

At a Meeting of Pembroke Dock Town Council held at the Pater Hall, Pembroke Dock on Thursday, 30th March 2006.

PRESENT:

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

IN ATTENDANCE:

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

156. APOLOGIES FOR ABSENCE

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

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

The presentation which had been arranged by Mrs. Cook of the Pembroke Dock Festival Group had been cancelled due to illness.

158. DECLARATION OF ACCEPTANCE OF OFFICE BY COUNCILLOR E. HISSEY

The Town Clerk requested Councillor Hissey to sign two documents:

1. The Declaration of Acceptance of Office
2. Receipt of the Code of Conduct

These were duly completed.

The Mayor welcomed Councillor Hissey to the Town Council.

159. MINUTES

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

RESOLVED –

That the Minutes of the last meeting of the Town Council held on 9th March 2006 be adopted as circulated subject to the following amendment:

148. MINUTES

The resolution should read as follows:

“RESOLVED –

That the Minutes of the last meeting of the Town Council held on **16th February 2006** be adopted as circulated

160. MATTERS ARISING FROM THE MINUTES

(a) Minute 149(b) – The Old Pumphouse, Criterion Roundabout

The Town Clerk reported that the inspection visit to the Old Pumphouse had taken place and that the work had been completed satisfactorily. The solicitors had been contacted and the transfer was being processed. The Town Clerk was awaiting the paperwork.

(b) Minute 149(c) – Save Withybush Save Lives

The Town Clerk reported that the public meeting arranged by Mrs. Harvey would be taking place at the Pater Hall on 5th April 2006 and that all Members had been given a poster in order to publicise the event.

(c) Minute 149(e) – CCTV Coverage within Pembroke Dock

The Town Clerk reported that he had received a reply from Acting Inspector Gareth Thomas which stated “... a camera at the St. Peter’s area of Bush Street would cover the school and access to the Memorial Park. There are reported acts of anti-social behaviour in the area, together with random acts of vandalism. I have no doubt that any further cameras in the area would benefit in preventing and detecting instances of anti-social behaviour. A written commitment from the Town Council to maintain the annual running costs of an additional camera estimated at £700 p.a. would be required and the Council would need to make a formal request to the Community Safety Partnership.”

In response to an enquiry from members, the Town Clerk explained that it was for the Community Partnership to identify a suitable site taking into account the fact that the Town Council’s preferred option was a site near to St. Peter’s and St. John’s Road.

(d) Minute 149(h) – Training on Planning

Councillor P. Weatherall commented that the training session given by Mr. D. Lawrence had been very informative and requested a letter of thanks be sent to Mr. Lawrence. The Town Clerk confirmed that he had already sent a letter of thanks.

(e) Minute 150(297) – Environmental Action Team for Pembroke Dock

The Town Clerk reported that Pembroke Dock Chamber of Trade had agreed with the membership of the group as suggested with the addition of Kwiksave and Lidl's Stores.

Councillors D.T. Esmond, S. Perkins and R.G. Watts agreed to be the three representatives of the Town Council in this group

Councillor D.T. Esmond also suggested that a representative be invited from MacDonalDs to join the team.

(f) Minute 150(303) – Waiting Restrictions – Pembroke Dock

Councillor Mrs. V.M.J. Roach requested that the Council's decision regarding item 2 of this minute should be recorded and read as follows:

2. Bush Street/Laws Street to Church Street – Limited waiting on the north side should remain. Residents of the Housing Association accommodation already have off street parking. No change should be made to existing arrangements on the South Side, i.e. no waiting at all.

(g) Minute 151(311) – Correspondence from Pembroke Dock Civic Society

Councillor D.L. Jones commented on the recent letter from the Pembroke Dock Civic Society which had appeared in the Western Telegraph and his concerns regarding future funding from the Heritage Lottery Fund for Pembroke Dock

He commented that Pembroke Dock had received around £9 million from the Heritage Lottery Fund which had brought a lot of improvements to Pembroke Dock, especially in the Dockyard. In view of this, he did not feel that the Council should "rock the boat".

He continued by reading a letter received from the Heritage Lottery Fund which said that ".....£180000 has been allowed towards the restoration of the Sunderland Hangar in Pembroke Dock. 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 will withdraw support"

Councillor Jones listed the properties that had taken advantage of the grants which included 5 properties in London Road, 3 shops in Meyrick Street, St. John's Church, the War Memorial, Albion Square and the Town Trail.

Councillor D.T. Esmond commented that certain buildings in the Dockyard Development had been intended for the benefit of the Community and did not feel that the Council could afford to sit back as public money was being used.

Councillor S. Perkins suggested that if the Town Council were concerned they should voice these concerns to Pembrokeshire County Council and ask them to look at the option of retaining buildings which had been renovated using Heritage Lottery Fund money for the use of the community.

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

RESOLVED –

That the Town Council should write to Pembrokeshire County Council expressing their concerns and requesting that buildings which have been renovated using Heritage Lottery Fund money are retained for community use.

(h) Minute 151(315) – Floral Baskets

The Town Clerk reported that one of the floral tubs had been vandalised and that all the flowers in the top display had been removed.

Councillor Gwyther said that he had spoken to Willowdale Flowers regarding this and they would effect some “running repairs”.

The Town Clerk reported that he had invited tenders for the supply of summer floral baskets which were due in the following week.

161. REPORT OF THE TOWN CLERK

318. Reports from Town Council Representatives who serve on other Public / Voluntary Bodies.

The Town Clerk suggested that as the Town Council nominated members to serve on various outside bodies, it might be of assistance to other members to be kept up to date with what was happening in these organisations if a brief report was provided to members at quarterly intervals. Alternatively it might be appropriate to have an agenda item at each meeting to allow nominated members to update their colleagues on items of interest etc following their attendance at those public / voluntary body meetings in the previous weeks.

Following discussion, Members agreed that there should be regular feedback and to facilitate this there should be a specific agenda item at each meeting.

319. Pembroke Dock Memorial Park.

The Town Clerk reminded members of the earlier Town Council Minutes which reported concern about the state of the Memorial Park. The Mayor and Town Clerk visited the park on the morning of 30th March to see whether the Town Council could make a case to work in partnership with the County Council and others to improve its facilities.

The Heritage Lottery Fund had introduced a funding scheme called “Parks for People” and the Town Clerk expressed his thanks to Councillor Sue Perkins, the Deputy Mayor, for bringing this scheme to his attention.

The information provided by the Lottery Fund stated “Attractive and safe parks bring positive social and environmental benefits to communities. Not only are they an important legacy from the past, but they contribute to biodiversity, recreation, learning and everyone’s enjoyment of

our heritage. Parks are great places for children to play, to discover and to explore. They also give the young and old the opportunity to come together and enjoy their surroundings. Grants of between £250,000 and £5 million are available for projects which can show that the community values the park as part of the heritage, the park meets local social, economic and environmental needs and it actively involves local people.” If the Town Council wished to put in an application then it would need to be done by September of this year.

The basis of that application must result in the following outcomes:-

1. increase the range of audiences
2. conserve and improve heritage value
3. increase the range of volunteers involved
4. improve skills and knowledge through training and
5. improve management and maintenance

The Lottery Fund would be prepared to help the Town Council with possible funding to put a case together provided it met these final objectives. There might be other amenity areas within the town which could be incorporated into the final application e.g. Barrack Hill.

At this stage the Town Clerk had not made any approaches to the County Council who would have to fully agree to the application or to any other partners who would work with the Town Council e.g. potential training organisations.

Members’ opinions on the feasibility of such a project were invited.

Councillor R. Watts commented on the current state of the Memorial Park following his visit there that day. He said the trees and flower beds were in a terrible state and the buildings in the park were rotting away. The Bowls Club were using 2 separate levels in the Park for car parking which had recently resulted in a car nearly falling from one level to another. He believed that the Council could work in partnership with others towards making this an attractive family-orientated park.

Councillor Perkins stated that funding was available for the County Council for improvement of park areas etc. and she suggested that the Town Council should write to request that Pembrokeshire County Council applies for such funding for the Memorial Park. If their response was in the negative then the Town Council should then consider making an application to the Heritage Lottery Fund themselves after securing control over the appropriate areas.

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

RESOLVED-

That the Town Council should write to Pembrokeshire County Council expressing their concerns about the current state of the Memorial Park and requesting that they apply for funding for the improvement of the Memorial Park and its facilities.

320. Fairtrade Town.

Members were advised that Milford Haven Town Council were proceeding towards Fairtrade Town Status.

The Deputy Mayor, Councillor Sue Perkins, had asked whether the Town Council would also consider following a similar avenue.

The procedures to be followed were as follows:-

1. Local Council passes a resolution supporting Fairtrade, and agrees to serve Fairtrade Tea and Coffee at its meetings etc.
2. A range of (at least two) Fairtrade products to be readily available in the area's shops and local cafes/catering establishments.
3. Fairtrade products were used by a number of local work places (e.g. estate agents, hairdressers etc) and community organisations (churches, schools etc)
4. Attract media coverage and popular support for the campaign
5. A local Fairtrade steering group to be convened to ensure continued commitment to its Fairtrade Town Status.

Following discussion, it was

PROPOSED by Councillor S. Perkins

SECONDED by Councillor D.T. Esmond

RESOLVED-

That the Town Council supports Fairtrade and agrees to serve Fairtrade products at its meetings, receptions etc. (i.e. item (1)). The Town Council would then proceed to meet items (2) to (5) over the next few months.

321. Pater Hall Community Trust – Dispensations.

The Town Clerk advised members that he had written to the County Council Standards Committee enquiring if there would be any change in the dispensations previously granted to members concerning their membership of the Trust. He had received a letter from the Head of Legal and Committee Services which stated that the Standards Committee "felt there was no reason to change their previous decision to grant dispensations to Councillor Mrs J M Rees, D T Esmond, Mrs P George and P G Gwyther as there were no quorum issues involved."

The Town Clerk felt that it was again unfortunate that the reasons provided by the Committee were really insufficient in this day and age. The comments he had made in similar circumstances involving the County Council's interpretation of the provisions of the Freedom of Information Act and the provisions of the Human Rights Act applied in this case. He suggested that there would always be a suspicion that the absence of properly recorded reasons might lead to a presumption that a decision was "irrational". A proper record could show that decision-makers addressed their minds to the relevant issues and followed the principles of good administration. He regarded the letter he had received from the County

Council as poorly formulated. There was, in his view, no point in taking the matter any further.

No further comments were received from members.

322. Pennar Ward, Road Exit Contingency Plan.

The Town Clerk reminded members of the previous correspondence on this issue from the County Council and the Pembroke Dock Civic Trust. The Town Clerk had since received a copy of a letter from the County Council to the Civic Society in which the Civil Contingencies Manager accepted that a serious accident that resulted in road closure could have a significant knock-on effect for the wider community. He stated that both the Council and the Police would do everything feasible to re-open such a road at the earliest opportunity.

Councillor Mrs. V.M.J. Roach requested that it should be noted in the Minutes the route which was to be followed. It was hoped that this would be resolved by the Town Clerk in time for the next meeting.

323. Local Government Ombudsman's Report on the Planning Application involving 37, Prospect Place.

Members were reminded that the Town Clerk had been asked to write to Pembrokeshire Association of Local Councils (PALC) on 26th January 2006 about the issues raised by the Ombudsman's report. He had recently received a reply from the Hon. Planning Officer of PALC who informed him that at present he was awaiting a decision from the County Council as to whether they were prepared to revoke the Planning Application under section 97 of the Town and Country Planning Act 1990. Until a decision was made by the County Council matters could not proceed any further.

The Town Clerk advised Members that they had now received copies of all the correspondence on the matter including the latest letter which Councillor Shepherd had sent to Pembrokeshire County Council.

This information had been provided to update members on the matter. It was agreed that it was important that the Town Council were kept up to date by PALC of developments.

324. Street Naming.

The Town Clerk had received two letters from the County Council in relation to the following developments:-

(a) Development at Sycamore Street, Pembroke Dock.

The developer of the site had suggested the name "Sycamore Woods" as a suitable name.

There were no objections and Members agreed that this was a suitable name for this development.

(b) Development of 8 houses at the former Pennar Filling Station.

The developer had suggested “Treowen Court” as a suitable name.

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

RESOLVED-

That the Council should reply to Pembrokeshire County Council suggesting that this development should be named Stanley Roch Court/Close for the following reasons:

1. Because of its location on the approach road to Pennar, it would be particularly appropriate for this development to be named after Councillor Stanley Roch who worked hard for the Pennar Community and it would thus enable his name to be kept alive.
2. Confusion would be caused for postal and other services if there was a Treowen Court in Treowen Road. It would be preferable to have a separate name.

325. Planning Applications

Pembrokeshire County Council had received the following Prior Notification:

05/0011/PN Hutchison 3G (UK) Ltd. Land at Waterloo Road,
Pembroke Dock

Proposed 15m high ultra slimline monopole containing three shrouded antennas and one 0.3 diameter transmission dish.

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

RESOLVED-

That the Town Council should write to Pembrokeshire County Council expressing their concerns regarding the Prior Notification of this application, with regard to the following points:

1. **Whether all Risk Assessments had been adhered to.**
2. **The siting of antennae close to a residential area and the resultant visual impact.**

The following applications had been received:

05/1482/PA Mr. R. and Mrs. S. Edwards 38 Milton Terrace,
38 Milton Terrace Pembroke Dock –
Pembroke Dock SA72 6BJ **Loft Conversion**

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

RESOLVED-

That the Town Council have no objection
to this application.

05/1497/PA Pembrokeshire County Council Central Garage, Queen Street
County Hall, Pembroke Dock –
Haverfordwest, SA61 1TP **Residential Development
(11 houses)**

PROPOSED by Councillor K.C. Higgs
SECONDED by Councillor D.L. Jones

RESOLVED-

That the Town Council have no objection
to this application.

05/1503/PA Mr. M.J. Cawley, Plot adjacent to 1 Owen Street,
1 Owen Street Pennar, Pembroke Dock –
Pennar, Pembroke Dock. **Erection of one dwelling (Outline)**

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

RESOLVED-

That the Town Council have no objection
to this application.

05/1520/PA Celtic Homes Ltd. Plots 2 and 3 Sycamore Woods,
West Furzton Farm, Bufferland, Pembroke Dock
Maidenwells, SA72 6QN
Pembroke SA71 5EH Erection of 2 dwellings.

Councillor Mrs. C. Fortune declared her interest in this matter and took no
part in the discussion or voting.

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

RESOLVED-

That the Town Council have no objection to this application.

05/1523/PA	David Andrew Walker Pinewood, Park Road Tenby, Pembs. SA70 7NF	Albion House Albion Square, Pembroke Dock, Pembs. SA72 6XE. Change of use and extension of existing building to form 7 no. apartments and parking basements.
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Councillor Mrs. V.M.J. Roach stated that outline planning permission had previously been given and this application was for reserved matters.

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.

05/1534/PA	Mr. Lloyd James 1 Fairway Pembroke Dock.	1 Fairway, Pembroke Dock – Erection of Garage
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PROPOSED by Councillor Mrs. C. Fortune
SECONDED by Councillor Mrs. V.M.J. Roach

RESOLVED-

That the Town Council have no objection to this application.

326. Local Government Ombudsman.

The Town Clerk had received a letter from the Office of the Public Services Ombudsman advising him that with effect from 1 April 2006 there would be changes in his role which had been brought about by the Public Services Ombudsman (Wales) Act 2005. From 1 April 2006 his office would be responsible for dealing with complaints about maladministration against Town and Community Councils (only in respect of actions / decisions after 1 April 2006). Complaints would not normally be considered unless the complainant had first drawn the matter to the council's attention and had given them a reasonable opportunity to look into the matter and respond. The Ombudsman continued to have responsibility to investigate complaints about breaches of the code of conduct. A new section of the Act allowed

authorities to make payment to, or provide any other benefit for the person aggrieved. This power was available even where the Ombudsman had not completed his investigation or upheld the complaint i.e. it could be used to reach an agreed settlement.

These changes were brought to Councillors' attention for information purposes only.

327. Letter From Pembroke, Malta.

The Town Clerk had received a letter from the Mayor of Pembroke, Malta informing the Town Council that their Council has entered into an agreement with the St David's Welsh Society in Malta inviting them to be part of their Town Twinning Committee.

328. LETTER FROM GIRLGUIDING, PEMBROKE DOCK.

The Town Clerk had received a letter from the leader of the 3rd Pembroke Dock Guide and 1st Pembroke Dock Girlguiding Ranger Unit asking if the Town Council would give the group a grant towards the cost of their summer visit to the Girl Guide Chalet (one of the Girl Guide four World Centres) located in the Bernese Oberland Mountain Region of Switzerland. He had been informed that the group met regularly at St Patricks Community Hall and had 54 girls aged 10 -14 and 18 members in the Ranger Unit (aged 14 – 17). The group were already in the process of raising further funds for the visit and they hoped that the fundraising would help them encourage at least one underprivileged member to come with the group.

PROPOSED by Councillor Mrs. P.E. George
SECONDED by Councillor D.T. Esmond

RESOLVED-

That the Town Council should support the Group and donate a grant of £200 towards the cost of their summer visit to the Girl Guide Chalet.

329. PLANNING APPLICATIONS

05/0012/PN	Hutchison 3G Hutchison House, 5 Hester Road, Battersea, London SW11 4AN	Pembroke Road,SW Pembroke Dock, SA72 6LJ - 12.5 high telegraph pole style monopole containing three shrouded antennas (1.7m long with a base height of 10.8m above ground level) and two 0.2m diameter transmission dishes (10m above ground level).
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PROPOSED by Councillor Mrs. V.M.J. Roach
SECONDED by Councillor K. Higgs

RESOLVED-

That the Town Council should write to Pembrokeshire County Council expressing their concerns regarding the Prior Notification of this application, with regard to the following points:

- 1. Whether all Risk Assessments had been adhered to.**
- 2. The siting of antennae near a residential area and the resultant visual impact.**

05/1545/PA	Rod Keeble, Ocean View, Penllech, Llanelli	Plot rear of 25 Prospect Place Pembroke Dock – Erection of one dwelling
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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:

- **insufficient space**
- **problems with access**
- **inadequate parking provision**
- **concerns regarding drainage/sewerage**
- **off street parking lost**

05/1551/PA	Roy Butland, Sycamore Street, Bufferland, Pembroke Dock SA72 6QN.	Field adjacent to Lavinia Drive and Sycamore Woods, Bufferland Pembroke Dock – Residential Development.
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Councillor Mrs. C. Fortune declared her interest in this matter, and took no part in the discussion or voting.

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

RESOLVED-

That the Town Council have no objection to this application subject to the public right of way being retained.

05/1560/PA Mr. Collins
Paper Chase
Pembroke.

Land East Side,
Clarence Street,
Pembroke Dock –
Erection of two dwellings

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

RESOLVED-

That the Town Council have no objection to
this application

05/1564/PA Mr. Armstrong
45 Park Street,
Pembroke Dock

45 Park Street,
Pembroke Dock -
Garage with storage area above to replace
existing derelict garage.

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

RESOLVED-

That the Town Council have no objection to
this application

330. PLANNING DECISIONS

04/1166/PA Hilltop Developments Ltd., Stephens Green, Milton, Tenby, SA70 8PD –
Residential buildings – former plots G,H and I, St. Patricks Hill, Llanreath,
Pembroke Dock - **Approved**

05/0488/PA Free Falling Limited - Conversion of Public House to letting rooms with
minor alterations – The Alexander Vaults, 30 Dimond Street, Pembroke Dock
– **Approved**

05/1160/PA Mrs. L. Jones, 40 Pembroke Ferry, Pembroke Dock – Erection of one
dwelling for a disabled person – Land adjacent to 40 Pembroke Ferry
Approved

05/1378/PA Mr. T. and Mrs. S. Williams, 43 High Street, Pembroke Dock – Extension to
Dwelling – **Approved.**

163. REPORT OF THE FINANCIAL OFFICER

34. Payment of Accounts

The following accounts were submitted for approval of payment:

161	Nisbets – Crockery	£104.06
162	Kalamazoo Security Print – Wages Software and Stationery	£152.73

163	Modern Print – Letterheads	£190.35
164	SWALEC – Electricity – Christmas Lighting	£443.31
165	The Festive Lighting Co. – Christmas Lights	£1,067.33

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

166	SWALEC – Electricity - Albion Square	£16.87
167	Hewlett Packard – Ink Cartridges	£256.82

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

RESOLVED-
 That Account Nos. 161-167 be approved
 for payment.

163. ANY OTHER BUSINESS

(a) Pembrokeshire Local Health Board

Councillor S. Perkins reminded Members that the Board would be holding public meetings which would start in April. If anybody would like them to do a presentation to a group they had indicated their willingness to come. Members agreed that they would like a presentation.

Councillor Perkins added that good attendance at these meetings was the only way of getting opinions across.

(b) Mayor’s Engagements

Councillor R. Watts reported that he would be taking part in a charity fundraising event organised by the Scouts which entailed being pulled in a rickshaw on Sunday 30th April from 1000-1100am.

164. PRIVATE AND CONFIDENTIAL

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

RESOLVED -
 That the public and press be excluded from the meeting
 under the Public Bodies (Admission to Meetings) Act, 1960

164. MINUTES OF THE PRIVATE AND CONFIDENTIAL MEETING HELD ON 9 MARCH 2006

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

RESOLVED-

That the Minutes of the Private and Confidential Meeting held on 9 March 2006 be adopted as circulated.

The meeting ended at 2030hrs.

Mayor