

**MINUTES OF THE ORDINARY MEETING OF THE PEMBROKE TOWN COUNCIL
COMPLETED BY EMAIL & VIDEO CONFERENCE ON THURSDAY 14th
JANUARY 2021**

**Sent to:
Councillors:**

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

In attendance:

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

Note from the Clerk.....

This meeting took place by email, plus the following took part in a video conference Councillor Jones, Asman, Blackburn, Brinn, Nutting, Collins, Evans, Nicholas, Phillips, Bush, Grimes the Town Clerk and Assistant Town Clerk.

Mr Mike Cavanagh and Mr Steve Jardine of Pembrokeshire County Council joined the meeting to discuss Pembroke Library.

Mr Mike Cavanagh informed the meeting that he was working on a 300K funding bid to Welsh Government for the library part of the Henry Tudor Centre. One of the things they want to know is confirmation of match funding and more information on the planned long-term future of the partnership with the Henry Tudor Trust.

The bid will be stronger and they will be more reassured, if we are able to say that the 25K per year funding required from the Town Council to support the venture has been formally agreed for a period of x years.

Mr Cavanagh asked, can you remind me please what the Council's position is on the 25K per year need?

"I know that at the moment, on an annual basis, the Town Council is financially supporting the library to broadly that figure, but I can't remember whether it has formally committed to a long-term agreement to support the new venture, which for the sake of clarity, doesn't mean 50K [25K for the library and a further 25K for the Henry Tudor Centre]. It just means the 25K each year continuing for a longer period as the Town Council is willing to commit to put at least 5 years [with review period at that point] from the point of the venture launching sometime in 2022".

Following a discussion, it was agreed that due to the timescale, it would be placed on the Agenda as an emergency Item, for a decision to be made and given to Pembrokeshire County Council the following day.

376. DECLARATIONS OF INTEREST / APOLOGIES

Councillor Carey, Councillor Brown

377. QUESTIONS AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC

None Present/ No questions submitted

378. TO SIGN AND CONFIRM THE MINUTES OF THE MEETING ON 10th DECEMBER 2020

The minutes of 10th December 2020 were accepted as an accurate record.

379. MATTERS ARISING FROM THE MINUTES

a) Riverside Home, The Green, Pembroke (Minute 262)

Councillor Asman informed the meeting that she was very disheartened at the size of the houses that were being built alongside the wildlife corridor. She proposed to Council that a meeting be called with the Planning Department of Pembrokeshire County Council to get assurances that when Riverside Home gets developed, they will not be built in front alongside the wildlife corridor. Councillor Blackburn also enquired that there were a lot of trees being cut down, and if these trees were being replanted? Following a discussion it was agreed that a meeting be arranged with the relevant officers of Pembrokeshire County Council.

380. PLANNING APPLICATIONS RECEIVED

20/0768/PA

Proposal: Variation of condition 2 (approved plans) of planning permission 18/0555/PA (Redevelopment of the existing petrol filling station)

Site Address: Bush Hill Service Station, Bush Hill, Pembroke, Pembrokeshire, SA71 4QU

Council would support the application

20/0796/AD

Proposal: Fascia Sign, Projecting Sign, 4 x ACM Panels, Manifestation (not required) & 3 x Poster Cases

Site Address: 3, East End Square, Main Street, Pembroke, SA71 4DG

Council would support the application

20/0640/PA

Proposal: Alterations & extension to dwelling

Site Address: 12 Upper Row, Golden Hill, Pembroke, SA71 4TA

Council would support the application

20/0822/PA

Proposal: Erection of a dwelling

Site Address: Rose Valley, Lower Lamphey Road, Pembroke, SA71 5NJ

Council would support the application

20/0742/PA

Proposal: Change of use of dwelling to supported living accommodation along with alterations and extension

Site Address: Fernside, First Lane, Pembroke, SA71 4BB

Council would support this application, however, the installation of street lighting needs to be installed as this lane is very dangerous if the pedestrians are on foot.

381. PLANNING APPLICATIONS DETERMINED

20/0492/PA

Proposal: Construction of new 2.5m wide share use path and associated cycle shelters within school boundary

Site Address: Golden Grove Community School, Orange Way, Pembroke

Decision: Conditionally Approved

20/0642/PA

Proposal: Alterations and extension to dwelling and Patio

Site Address: Golden Farm, Golden Lane, Pembroke, Pembrokeshire, SA71 4PR

Decision: Conditionally Approved

19/1193/PA

Proposal: Convert Existing Retail Premises to Three Shops and Ten Holiday Apartments with Ancillary Facilities

Site Address: 6 - 10 Main Street, Pembroke, SA71 4NP

Decision: Conditionally Approved

20/0653/PA

Proposal: Alterations & Extension

Site Address: 15 South Terrace, Pembroke

Decision: Conditionally Approved

20/0692/PA

Proposal: Single storey side extension, and alterations to garage roof (partly in retrospect)

Site Address: 14, Croeso Road, Pembroke

Decision: Conditionally Approved

The above was noted by Council

382. LICENSING

None Received

383. TO CONSIDER THE LIST OF ACCOUNTS FOR PAYMENT

To approve the list of payments

191	David Hitchcott	Santa visit	£75.00
192	Wages	Week ending 7/12/2020	£600.51
193	Wages	Week ending 14/12/2020	£600.51
194	Cllr Adrian Cooke	Plant bulbs	£89.26
195	Monddi	150 Christmas Cards	£177.60
		Self-adhesive white lettering 2020/21 Cllr G H	
196	Signspeed	Jones	£27.60
197	Carmarthenshire County Council	Pension November 2020	£1,247.91
198	B&M (Rose)	Coffee	£9.00
199	Aldi (Rose)	2 x Wine & Celebrations Tin	£14.35
200	Cllr L Asman	Plant bulbs	£12.00
201	Berndt Shilke	Window cleaning November & December	£40.00
202	Wages	Week ending 21/12/2020	£600.51
203	Wages	Week ending 28/12/2020	£600.31
204	Neil Thomas	Compere Santa Coming to Town	£100.00
205	Jewson	Dulux Gloss Paint	£23.16
206	Farmfoods (Rose)	Milk	£4.99
207	B&M (Rose)	Light Bulbs	£4.00
208	Zoom Video Communications Inc	Monthly 21/12/20 - 21/01/21	£14.39
209	Pembroke Packaging & Print Ltd	A4 photocopying paper	£23.94
210	Salaries	December	£2,595.54
211	Mayor's Allowance	Cllr Gareth Jones	£500.00
212	Infinity Document Solutions	Photocopies	£23.40
213	Carmarthenshire County Council	Pension December 2020	£1,146.09
214	Richard Mason	Plants for Castle Pond	£143.25

The accounts were agreed unanimously.

384. CORRESPONDENCE RECEIVED

Note from the Clerk

A reminder that usually in February the selection of Mayor/Deputy Mayor takes place for the following year. As per our resolution in April (Minute No 222), it was agreed that the current Mayor, Councillor Gareth Jones continues as Mayor until such time that an AGM can take place.

We are hoping (restrictions allowing) that the AGM will take place on Thursday 13th May 2021 and the resolutions made in February 2020 (Minute No 179 & 180) will be carried forward i.e Councillor Linda Asman proposed as Mayor and Councillor Jonathan Nutting proposed as Deputy Mayor.

Following a discussion, it was resolved that the resolutions made back in the AGM of February 2020, would be carried forward to this year's AGM on 13th May 2021

The following correspondence has been received from Jennifer Barfoot, Community Rail Officer of South West Wales Connected.

Good afternoon

I am the Community Rail Officer for South West Wales (South West Wales Connected) I have met Melanie Phillips at the station on a few occasions.

One of the first activities we (as a Community Rail Partnership) have been busy with is the sourcing and promoting walks from each of the stations across the Region. I notice you have an excellent town trail:

<https://pembroketowntrail.wales/the-town-trail/>

Would you be acceptable for us to further promote (by way of a link) your walk on our website? I won't do so until you confirm that you are happy for me to do so.

I look forward to hearing from you.

Many thanks
Jennifer Barfoot

The above was noted and agreed to place the Town Trail Link onto their website to encourage visitors into Pembroke.

The following correspondence has been received from a resident of Pembroke, dated 27th December 2020.

Dear Suzie Thomas

I would like to be brought up at the next council meeting the following:

Under Human Rights Law (WALES) copy relevant information (attached). That the council raise a petition against the Health Board to ensure we have Freedom of Choice in regarding a Doctors surgery in Pembroke which is totally independent from Argyle Street practice, ie making the surgery in Pembroke open to the residents of

Pembroke and catchment area the freedom of choice. Not to be told by the Health Board that they MUST use Argyle Street Practice.

Will Pembroke County Councillors present at this meeting take up this matter urgently with the County Council as a matter of duty of care for the People of Pembroke who they represent.

Following a lengthy discussion, Pembroke Town Council is reluctant to start a petition until further information is gathered.

They resolved that an invitation be sent out to the Health Board and the Partners of Argyle Street Surgery to the February meeting, to be able to put concerns to them and also receive information of future plans.

385. MAYORAL APPOINTMENTS

No official appointments

The above was noted by Council.

386. AGENDA ITEMS

387. TO REVIEW AND CONFIRM LIST OF DATES FOR COUNCIL MEETINGS AND EVENTS FOR THE YEAR INCLUDING THE RIVER RALLY (TOWN CLERK - LIST ATTACHED)

The Clerk went through the list of dates for Council meetings which were accepted and also the list of events for the forthcoming year. Obviously not knowing what was going to happen due to the Pandemic, it was agreed that each event would have to be looked at subject to current restrictions. Following a discussion, it was suggested that maybe the River Rally could be held during the evening rather than the afternoon, subject to the tides. The Clerk to discuss with Mr David James who organizes the flotilla. Also, to think about Father Christmas coming to Town to do the same arrangements as this year, (i.e. Santa visiting a larger route around Pembroke) rather than just go through the Main Street to St Michaels Square.

388. COMMONS FLOODING (COUNCILLOR NUTTING)

Councillor Nutting raised with Council his deep concerns over the continuous flooding in Pembroke. He had asked the Clerk to get information from Pembrokeshire County Council of the mechanical and management plan of the Barrage. The mechanical information was sent through however, the Management Plan was in the process of combining all aspects of the Commons flooding, was being drafted by others and will be issued in due course. Councillor Nutting felt that flooding could be alleviated if tide times and weather forecast predictions were studied more meticulously. Following a lengthy discussion it was resolved for the Clerk to speak to Mr Kevin Lowther of Pembrokeshire County Council and to invite him to a meeting of Town Council once the new equipment on the barrage had been installed.

389. AUDIT 2019/20 (TOWN CLERK)

The Clerk read out the letter from the Auditor General for Wales issuing Pembroke Town Council a qualified audit report. The above was accepted by Council.

390. LOGO ON TOWN WALL TRUST WEBSITE (COUNCILLOR BLACKBURN)

Further to the email which was sent out to all Councillors from Elizabeth Gossage of the Town Wall Trust, asking would it be possible that the Town Council's Logo be placed on the new website of the Town Wall Trust. Councillor Blackburn suggested to Council that if the logo was placed on the Website it gave the impression that the project is part of the Town Council, which it is not.

Following a discussion it was resolved that unfortunately, the Town Council feel that as it is not a Council project it would not be appropriate for the logo to be placed on the website, however wished them well in their project.

391. TO DISCUSS THE NEXT STAGE OF THE PEMBROKE REGENERATION FRAMEWORK (COUNCILLOR ASMAN, COUNCILLOR EVANS)

Following on from a small working group to discuss the next stage of the Pembroke Regeneration Framework, Councillor Asman and Councillor Evans informed Council that we can just sit back and hope that things will change but, it may be more beneficial for the town, if we become more proactive and insist that Pembrokeshire County Council listen to our suggestions.

It is stated in the Strategic Document that – *“The Castle Pond and the Mill Pond are currently underutilised and the improvement of these spaces would generate a larger footfall. The site on Bridgend Terrace overlooking the southern tip of the Castle Pond could offer an attractive alternative location for a restaurant or a hotel”*.

Monkton Quay (Bridgend Terrace) is steeped in history and it is seen that this site could, and should be, regenerated for the use of residents and tourists alike.

Bridgend House is known as “The Lost Mansion of Monkton Bridge”. Records date back to 1686 and shows that a former Mayor, Alexander Ford moved into a new house in the Parish of Monkton.

In 1770 the house was leased to a William Holcombe who founded the 18th. Century Pembroke Society.

In 1799 the house was sold to George Hurlow, a Shipwright and Timber Merchant. Timber was imported from Canada and ships were also built on the site.

In 1902 the building was pulled down on safety grounds and more recently the site was used for a workshop for Green’s Motors and then Castle Garage. The site is now derelict and is rapidly becoming an eyesore.

Rather than spend more money in Haverfordwest, Pembrokeshire County Council could purchase the site on our behalf and working with their Regeneration

Department , we could put a plan together to at first, tidy up the site and then develop it for the benefit of the town.

PROPOSAL : That Pembroke Town Council accept in principal that the development of Monkton Quay and Castle Pond walkway is an important step in the provision of an additional attraction for residents and tourists in the town of Pembroke.

PROPOSAL : That Council give authority to Council representatives to engage with Pembrokeshire County Council Regeneration Department with our suggestion to purchase the site as a regeneration project within the town.

Following a lengthy discussion it was resolved to accept the above 2 proposals and along with the Clerk, arrange a meeting with the Regeneration Team of Pembrokeshire County Council to put forward the proposals.

392. PEMBROKE TOWN WALLS TRUST - NEW WEBSITE LAUNCH / NORTH WALLS GUN PLATFORM, PLEDGE A STONE CAMPAIGN. (COUNCILLOR BUSH)

Councillor Bush gave Council an update on the Pembroke Town Walls Trust's new website launch and also an update on the Gun Platform at the Millpond and their new fundraising campaign, "Pledge a Stone Campaign".

EMERGENCY AGENDA ITEM

393. TO DISCUSS AND MAKE A DECISION REGARDING FINANCIAL COMMITMENT TO PEMBROKE LIBRARY FOR THE NEXT FIVE YEARS.

Following on from discussions at the start of the meeting with Mr Mike Cavanagh, and a vote taking place with one against and the rest in favour; it was resolved that Pembroke Town Council will commit £25,000.00 (capped) annually up to 5 years towards library costs.

Mayor