

**MINUTES OF THE ORDINARY MEETING OF THE PEMBROKE TOWN COUNCIL  
HELD AT THE TOWN HALL, PEMBROKE ON THURSDAY 7<sup>th</sup> DECEMBER 2017**

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**Present:**

**Councillors:**

L Brown (Deputy),	A Carey	D Evans
C Collins	A Cooke	C Doyle
Miss MA Phillips	K Nicholas	G Jones
R Blackburn	J Harvey	J Nutting

**In attendance:** Mrs Suzie Thomas (Town Clerk)  
Mrs Mandy John (Assistant Town Clerk)

Mr Mark Elliot (Link Officer, Pembrokeshire County Council)

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Kate Lindley from PLANED a community led charity based in Narberth gave information to Council with regards to how they help to bring communities together to support action plans and bring projects together and gave a resume of possible funding available.

The Leader programme is finishing in 2020 but projects started before that would have until 2021 to complete.

Kate also told Council that there is to be a review of Town Council Sectors in Wales. The Council thanked Kate for joining them at the meeting and left information packs to be distributed to council.

Luke Davies of Persimmon Homes then spoke to Council with regards to the concerns about the state of the perimeter wall that runs down Bush Hill.

Luke told Council that while Persimmon are on site it is their responsibility to look after the wall and that after they leave there will be a site management team put in charge.

The Council said they weren't happy with the mish mash of fencing that is up and the ivy that is growing out and over the wall. Mr Davies said that a start had been made on clearing the ivy that day.

Mr Davies said that the wall always has and always will belong to the landowner and will forward Council contact details so can contact directly.

Cllr Nutting also asked if the Link Officer could enquire with PCC to enquire about their commitment and what was discussed with Persimmon and their plans.

Cllr Linda Brown asked if Persimmon could remove the ivy and sort the wall before the project is due to finish in approximately 12 – 18 months.

Council thanked Luke Davies for joining them at the meeting.

**193. APOLOGIES FOR ABSENCE / DECLARATIONS OF INTEREST**

D Boswell (Mayor), Cllr Linda Asman, Cllr Aden Brinn and Reverend Roger Jones. Cllr Jon Harvey declared an interest in Persimmon Homes.

**194. QUESTIONS & ANSWER SESSION WITH MEMBERS OF THE PUBLIC (MAX 10 MINS)**

No public were present.

**195. TO SIGN AND CONFIRM THE MINUTES OF THE MEETING ON 2nd NOVEMBER 2017**

The minutes of the meeting held on Thursday 2nd November 2017 were accepted as an accurate record.

**196. MATTERS ARISING FROM THE MINUTES**

**A) Weed Growth, Bush Hill, Persimmon Homes (Min 187)**

This item had already been discussed at the start of the meeting

**B) Street Furniture (Min 188)**

The Clerk read out an email from Mr Neil McCarthy of Pembrokeshire County Council, stating that the painting of the street furniture in Pembroke would commence in the start of the new financial year.

**The Clerk also read out the following correspondence she had received**

1. The family of a Mr Wills who was from Pembroke wanted to put a plaque on a bench in memory of him down by the Statue of Henry. Council did not mind a plaque being placed but would have to donate a bench in the same way others had in memory of loved ones.
2. The Town Clerk informed Council that Mr Mike Cavanagh would like a meeting with them before the next Town Council meeting on 18<sup>th</sup> January. Thursday 11<sup>th</sup> January at 6.30pm was suggested so the Clerk will contact Mr Cavanagh to see if this is convenient and would let Council know.
3. The Town Clerk informed Council that Natwest bank will be closing in May 2018 and we have to think about moving accounts to another bank. Council asked the Town Clerk to check with HSBC and Barclays and to compare them and report back to Council.
4. The Town Clerk also brought to the attention of the Council that they need to think about the election of Deputy Mayor and as Standing Orders had now changed the procedure, those who wanted to stand, need to decide by the February meeting with their proposers.

**197. PLANNING APPLICATIONS RECEIVED**

<b>17/0810/PA</b>
92B Main Street
Pembroke
<b>Change of use Class from A1 to D2 to provide virtual reality training booths</b>

**Council agreed to support the application**

<b>17/0767/PA</b>
8 Herons Reach, Woodbine Close
Pembroke SA71 4AR
<b>Renewal of previous planning approval 12/1024/PA</b>

**Council agreed to support the application**

**198. PLANNING APPLICATIONS DETERMINED**

**17/0630/PA**

Upper Longstone, Pembroke. SA71 5NH.  
Two storey extension to rear of existing property

**DECISION: REFUSED**

**The above was noted by council.**

**199. ACCOUNTS FOR PAYMENT**

Set out below is the list of bills for payment and confirmation:

120..	The Consortium	Hand towels & Soap	£ 35.31
121	PCC	Advertising for Pembroke Fair	£ 288.00
122	PCC	Licensing	£ 180.00
123	Brian Jones	Electrical Testing/Lighting	£4041.60
124	Brian Jones	Installation of Xmas lighting	£9048.00
125	CEF	Electrical Items	£ 773.18
126	Suzie Thomas	Christmas Chocolates	£1335.00
127	Enviromental	Skips for Pembroke Fair	£ 396.00
128	HMRC	PAYE	£ 902.52
129	Collins Bros	Lorry Hire for Xmas tree collection	£ 216.00
130	Craig Brown	Power washing of Black Horse Toilets	£ 60.00
131	Salem Tree Farm	Christmas trees x 2	£ 300.00
132	Suzie Thomas	Engraving window comp shield	£ 30.00
133	National Parks	Advertising	£ 111.00
134	OCON	Callout to Fire Alarm	£ 79.80

**The above schedule of payments were approved.**

**200. LICENSING**

None

**201. CORRESPONDENCE RECEIVED**

- 202.** The following correspondence was received from Mr Gareth Jones (Chairman of Royal British Legion, Pembroke & Pembroke Dock Branch)

*Dear Suzie*

*I would like to convey my appreciation for the tremendous support that was given to myself and all members of the small team striving to deliver Poppy Appeal and Remembrance Weekend to the broader community of Pembroke and the Angle Peninsular.*

*While feedback from many members of the community have been positive as to how the services were delivered we can always work to improve, and next year is the 100<sup>th</sup> Anniversary of the armistice. So I believe that we can work together again and commemorate the centenary with something appropriated to the occasion.*

*Please record out thanks to you and your team at The Town Hall. Please also convey our appreciation to the Deputy Mayor, Mayors Consort and Pembroke Town Council for their support and participation in this year's Parade and Service.*

**The above was noted by Council**

- 203. PARKING SPACES, PEMBROKE QUAY**

**The following correspondence was received from Mrs Derek Halsted.**

*Dear Sir,*

*As a pedestrian I use the walk around the Castle frequently. I have noticed that the arrangement of parking spaces at Pembroke Quay, adjacent to the path around the Castle, leaves no room for a pedestrian or someone in a wheelchair or anyone pushing a pram. The car parking in this particular area is set to leave no room for access for anyone on foot. Just removing the last car space here would make life much easier for people on foot.*

*Pembroke Town Council were unsure of what and where the lady was raising concerns about and have suggested The Town Clerk pass the matter onto PCC to look at.*

Following a discussion by Council it was proposed to forward this information to Marc Owen of Pembrokeshire County Council.

- 204. PARADE CAR PARK, PEMBROKE.**

*An email has been received from Mr Marc Owen of Pembrokeshire County Council, informing council that the Parade Car Park has now added a daily charge of £1.50, actioned from 22<sup>nd</sup> November 2017.*

**The above was noted by Council**

- 205. DYFED POWYS POLICE AND CRIME COMMISSIONER**

**The following correspondence has been received from Dafydd Llewellyn, Police and Crime Commissioner**

## 2018/2019 Precept Consultation

*Today I launched a public consultation on police funding, and I am writing to ask for your assistance please.*

*As you will already be aware, local policing is funded from a home Office grant, as well as contributions from the public via the Council Tax, known as the police precept. Decisions made in recent years have resulted in less money being available to deliver vital services for our communities, and with the continued threat of cuts from central government alongside the recently announced review of the funding formula it is critical time for Police funding. I firmly believe that the public should have a strong voice in the decision to make changes to a public's contribution through the Council Tax and that once agreed, the impact is clearly explained.*

*Funding decisions must be translated into impact on services, and if the budget is cut, the public must realise what might be lost. On the other hand, if the decision is to increase the contributions, it is important that the public feel that they are getting value for money and a tangible benefit from the increase. I look forward to hearing the public's opinion on this critical issue.*

*The questions I would like to see the public's views on are included on the survey on the following link: <https://www.surveymonkey.co.uk/r/SZ9956P>*

*The survey also includes details on the impact that various changes to the police precept would have both on the public's purse, but also on the overall policing budget. If you would like to receive a hard copy of the survey, please contact my office. The survey opened on 24/11/2017 and ends on 15/12/2017.*

*As this process impacts on every member of your community, I'd be most grateful if you could do all you could do all you feel you can to encourage local residents to have their say.*

*Thank you in advance for your assistance with this.*

**The above was noted by Council with council individually completing the survey.**

## 206. MAYORAL APPOINTMENTS

### ***December***

Carol Concert Town Hall	15/12@7pm
Christmas party Officers Mess	03/12@12noon
Hollyland Lodge	24/12@11am
Bush House	<a href="#">24/12@10.30am</a>
Ashdale	<a href="#">24/12@11.30am</a>
South Pembs	25/12@11am
Breakfast with Santa	03/12@10am
Neyland Christmas Miscellany Service	03/12@6pm
Pembroke Farmers AGM & Dinner	08/12@7pm

**The above was noted by Council**

**207. AGENDA ITEMS**

**208. UPDATE FROM LINK OFFICER (MR MARK ELLIOT)**

Mr Elliott gave an update to Council regarding the feasibility study/ Masterplan and dates of when it should be completed. He also informed Council of a meeting of the Link Officers he attended along with the Town Clerk, which had been very informative and also of some of the cut backs Pembrokeshire County Council were facing.

Councillor Brown asked if we could have more prominent signage for the Town's car parks which had been discussed at a previous meeting, to which he would forward to Mr Darren Thomas of PCC.

**209. TO REVIEW AND APPROVE PRECEPT PROPOSAL 2018/2019 (Town Clerk)**

The Clerk gave Council a copy of the minutes from the Finance Committee, along with the proposals for the Precept of 2018/19. Following a discussion it was proposed by Councillor Collins and seconded by Councillor Blackburn that they accept the Precept proposal of £175,500 (keeping it the same as last year), with all councillors in favour.

**210. PALC UPDATE (Councillor Blackburn)**

Councillor Rose Blackburn gave an update on PALC.

She told us that One Voice Wales is under negotiation to become Pembrokeshire One Voice Wales.

The fees will be more than PALC but there is a reduction on fees for the first year.

**211. COMMUNITY YOUTH REPRESENTATIVES (Councillor Harvey)**

Councillor Harvey asked the Council, whilst we are representatives, are we truly representatives of the town and said that we need to involve young people and that maybe it would be a good idea to appoint two community youth representatives age 15 – 26. They would have no voting rights but they would be an important voice for the younger community.

Councillors Doyle and Nutting were fully supportive of this idea with Councillor Nutting suggesting that they select a male and female representative.

Councillor Phillips suggested that they be told its non-political and Councillor Jones suggested a shadow Town Council for children to pick two people to attend meetings.

Councillor Nutting would like Pembrokeshire County Council involved and Suzie Thomas (Town Clerk) told Council there are a lot of rules and regulations to follow so Council should look through them before making a final decision.

Councillor Harvey proposed that Council look at the said rules and regulations and then for youth council. Seconded by Councillor Carey with all in favour.

**212. TO REVIEW AND ADOPT FINANCIAL REGULATIONS FOR 2018/19**

The Clerk presented Council with the Financial Regulations for 2018/19. Following a discussion and a review of the regulations, it was proposed to accept them.

**213. FINAL ROAD SAFETY REPORT FROM SOUTH WALES TRUNK AGENCY RE A477 NASH FINGERPOST JUNCTION IMPROVEMENTS FROM OUR PETITION LAST YEAR (TOWN CLERK)**

Council discussed the said report and were not happy with the outcome of the report.

Council said that that we will be pointing out again to the Agency how dangerous that junction is and that the Agency should be held responsible for the next death that occurs there.

It was suggested by Council that the Town Clerk get in touch with Valero and ask the opinion of the tank drivers that use that road on a daily basis on what they think of the safety of the junction.

Council think a roundabout is the solution to the problem with this junction and urge the Agency to reconsider.

**214. PROPOSAL OF PLAY AREA & TREE PLANTING, PEMBROKE NORTH (TOWN CLERK)**

The Town Clerk gave an update of a meeting she had with regards to a play area in Pembroke North. Councillor Boswell and the Clerk had a meeting with Mr Peter Howe who suggested that the Clerk apply for a grant for trees through the Woodland Trust, which she had done. Councillors Asman and Blackburn are also involved in the project, who had already had consultations with children of local schools.

Pembrokeshire County Council have already cut down the trees that went around the perimeter of the area and it is hoped that 420 trees will be planted in place of them and would like local schools to get involved with the children coming along to help plant the trees.

The Town Clerk said she hoped that Pembroke Town Council would be able to help fund this project for the community of Pembroke North, with also financial help from Pembrokeshire County Council, the rest from local fund raising. Councillor Harvey said he had also made enquiries with Pembrokeshire County Council and had talks with the Regeneration Team and said there was money available of approximately £25,000. The Town Clerk suggested to Councillor Harvey that the get this in writing from the appropriate department.

The Town Clerk suggested a meeting in January to take this project forward.

**215. BOATING AROUND THE CASTLE POND (TOWN CLERK)**

The Town Clerk informed Council that she had attended a meeting with Pembrokeshire County Council and a gentleman who is looking to set up the hiring of rowing boats at the Castle pond.

He is hoping to have this set up in time for Easter for locals and visitors alike to enjoy, and will have a trial period of 12 months.  
Council commented that it would be great to see boats on the Castle Pond once again.

**216. UPDATE ON REGENERATION MEETING WITH MILFORD HAVEN (COUNCILLOR EVANS)**

Councillor Evans gave Council an update on the meeting he attended with the Regeneration Team from Milford Haven giving council suggestions on how they run their meetings etc.

Mayor .....







