

**MINUTES OF THE ORDINARY MEETING OF THE PEMBROKE TOWN COUNCIL
HELD AT THE TOWN HALL, PEMBROKE ON THURSDAY 7th APRIL 2022**

**Present
Councillors:**

L Asman (Mayor)
D Evans, R Blackburn, J Grimes
A Mortenson, G Jones, C Collins
A Brinn

In attendance:

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

163. APOLOGIES FOR ABSENCE/ DECLARATIONS OF INTEREST

Apologies from Councillors A Carey, D Bush, L Brown, M Phillips, A Cooke & K Nicholas

164. TO SIGN AND CONFIRM THE MINUTES OF THE MEETING ON 10TH MARCH 2022

The minutes of the 10th March 2022 were accepted as an accurate record.

165. QUESTIONS AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC

One member of the public but no questions.

166. MATTERS ARISING FROM THE MINUTES

- a) Meeting with Licence Inspectors and Police (19th May)
The Clerk informed Council that she had written to both the Licence Inspector and Sergeant of Pembroke Dock Police Station and was awaiting a reply
- b) Update from Peter Howe (12th April – 10.00am)
The Clerk informed Council that she had arranged a Zoom meeting with Peter Howe for an update on the Grant for the above date. However, this date has had to be changed to Thursday 21st April at 10.00am

167. PLANNING APPLICATIONS RECEIVED

21/1187/PA

Proposal: Erection of a dwelling

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

Council would support this application

21/1023/PA

Proposal: Proposed residential development of 5 bungalows on land to rear of No 100 South Road, Pembroke

Site Address: Land to the rear of No 100 South Road, Pembroke, SA71 4EL

Council would support this application**168. PLANNING APPLICATIONS DETERMINED**

None received

169. LICENSING

None received

170. TO CONSIDER THE LIST OF ACCOUNTS FOR PAYMENT

326	Providence Training Ltd	Manual Handling Awareness Course (Rose, Simon & Kaylee)	195.00	39.00	234.00
327	LITE	Dismantling Christmas Lights payment 3 of 3 20% total cost	2,001.61	400.32	2,401.93
328	HMRC	Tax/NI February	902.44		902.44
329	Wages	Week ending 7.3.22	607.72		607.72
330	Wages	Week ending 14.3.22	607.72		607.72
331	Pembrokeshire First Aid Training GGT Thomas & Son Ltd	First Aid at Work Course for Suzie, Jayne, Rose, Simon & Kaylee	450.00		450.00
332	Ltd	New boiler & radiators	10,793.00	2,158.60	12,951.60
333	Total Tech	Phone/Line Rental	55.00	11.00	66.00
334	B Shilke	Window cleaning	20.00		20.00
335	Wages	Week ending 21.3.22	607.52		607.52
336	Aquaclear Water Management	Reed Cutting on Castle Pond* Cleaning Materials, Coffee &	2,500.00	500.00	3,000.00
337	Rose Howson	Milk	24.47		24.47
338	Wages	Week ending 28.3.22	607.52		607.52
339	Salaries	March	2,733.73		2,733.73
340	Rose (Aldi)	Milk	13.20		13.20
341	SICO	Maintenance contract Stage in Hall	125.00	25.00	150.00
342	SSE Business Energy	Christmas Lighting	447.95	89.59	537.54
343	Zoom	Video Communication	11.99	2.40	14.39
344	KK Insurance Services	2 reams cream card	16.98		16.98
345	Pembrokeshire County Council	Trade Waste Agreement	91.80		91.80
346	Pembroke Rugby & Football Club Pembrokeshire	Donation	250.00		250.00
347	County Council	Annual Licence Charge	180.00		180.00
348	British Gas	Gas 2.2.22-1.3.22	284.93	56.91	341.91
349	Just Great Design	Production of images on	400.00		400.00

		Banners			
350	Flagpole Express	Banners for lamposts	4,605.00	921.00	5,526.00
351	Ocon Carmarthenshire	Service Emergency Lighting	65.00	13.00	78.00
352	County Council	Pension March	1,540.17		1,540.17

Those marked * to be recovered

The above accounts were agreed unanimously

171. CORRESPONDENCE RECEIVED

The following correspondence has been received from Stuart Berry, Planed.

Dear Suzie,

I am writing to you as a Town Clerk of Pembroke Town Council, in my capacity at PLANED who are working with Planning Solutions Consulting on this piece of work. We have been commissioned by the National Trust through the UK Community Renewal Fund to provide an independent assessment of the current visitor management and possible environmental impacts at Freshwater West. Our study aims to consider ways to improve the management and sustainability of Freshwater West beach and surrounds, taking into consideration the growing visitor base and it being a valuable community and environmental resource.

We are keen to make sure that any proposals address any critical issues and improve the visitor experience but these need to reflect the views of a variety of beach users.

We would like to consult with the Community Council as representatives of local residents. The timescale for this piece of work is limited, and so it is important that we try and speak to people over the next couple of weeks. In particular, we wish to gain an understanding in respect of Freshwater West from your perspective of:

- The key issues
- Your aspirations and priority objectives
- Ideas for action / solutions and any other opportunities
- Identifying any 'no go options'

It would be really useful to set up a telephone call or a virtual meeting with one or two community councillors in the next week or so, and I would be very grateful for you to pass this message on to encourage any community councillors to get in touch with me. Please note that I am not working from the PLANED offices over the next few days, and so email is the best place to contact me.

I look forward to hearing from you and speaking with you soon.

Following a discussion on the above it was resolved that Councillor Gareth Jones and Councillor Aden Brinn set up a meeting with Mr Stuart Berry.

172. MAYORAL APPOINTMENTS

25th March 2022 – Major Ramsden’s Memorial Service

The above was noted by Council.

173. AGENDA ITEMS

174. TO REVIEW AND APPROVE THE EXTERNAL AUDIT 2020/21 (TOWN CLERK)

This was postponed until the next meeting as no correspondence had yet been received back from the external auditors

175. TO RAISE CONCERNS REGARDING THE UNAUTHORISED FELLING OF TREES AT THE MILL POND (COUNCILLOR ASMAN)

Councillor Asman informed Council that she was still very disappointed that trees were still being removed without authorisation at the Wildlife Corridor down on the Mill Pond. Councillor Asman proposed to Council that a strong letter be sent to Mr Darren Thomas of Pembrokeshire County Council asking what the procedure is for cutting a tree down with a Tree Preservation Order and if a fine is imposed and the procedure/timescale for replacing.

176. TO REVIEW HYBRID TECHNOLOGY (COUNCILLOR JONES)

“I am aware we have spoken about this briefly back in November, (and we agreed that we would put it on hold to see how the pandemic panned out) however I would like Council to look at again the possibility of installing wi-fi upstairs, and a screen and microphone here in the Chamber so we will be able to offer Hybrid Meetings.

To offer Hybrid meetings I think is the way forward, not that I am saying not to meet in person every month, but gives others the opportunity to access meetings, especially if they cannot physically get to the Town Hall. I also think it would offer more flexibility in inviting guests to the meeting who maynot be local and can again access without travelling.

The Clerk has already received one quotation from Total Tech, and I am proposing to Council that a Tender is put out to receive another 2 quotations, so we can move forward with installing this technology.” Following a discussion, it was resolved for the Clerk to proceed with obtaining another two quotations for Council to consider.

177. TO REVIEW & APPROVE TENDERS FOR MARQUEE HIRE (TOWN CLERK)

The Clerk informed Council that as requested from the last meeting, she sent out for three quotations for the hire of a marquee. Only two quotations were submitted. As these were for events that were happening in the early part of May and they were to subsequently be pencilled in the diary, also the next meeting of Full Council in May would be too late, the Clerk read out the two quotations, to which it was resolved to accept the lower quotation.

178. TO DISCUSS A NEW APPLICATION FOR THE TRAFFIC & HIGHWAY COMMUNITY WORKS FUND (COUNCILLOR BRINN)

This item is just for information only. "I have just heard that Pembrokeshire County Council will be releasing another application out for the Community Works Fund sometime this month.

Following on from the successful application last time and rather than each ward put in a separate application, I suggest that after the election Council call a separate meeting to discuss the four wards in the town of Pembroke so we can prioritise the requirements in each ward so an application can be submitted and considered.

This may entail a new Council however I am just making Council aware of this opportunity, so we do not miss the deadline."

179. A VERBAL RESPONSE TO THE EMAIL SENT OUT TO ALL COUNCILLORS BY COUNCILLOR. J. NUTTING ON MARCH 5TH 2022 (COUNCILLOR EVANS)

"After receiving advice from Ms Rhian Young (Monitoring Officer) and from Ms Suzie Thomas (Town Clerk) I would like to make the following statement. Because of the constraints placed on me during this the pre-election period I would like Council to consider this Agenda Item as unfinished business and I would therefore like it to be put on the Agenda for the next Council meeting. "

180. TO DISCUSS THIS YEAR'S RIVER RALLY ON SOUTH QUAY CAR PARK (TOWN CLERK)

The Clerk informed Council that she had been talking to Pembrokeshire County Council and had informed her that the South Quay car park will be encroaching a little further into the car park. Due to limited space now on the Car Park, the Clerk suggested that all of the activities take place to the right (Corn Store side). This was agreed.

Mayor

