

**MINUTES OF THE ORDINARY MEETING OF THE PEMBROKE TOWN COUNCIL  
HELD AT THE TOWN HALL, PEMBROKE ON THURSDAY 7th SEPTEMBER  
2017**

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**Present:**

**Councillors:**

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

**In attendance:** Mrs Suzie Thomas (Town Clerk)  
Mrs Mandy John (Assistant Town Clerk)  
Reverend Roger Jones  
Mr Mark Elliot (Link Officer, Pembrokeshire County Council)

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

D Boswell (Mayor)

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

No public was present.

**122. TO SIGN AND CONFIRM THE MINUTES OF THE MEETING ON 10th AUGUST 2017 & THE EXTRAORDINARY MEETING ON 24TH AUGUST 2017**

The minutes of the meeting held on Thursday 10th August 2017 & 24th August 2017 were accepted as an accurate record.

**123. MATTERS ARISING FROM THE MINUTES( for information only)**

**124. Millpond Wildlife Corridor (Minute 43) Letter attached**

The Clerk distributed the letter received back from Mr Richard Staden of Pembrokeshire County Council. Following a discussion it was **resolved** that Councillor Asman and Councillor Jones, would give information of the original boundaries of the Wildlife Corridor to the Clerk to respond.

**125. Old signs of Pembroke (Minute 115)**

The Clerk informed Council that a sign had been ordered for "Black Ashes" and would be erected in the next couple of weeks

**126. Christmas Meal (Minute 116)**

The Clerk informed Council that it had been suggested that Pembroke Dock Town Council also be invited to have a joint Christmas Dinner. It was agreed to invite Pembroke Dock and to book the Dinner at the Middlegate Restaurant this year.

**127. Community Dog Watch (Minute 221)**

Councillor Phillips informed Council that the Community Dog Watch had been launched, and had been advertised in the press and local social media. A good response with the community wanting to participate had been received, and the signs would be finished being erected in the next month.

**128. LICENSING**

None

**129. PLANNING APPLICATIONS RECEIVED**

<b>APP/N6845/A/11/2151750</b>	
	<b>Maiden Place</b>
	<b>Jct B4319 to Maidenwells</b>
	<b>Maidenwells, Pembroke</b>

**It was resolved to object to this application**

<b>16/1251/PA</b>	
	<b>36 Main Street</b>
	<b>Pembroke</b>
<b>Formation of opening in existing town wall to permit pedestrian access</b>	

**The above was an Appeal so no comment given.**

<b>17/0440/PA</b>	
	<b>1 Bridgend Terrace</b>
	<b>Pembroke</b>
<b>Conversion of Basement to One bedroom Flat</b>	

**It was resolved to support the application, subject to car parking provision and risk of flooding reports**

<b>17/0431/PA</b>	
	<b>Mylett House</b>
	<b>PembrokeMylett Hill</b>
<b>Replacement garage/workshop &amp; first floor storey storage</b>	<b>Golden Hill, Pembroke</b>

**It was resolved to support the application, subject it is not used as residential occupancy.**

<b>17/0424/PA</b>	
	<b>Main Street</b>
	<b>Pembroke</b>
<b>Installation of an ATM, four number louvres and two satellite dishes</b>	

It was resolved to Support the application, subject to the Conservation criteria.

<b>17/0461/PA</b>	
	<b>14 Croeso Road</b>
	<b>Pembroke</b>
<b>Alterations &amp; Extension</b>	

It was resolved to support the application

### 130. PLANNING APPLICATIONS DETERMINED

17/0272/PA

Alterations to front facade - 21 Main Street, Pembroke

**DECISION: Granted**

17/0253/AD

Alterations to front facade - 21 Main Street, Pembroke

**DECISION: Granted**

17/0332/AD

Erection of Co Operative Signs

**DECISION: Granted**

**The above was noted by Council.**

### 131. ACCOUNTS FOR PAYMENT

Schedule of payments to be approved:

68.	HALSTED DIY	DIY ITEMS	£38.33
69.	PEM PACKAGING	PAPER	£17.04
70.	HMRC	PAYE & NI	£729.59
71.	JEWSON	FENCE PAINT	£26.88
72.	C.C. COUNCIL	PENSIONS	£877.93
73.	PCC	CIVIC SUNDAY ROAD CLOSURE	£100.00
74.	PEM PACKAGING	TOILET ROLLS	£22.24
75.	JEFF CLOUT	BOUNCY CASTLE/SURFBOARD	£450.00
76.	CEF	BATTERY	£39.20
77.	CEF	LIGHT BULBS	£21.48
78.	MARTIN CAVANEY	MAYORS PHOTOGRAPH	£95.00
79.	NEIL THOMAS	RIVER RALLY COMPERE	£200.00
80.	VAGRANT CREW	MUSIC RIVER RALLY	£150.00

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

**132. LICENSING**

None

**133. CORRESPONDENCE RECEIVED**

None received

**134. MAYORAL APPOINTMENTS**

Messy Church - Picnic in the Park	2nd September
Ironman	10th September
St Davids Civic Service	17th September
Freemen of Wales Ceremony	17th September

**The above was noted by Council**

**135. AGENDA ITEMS**

**136. UPDATE FROM LINK OFFICER (MR MARTIN WHITE/MR MARK ELLIOTT)**

Mr Mark Elliot gave a response from Mr Barry Cooke with regard to the sale of St Michaels Church Hall. Following a discussion Mr Elliot was asked to go back to Mr Cooke with more queries. He also gave an update on the East end Roundabout, Planning application regarding the new Co-op store, Community Dog Watch Scheme, South Quay, Safety and Footpaths around the Millpond and informed Council that an Air Quality Report would be available at the next meeting.

**137. UPDATE OF TOWN TEAM MASTERPLAN (COUNCILLOR EVANS)**

Councillor Evans gave an update of how the Masterplan was progressing and informed Council that there was a meeting on Monday 11th at the Town Hall, to go through the first stage plan proposals, before it goes out to public consultation.

**138. HERITAGE UPDATE (COUNCILLOR ASMAN)**

Councillor Asman gave an update on the digital town trial which was now up and running along with the new website. Councillor Asman also gave Council a brief talk on a proposal of placing a "dragon fountain" in the Millpond, and would report back further once she had more information with costings etc.

**139. REVIEW OF ELECTORAL ARRANGEMENTS FOR THE COUNTY OF PEMBROKESHIRE (MINUTE 104)**

The Clerk informed Council once again that the deadline to comment on the above would be 15th October 2017. Following a discussion it was resolved for Councillors to give their comments back to the Clerk so she could collate and return a reply.

**140. UPDATE OF WEBSITE/ TO APPOINT A DESIGNER (MINUTE 113)**

A discussion took place following the meeting on Wednesday 30th August 2017. Following a discussion it was Resolved to appoint Just Great Design of Pembroke.

**141. CHRISTMAS TREES (TOWN CLERK)**

The Clerk informed council that she had enquired with the cost of artificial Christmas trees this year, but the cost was in excess of £5000, so had also enquired with the cost of real trees which could be purchased from Llandeilio but would involve

transport costs. Following a discussion it was resolved to purchase the two Christmas trees from Llandeilio with delivery and also order new sets of Christmas trees lights.

**142. FREEDOM OF PEMBROKE, 1ST BATTALION OF WELSH GUARDS (TOWN CLERK)**

The Clerk informed Council that she had postponed the Freedom of the 1st Battalion and a date had been given for next year which was September 8th 2018. However the clerk informed Council that she was aware that Ironman was scheduled for September 9th 2018, so would have to check with Pembrokeshire County Council regarding the road closures.

**143. TO CONSIDER REQUESTS FOR FINANCIAL ASSISTANCE (TOWN CLERK)**

No applications for financial assistance had been received.

**144. QUARTERLY BUDGET REVIEW (TOWN CLERK)**

The Clerk presented to Council a Quarterly budget review with bank balances and reconciliation. It was resolved to accept the quarterly budget review.

**145. UPDATE FROM COUNTY COUNCILLORS (CLLR BRINN, CAREY, LLEWELLYN)**

Councillor Brinn and Councillor Carey gave Council an update on County Council and local town issues.

Mayor .....





