

**MINUTES OF THE ORDINARY MEETING OF THE PEMBROKE TOWN COUNCIL
HELD AT THE TOWN HALL, PEMBROKE ON THURSDAY 16th JANUARY 2020**

Present:

Councillors:

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

In attendance:

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

149. APOLOGIES FOR ABSENCE / DECLARATIONS OF INTEREST

Councillor A Brinn, Councillor Carey and Rev Stella Hayton
Councillor Harvey took no part in the debate or voting on the planning applications at this meeting. Councillor Collins declared an interest in item 157.

**150. TO INTERVIEW PROSPECTIVE CANDIDATES FOR CO-OPTION FOR THE
VACANCY AT MONKTON WARD**

The above item was taken under Private and Confidential

151. QUESTIONS AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC

No members of the public were present

**152. TO SIGN AND CONFIRM THE MINUTES OF THE MEETING ON 5th DECEMBER
2019**

The minutes of 5th December 2019 were accepted as an accurate record, and were moved by Councillor Evans and seconded by Councillor Brown.

153. MATTERS ARISING FROM THE MINUTES

No Matters arising

154. PLANNING APPLICATIONS RECEIVED

19/0902/AD

Site Address: 15 Main Street, Pembroke, SA71 4JS

Proposal: 1 x Non illuminated fascia sign 'A', 1 x Externally illuminated traditional projection sign 'B'+

Council would support the application

19/0877/PA**Site Address:** 2 Ashleigh Gardens, Pembroke, SA71 4AR**Proposal:** To extend (north elevation) to create a granny annex to accommodate family members. 2 storey extension to include 2 bedrooms / dayroom / kitchenette / bathroom facilities.**Council would support the application****155. PLANNING APPLICATIONS DETERMINED****Proposal:** Alterations and Extensions**Site Address:** Rosevale, The Grove, Grove Hill, Pembroke SA71 5BP**Decision:** Conditionally Approved**The above was noted by Council****156. LICENSING**

None Received

157. TO CONSIDER THE LIST OF ACCOUNTS FOR PAYMENT**To approve the list of payments**

178A	BT	Telephone	£514.30
179	Wages	Week ending 2.12.19	£569.66
180	Berndt Shilke	Window Cleaning	£20.00
181	Total Tech Ltd	Telephone/Broadband	£66.00
182	Collins Bros	Collect Christmas trees from Salem & erection	£243.00
183	Infinity Doc Sol	Photocopies	£53.35
184	Poundstretcher	Chocolates for Christmas Fayre	£1485.00
185	Poundstretcher	Chocolates for Christmas Fayre	£15.00
186	Poundstretcher	Christmas Lights	£8.99
187	Wages	Week ending 9.9.19	£569.66
188	Neil Thomas	Compere Christmas Fayre	£150.00
189	Carmarthenshire CC	Pension	£1309.38
190	HMRC	Tax/NI	£960.36
191	Suzie Thomas	Petrol for Pension Meeting in Llanelli	£41.40
192	Graphic Wizard	No Smoking Signs	£6.45
193	Pembrokeshire CC	Black Horse Toilets Quarter 2	£1045.72
194	Halsted DIY	Screws, Gloves, Knife	£25.96
195	Wages	Week ending 16.12.19	£569.66
196	Wages	Month ending 20.12.19	£2907.36
197	Wages	Week ending 23.12.19	£569.66
198	Wages	Week ending 30.12.19	£569.66
199	Carmarthenshire CC	Pension	£1337.76
200	Touring Pantos	Pantomime	£525.00

The accounts were agreed unanimously and approved by Councillor A Cooke and seconded by Councillor D Evans**158. CORRESPONDENCE RECEIVED**

No Correspondence received

159. MAYORAL APPOINTMENTS

1.12.19	Pembroke Ladies Lifeboat	The Officers Mess, Castlemartin
9.12.19	Pembroke Farmers Dinner	Town Hall
11.12.19	Young at Heart Dinner	Town Hall
24.12.19	Hollyland Lodge	Pembroke
24.12.19	Ashdale Care Home	Pembroke
24.12.19	Bush Care Home	Pembroke
25.12.19	South Pembs Hospital	Pembroke Dock

The above was noted.

160. AGENDA ITEMS

161. UPDATE FROM COUNTY COUNCILLORS

Councillor Harvey gave council an update of what was happening in his respective ward. It was noted by Council that no other County Councillor had given a written report, and suggested that if they could not attend the meeting, a report could still be sent in at least quarterly.

162. TO DISCUSS THE POSSIBILITY OF HAVING MAYOR'S CADET (COUNCILLOR EVANS)

Councillor Evans discussed with Council the possibility of having a Mayor's Cadet. He went on to say that various other Councils have this role, and had prepared some notes. The Mayor of Pembroke may select a Mayor's Cadet to assist with civic duties during their term of office. The Cadet's formal duties will be to attend the Mayor as and when appropriate in the course of his / her official duties within the town.

The Mayor's Cadet will hold their appointment from the date agreed with the Mayor or until the end of the civic year.

It is the responsibility of the Cadet's organisation to liaise with the Town Clerk to determine the duties for which the cadet will be required. They will be expected to assist the Mayor as required and act as ambassadors for their organisations and the young people of the area. Examples of duties would be assisting with events such as the Town Awards, Civic Service, Remembrance Services and Christmas activities. This is not an exhaustive list and could be adjusted as required by the Mayor in liaison with the organisation.

Following a discussion, Councillor Evans proposed that we go forward with the idea of having a Mayor's Cadet which was seconded by Councillor Bush, following a vote

taking place it was resolved not to take this forward but to look into further the possibility of having a Youth Council.

163. TO DISCUSS YOUTH COUNCIL (COUNCILLOR JONES)

After previously discussing the possibility of a youth council last year, Councillor Jones suggested that we should go forward and look at this again. He proposed that in the first instance they set up a small working group. Following a discussion, it was resolved that Councillor's Harvey, Asman, Evans and Jones arrange a date to set up a meeting, and then come back to Council with proposals.

164. TO DISCUSS APPLYING FOR COMMUNITY WORKS GRANT (COUNCILLOR ASMAN)

Councillor Asman informed Council that she was looking into the possibility of applying for a Community Works Grant. Pembrokeshire County Council are introducing a Community Works Grant to provide an opportunity for Town and Community Councils to submit bids for small highway schemes. The maximum cost to the authority for any one scheme is £10,000 and that the overall budget for the County is £100,000 for 2019-20, with bids limited to one per Town or Community Council. Councillor Asman suggested that Council could apply for a raised crossing at the Mill Pond Bridge. Following a discussion it was reported that Pembrokeshire County Council were in discussions regarding this crossing, and suggested that any work required at the crossing would be completed by Pembrokeshire County Council so suggestions were left open with council and to email the Clerk with suggestions and discuss at another meeting.

165. TO DISCUSS PROPOSALS FOR IMPROVEMENTS TO THE TOWN HALL FOR COMPLETION OF GRANT APPLICATION (COUNCILLOR ASMAN)

Councillor Asman enquired with Council as to whether anyone had any suggestions in what they would like to see improved in the Town Hall. As mentioned in a previous meeting she was applying for a Grant to improve the facilities in the Town Hall. Councillor Asman informed the meeting of the proposals she was getting quotations for a lift, re-panelling of Council Chamber and outside the Museum, new White Board, Sound System and projector for the Main Hall, with also black out curtains and some sort of cladding for the Main Hall to allow for Art Exhibitions

Following a discussion it was resolved that any suggestions get emailed to the Clerk or Councillor Asman.

Mayor