

**MINUTES OF THE ORDINARY MEETING OF THE PEMBROKE TOWN COUNCIL
COMPLETED BY EMAIL & VIDEO CONFERENCE ON THURSDAY 12th AUGUST
2021**

**Present
Councillors:**

L Asman (Mayor), J Nutting (Deputy Mayor)
C Collins, A Brinn, G Jones
D Evans, R Blackburn, M Phillips, D Bush
K Nicholas, A Cooke, J Grimes, L Brown, A Carey, A Mortenson

In attendance:

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

The Mayor welcomed Mr Richard Little of RWE Power to the meeting, who gave Council an update regarding the new launch of RWE's Pembroke Net Zero Centre (PNZC).

The PNZC will bring together into one focal point RWE's decarbonisation expertise including: innovation, project development, off shore wind, hydrogen, power engineering, trading and operation of highly technical plant.

Following a lengthy discussion, with questions and answers, the Mayor thanked Mr Little for his time and informative discussion.

19. APOLOGIES FOR ABSENCE/ DECLARATIONS OF INTEREST

Councillors Carey, Bush, Brown & Brinn

**20. TO SIGN AND CONFIRM THE MINUTES OF THE MEETING ON 15th JULY 2021
2021**

The minutes of the 15th July 2021 were accepted as an accurate record

21. QUESTIONS AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC

None present

22. MATTERS ARISING FROM THE MINUTES

a) Holyland Woods (Min 32 - See under correspondence received)

Further to the correspondence on the report and a discussion taking place, it was agreed to invite Mr Peter Coleman to the next meeting, to see if Pembroke Town Council could help in any way to the future of the Holyland Woods.

b) Fair Meeting (Min 31)

The Clerk informed the meeting that an invitation had been sent out by Zoom to all Councillors to participate in the meeting to be held on the 25th August with representatives from the Showmen's Guild and Pembrokeshire County Council.

c) Heritage update

Councillor Asman informed Council that the Statue of William Marshal had been sent to Castle Fine Arts Foundry, near Oswestry and was progressing well. Hopefully it should be installed at the beginning of October. Councillor Asman suggested that a meeting take place with Council, the Trustees of Pembroke Castle and Jon Williams to arrange an unveiling ceremony. She also informed Council that Pembrokeshire County Council was designing the Plinth, which the full costs had not been calculated as yet.

Following that the History Society had raised over £60K towards the statue, Councillor Asman asked Council that should there be a small shortfall towards the cost of the Plinth would Pembroke Town Council help financially.

Following a discussion Council agreed to contribute a modest shortfall if necessary.

23. PLANNING APPLICATIONS RECEIVED

21/0328/PA

Proposal: Demolition of garage and construction of a granny annexe

Site Address: 1 West Street, Pembroke

Council would support the application

21/0227/PA

Proposal: Erection of single storey front extension

Site Address: 31 Whitehall Avenue, Pembroke

Council would support the application

24. PLANNING APPLICATIONS DETERMINED

21/0135/PA

Proposal: Erection of two semi detached dwellings

Site Address: 2 Devon Drive, Pembroke

Decision: Conditionally Approved

The above was noted by Council

25. LICENSING

None received

26. TO CONSIDER THE LIST OF ACCOUNTS FOR PAYMENT

| | | | |
|-----|----------------------------|--------------------------------------|-----------|
| 99 | HMRC | Tax/NI June 2021 | £874.52 |
| 100 | Welsh Water | Water rates 8.12.20 - 3.6.21 | £142.20 |
| 101 | British Gas | Electricity | £20.97 |
| 102 | Amazon (Suzie) | Miscellaneous | £29.95 |
| 103 | Amazon (Suzie) | Miscellaneous | £27.79 |
| 104 | Pitney Bowes | Franking Machine | £68.18 |
| 105 | B&M (Kaylee) | Rolson 7 way gun set for hose pipe | £3.00 |
| 106 | Wages | Week ending 19.7.21 | £607.52 |
| 107 | Amazon (Suzie) | Face Masks | £16.90 |
| | | Photograph of Mayor and George Lewis | |
| 108 | Martin Cavaney Photography | Sign | £25.00 |
| 109 | Wilko (Kaylee) | Hose 15m Starter Set & Water Shooter | £10.00 |
| 110 | Green Garage (Suzie) | Petrol for strimmer | £6.49 |
| 111 | Wages | Week ending 26.7.21 | £607.52 |
| 112 | Zoom | Video Communication | £14.39 |
| 113 | Salaries | Month July | £2,640.37 |
| 114 | Pension | Month July | £1,496.49 |
| 115 | Wages | Week ending 2.8.21 | £607.52 |
| 116 | Aldi (Rose) | Bleach | £7.60 |
| 117 | HMRC | Tax/NI July 2021 | £821.92 |
| 118 | Infinity | Photocopies | £44.86 |

The accounts were agreed unanimously.

27. CORRESPONDENCE RECEIVED

**The following correspondence has been received from Mr Pete Coleman
Chairperson 21C Community Association**

Hi Suzie,

Thanks for your email. I am most grateful for the invitation to attend a meeting of Pembroke Town Council and look forward to the opportunity of speaking to councillors about Pembroke 21C Community Association, Foundry House Community Centre and the projects in the community the charity is involved with.

In October 2006, 21C began a 20-year lease agreement to manage Holyland Wood as a nature reserve. In the years that followed, management plans were prepared, funds were raised, staff were employed, contactors were hired and many volunteers took part in making Holyland Wood an area where people can come and enjoy its special qualities in an environmentally sensitive way.

However, as councillors may be aware, during the period 2017-2019, 21C faced what amounted to an existential crisis, the consequences of which still threaten the continuation of the charity, the

community centre and the projects it supports. The restrictions imposed by the COVID pandemic have made matters worse.

With regard to Holyland Wood, there are no longer any paid staff and, other than the remainder of a grant from TESCO Bags of Help (£1,311.00), no funds in reserve to support the project. The last substantial work in the Wood took place in Jan 2021 and involved the repair of sections of the boardwalk. During the COVID Pandemic there have been no volunteer work parties working in the Wood.

Trustees are aware of the need for work to be done at Holyland Wood and are concerned that the charity may not be able to continue to meet the conditions of our lease and safely look after the woods, the volunteers and members of the public. Trustees are currently negotiating 21C's insurance cover and will need to be confident of the charities capacity to manage the Wood before the renewal date in August, otherwise the Wood may return to private ownership and be closed to members of the public.

A Holyland Wood management group has recently been formed, site visits are to be undertaken and a plan of work is being prepared. This group which includes a 21C Trustee, will report to the board and a copy of this report will be made available to the Town Council.

Best regards

Pete Coleman Chairperson 21c Community Association

As per matters arising it was resolved to invite Mr Peter Coleman to the next meeting.

28. MAYORAL APPOINTMENTS

7th August - Pembroke River Rally

The Mayor thanked all those involved with the River Rally which turned out a good event despite the weather

The above was noted by Council

29. AGENDA ITEMS

30. PORTABLE WATER CLEANER/CARRIER (COUNCILLOR NUTTING)

Councillor Nutting suggested that Council need the ability to clean the street signs around the town. This will also allow the cleaning of the statues if they are unfortunately subject to the attention of seagulls etc!

Following a discussion it was resolved to purchase a portable water cleaner up to the value of £500.00

**31. TO GIVE UPDATE ON KEEP WALES TIDY (PEMBROKE TOWN COUNCIL HUB)
COUNCILLOR NUTTING**

Councillor Nutting informed Council that he had been in contact with Mr David Rowe (Project Officer - Pembrokeshire) of Keep Wales tidy.

It was suggested and agreed that the Town Hall become a hub for litter picking etc in Pembroke. I will meet him in the near future to discuss the needs of the town and formulate a plan of action for promoting of keeping/making the town tidy.

I will keep everyone up to date and advertise meetings etc so that interested parties can also take part.

**32. UPDATE BROKEN PAVING SLABS AROUND PEMBROKE (COUNCILLOR
NUTTING)**

Councillor Nutting informed Council that in his opinion he thinks we need to keep the state of the pavements in the town centre area firmly on the table. They are in a disgraceful state. There are well over 300 slabs that are broken. We need to keep highlighting this fact with Pembrokeshire County Council etc. When grant money comes available this should be the first thing to put right. The pavements need to be upgrade in a similar way to the East end of the town.

Following a discussion, and the Clerk informing Council that she had had a meeting with Mr Will Lloyd of Pembrokeshire County Council regarding this, unfortunately due to lack of resources and manpower, there was a very large back log and cracked pavements would not be replaced if not dangerous.

Councillor Nutting proposed to Council that a letter be sent to our local County Councillors to keep this topic high on the list in County Hall, and should any grants become available to push this forward as a high priority.

33. TREE PLANTING AROUND CASTLE POND (COUNCILLOR NUTTING)

Councillor Nutting informed Council that he had previously sent out some pictures a while ago of trees in Coventry which have been planted in memory of people from that city. We could consider something similar in Pembroke. Councillor Asman has been promoting tree planting in celebration of the Queen's Platinum Jubilee. The only really prominent area where stand out new planting could easily take place is along the Castle Pond Walk. There are several area along the Millpond which could have infill planting. Mature saplings with proper posts etc could then be paid for by groups celebrating openings of facilities, veterans etc etc.. families could also be given the opportunity to plant trees in memory etc of loved ones. These trees would probably cost around £300 each with a plaque etc. All trees could be planted with plaques being added later as people become aware of this opportunity.

We could rename the castle pond walk as the Queen Elizabeth II walk with a plaque on the wall at the walks entrance.

Following a lengthy discussion, on various locations of where trees could be planted, it was proposed by Councillor Evans and seconded by Councillor Blackburn to set up a tree planting committee and also involve the community and various local groups. The following councillors put their names forward: Councillor Nutting, Mortenson, Phillips, Cooke, Evans and Asman and they would call a meeting to discuss the way forward.

34. INVITATION TO MR PYATT AND CADW REPRESENTATIVE (COUNCILLOR NUTTING)

Councillor Nutting proposed to Council that an invitation to be sent out to Mr Pyatt of Pembrokeshire County Council (Conservation Officer) and a representative from Cadw as in his opinion Pembroke is at a point where we need clear definition from Pembrokeshire County Council and CADW of what they understand etc by the Towns conservation zone status.

Areas I'm particularly interested in is:

- i) what is actually the ruling etc on the new Henry VII centre and the frontage of the Library/TIC
- ii)the burgage plots status
- iii)Eastgate School and Riverside status.
- iv)the role of CADW within Pembroke. How hands on they intend to be in the Towns future.

I think a meeting with these people should be open to all interested groups in the Town. Hopefully this will result in a clear understanding by all of what can and can't be done to the buildings etc within the town.

Following a discussion it was resolved that Councillor Nutting arrange an open meeting with the above people and also invite various historical groups within the town.

35. INVITATION TO HEAD OF MAINTENANCE PEMBROKESHIRE COUNTY COUNCIL (COUNCILLOR NUTTING)

Councillor Nutting suggested to Council that an invitation be sent to the Head of Maintenance in Pembrokeshire County Council to discuss the following:

- i) The clearing/dredging of the Commons Stream.
- ii) Cutting back the growth around the Castle.

The Clerk informed Council that the Commons Stream was in the process of having a maintenance plan set up, and she would come back to Council with dates of when this would be starting, and also find out when the cutting back of the castle would take place. Following on from this information it was agreed to send a letter requesting firm dates of the above.

Mayor

