the website promoted Pembroke Dock.

The site was regularly updated and all data transfer was done by volunteers who did not charge or receive any payment.

Plans for the future included involving more traders in the town to take advantage of what the site had to offer and to hold an Open Day in Pater Hall where people could visit and get “hands on” experience.

The Mayor thanked Andrew for his very informative presentation.

133. MINUTES

PROPOSED by Councillor D.T. Esmond
SECONDED by Councillor P. Weatherall

RESOLVED-

That the Minutes of the last meeting of the Town Council held on 5th January 2006 be adopted as circulated.

134. MATTERS ARISING FROM THE MINUTES

(a) Minute 212 –Tourism Committee

With regard to Information Signs, the Town Clerk reported that he had received a response from Pembrokeshire County Council that day which stated that the proposed location of the sites was acceptable. The County Council wished to have the Welsh text uppermost and they would like some simplification with the use of symbols.

The Town Council were requested to make a formal Streetworks Licence Application for each of the 5 sites at a cost of £50 per site. In addition working drawings would also need to be submitted for County Council approval.

The Town Clerk had not yet been able to get costings for the installation of the Fingerposts but Broxap had quoted £3,200 plus VAT. The Town Clerk stated that he would arrange for other quotes for installation now he had names of approved contractors from the County Council. He would update progress at the next meeting.

(b) Minute 213 – Continental Market

The Town Clerk reported that he hoped to have a meeting with the organiser of the Continental Market, who would be in the area the next weekend or early the following week.

(c) Minute 218 – Representation on the Louisa Saunders Trust

The Town Clerk reported that he had notified the Secretary of the Louisa Saunders Trust of the names of the two members representing the Town Council.

(d) Minute 219 – Schools in Bloom Competition

The Town Clerk had advised Pembroke Town Council that they would proceed with a Sunflower Competition for schools within Pembroke Dock. Further work will be taken forward by the Tourism Committee.

(e) Minute 220 – Pembroke Dock Community Website

The Town Clerk reported that the Pembroke Dock Community Website had requested that the Town Council give consideration to making a donation for the work which is being done by the volunteers. In the light of the presentation that had been given earlier in the meeting which showed how much work had been done in the past 12 months it was agreed that a donation be made.

PROPOSED by Councillor D.T. Esmond
SECONDED by Councillor P. Weatherall

RESOLVED –

That the Town Council grant a donation of
£400 to the Pembroke Dock Community Website.

(f) Minute 221(i) – Liaison with County Council

The Town Clerk reported that Councillor Peter Stock had written confirming he would attend the next meeting of the Town Council in February in order to make a presentation. He would be accompanied by a member of staff from Pembrokeshire County Council and the Town Centre Manager for Haverfordwest.

(g) Minute 226 – Licensing

This item was discussed further in the Town Clerk's Report under item number 234.

(h) Minute 230 – Notice of Casual Vacancy

The Town Clerk reported that an election would be held on a date to be announced.

(i) Minute 128(6c) – Band Trust

Councillor Mrs. V.M.J. Roach asked for it to be noted that the last sentence of this minute should read: "The Council would continue to make a contribution towards the **Band Trust Instruments**' insurance."

135. REPORT OF THE TOWN CLERK

232. Rights Of Way Improvement Plan For Pembrokeshire (National Park And Pembrokeshire County Council Initiative)

This matter had been adjourned from the last meeting. Any comments from members were required to be with the National Park/Pembrokeshire County Council by 28 February. Members had been sent a copy of the Plan with the last Council meeting papers.

Members agreed that this matter should be deferred until the next Town Council Meeting on 16th February and that they would bring the relevant papers to that meeting.

233. The Old Pumphouse, Criterion Roundabout, Pembroke Dock

Members were reminded that the County Council had offered to transfer ownership of the above property to the Town Council. The Town Clerk's enquiries revealed that there was still some renovation work outstanding, e.g. guttering and downpipes before the contractor had finished the work. The Town Council would then need to inspect the property and ensure that it was in good condition before accepting the transfer. The Town Council would

need to establish what value should be placed on the property for insurance purposes as well as ensuring that a structural survey was carried out to confirm that everything was in good order. Authorisation was therefore sought to obtain a valuation on the property from an Estate Agent together with a brief structural survey from a Chartered Surveyor.

PROPOSED by Councillor V.M.J. Roach
SECONDED by Councillor D.L. Jones

RESOLVED-

That the Town Clerk requests a valuation of the Old Pumphouse from Pembrokeshire County Council.

234. Consultation On Premises Licences – Licensing Act 2003

Members were reminded that there was still delay in the despatch of letters from the County Council to the Town Council in relation to the above matters such that with regard to recent applications made by Celtic Wines Ltd., The Travelodge and the China Garden Chinese Takeaway, the hours had been decided without any input from this Council. The Town Clerk had written to the County Council to complain about the delay. He had received a response to his letter from Gareth Watts who is the Principal Officer in the Public Protection Division who indicated that the matter would be kept under review. The Licensing Act 2003 did not provide for consultation with Town/Community Councils and the local procedure had been introduced after consultation with Pembrokeshire Association of Local Councils. The Town Clerk understood that other Town/Community Councils had made complaints about delays, and he had therefore written to Mr. Godfrey Elcock of PALC, who serves as a member of the Forum group, set up by the County Council, to raise the matter of delays at their next meeting.

235. Planning appeal by Mr. And Mrs. Moseley concerning 2 Park Street (A.J. Taxis) – Enforcement Notice

The Town Clerk had received notification from the Planning Inspectorate that the above appeal would be heard at the Pater Hall, Pembroke Dock on Tuesday 7 February commencing at 10.00am. The Town Council's observations had been forwarded to the Inspector but members were asked if a member or officer wished to attend the hearing in person. It was at the Inspector's discretion as to whether that representative could speak at the enquiry.

The Mayor, Councillor Watts and the Town Clerk agreed to attend the Appeal.

236. Public Services Ombudsman For Wales Adjudication Regarding the Planning Application For 37 Prospect Place, Pembroke Dock (04/0427/PA)

This matter had been raised at the Council's last meeting following receipt of a letter from the Honorary Planning Officer to Pembrokeshire Association of Local Councils. The Town Clerk had made some enquiries about the matter and had established the following:-

1. The planning application had been received by the Town Council for their observations on 4 August 2004. As the Town Council was in recess there was a consultation with the local members of Market Ward about the matter. The Town Clerk also noted that on 9 August 2004 a letter had been received stating that a

petition containing 57 names, objecting to the application had been forwarded to the Planning Authority. The Town Council Minutes/Report of Town Clerk for 2 September 2004 stated the following:

“Recommendation of Ward Members – Two members recommended approval, subject to adequate parking being provided. A third member is of the opinion that the application should be refused due to over-development and out of keeping with the area. There is also concern about possible access problems and on street parking in an already congested area”

This information had been communicated to the County Council on 3 September 2004.

2. In reply to the Town Clerk’s enquiry with the Public Services Ombudsman for Wales concerning his investigation/report, he advised members that a public report had not been issued in this case. He appreciated that some members may have received information on the contents of the adjudication from other sources such as the newspapers or the internet, however, it was his view that the Council should not support any further action on this matter given the stance it took on 2 September 2004.

The Town Clerk advised that he had sent members the previous day copies of documents from the Public Services Ombudsman for Wales which had been received by Mr. Evans who was the complainant in this case.

Following discussion, it was

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

RESOLVED-

That the Town Council support the application by Pembrokeshire Association of Local Councils to have the planning permission for 37 Prospect Place revoked via the Welsh Assembly Government.

Following discussion about reviewing Town Council’s practice of how matters are dealt within recess, and what action could be taken regarding this matter now, it was

PROPOSED by Councillor W.J.Rees
SECONDED by Councillor D.T. Esmond

RESOLVED –

That the Town Clerk should write to Pembrokeshire County Council asking for clarification of the parking condition relating to this application and requesting a policy statement regarding the parking element of Planning Applications, so that informed decisions could be made in the future.

and

PROPOSED by Councillor W.J. Rees
SECONDED by Councillor D.T. Esmond

RESOLVED-

That the Town Council should cease the practice of contacting Ward Members in the recess regarding planning matters for their area and in its place form a Sub-Committee to deal with matters in a recess period.

237. Applications For Grant Aid From The Council In 2006/7 Year

When the Estimates for 2006/7 were discussed at the last meeting the Town Clerk indicated that consideration should be given to providing a written policy on donations made in accordance with Section 137 of the Local Government Act 1972 (as amended). He had attached a draft policy and application form for members' consideration (Appendix A and B). Members' opinions were sought as to whether this met the Town Council's needs. He suggested that it might be appropriate for a small number of Members to come together to make further amendments to the proposed policy/application form. Alternatively Members might wish to proceed differently.

Members requested that this matter should be deferred until the next Town Council meeting and in the meanwhile for Councillors to contact the Town Clerk with suggested amendments.

238. The Home Energy Efficiency Scheme In Wales

The above scheme is funded by the Welsh Assembly Government and the Town Clerk had placed on the table to the side of the Council Chamber a copy of the Scheme for Members' approval. Members were asked to note that grants of up to £1500/£2700 depending upon age and income and household circumstances were available.

The details were provided for information purposes.

239. Fire And Rescue Service Risk Reduction Plan

The Town Clerk had received a copy of the Consultation Document issued by the Welsh Assembly Government. They were seeking responses by 31 January 2006. This was an important exercise in consultation since the result would have an impact on the facilities available in Pembrokeshire, e.g. whether 24 hour "on site" cover provided by Haverfordwest Fire Station could be justified. A copy of this Consultation paper had therefore been provided to members prior to the meeting.

An indication of how members wished the Town Clerk to respond was requested.

Following discussion it was agreed that as this document formed the basis of a Risk Assessment Plan to be prepared by each Fire and Rescue Authority, members would have an opportunity later to look at specific local issues. However, the Town Clerk should respond to the Consultation Document stating their concerns that a risk factor should include geographical area and length of time taken to arrive at a particular incident from a specific station. The risk factors outlined on pages 23 and 24 of the report were relevant and would certainly point to a plan which would be robust.

240. Parking Restrictions In Pembroke Dock

This matter came before the Town Council in September and the Town Clerk was asked to progress the matter. He wrote to the Traffic Manager of Pembrokeshire County Council on 4th October. After further letters and telephone calls he advised members that a meeting between Mr. John Price of the County Council, the Traffic Warden, Mr. A. Mouldsdales, the Mayor and himself took place on Thursday 25 January at 1000hrs.

Members were updated about the matter by the Mayor, Councillor Watts following their walk around the town.

Following discussion it was agreed that the following changes should be implemented:

- (a) Permanent One-Way system in Dimond Street;
- (b) Revision of Bush Street Parking to make South Side 30 minutes waiting between Laws Street and Church Street (i.e. transfer existing restrictions from other side of the road) and to make available unrestricted parking in Bush Street between Lewis Street and Laws Street.

It was further agreed that the County Council's action to re-mark areas where "yellow lines" had become worn and to renew parking restriction notices would ensure that appropriate controls within the town could be better enforced.

The Town Clerk agreed to write to the Traffic Manager and ask what action the Town Council should now take to implement items (a) and (b) above.

Councillor W.J. Rees left the Chamber at 2015hrs.

241. Possible Development Near Or At Park Street Cemetery Area, Pembroke Dock

At the October meeting Members raised the subject of the possibility that the County Council were allowing/had allowed planning permission for a parking area in or adjacent to the Park Street Cemetery Area. The Town Clerk wrote to the County Council on 21 October 2005 but despite written and telephone reminders he only received a reply on 16 January 2006. This indicated that on 26th May the County Council granted planning permission in respect of residential development at 5 and 7 Prospect Place and as part of that permission made the following conditions which were relevant to the cemetery area:

“Condition 3

Prior to any development commencing on site the proposed construction compound in the former cemetery as identified on plan SK06 shall be fenced and surfaced in accordance with a scheme approved by the Local Planning Authority.

Reason: To ensure the free flow of traffic in Upper Park Street.

Condition 4

The compound referred to in Condition 3 shall be cleared of all construction material, temporary buildings and fencing within one month of the first occupation of the first unit hereby approved.

Reason: To ensure the land is available for the use of the general public.

Condition 5

Within 14 days of completion of the works required by Condition No.4 the area shall be surfaced to form a car park. The surface treatment shall be agreed in writing with the Local Planning Authority prior to the development referred to in Condition No.4 being undertaken.

Reason: To ensure the area is available for use.”

On 10 January 2006 the Town Clerk invoked the County Council’s formal complaints procedure in order to effect a reply.

It was agreed to note what had been said and now that a reply had been received to withdraw the formal complaints procedure but to continue to monitor promptness/comprehensiveness of replies.

242. Provision Of Public Toilets At Businesses Offering Food/Refreshment In A Café Style Environment

Members were reminded of the ongoing correspondence between the Town and County Council on this matter. The Town Clerk had again invoked the County Council’s formal complaints procedure in order to obtain a response given that this had been ongoing from 22 September 2005 and correspondence/telephone call had not effected a reply. The response he had received on the matter stated the following:-

“Provision of toilet facilities within premises offering food/refreshment is not a requirement of planning policy nor is it a requirement of building regulations.

Building Regulations would have an involvement in ensuring that any new toilet facilities complied with the Regulations (including access for disabled) but there is no Building Regulation which states that such premises must have facilities.

Council policy for such premises (where customers can eat in the establishment) is to require provision of toilet facilities for those customers where there are new premises, or a change of use to such premises or extended/upgraded premises.

Members agreed that they were satisfied with the reply the Town Clerk had received and that they did not wish the Town Clerk, in the light of the decision made on the work at Park Street Cemetery, to continue with the formal complaints procedure.

243. Experience Pembrokeshire’s Waterway

The Town Clerk had received notification that the next meeting of the organising group would be held on Monday 6 February (1900hrs) at Neyland Yacht Club. Members were asked to nominate someone to attend that meeting which would be looking at the 2006 programme together with the production of a brochure.

Councillor R. Watts agreed to attend the meeting on 6 February.

244. Pembroke Dock Town Council Photograph September 2005

A proof copy of the photograph had been placed on the table to the side of the Council Chamber. The Town Clerk had appended a suggested “index” which would form part of the photograph.

Members gave their approval to the appended index which referred to the names of absent members as well as those present.

245. Publications Received

A copy of the Report of the Culture, Welsh Language and Sport Committee of the National Assembly for Wales dealing with “Dance in Wales: A Review” had been received. Members were asked to contact the Town Clerk if they wished to read this report.

246. National Assembly For Wales Document – The Case For Change – The Provision Of Health Services In Wales

This matter had been discussed at the Town Council meeting held on 1 December 2005. The Town Clerk had forwarded Members’ response to the consultation document and had received a reply from Barbara Bowness, the Project Support Manager, thanking the Town Council for their observations. The letter indicated that any changes finally agreed would be based upon:

- (a) a fair assessment of what would be safe and high quality;
- (b) available resources;
- (c) what local people want.

247. Save Withybush Save Lives

The Town Clerk had received a letter from Cherie Harvey, who is Secretary of the Save Withybush Action Team, enquiring if the Town Council would be willing to hold a public presentation (via SWAT) on the issues at a location within the town.

Members agreed that a public presentation (via SWAT) should be held in the Pater Hall and suggested that a Wednesday evening would be an appropriate time.

It was also agreed that when the meeting had been arranged, it should be advertised as widely as possible with posters, and that members should inform the residents within their Wards.

248. Pembrokeshire Coalition And PAVS

Members were invited to attend the launch of a report entitled “Developing Equal Opportunities for people with a disability” which is an Ireland and Wales Research Project Report. The event commenced at 1000hrs at the E-Commerce Centre in Pembroke Dock on Friday 3 February 2006 and finished at approx. 1245hrs. The Town Clerk requested members to notify him by 31 January if they wished to attend.

249. Homelessness Sunday

The Town Clerk had received notification from the charity Pembrokeshire Action for the Homeless that they would be collecting tins of food or hygiene products to coincide with Homelessness Sunday which took place on 29th January. Anyone with such items was asked to drop them off at their offices at 20 Upper Market Street or bring them to Morrisons in Haverfordwest on 29th January between 1000hrs and 1600hrs.

250. Litter At London Road

Councillor Sue Perkins had written in her capacity as County Councillor for the Llanion Ward to McDonalds, In-Store and Focus concerning the amount of litter in the Car Parks and borders which were near to their premises in London Road. She had asked the three stores for their observations on how they planned to tackle the problem.

251. Street Naming

Members were reminded of the correspondence which had taken place between the Town Council and the County Council on this subject. The Town Clerk had responded to the letter dated 5 January 2006 received from County Councillor Brian Hall which clearly indicated this Council's views that there was a feeling of unfairness in the current policy. In sending his reply the Town Clerk had looked at matters from a Judicial Review stance, clearly setting out the issues from this Town Council's point of view.

In reply the Town Clerk had received a further letter dated 13 January 2006 from Councillor Brian Hall which in his view failed to address all the issues contained in his letter. He had in response sent a letter dated 16 January 2006 which indicated the need for the County Council to express a view on the questions of fairness, impartiality, independence and documentation. Copies of the letters were attached as Appendix C.

The Town Clerk's view was that we were not making progress. The County Council did not seem to be prepared to enter into dialogue as to how their current procedure could be improved. They appeared to be saying that there were no problems.

Members agreed that the name of Links Drive should be accepted for a development off Military Road in Pennar, however, members still required answers to the questions posed to the County Council by the Town Clerk. The Town Clerk suggested that perhaps Members should canvas developers with the name of Stanley Roch Close for future developments in the Pembroke Dock area. The Town Clerk would include a suggestion, as part of the response to the agreement to the name of Links Drive, that future developers should be encouraged by the County Council to enter into early dialogue with the Town Council so that agreement could be reached/matter properly debated on Street Naming.

252. Applications For Financial Assistance

(a) Llangollen International Music Eisteddfod

The Town Clerk had received a letter from the Chairman of the Eisteddfod asking if the Town Council would consider a donation towards the organisation.

RESOLVED-

That the Llangollen International Music Eisteddfod be advised that they do not fall within the criteria of the Council's policy, i.e. organisations based in Pembroke Dock.

253. Planning Application – Alexandria Vaults, Dimond Street, Pembroke Dock

County Councillor Kate Becton had advised the Town Clerk that she had written to the planning department of the County Council about the above scheme (which he understood was approved with certain conditions recently) as to whether the property met all the necessary regulations including the Disability Discrimination Act.

254. Planning Applications

05/1113/PA Kathryn Wickett,
Underwood Cottage
Lower Quay Road
Hook, Haverfordwest.

10 Picton Place,
Pembroke Dock,
SA72 6BQ – Erection of Conservatory

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

RESOLVED-

That the Town Council have no objection to this application.

05/1118/PA Mr. and Mrs. J. Jenkins,
Sutton House,
Beach Road, Llanreath,
Pembroke Dock

Adjacent to Sutton House,
Beach Road, Llanreath
Pembroke Dock –
Erection of one dwelling

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

RESOLVED-

That the Town Council have no objection subject to adequate off street parking being provided. Concern was also expressed that existing main road was narrow and should be widened. A cul de sac sign would need to be provided so that vehicles were informed that there could be difficulties in turning at the end of the road.

05/1132/PA Mrs. Lucinda Brooker
Glyder, Manorbier.

Milton Terrace, rear of 41
Prospect Place, Opposite
No.20 Milton Terrace, Pembroke Dock –
Construction of split level dwelling.

A copy of a letter of objection which had been sent to the County Council from Mr. M.W. Cavaney of 16 Milton Terrace had been received.

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

RESOLVED-

That the Town Council would not support this application since there was insufficient space for the property, there were access problems, inadequate parking facilities, surface drainage water may not be adequately removed from the building. There was also concern about the adequacy of the current main sewerage system to accept this additional property. In addition the off street parking for the owner of 41, Prospect Place was removed by the building of this split level dwelling.

05/1138/PA Pembrokeshire County
County Hall,
Haverfordwest

Land Adjacent to
15, Park View Cresc.,
Pembroke Dock.
Erection of 3 Residential
Dwellings.

This application was dealt with under Item 263 of the Supplementary Report of the Town Clerk.

05/1149/PA Mr. G. Andersen,
20 Whitehall Avenue
Pembroke SA71 4QP

The West Guntower,
The Royal Dockyard,
Pembroke Dock – Proposed Store and
Garage to replace existing storage containers
on share site: adaptations to the slipway for
access.

PROPOSED by Councillor Mrs. V.M.J. Roach
SECONDED by Councillor R.G. Watts

RESOLVED-

The Town Council had no objection subject to the application having had approval/permission from the appropriate authorities. It was believed that the development is in a Site of Special Scientific Interest as designated by Countryside Council for Wales

05/1150/PA T. Kirwen,
11 Treowen Road
Pembroke Dock.

Land off Victoria Road, Pembroke Dock
- Erection of one dwelling

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

RESOLVED-

The Town Council had no objection to this application subject to satisfactory access being provided

05/1152/PA Mr and Mrs Bowers
6 Argyle Street
Pembroke Dock

6 Argyle Street
Pembroke Dock
- First floor extension to rear

PROPOSED by Councillor D.T. Esmond
SECONDED by Councillor R.G. Watts

RESOLVED-

The Town Council had no objection to this application.

05/1156/PA Mr. P.J. Braddon,
10 The Grove
Pembroke SA71 5BP

Victoria Hall, Nelson Street,
Pennar, Pembroke Dock –
2 No. two storey houses

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

The Town Council had no objection to this application.

05/1160/PA Mrs. L. Jones
40 Pembroke Ferry
Pembroke Dock

Land Adjoining 40 Pembroke Ferry
Pembroke Dock –
Erection of one dwelling – for a disabled person

PROPOSED by Councillor Mrs. P.E.M. Folland
SECONDED by Councillor D.T. Esmond

RESOLVED-

That the Town Council had no objection to this application.

255. Application for Financial Assistance.

- (a) The Town Clerk had received a request from Volunteer Services in Pembrokeshire – Cars for Carers, which sought financial assistance towards its work. The letter informed the Council that their funding from the Welsh Assembly Government through the Local Regeneration Fund would cease in March 2006. The organisation stated that their scheme provided day to day transport for some 280 Carers within Pembrokeshire and that a donation of £100 would fund one voluntary car driver's activities for a month.

That Cars for Carers be advised that they do not fall within the criteria of the Council's policy, i.e. organisations based in Pembroke Dock.

- (b) The Town Clerk had received a letter from the Kidney Wales Foundation asking whether the Council would be prepared to support their "Walk for Life" event to be held on Sunday 19th March 2006.

RESOLVED-

That Kidney Wales Foundation be advised that they do not fall within the criteria of the Council's policy, i.e. organisations based in Pembroke Dock.

256. Borrowing by Community and Town Councils – Loan Sanction for 2006-7.

The Town Clerk had received a letter from the Welsh Assembly Government enquiring if the Town Council would be seeking a loan in 2006-7 year. From the information given at the budget setting meeting the Town Clerk presumed that the answer was in the negative. A return had to be made by 10 March 2006 if a loan was sought.

Members agreed that a Nil Return should be sent in response to the letter from the Welsh Assembly Government.

257. Parking In Lewis Street

Members were advised that with effect from 1 February 2006 designated Residents Only Parking Bays would come into operation. Parking in areas so designated without a permit would result in a £30 fixed penalty.

258. Publications

The Town Clerk had received two copies of the Local Government Partnership Scheme Annual report for 2004-2005. The report highlighted the progress which had been made over the year under review, illustrating areas where partnership working had produced benefits for all concerned.

Members who wished to peruse the document were asked to inform the Town Clerk.

259. Environmental Action Team

Members were provided with information at the last Town Council meeting about the above topic. The Town Clerk had arranged for County Councillor Peter Stock together with an official of the County Council, Mr Brian Maddocks and the Town Centre Manager of Haverfordwest to come to the Town Council Meeting on Thursday 16th February and make a formal presentation of the issues.

260. Pembroke Dock Summer Festival

Members were reminded that the above festival would be held from 17-23 June 2006 and would be organised by Communities First. The Town Clerk had received a letter from David James, Honorary Secretary of West Wales Maritime Heritage requesting financial assistance towards a re-enactment of the voyage in 1813 of Louis Barrallier and his chief shipwright to survey the land for the proposed new dockyard at what would become Pembroke Dock. The costs for the re-enactment would be in the region of £705.

Councillor R. Watts reminded Members that the Summer Festival was being organised by Communities First and not Pembroke Dock Town Council.

Members agreed that the Town Clerk should communicate this information in reply to the request for financial assistance from West Wales Maritime Heritage, and to suggest the first port of call for this matter was the Summer Festival Committee who could then approach the Town Council.

261. A Community And Town Councillors Handbook On Planning

The Town Clerk had received a complimentary copy of the above handbook which is published by One Voice Wales. The publication gives some background information to the planning processes and what procedures have to be followed. One Voice Wales had suggested that Town/Community Councils may wish to purchase additional copies for their members at the price of £6 each.

The complimentary copy was placed on the table to the side of the Chamber to allow members to peruse the book.

Members agreed that additional copies should not be purchased and that the current copy should be circulated.

262. Pembroke Dock Quins Visit To Pembroke, Malta

The visit of the Rugby team to Pembroke, Malta is from April 28 to May 2 2006. The Mayor of Pembroke proposed to visit Pembroke Malta to coincide in part with the tour. The Town Clerk requested any Member who wished to also visit in this period to inform him.

263. Planning Applications

The following applications had been received:

05/1138/PA	Pembrokeshire County Council County Hall, Haverfordwest.	Land Adjacent to 15, Park View Cresc., Pembroke Dock. Erection of 3 Residential Dwellings.
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The above application was included in the Town Clerk's main report, however, since it had been written he had received a letter from Mrs G M Davies of 14, Park View Crescent enclosing copies of correspondence sent by residents of the Crescent to the County Council. The gist of the letter was that residents had no objections to the development for three houses

per se but wished that the Crescent remained as a cul de sac. Copies of the letters and the petition which accompanied them were with the planning applications placed on the table to the side of the Council Chamber.

PROPOSED by Councillor Mrs. C. Fortune
SECONDED by Councillor D. L. Jones

RESOLVED-

That the Town Council have no objection to this application subject to the the Crescent remaining as a cul de sac, as previously communicated to the County Council in July 2003 (letter of 13 June 2003 from Property Review Officer).

05/1222/PA Mr.D. Colvin 10 Treowen Road
10 Treowen Road Pennar, Pembroke Dock –
Pennar, Pembroke Dock Erection of Porch

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

RESOLVED-

That the Town Council have no objection to this application.

05/1226/PA Mr. David Procter 62 Bush Street,
The Oaks, Pembroke Dock –
Nantucket Avenue Change of Use from commercial
Milford Haven. to studio apartment.

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

RESOLVED-

That the Town Council have no objection to this application.

05/1228/PA Justin Davies 'Langstone', Links Drive,
'Langstone', Links Drive Military Road, Pennar –
Military Road, Pennar. Extension to Dwelling

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

RESOLVED-

That the Town Council have no objection to this application.

264. Re: Planning For 37 Prospect Place, Pembroke Dock

Mr. A.T. Evans of 39 Prospect Place, had contacted the Town Clerk with regard to the building work taking place at the rear of 37 Prospect Place. Members were reminded of the Public Services Ombudsman for Wales adjudication on the County Council's planning procedures in this matter. Mr. Evans had provided the Town Clerk with revised plans for No. 37 Prospect Place which indicated that there had been additions made to the original plans as shown on documents placed on the table to the side of the Council Chamber. Mr. Evans advised the Town Clerk that he had not been informed by the County Council of these changes which would affect the area available for parking.

The Town Clerk had been in touch with the County Council as Planning Authority about the matter and had been told verbally that these had been accepted as "working amendments".

Councillor Mrs. V.M.J. Roach requested that the Town Clerk write to the County Council suggesting that in the light of what had been said in the Ombudsman's adjudication that a more customer focus should have been adopted by the County Council such that these changes should have been notified to all interested parties and not to have allowed individuals to have sought out the information themselves.

265. Planning Decisions

The following decisions had been received:

05/0590/PA Dwelling and Garage – Plot 24, Pennar Park, Pembroke Dock, Pembs. - **Approved**

04/1307/PA New 2 storey dwelling – land adjacent 1 Sunderland Avenue, Pembroke Dock – **Refused**

136. REPORT OF THE FINANCIAL OFFICER

26. Estimates – 2006/2007

Enclosed for Members' information was a revised copy of the Estimates for 2006/2007 incorporating the amendments agreed at the last meeting. The Band "D" charge had been reduced from the provisional amount of £39.01 to £35.70 with pro rata adjustments for the other bands.

27. Payment of Accounts

The following accounts were submitted for approval of payment:

130	Jason Scourfield – Donation	£100.00
131	Mark Evans – Donation	£100.00
132	Evesham Technology – Laptop Computer	£1,172.12
133	Society of Local Council Clerks – Clerk's Manual	£70.00
134	Pembs. Rail Travellers Association – Subscription	£5.00
134(a)	One Tel – Telephone Calls	£14.18

135	Information Commissioner – Data Protection	£35.00
136	Postage by Phone – Postage	£50.00
137	British Telecom – Telephone Charges	£67.89
138	J.S. Pickering – Removal of Christmas Lighting	£250.00
139	Townscape Heritage Initiative – Donation	£3,000.00

Accounts No. 130,131, 132 and 133 were paid out of meeting.

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

140	British Telecom – Telephone Charges	£48.35
141	The Consortium – Stationery	£10.28

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

RESOLVED-

That Account Nos. 130-141 be approved for payment.

28. Letter of Thanks

A letter had been received from Jason Scourfield, 109 Bush Street thanking the Council for the donation towards his forthcoming trip to India representing Wales in the Junior Under 20's Commonwealth Games. His ambition was to take part in the Senior Commonwealth Games in four years' time and hopefully the 2012 Olympics.

29. Salaries and Wages

The gross sum of £4788.43 had been paid in respect of Salaries, Wages, Tax and N.I. during the month of December 2005.

137. ANY OTHER BUSINESS

Visitor Interpretation Signs – Hobbs Point, Fort Road

Councillor R. Watts said that he had been advised of a sponsor for the renewal of these signs, and had also been given the name of an artist who could carry out this work.

Councillor D. Jones said that this was being looked at by the Townscape Heritage Initiative who would welcome any sponsorship. He suggested that Councillor Watts should speak to Mr. David Davies, Townscape Heritage Initiative.

The meeting ended at 2110hrs.

Mayor