

**MINUTES OF THE ORDINARY MEETING OF THE PEMBROKE TOWN COUNCIL
COMPLETED BY EMAIL & VIDEO CONFERENCE ON THURSDAY 15th APRIL
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, A Mortenson

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, Nutting, Collins, Evans, Nicholas, Phillips, Cooke, Bush, Grimes, Brown, Mortenson the Town Clerk and Assistant Town Clerk.

The Mayor informed the meeting that his Guest Speaker Mr Barry John had been delayed in Cardiff, so had sent his apologies. He then went on to welcome the new Councillor for St Mary North Ward, Mrs Ann Mortenson to the meeting.

434. DECLARATIONS OF INTEREST / APOLOGIES

Apologies Councillor Carey and Councillor Brinn. Declaration of interest from Councillor Grimes.

435. QUESTIONS AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC

None present

436. TO SIGN AND CONFIRM THE MINUTES OF THE MEETING ON 18th MARCH 2021

The minutes of 18th March 2021 were accepted as an accurate record.

437. MATTERS ARISING FROM THE MINUTES

a) To discuss and arrange a meeting regarding the Regeneration Framework for Pembroke (Minute 374)

The Clerk informed Council that she had arranged a meeting with Ms Rachel Moxley and Mr Steve Jardine of Pembrokeshire County Council for Tuesday 20th April at

10.30am and anyone wishing to participate to contact the Clerk for an invitation by zoom.

The above was noted by Council

438. PLANNING APPLICATIONS RECEIVED

20/1049/PA

Proposal: Alterations and single storey rear extension

Site Address: 7 Mansel Street, Pembroke

Council would support the application

20/0869/PA

Proposal: Variation of Condition 3 (Agricultural Occupancy Condition) of planning permission D3/229/93

Site Address: Touchwood, Lower Lamphey Road, Pembroke, SA71 5NJ

Council would support the application

20/0882/PA

Proposal: Change of use from former amusement arcade (Sui Generis) to board game cafe (A3) former hairdressers (A1) to waffle & crepe takeaway (A3) associated advertisement signage and insertion of new access doorway to first & second floor residential apartment

Site Address: Waterloo House, 34 Main Street, Pembroke, SA71 4NP

Council would support the application

20/1159/PA

Proposal: Reserved matters in respect of access, appearance, landscaping, layout and scale to outline planning permission 17/1199/PA (One dwelling)

Site Address: Land adj to 17 Buttermilk Close, Pembroke, SA71 4TN

Council object to this application as it is not in keeping with the surrounding area, out of building line, and main services run through the plot

20/1187/PA

Proposal: Alterations and extension

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

Council would support the application

20/0948/PA

Proposal: Proposed two storey dwelling

Site Address: Site to the rear of St Ronans, Main Street, Pembroke, SA71 4DB

Council would support the application

20/0915/PA

Proposal: Alterations and extension to dwelling

Site Address: 20 South Meadows, Pembroke, SA71 4EW

Council would support the application

439. PLANNING APPLICATIONS DETERMINED

20/0305/CA

Proposal: Proposed demolition of No 6 Castle Terrace

Site Address: No 4 - 6 Castle Terrace & land fronting Northgate Street, Pembroke, SA71 4LA

Decision: Conditionally Approved

20/0306/LB

Proposal: Demolition of No 6 Castle Terrace and refurbishment of No 4 and No 5 Castle Terrace to provide new visitor centre, community hub, library and cafe with associated access and landscaping works.

Site Address: No 4 - 6 Castle Terrace & land fronting Northgate Street, Pembroke, SA71 4LA

Decision: Conditionally Approved

20/0842/TF

Proposal: Tree Surgery

Site Address: 2 Ashleigh Gardens, Pembroke, SA71 4AR

Decision: Conditionally Approved

20/0969/PA

Proposal: New Pitched Roof over existing flat roof

Site Address: 8 Wades Close, Holyland Road, Pembroke, SA71 4BN

Decision: Conditionally Approved

19/1218/PA

Proposal: Erection of a single storey timber clad level access cabin

Site Address: Well Hill, Pembroke

Decision: Refused

20/0640/PA

Proposal: Alterations and extension to dwelling

Site Address: 12 Upper Row, Golden Hill, Pembroke

Decision: Conditionally Approved

20/1015/PA

Proposal: Detached Garage

Site Address: 26 Webbs Drive, Pembroke, SA71 4FB

Decision: Conditionally Approved

The above was noted by Council

440. LICENSING

None Received

441. TO CONSIDER THE LIST OF ACCOUNTS FOR PAYMENT

273	Wages	Week ending 15/03/21	£600.51
274	Farmfoods (Rose)	Milk	£5.50
275	Ebay (Suzie)	Danger Notices for Dipping Platform	£25.62
276	Dyfed Alarms	Renewal of Intruder Alarm Annual Service Agreement	£216.00
277	Wages	Week ending 22/03/21	£600.51
278	Pembrokeshire County Council	Trade Waste Agreement & Bags	£186.11
279	B Jones Electrical Contractor	Dismantling festive lighting & replacement	£7,182.00
280	JDW Landscapes	Additional hand rail at dipping pond	£180.00
281	WG Richards & Sons Ltd	Digger clearing silt etc. in Mill Pond	£420.00
282	British Gas	Electricity 10/2/21 - 9/3/21	£99.70
283	The Green Park	Donation	£250.00
284	Zoom Video Communications Inc	Monthly 22/3/21 - 21/4/21	£14.39
285	B&M (Rose)	Cleaning materials and hand gel	£28.95
286	Wilko (Rose)	Saw Blades, rubber mallet & sanding pads	£16.80
287	Autodromo Ltd	William Marshall Statue detailing and shield making	£4,200.00
288	Wages	Week ending 29/3/21	£600.51
289	Salaries	March	£2,600.94
290	HMRC	Tax/NI	£800.62
291	Wages	Week ending 05/04/21	£600.51
292	HMRC	Tax/NI	£42.08
293	Pembrokeshire County Council	Annual subsistence fee to Premises Licence/Club Cert	£180.00
294	Jewson	Dulux brilliant white paint	£71.69
295	Carmarthenshire County Council	Pension March 2021	£1,251.00
296	Autodromo Ltd	Cleaning and waxing Henry Statue	£595.00

Items 275, 280, 281 to be reclaimed from Mill Pond Grant

Item 287 to be transferred from Heritage Fund

The accounts were agreed unanimously.

442. CORRESPONDENCE RECEIVED

The following correspondence has been received from Mr David Halstead

Afternoon Susie,

Please find attached a map of where we were thinking about having some trees planted.

As discussed with David, we would like to plant some trees on this common land.

We were thinking about 100 trees to start with and was hoping that maybe the council would be able to put a path way through the field and maybe some benches for people to sit on so to plant the trees around to make a feature out of it, maybe even some picnic tables somewhere?

As for looking after them, we thought that maybe it could be a community project where we could get the local voluntary businesses like the tanyard, C21 for example to help out or any other ideas you may have on this, as it is common land.

We would very much like it to become a habitat for wildlife to flourish in. We are able to source the trees and they would be about 3 years old so would have a good head start in respects to the environment and wildlife.

If you have any other thoughts on this, please don't hesitate to put your ideas forward to as we would very much like this to be something for Pembroke and also something for the visitors to enjoy to and encourage the down to the commons area.

We look forward to hearing any ideas you as a town council would have on this also.

The following correspondence has been received from Colonel (Retd) TCS Bonas, Regimental Adjutant, Welsh Guards.

Dear Mayor,

I wanted to respond to you and your fellow Councillors to say how deeply touched we were to receive your letter on Sergeant Gavin Hillier and to express our heartfelt thanks for thinking of us. We have lost a wonderful Welsh Guardsman who was widely respected and liked in the Regiment and he loved the Army.

Of course, being in the Army and Infantry means accepting the risks that are inherent in a Service life, but nevertheless when accidents like this do happen, it is always a shock. The Battalion were hard hit especially by those who were close to Sergeant Hillier and also by the Warrant Officers and Sergeants Mess. His loss is keenly felt although the Battalion have had to focus their minds currently on exercise in Norfolk and preparing for an operational tour.

We are doing all we can for Mrs Hillier at this difficult time for her, her sons and the wider family.

I absolutely endorse your comment on our strong bond of friendship and one that has grown since you kindly offered us the Freedom of Entry in 2006. I hope we will be able to return once the Battalion's commitments allow us a window or windows of opportunity. Meanwhile may I offer our warmest thanks again for your very thoughtful and kind letter.

Yours sincerely,

Tom

The following correspondence has been received from Alan Prosser, Director of Welsh Blood Service

Dear Ms Thomas

I trust you are keeping safe and well.

I would like to take this opportunity to thank you on behalf of the Welsh Blood Service, donors, patients and patients' families for the enormous commitment you have afforded us during the pandemic.

Your assistance, co-operation and willingness to facilitate a booking at the Town Hall, ensuring that the cleanliness and temperature of the venue was appropriate has meant we have been able to continue to operate our clinics and in the local community to kindly donate blood.

The contribution you have made has allowed the Welsh Blood Service to safeguard the vital service we provide to the NHS by maintaining the supply of blood and blood products to hospitals across Wales.

Your support has been invaluable during these times, and I wanted to extend my personal gratitude and utmost thanks on behalf of the Welsh Blood Service for the remarkable support you had provided in the most trying circumstances.

We look forward to many more years working in partnership with you and wish you all the very best.

The above was noted by Council.

443. MAYORAL APPOINTMENTS

No official appointments

444. AGENDA ITEMS

445. THE GREEN PLAY PARK, PEMBROKE UPDATE/ STATUE UPDATE (COUNCILLOR ASMAN)

Councillor Asman gave the following update...

GREEN PARK PEMBROKE

At the PTC meeting of 17th September 2020, I requested that I make an application for funding from the Enhancing Pembrokeshire grant through Pembroke Town Council on behalf of Green Park Pembroke. This organisation was set up in 2019 to raise money for improved play facilities on the Green Park: as a Town Councillor for Pembroke North, I was involved in this.

On being elected Mayor last year, I made Green Park Pembroke my Mayor's Charity. Although my appointment was delayed, I went ahead with fundraising and made

application to the EPG for £40K. I am pleased to report that the application was successful and last week we received official confirmation of this. However, this is an 80% grant and another £10K was needed. The money was obtained from Wales CO-OP Community Fund (raised by the group prior to the application), £3K from Valero and £5K from the Ascona Group, presently rebuilding the garage and facilities on the Green. There is to be an official handing over of the cheque in June, on completion of the project.

Last week a meeting of Green Park Pembroke took place on the Park to discuss the way forward. This took place between representatives from Dragon Play (who supplied the best of 3 quotes obtained for the grant application) and Green Park Pembroke committee, local Town Councillors, County Councillor Jon Harvey and the Police Secure by Design Officer. It is important that a further public consultation takes place to approve the final design and equipment. The suppliers will draw up a plan of the park and equipment proposed (with preferences) and the leaflet will be distributed door to door. There will be an accompanying social media consultation. I cannot give a date at the moment when the equipment will be installed but, preceding this, there is to be a community paint the park project and some landscaping will be done. The grant money also includes the purchase of picnic tables so that the park can become a place where families can socialise.

This money represents two years of Pembroke's second homes' tax grant: no one had applied for it during that time. The reason being that applying for grant funding is beyond most people's experience and is very time consuming and complex. To my mind, as this money is awarded to Pembroke, it should be awarded to PTC to distribute to the benefit of the community so that the money can be directed to where it is most needed. I should like the Town Council to consider this.

Following a discussion regarding the above proposal, Council resolved to write to Pembrokeshire County Council asking to revisit their decision of administering the Second Home Tax Grants.

WILLIAM MARSHAL STATUE

Harriet Addyman has made much progress on the William Marshal statue, which is nearing completion. It is most impressive and is receiving great attention. I recently uploaded photographs of the statue to the Pembroke & Monkton Local History Society's Facebook page and the post reached 103,636 within days with over a hundred comments (all favourable) and 320 shares. An amazing response!

Harriet is now anxious to design the plinth and this needs to be done soon as planning permission must be sought. The site is problematical as it is sloping: it was surveyed by Stuart Asman and Emyr Williams, both Civil Engineers, and plans drawn up. Then, on Tuesday April 13th, a site meeting was held with Jon Williams and members of the Pembroke Castle Trust, believed to own the site, to discuss the positioning of the statue. A further meeting has been arranged at Harriet's studio so that they can see the statue itself. Should any members of PTC wish to visit, please contact me to arrange.

It is to be hoped that the statue will be completed and erected at the end of September with a celebration in Pembroke Castle.

THE DRAGON FOUNTAIN.

Part One of this project has been completed ie. the schools' project and the construction of the maquette by sculptor Gideon Petersen. Gideon was responsible for the acclaimed statue of Welsh resistance hero Llywelyn ap Gruffydd in Llandovery and the popular Bertie the Sea Bass created for the 'Turn the Tide on Plastic' project led by Amroth and Saundersfoot community councils. The project was funded by LEADER which is administered by Planed.

We would like to have organised a public consultation to invite community views but, because of COVID-19 restrictions, this has not been possible. However, we are exhibiting our Dragon in the shop window next to Brown's Cafe in Pembroke Main Street, by kind permission of Mrs Glynis Brown, so that he can be on public view - a practical demonstration of its workings will have to wait until our future meeting.

In the meantime, decisions have to be made as to the size and technical concerns. To this end a site meeting was arranged with Gideon and attended by Emyr Williams, who is well qualified to advise. Once the practicalities are sorted, a cost can be estimated and the fundraising campaign organised. I will report back to you when more is known.

446. TREES - HALSTEAD (TOWN CLERK SEE ABOVE)

Following on from the letter received above, Council discussed the proposal and agreed that because of the positioning of the orchard which was on Common Land, Pembrokeshire County Council would have to give permission, which would have to be sought from Mr Halstead.

447. MAYOR MAKING / AWARD EVENING / LANDING CRAFT SERVICE, FRESHWATER WEST - DECISION TO POSTPONE

The Clerk informed Council that due to current restrictions because of the pandemic, that the above events would have to be postponed until later in the year. It was resolved that the Deputy Mayor to lay a wreath at the Memorial stone down at Freshwater West.

448. TOWN HALL ROOF (TOWN CLERK)

The Clerk informed Council that she had received one quotation back for the work that was required on the Town Hall Roof. Following a discussion it was agreed to accept the quotation at a cost of £1500.00.

449. REPORT FROM THE MAYOR, CLLR GARETH JONES

Two years ago, No one would have predicted that our whole world was about to be turned completely around from the normal we have come to expect.

We, as councillors, our families our community and our country, have all had our lives touched in some way by these extraordinary events. A once in a lifetime pandemic that has required sacrifice and pain for all of us – loss and suffering for far too many.

As we locked down and faced this emergency, we hastily adopted new ways of working and living. I am grateful for the Town Council Staff that adapted so quickly and ensured that this council was able to continue working and representing our community. We anticipated the need to work from home, and so were able to support the community immediately the Lockdown came into effect.

I was notified that I would be required for full-time military service the day that Lockdown was declared and, in the time, before I was given my tasking, I was able to assist in the efforts to ensure food and medicine was gathered and delivered to those within our community that were required to Shield themselves at home.

I was assigned to assist with the formation of an Air Mobile Field Hospital and put on standby to assist UK dependencies around the whole world.

During this time, we as a Town Council adapted our ways of working and moved our meetings online where we continue to work while the pandemic endures. However, these restrictions did not stop us from representing the concerns and needs of our community and delivering exciting improvements to the heart of our town – such as the much-needed work and improvements to the Mill pond and seeing this continue to develop next to the Castle pond and more exciting projects.

Once I was demobilised, I continued my RAF service by delivering training and development courses. My duties of a Coastguard Station Officer have also kept me busy during this time – delivering training and safety patrols while we endured a busy summer 2020 with multiple rescues and assisting the Police in Patrols and Searches.

While our civic functions have seen our major events cancelled or postponed we as a council were able to commemorate the VE and VJ anniversaries of the end of World War 2, the Remembrance services in November and Santa's Parade was taken to the streets of Pembroke and Monkton where we came to our public – and a popular (if soaking) evening that was !!

Once more we all faced the resurgence of the pandemic in its brutal second wave and we were all required to endure another tough lockdown. This time saw me working shifts at Withybush hospital as a porter while they struggled to cope before I was recalled once more for full time service by the RAF – this time to deliver the new vaccines developed in record time.

This is where I deliver this message – on duty with the Military Assistance to Civilian Authority (MACA) and part of a Quick Reaction Force, where we are sent to areas that need help to maintain vaccination delivery promptly.

As I come to the end of this extraordinary and extended period of service as the Mayor of Pembroke, I must give thanks to all of you for the support and cooperation given without hesitation while we learned how to work and debate in a strange new world.

I would not have been able to achieve half of what was done without our Town Clerk Suzie Thomas and the Town Hall team – my most sincere Thanks.

Now, we look forward to the future, with apprehension and optimism.

Our future leadership will be handed to Cllr Linda Asman and I wish you luck, success and a “Normal” term as Mayor of Pembroke – this fantastic Town and Community that has a bright future before it.

Gareth Jones

Mayor of Pembroke

Sergeant Royal Air Force, Station Officer H.M. Coastguard

Council thanked Councillor Jones for his continued support and commitment over the last two years.

Mayor

