

**MINUTES OF THE ORDINARY MEETING OF THE PEMBROKE TOWN COUNCIL
HELD AT THE TOWN HALL, PEMBROKE ON THURSDAY 14th MARCH 2019**

Present:

Councillors:

G Jones (Deputy Mayor),		L Asman
R Blackburn	C Collins	M Phillips
J Harvey	A Brinn	J Nutting
A Cooke	A Carey	D Bush

In attendance:

Suzie Thomas (Town Clerk)
Jayne Howes (Assistant Town Clerk)

198. APOLOGIES FOR ABSENCE / DECLARATIONS OF INTEREST

Councillor K Nicholas, Councillor L Brown, Councillor C Doyle, Councillor D Evans and Sinead Henehan

Guest speaker Mrs Sarah Oliver sent her apologies

199. QUESTIONS AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC

Mr Johnathan Beharell, informed Council that training on defibrillators for the public would be held in the Town Hall on Friday, 29th March from 11.00am - 1.00pm. Mr Beharell enquired if Council could pay £150.00 towards travel and time expenses undertaken by the volunteers of Cariad who deliver the training. This was carried unanimously.

200. TO SIGN AND CONFIRM THE MINUTES OF MEETING ON 14th FEBRUARY 2019

The minutes of 14th February 2019 were accepted as an accurate record, and were moved by Councillor Collins and seconded by Councillor Brinn.

201. MATTERS ARISING FROM THE MINUTES

EASTEND ROUNDABOUT (MINUTE 190)

The Town Clerk informed Council that she had arranged a meeting as requested, with Councillor Collins and Mr Darren Thomas of Pembrokeshire County Council, for 26th March, 2019.

202. PLANNING APPLICATIONS RECEIVED

18/1145/PA

Site Address: 36 Fairfields, Strongbow Walk, Pembroke, SA71 5TX

Proposal: Alterations to Boundary Wall and creation of vehicular access

Council would object to the application, as the proposed creation of the new vehicle access is proposed where Buttermilk Lane is which is 3.3m in width, not 5.5m as stated in the Highways Officers consultation response. As a consequence, vehicles will be using a sub standard stretch of highway to the detriment of highway safety.

18/1183/PA**Site Address:** Greenlands, Merlins Cross, Lower Lamphey Road, Pembroke, SA71 4AG**Proposal:** Alterations and extensions to dwelling.**Council would object to the application due to overdevelopment and the design not in keeping with the surrounding area.****18/1175/PA****Site Address:** Plot of Land Adjoining Bridale, Pembroke, SA71 5NJ**Proposal:** New workshop and gym**Council would support the application.****Discharge of condition Consultation****18/1245/DC****Site Address:** 10 Westgate Hill, Pembroke

This decision has already been decided by Pembrokeshire County Council.

203. PLANNING APPLICATIONS DETERMINED

The above was noted by Council

204. LICENSING

None

205. TO CONSIDER THE LIST OF ACCOUNTS FOR PAYMENT**To approve the list of payments**

200.	Constortium	Large Trolley	£391.91
201.	Halstead	Gloves, Oil, Screws etc	£29.97
202.	PEAC	Photocopier Lease	£158.63
203.	Jewsons	Rock Salt	£20.88
204.	Touring Pantos	Deposit for Pantomime	£100.00
205.	B Schikle	Window Cleaner	£20.00
206.	B & M	Coffee	£9.98
207.	Robinsons	Milk	£5.84
208.	Plusnet	Internet/Phone	£60.60
209.	Plusnet	Internet/Phone	£68.63
210.	Wales Audit Office	Audit of Accounts 17/18	£225.75
211.	Pitney Bowes	Franking Machine	£277.83
212.	Pembrokeshire CC	Blackhorse Toilets (Qtr 3)	£1083.14
213.	HMRC	PAYE/NI (Underpayment month 7)	£481.90

The accounts were agreed unanimously and approved by Councillor Collins and seconded by Councillor Phillips.

206. CORRESPONDENCE RECEIVED

The following correspondence has been received from John Gardner, Director of British Weights and Measures Association

Re: Pedestrian distance signs - Units of measurement

It has come to our attention that some local councils are using metric units of distance (i.e. the metre and kilometre) for pedestrian signs, usually in town centres, near railway and bus stations, or along sea fronts, etc.

We would like to remind councils that pedestrians are regarded in law as traffic, and signs for pedestrians, as well as cyclists and equestrians, are expressly governed by the Traffic Signs Regulations and General Directions 2016 (TSRGD) (Schedule 12).

TSRGD (Schedule 18, Part 3) permits only yards and miles as units of distance on signs; please find attached a page from Department for Transport Circular 01/2016 which summarises permitted expressions of distance and their valuations. Signs affected include those for local facilities, leisure facilities and tourist destinations etc.

We hope this letter is of assistance. When metric signs are unlawfully placed, our Association, a non-government organisation that campaigns for the retention of imperial weights and measures, is obliged to see that they are revoked. This is both costly and inconvenient. We would much rather non-compliant signage be averted, and hope this letter increases awareness of the law in this area.

The above was noted by Council

The Following Correspondence has been received from Mr Huw Jones, Pembrokeshire County Council. (Also sent to Councillors with attachments)

Re: St Marys Catholic Primary School, Pembroke Dock

Dear Sir/Madam,

As one of the statutory consultees to the governing body's proposal to discontinue St Mary's Catholic Primary School, I wish to inform you that, at its meeting held on 21st February 2019, Pembrokeshire County Council determined that the proposal should proceed. In accordance with the requirements of the School Organisation Code, I attach a decision letter which sets out the reasons for the decision; this letter is also available to view on the relevant areas of the Pembrokeshire County Council and the Diocese of Menevia websites –

<https://www.pembrokeshire.gov.uk/have-your-say/school-reorganisation>

www.menevia.org

Where the recipient of this email is a Chair of a governing body or Headteacher, I would be grateful if you could share it with your fellow governors and staff respectively.

The above was noted by Council.

207. MAYORAL APPOINTMENTS

07.03.2019 Lord Lieutenant Awards Ceremony, Carmarthen
28.03.2019 Informal Reception, Chairman PCC

The above was noted.

208. AGENDA ITEMS

209. UPDATE FROM LINK OFFICER (SINEAD HENEHAN/ANTHONY MAYNARD)

Apologies had been received from Sinead Henehan and Anthony Maynard, therefore this item would be carried on to the next meeting.

210. TO APPOINT INTERNAL AUDITOR FOR 2018/19 (TOWN CLERK)

The Town Clerk enquired to Council a request to appoint Mr Bernard Scourfield as the Internal Auditor for the year 2019/20. It was **resolved** to appoint Mr Scourfield again this year.

211. TO REVIEW AND APPROVE ENVIRONMENTAL POLICY AND THE EQUAL OPPORTUNITIES POLICY (SENT BY EMAIL) (TOWN CLERK)

The Environmental Policy and the Equal Opportunities Policy were reviewed and unanimously approved

212. TO DISCUSS AND REVIEW INTERNET PROVIDER/PHONE LINES (TOWN CLERK)

The Town Clerk informed Council that she had made enquiries with regards to the phone lines and internet at the Town Hall. Considerable savings could be made by not having some of the phone lines and not supplying the free wifi at the Town Hall. However, Wifi was easily accessed on the Main Street for the public. Following a discussion it was resolved for the Town Clerk to go back to the provider and get a separate cost as to how much the wifi cost the Town Hall.

213. TO REVIEW MEMBERSHIP FOR "ONE VOICE WALES" (TOWN CLERK)

Following a discussion by Council it was **resolved** not to renew the membership with "One Voice Wales" for the forthcoming year.

214. TO REVIEW AND APPROVE TENDERS FOR FLOWER BASKETS (TOWN CLERK)

The Council were informed by the Town Clerk that one tender had been received for the flower baskets, from Hill Farm Nursery. After discussion it was moved by Councillor Collins and seconded by Councillor Cooke to accept their tender which was unanimously agreed.

215. HOLYLAND ROAD RAILWAY BRIDGE (COUNCILLOR PHILLIPS)

Councillor Phillips conveyed great concern regarding the heavy loads attempting to drive under the Railway Bridge and sometimes getting stuck. She proposed that a

flashing sign be placed on the finger post before entering Pembroke informing of the low bridge of 15ft. Councillor Collins seconded the proposal and it was carried unanimously. Councillor Phillips to look into the funding for the sign. It was also suggested that Councillor Phillips attend the meeting with Councillor Collins and Mr Darren Thomas, Pembrokeshire County Council regarding the matter on 26th March, 2019.

216. TO DISCUSS AND REVIEW FINANCIAL APPLICATIONS (TOWN CLERK)

The Town Clerk informed Council that three applications had been received, Paul Sartori, Cruse Bereavement Care and Pembroke Rugby Club. After discussion it was proposed by Councillor Blackburn and seconded by Councillor Collins that £200.00 each should be donated to Paul Sartori and Cruse Bereavement Care and £400.00 to Pembroke Rugby Club. This was unanimously agreed.

IN VIEW OF THE PRIVATE AND CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED, IT IS ADVISABLE IN THE PUBLIC INTEREST THAT THE PRESS AND PUBLIC BE TEMPORARILY EXCLUDED AND THEY ARE INSTRUCTED TO WITHDRAW.

Mayor

