

**MINUTES OF THE ORDINARY MEETING OF THE PEMBROKE TOWN COUNCIL  
HELD AT THE TOWN HALL, PEMBROKE ON THURSDAY 9th SEPTEMBER  
2021**

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**Present  
Councillors:**

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

**In attendance:**

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

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**Guest speak Mr Peter Coleman, Chairman of Pembroke 21C.**

Mr Peter Coleman gave Council an update and informed Council that 5 new trustees had been appointed to the Charity. Foundry House had been manned by volunteers through Friends of Foundry House with the main objective of keeping the Community Centre open. He also gave Council an update on Holyland Woods, which volunteers again had completed a lot of the outstanding work, which included fixing of the boardwalk and cutting the overgrowth back. It was scheduled that a professional tree survey would be completed soon, along with a new Website and booking system. The next AGM would take place on 12th October 2021 at 7.30 to which all was invited to. The Mayor thanked Mr Coleman for giving Council an update, and congratulated him and his volunteers on the work they were undertaking.

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

Apologies from Councillor Carey & Councillor Nicholas. Declarations of interest recorded from Councillor Brinn, Collins and Nutting.

**37. TO SIGN AND CONFIRM THE MINUTES OF THE MEETING ON 12th AUGUST 2021**

The minutes of the 12th August 2021 were accepted as an accurate record

**38. QUESTIONS AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC**

A member of the public spoke to Council regarding anti social behaviour in the Main Street and vandalism to her personal property. An incident which had occurred on the weekend in the early hours. She also reported she was very dismayed from the lack of police contact after the incident. Following a discussion by Council it was agreed to invite the Inspector and Sergeant from Pembroke Dock Police Station to the next meeting.

### 39. MATTERS ARISING FROM THE MINUTES

**a) Keep Britain Tidy (Min 31)**

The Clerk informed Council that she had a meeting with Keep Wales Tidy and was in the process of setting up the Town Hall to be a Hub. Within the next couple of weeks she would arrange a public event/open day to promote the scheme

**b) Cutting around Castle/Stream Maintenance Plan (Min 35)**

The Clerk informed Council that the stream would be cut by the end of September and she was still waiting to hear regarding the Castle.

**c) Update on fair meeting**

This matter was adjourned to an Agenda Item

### 40. PLANNING APPLICATIONS RECEIVED

**21/0323/PA**

**Proposal:** New detached 2-bedroom house on land to the rear of 8 Paradise Row, Pembroke

**Site Address:** 8 Paradise Row, Pembroke, Pembrokeshire, SA71 4NX

**Council would support the application**

**21/0455/LB**

**Proposal:** Emergency repair works

**Site Address:** 7 Northgate Street, Pembroke

**Council would support the application**

### 41. PLANNING APPLICATIONS DETERMINED

**21/0215/PA**

**Proposal:** Proposed single storey kitchen and family room

**Site Address:** 6 Rose Close, Pembroke

**Decision:** **Conditionally Approved**

**The above was noted by Council**

### 42. LICENSING

None received

### 43. TO CONSIDER THE LIST OF ACCOUNTS FOR PAYMENT

119	CEF	2 Wall Washer Downlights (for George Lewis' sign)	£108.00
120	Pembrokeshire County Council	Flowers for Pembroke Town	£2,574.60
121	Halsted DIY	Handle & Broom Head	£11.28
122	B Shilke	Window Cleaning	£20.00
123	West Wales Maritime Heritage	Pembroke River Rally	£660.00

124	Sweet Retreat	Sweets for River Rally Treasure Hunt	£100.00
125	British Gas	Gas 2/6/21 - 1/7/21	£28.94
126	British Gas	Electricity 12/5/21 - 9/7/21	£194.91
127	British Gas	Gas 2/7/21 - 1/8/21	£15.16
128	Wages	Week ending 16.8.21	£661.51
129	LITE	Christmas lights (1st instalment 40% of total cost)	£4,788.29
130	Asda (Rose)	Alcohol & soft drinks for Mayor	£47.01
131	Asda (Rose)	Coffee	£9.00
132	Total Tech	Line Rental Monthly	£66.00
133	Pembroke Packaging	Toilet roll	£24.17
134	Pembroke Packaging	Stationery	£117.46
135	Compere	River Rally	£150.00
136	B&M (Rose)	Cleaning Materials	£28.73
137	Robinson Retail (Rose)	Milk	£1.79
138	British Gas	Electricity 10.7.21 - 9.8.21	£90.21
139	Wages	Week ending 23.8.21	£607.72
140	Jewson	Sadolin Extra	£71.17
141	George Palmer	Hand carved plaque memory of George Lewis to include Mount	£400.00
142	Wages	Week ending 30.8.21	£607.52
143	Salaries	Month August	£2,802.54

**The accounts were agreed unanimously.**

#### **44. CORRESPONDENCE RECEIVED**

**The following correspondence has been received from Mr Ian Jones, Hon. Treasurer, St Marys Church**

Dear Ms Thomas,

Re: St Marys Church, Pembroke

I am writing to let you know that some maintenance work will be carried out on St Marys Church Tower on Monday 23rd and Tuesday 24th August 2021. The work will be carried out by Dawson Steeplejacks Ltd who are accredited contractors. The churchyard will be closed during this period of time.

On a second matter the Church Council has been given permission from the Diocese of St Davids and Pembrokeshire County Council to carry out work on the willow tree near the church entrance. The first part of the work is for it to be "pollarded" as has been done many years ago, however, a recent report has also recommended that it will need to be felled later and two replacement trees will be put in place. Further tree work on diseased trees in the churchyard itself will also be carried out and it is hope that a new sensory garden will be constructed in 2022.

If you require any further information please let me know.

The above was noted by Council

#### **45. MAYORAL APPOINTMENTS**

4th September - Opening of Monkton Community Hall

5th September - Garden Thru Time - Tabernacle Church (Mayor & Deputy)

19th September - Castle Praise - Pembroke Castle

19th September - St Davids Council - Mayor Making - Cathedral (Deputy)

25th September - Pembrokeshire Scouts AGM - Picton Castle

**The above was noted by Council**

#### **46. AGENDA ITEMS**

#### **47. TO REVIEW AND APPROVE THE QUARTERLY BUDGET (TOWN CLERK)**

The Clerk presented Council with a quarterly budget review. Following a review and discussion it was resolved to accept the quarterly budget .

#### **48. TO REVIEW AND APPROVE APPLICATIONS FOR FINANCIAL ASSISTANCE (TOWN CLERK)**

One application was considered from Dyfed Powys Police for their new Intact Programme. Following a discussion, it was resolved that the Mayor donate £250.00 towards this local project.

#### **49. CROSSING FROM THE PERSIMMON ESTATE, BUSH HILL AND MILL BRIDGE (COUNCILLOR ASMAN)**

I have concerns with pedestrian safety as have we all (note agenda item e). As far as my ward of Pembroke North is concerned, I wish to discuss the following.

##### 1 The crossing at the bottom of Bush Hill from the Martello Park.

This crossing is unsafe – as a Council we opposed this at the time of planning but it happened regardless. I have discussed with CCllr Jon Harvey, who I know has made representations to PCC, and asked him to share his concerns so that we can lend our support.

As you will be aware my opposition to the pedestrian crossing is long standing and is based on genuine worries about Highway safety for those using it. Whilst there are benefits to the residents of Martello Park, my concern is that vehicles approaching the crossing heading down Bush Hill only see the crossing once they pass the left bend in the road.

I have raised this issue a number of times over the last 3 years with Highway Officers and was successful in getting the speed limit reduced from 40mph to 30mph along this stretch.

The installation of the crossing was a requirement of the original planning permission and, despite my requests, I was advised that this could not be changed. I have liaised with Persimmon Homes in terms of making the barriers at the exit of the footpath as safe as possible, but still have real concerns about a child running out on to the road. You may be aware that a number of years ago a young girl was killed at this location.

I have approached Highways about the installation of a controlled pelican crossing which I believe would aid pedestrian safety. To date, my request has not found favour. If the Town Council could add weight to this request it may help to convince them.

Road safety is one of my biggest concerns in the Ward and will continue to press the Highway Department to install additional road safety measures. Any assistance that you as Mayor and Ward Member and the Town Council can provide in putting pressure on the County Council would be of great assistance.”

## 2 There is still no crossing at Golden Hill Road by the Green Park.

"Again this has been raised in the past but no action taken. As you know I have successfully obtained funding to extend the park by providing equipment for older children and carried out a consultation with residents. There is much concern that the toddler area is not fenced. PCC installed this equipment next to the Park entrance, which opens on to the Golden Hill Road and is not gated. On putting forward concerns, I have been told there is no money – but surely, on the grounds of Health & Safety, this should be done? Quotes have been obtained and we are talking about £8K".

## 3 I also wish to raise again concerns about pedestrian safety on the Mill Bridge and the need for some sort of traffic calming.

Cars do speed along the bridge and I, like many others, have had close encounters on the pedestrian crossing which drivers often fail to see until they are on top of it. There is a fatality record here.

The Mill Bridge is, since the installation of the statue, a popular gathering place and cars should proceed with caution. I have to say my husband and I were almost run down on the pavement by a car overtaking on the bridge. This did result in a prosecution.

There is much concern here and we, as the Town Council, need to address this and keep it on the agenda. In my view we should press for raised crossings at each end of the bridge as the most effective way of slowing down the traffic.

**Following a lengthy discussion it was resolved to invite Mr Darren Thomas to a meeting of Town Council to discuss these various safety concerns.**

**50. MAKING OF STREET BANNERS (COUNCILLOR BLACKBURN)**

"I would like to enquire with Council as to whether to continue the making of the Banners which are erected in the Main Street, during the Summer months.

Obviously the banners get torn and damaged quite quickly due to the location and wind tunnel of Main Street, so in theory new ones should be made every year.

Should you agree, new volunteers must be found, as I cannot continue with the small group that was currently making them before Covid arrived.

**The Clerk informed Council that she had enquired with Councillor Grimes regarding quotations to purchase street banners. Councillor Grimes showed Council images of what could be expected of the banners and fastenings for the lamposts. Following a discussion, it was resolved to obtain 3 quotations and come back to Council with the information.**

**51. ROAD SAFETY IN PEMBROKE (COUNCILLOR BRINN & CAREY)**

Councillor Brinn informed Council that he had attended a meeting with Councillor Carey at Pembroke Town Hall recently which was requested by several residents from St Michael's Ward & St Mary's South Ward. Matters of road safety were addressed. Councillor Brinn informed Council of various concerns which had been raised and proposed to Council to assist in these matters of raising concerns to Pembrokeshire County Council. Following a discussion it was agreed that these concerns be also addressed in the meeting with Mr Darren Thomas which was due to be arranged from the above agenda item.

**52. EASTEND ROUNDABOUT (COUNCILLOR COLLINS)**

Councillor Collins raised his concerns again about Eastend Roundabout. Councillor Brinn informed Council that a meeting was due to take place with Mr Stephen Bengier but had been postponed due to Covid restrictions. Councillor Brinn would chase up this meeting and again would raise these concerns at the Road Safety meeting.

**53. TO REVIEW COUNCIL MEETINGS IN AUGUST (COUNCILLOR BRINN)**

Councillor Brinn proposed to Council that a meeting not held in the month of August. Many Councils do not hold a meeting in this month and should something of importance arise an Extra Ordinary Meeting could be called, along with planning now being looked at by a committee, he felt that 11 meetings would be sufficient in line with other councils. Following a discussion and a vote taking place, it was resolved to not hold a meeting in the month of August.

**54. TO DISCUSS PEMBROKE MICHAELMAS FAIR**

The Clerk gave an update on the meeting which some Councillors attended along with herself, Pembrokeshire County Council and members of the Showmen's Guild, to discuss this year's Fair, and how it would work with covid restrictions. Further to the walk through the Main Street, Pembrokeshire County Council were waiting for the revised plans on certain parts of the fair from the Showmens Guild. Following a

discussion, it was resolved, that as long as all Covid Regulations were adhered to, set out by the Welsh Government, Pembroke Town Council would be happy for the fair to go ahead. This was subject to a letter drop/consultation through the Main Street. A vote took place, with 8 in favour, and 3 against and 2 abstentions.

Mayor .....

