

**MINUTES OF THE ORDINARY MEETING OF THE PEMBROKE TOWN COUNCIL
HELD AT THE TOWN HALL, PEMBROKE ON THURSDAY 8th DECEMBER 2022**

**Present
Councillors:**

D Evans (Mayor)
R Blackburn, L Jenkins, L Asman, D Bush, K Nicholas, R Cowen
A Mortenson, G Jones, D Willington, A Brinn, M Phillips, A Cooke, C Collins

In attendance:

Jayne Howes (Assistant Town Clerk)
Pastor Rob James

108. APOLOGIES FOR ABSENCE / DECLARATIONS OF INTEREST

Apologies from Councillors Bush, Suzie Thomas (Town Clerk) Declaration of interest from Councillor Mortenson and Councillor Jenkins

109. TO SIGN AND CONFIRM THE MINUTES OF THE MEETING ON 10TH NOVEMBER 2022

The Minutes of the 10th November 2022 were accepted as an accurate record.

110. QUESTIONS AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC

No Members of the public spoke or raised any questions

111. MATTERS ARISING FROM THE MINUTES

a) South Quay Development Consultation reminder (Town Clerk)

The Mayor reminded everyone of the Consultation that would take place on Monday 12th at the Town Hall with regard to the South Quay development.

112. PLANNING APPLICATIONS RECEIVED

22/0667/PA

Proposal: Construction of a rear gable wall which will increase the height of the roof

Site Address: 34 Freemans Walk, Pembroke

Council would support the application

22/0675/PA

Proposal: Change of use from A2 Financial to A1 Nail and Beauty Salon, plus creation of 2 new residential apartments

Site Address: Former HSBC Bank, 65 Main Street, Pembroke

Council would support the application

22/0711/PA

Proposal: Single storey rear extension and loft conversion

Site Address: Am Byth, Long Mains, Monkton, Pembroke
Council would support the application

22/0576/PA

Proposal: Extension to Property
Site Address: Springfield, 2 Grove Hill, Pembroke
Council would support the application

22/0672/PA

Proposal: Single story extension to provide additional living space
Site Address: 4 Herons Reach, Woodbine Close, Pembroke

Council would support the application

113. PLANNING APPLICATIONS DETERMINED

21/0673/PA

Proposal: Erection of a dwelling
Site Address: Rose Valley, Lower Lamphey Road, Pembroke
Decision: Conditionally Approved

22/0526/PA

Proposal: New Detached 2 bedroom dwelling
Site Address: 8 Paradise Row, Pembroke
Decision: Refused

22/0529/PA

Proposal: Installation of a twin walled flue
Site Address: 12 Buttermilk Close, Pembroke
Decision: Conditionally Approved

22/0075/PA

Proposal: Variation of condition 1 of planning permission 15/0559/PA (vary conditions 5,13,14 & 15 of planning permission 13/0291/PA)
Site Address: Springfield 30 Lower Lamphey Road, Pembroke
Decision: Conditionally Approved

22/0300/PA

Proposal: New vehicular access
Site Address: The Crest, Golden Hill, Pembroke
Decision: Conditionally Approved

22/0445/PA

Proposal: Variation of condition 2 (retail floor space) of planning permission ref 22/0008/PA (Variation of condition 3 (opening hours) of planning permission ref 21/0190/PA (Variation of condition 3 of planning permission ref 20/1113/PA (Variation of condition 1 (approved plans) of planning permission ref 20/0768/PA (Variation of condition 2 (approved plans) of planning permission 18/0555/PA (Re-development of the existing petrol filling station)
Site Address: Bush Hill service Station, Bush Hill, Pembroke
Decision: Refused

The above was noted by Council

114. LICENSING

Paternoster Farm, Pembroke 14/12/2022

Council have no objections to the above

115. TO CONSIDER THE LIST OF ACCOUNTS FOR PAYMENT

188	Wages	Week ending 24.10.22	£604.37
189	Arcswood	Clearance of brambles on Castle Pond	£650.00
190	Zoom (Suzie)	Video Communication	£11.99
191	B Shilke	Window cleaning	£20.00
192	LITE	Christmas lights payment 2 of 3 40% of total cost	£3,990.24
193	The Learning Station	Traffic Marshal online course	£33.33
194	Pembrokeshire County Council	Contribution towards the new bowtop fencing & gates at the Green Play Area	£10,672.00
195	Dudley Jones	Christmas card painting	£50.00
196	Origin Amenity Solutions	Flower bulbs (Castle Grant & Mill Pond)	£7,424.50
197	Origin Amenity Solutions	Flower bulbs (Castle Grant & Mill Pond)	£95.00
198	Naturescape Ltd	Flower bulbs (Castle Grant & Mill Pond)	£164.49
199	Naturescape Ltd	Flower bulbs (Castle Grant & Mill Pond)	£193.33
200	Shipton Bulbs	Flower bulbs (Castle Grant & Mill Pond)	£1,550.00
201	The Learning Station	Traffic Marshal online course	£33.33
202	Just Great Design & Print	150 Christmas cards	£125.00
203	HMRC	Tax/NI (November)	£1,028.96
204	Wages	Week ending 7.11.22	£604.37
205	Carmarthenshire County Council	Pension October	£1,748.82
206	All White Now	Wash, dry & iron tablecloths	£30.00
207	Total Tech	Line rental	£55.00
208	Halsted DIY Ltd	Brushes, roll tape, roller & tray	£15.78
209	B Jones Electrical Contracting	Inspection & testing all column supplies serving Christmas motifs	£1,840.00
210	Envrionventure Waste Solutions	2 skips for St Michaelmas Fair*	£480.00
211	Farmfoods (Rose)	Coffee	£10.00
212	Pembroke Packaging	A3 Photocopying paper (Blue)	£13.21
213	Rose Howson	Petrol to DLW Landscaping to choose Christmas trees	£32.76
214	Wages	Week ending 14.11.22	£604.37
215	British Gas	Gas 2.10.22 – 1.11.22	£39.33
216	Amazon (Suzie)	Bingo tickets & flyers	£3.99
217	Farmfoods (Suzie)	Milk	£7.99
218	Arcswood	Installation of bulbs, dug plants & ferns	£2,711.00
219	Pembrokeshire County Council	Annual charge for the Blackhorse Toilets	£8,518.00
220	Jewson	Gloss paint	£22.27
221	Jewson	Mini roller and screws	£15.56
222	Jewson	Thermal gloves & broom & handle	£56.26

223	Jewson	Redwood paint	£7.90
224	Jewson	Redwood paint & wood for sleigh	£58.89
225	Consortium	Interchange polysweep	£8.29
226	B&M (Rose)	Cleaning materials	£29.02
227	Post Office	Airmail letter to France	£1.85
228	Aldi (Kaylee)	Refreshments for Sea Cadets visit to meet to Mayor	£3.87
229	Samba Doc	Parade on 13 th October for St Michaelmas Fair* (half of the amount to be reclaimed)	£300.00
230	Pembroke Packaging	C4 white envelopes	£34.15
231	Wages	November	£2,951.15
232	Zoom (Suzie)	Video Communication	£11.99
233	Consortium	Jumbo toilets rolls	£21.99
234	Consortium	Jumbo toilet rolls & Henry dustbags	£50.93
235	Ability Lifts	Installation of lift stage payment no 2 (50%)	£15,993.50
236	Gear4music	Wireless headset microphone system	£82.05
237	Forest Traffic Services Ltd	Christmas Parade Traffic Management Charges	£615.00
238	Collins Bros	Delivery & installation of 2 Christmas trees	£120.00

Those marked * to be recovered

The above accounts were agreed unanimously

116. UPDATE FROM COUNTY COUNCILLORS

Councillor Phillips emailed all councillors a written report.

117. CORRESPONDENCE RECEIVED

None received

118. MAYORAL APPOINTMENTS

12.11.22	Remembrance Service	Pembroke Dock, Military Cemetery	3.00pm	Cllr Evans
13.11.22	Remembrance Service	Pembroke	11.00am	Cllr Evans
13.11.22	Remembrance Parade & Outdoor Service	Albion Square, Pembroke Dock	2.15pm	Cllr Evans
23.11.22	Pizza Tasting	The Tanyard	1.00pm	Cllr Evans
25.11.22	Santa comes to Pembroke	Pembroke	5.30pm	Cllr Evans
21.12.22	Opening The Tanyard Christmas Fayre	The Tanyard	4.00pm	Cllr Evans
24.12.22	Christmas Greetings	South Pembs Hospital	10.00am	Cllr Evans
	Christmas Greetings	Bush Care Home	10.30am	Cllr Evans
	Christmas Greetings	Ashdale Care Home	11.00am	Cllr Evans
	Christmas Greetings	Holyland Care Home	11.30am	Cllr Evans

The above was noted by Council

119. AGENDA ITEMS

120. TO REVIEW APPLICATIONS FOR FINANCIAL ASSISTANCE

Council reviewed the applications for financial assistance, and following a discussion it was resolved to award Pembrokeshire Vikings £100.00 towards their project of a Coffee Trailer / Meeting Place.

121. TO INVITE GUEST SPEAKERS TO FUTURE TOWN COUNCIL MEETINGS (COUNCILLOR BUSH & COUNCILLOR PHILLIPS)

Councillor Phillips informed the meeting that she had met with Kelly Jordan of Welsh Water to discuss the Mill Pond. Following on from that meeting, she would like Council to invite her to a meeting of Town Council in February to give an update. This was agreed. Councillor Bush informed the meeting previously by email that Mr Chris Atherton would like to attend a meeting of Council to give an update on the Town Walls Trust.

122. TO DISCUSS AND REVIEW THE PRECEPT REQUIREMENT BUDGET FOR 2023/24

The Clerk provided prior to the meeting minutes and estimated costings of the meeting that took place on the 23rd November with the Finance Committee. Following a discussion, it was resolved to set the Precept Requirement at £197,950.00 with £41,000 being taken from reserves. This would make a reduction on the Precept of £60,050 from the previous year. It was also noted that the Clerk to make enquiries with regard to future costs of Library and public toilets.

123. TO REVIEW THE WORKS REQUIRED TO COUNCIL CHAMBER (COUNCILLOR NICHOLAS)

Councillor Nicholas informed Council that estimates should be sort to look at re-plastering and looking at the damp problem in the Council Chamber. Following a discussion, it was resolved that the Clerk gather 3 estimates for works to be carried out.

124. TO REVIEW THE TWINNING WITH BAIN D BRETANGE, BRITTANY AND UPDATE FROM COUNCILLOR BRINN'S VISIT AS PER PREVIOUS MINUTE 64 (COUNCILLOR BRINN)

Councillor Brinn gave Council a lengthy report of his visit to Bain De Bretange, and the various people he met when over there, who were very keen to twin with the Town of Pembroke. Following a lengthy discussion, it was resolved that Councillor Brinn contact the various local groups/schools to gain their interest in supporting this twinning and report back.

125. TO DISCUSS THE SPEED ACTIVATED SIGN AT GOLDEN GROVE SCHOOL (COUNCILLOR BRINN)

Councillor Brinn informed Council that the Speed activated sign near Golden Grove School had been removed as this was now a 20 mile hour zone. This sign was partly funded by Pembroke Town Council and Texaco. He requested to Council that a letter be sent to Pembrokeshire County Council to see if this sign could be

reinstated in Pembroke. Following a discussion it was resolved for the Clerk to write to PCC to make enquiries.

126. TO APPOINT A COUNCILLOR TO PUT FORWARD FOR THE VACANCY OF SCHOOL GOVERNOR AT GOLDEN GROVE SCHOOL (COUNCILLOR EVANS)

Councillor Evans informed Council that a vacancy had arisen for a School Governor at Golden Grove. Following a discussion, it was resolved that Councillor Ann Mortenson and Councillor Darrell Willington put their name forward.

127. TO REVIEW AND APPROVE THE QUARTERLY BUDGET REVIEW

A quarterly budget review was presented to Council. Following a review and discussion, the Quarterly Budget Review was accepted.

Mayor