

**MINUTES OF THE ORDINARY MEETING OF THE PEMBROKE TOWN COUNCIL
COMPLETED BY EMAIL & VIDEO CONFERENCE ON THURSDAY 18th MARCH
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

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, Brinn, Nutting, Collins, Evans, Nicholas, Phillips, Bush, Grimes, Carey the Town Clerk and Assistant Town Clerk.

Guest speakers from Hywel Dda University Health Board (Ms Gill Patterson, Ms Rhian Bond and Dr Sion James) and Argyle Medical Group (Dr Jenny Boyce and Mrs Judith Scourfield) were welcomed to the meeting. A lengthy discussion took place giving Council an update of Argyle Medical Practice, St Oswald's and also the vaccine programme progress.

415. DECLARATIONS OF INTEREST / APOLOGIES

Apologies Councillor Brown

416. QUESTIONS AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC

None present

**417. TO SIGN AND CONFIRM THE MINUTES OF THE MEETING ON 18th FEBRUARY
2021**

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

418. MATTERS ARISING FROM THE MINUTES

A) Update from County Councillor Carey regarding the meeting discussing the flooding and the Barrage in Pembroke, which took place with Pembroke County Council officers (Correspondence sent by email)

B) Election Costs - Update see under correspondence received

C) 20mph / Street lighting First Lane (Min 409) - correspondence received from Claire Williams, Traffic & Road Safety Engineering Officer, Pembroke County Council

You may or may not be aware that Welsh Government is looking to introduce 20 mph as a standard limit on all restricted roads – roads that currently have a 30mph restriction and have street lighting in urban areas in 2023. In advance of the national roll out, PCC is looking at key towns within Pembroke County Council such as Pembroke to introduce area wide 20 mph limits as soon as reasonably practical. First Lane is within the built urban area and will be included as part of this review and any changes to the speed limit.

Should you require any further information please do not hesitate to contact me .

The above was noted by Council

419. PLANNING APPLICATIONS RECEIVED

20/0580/PA

Proposal: Change of use from D2 (Virtual reality training) to D1 (Veterinary practice) and A1 (Pet Shop with associated coffee shop)

Site Address: Paul Sartori Shop, Main Street, Pembroke, SA71 4DB

Council would support this application

20/1060/LB

Proposal: Change of use of parts of the existing property, various internal and external alterations, and the construction of a new first floor extension above an existing ground floor area

Site Address: 1 Westgate Hill, Pembroke, SA71 4LB

Council would support this application, however being in an environment so close to an ancient monument, listed conditions must be adhered and would not be suitable for HMO.

20/0999/LB

Proposal: Proposed internal alterations to provide En-suite facilities, replacing rear conservatory with proposed sun room and conversion of rear outbuilding into plant room and shower room

Site Address: 113 Main Street, Pembroke, SA71 4HN

Council would support this application, however great care must be taken not to lose any listed features.

20/0998/PA

Proposal: Alterations and Extension

Site Address: 113 Main Street, Pembroke, SA71 4HN

Council would support this application

20/1046/LB

Proposal: Proposed alterations and single storey rear extension

Site Address: 7 Mansel Street, Pembroke S71 4ES

Council would support this application, however great care must be taken not to lose any listed features.

20/1081/PA

Proposal: Erection of two semi-detached dwellings

Site Address: 2 Devon Drive, Pembroke Sa71 5TT

Council would support this application

20/0842/TF

Proposal: Tree Surgery

Site Address: 2 Ashleigh Gardens, Pembroke

Council would support this application

20/1015/PA

Proposal: Detached Garage

Site Address: 26 Webbs Drive, Pembroke

Council would support this application

20/1041/AD

Proposal: Advertisements

Site Address: Bush Hill Service Station, Bush Hill, Pembroke, SA71 4QU

Council would support this application

420. PLANNING APPLICATIONS DETERMINED

20/0811/PA

Proposal: A new 3 bedroom bungalow

Site Address: Land on the North side of the Old Conduit, To the rear of Rookery Nook, 53 Monkton

Decision: Refused

20/0850/PA

Proposal: Variation of condition 4 (Hours of operation) of permission 18/0555/PA (Redevelopment of the existing petrol filling station).

Site Address: Bush Hill Service Station, Bush Hill, Pembroke, SA71 4QU

Decision: Refused

20/0448/PA**Proposal:** Siting of self storage containers**Site Address:** Former A & M Engineering, Lower Lamphey Road, Pembroke**Decision: Conditionally Approved****20/0242/PA****Proposal:** Alterations and extension**Site Address:** Sunnyside, 8 The Green, Pembroke, SA71 4NU**Decision: Conditionally Approved****20/08212/PA****Proposal:** Erection of a dwelling**Site Address:** Rose Valley, Lower Lamphey Road, Pembroke, SA71 5NJ**This is to inform you that the application for the above proposal has been withdrawn and our records updated accordingly.****The above was noted by Council****421. LICENSING**

None Received

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

251	Pembroke Packaging & Print Ltd	Green rolls	£44.46
252	Wages	Week ending 15/02/2021	£600.51
253	B&M (Rose)	Hand gel	£15.00
254	Infinity Document Solutions	Photocopies	£50.07
255	British Gas	Electricity 1/1/21-31/1/21)	£127.69
256	Tindle Newspapers	Advert Christmas Lighting	£86.40
257	Total Tech	Minimum Remote Support 15/2/21	£15.00
258	Wages	Week ending 22/02/21	£600.51
259	Zoom Video Communications Inc	Monthly 22/2/21 - 21/3/21	£14.39
260	Jewson	Sadolin Extra Varnish	£68.28
261	Jewson	Polycell Polyfilla	£12.35
262	Salaries	February	£2,654.34
263	Wilko (Suzie)	Grass seed for Mill Pond	£12.00
March			
264	Wages	Week ending 01/03/2020	£600.51
265	HMRC February 2021	Tax/NI	£789.30
266	Carmarthenshire County Council	Pension February 2021	£1,146.09

267	Berndt Shilke	Window Cleaning	£20.00
268	Halsted DIY	Keys, gloves, ratchet straps, screws, hinges & bolt	£39.25
269	Total Tech	Phone/Internet	£66.00
270	Wages	Week ending 08/03/2021	£600.51
271	JDW Landscapes	Dipping platform	£6,078.00
272	British Gas	Gas 1.02.21 - 01.03.21	£384.48

Item 263 & 271 to be reimbursed from Mill Pond Grant

The accounts were agreed unanimously.

423. CORRESPONDENCE RECEIVED

The following correspondence has been received from Sian Waters, Assistant Electoral Services Manager, Pembrokeshire County Council

Hi Suzie

I hope you are keeping well.

You are correct, the costs we are able to apportion will be split 3 ways. This will include hall hire, staffing costs and some other charges. However, please me aware that there will be costs that cannot be shared, for example postal votes ballot packs will need to be a separate issue, as it is not possible to combine the issue of 4 ballot papers.

The same will be the case for poll cards, whilst the poll cards will be combined for the Senedd Cymru elections and the Police and Crime Commissioner elections, it is not possible to also combine a by-election, therefore a separate issue of poll cards would be required. However, as you will be aware, the issue of poll cards is a matter for the town council to decide. I will ask you to provide an answer as to whether or not poll cards are required by your Council by the close of nominations, Thursday 8th April. I will inform you of the estimated cost for poll cards shortly.

I hope this helps. If you have any queries, please do not hesitate to contact me.

The Clerk also informed Council that she had attended an online meeting with Sian, and was requested to inform Council to make a decision as to whether polling cards would be required for the vacancy of the St Mary North Ward. As mentioned above it was not possible to combine with the Senedd and Police & Crime Commissioner elections so the cost would be approximately £550.00. Following a discussion it was resolved not to order Polling Cards.

424. MAYORAL APPOINTMENTS

No official appointments

The above was noted by Council.

425. AGENDA ITEMS

426. TO DISCUSS THE PLAY PARKS, PEMBROKE AND THE INSPECTION AND FUTURE MAINTENANCE (CORRESPONDENCE ATTACHED)

Information supplied by Pembrokeshire County Council was discussed regarding the inspection and maintenance of Play parks in Pembroke. Following a lengthy discussion and a vote taking place it was resolved that Pembroke Town Council agree to pay for the Inspection costs at the Play Park Commons, and the Play Park in the Green.

427. TO DISCUSS AND REVIEW THE INSURANCE RENEWAL FOR PEMBROKE TOWN COUNCIL (TOWN CLERK)

The Clerk provided Council with Renewal proposals for the next five years. Following a discussion it was resolved to accept the renewal insurance quotation for the next five years.

428. TO APPOINT THE INTERNAL AUDITOR FOR 2020/21 (TOWN CLERK)

The Clerk requested to Council that they appoint Mr Bernard Scourfield to be the Internal Auditor. Following a discussion it was resolved to appoint Mr Scourfield to complete the internal audit for the financial year 2020/21.

429. TO CONSIDER APPLICATIONS FOR FINANCIAL ASSISTANCE (APPLICATIONS ATTACHED)

Applications for Financial Assistance were discussed. It was resolved that Pembroke Green Park, be awarded £250.00.

430. TO REVIEW AND APPROVE THE QUARTERLY BUDGET (TOWN CLERK)

The Clerk went through the quarterly budget review, following a discussion it was resolved to approve the quarterly budget review.

431. TO DISCUSS THE NEED FOR SOME BLUE PLAQUES IN PEMBROKE (COUNCILLOR PHILLIPS)

Councillor Phillips informed Council that she had compiled a list of famous people pertaining to Pembroke a few years back and discovered that there are a few important people including: John Wesley, Oliver Cromwell and Daniel Jones who were involved with Pembroke in some way.

She went on to say, these people don't have to be born in the town but must have connections to it. Tenby has 10 plaques. One of which is Roald Dahl who only spent a weekend in Tenby but still qualifies as he visited the town.

Daniel Jones is very interesting, he was born above Barclays Bank in Main Street in 1912. His father was the Bank Manager. He was one of Britain's most famous composers and wrote the musical score for Under Milk Wood. Mr Waldo's song include the words "In Pembroke city when I was young I lived by the castle keep" He was not only a talented musician but during the war he became a code breaker at Bletchley Park working alongside the famous Alan Turing.

There are various criteria to go through before the plaque can be accepted but would the council agree in principle to obtaining a plaque for Daniel Jones?

Following a discussion Council resolved to agree in principal of obtaining a blue plaque once more information and costings were received.

432. UPDATE ON MILL POND PROJECT (TOWN CLERK)

As most of you are aware, the dipping platform has been installed. Couple of things still need finishing off, we are going to put an extra handrail, as it is made of recyclable plastic and apparently it bows after time. So when the company comes back down I have also got him to look into the possibility of replacing the plastic on top of the two picnic benches that are there as they have been set on fire at some point.

Coming to the end of the project we have just to purchase some equipment i.e. wet weather gear, wellingtons etc and then it is complete.

I would like to mention Mr Peter Howe who has instrumented this grant, he has been absolutely brilliant in moving it forward, also Mr Sid Howells for his dedication to the project, NRW for their support and everyone who has helped it be a success. Mr Johnny Sutton and his team from Pembrokeshire County Council were of great help, clearing away debris and overgrowth as well as getting the street cleaner machine down there a couple of times.

Through everyone's involvement with this project, NRW applied for and have received a grant in excess of £100k to look at the upper catchment. This project continues on from the good work already completed and aims, in consultation with landowners, to reduce silt nutrients and phosphate entering the Mill and Castle Pond. We are also supporting The River Trust who have appointed consultants to look at the feasibility of a fish pass on the Castle and Mill Ponds. The Town Council are supporting the study through supplying data of water quality and general observations.

I personally think the pond looks better now than it has in years, with the algae gone, the reeds cut back, and the dipping platform now doing what it was originally placed there for.

Moving forward we could with the help of the Mill Pond Groups get the bottom end of the Walk tidied up, as in painting some benches/seats and also some removal of some weeds and reeds next to the dipping platform.

As some of you are aware we are also working on getting funding to tidy up the Castle Pond for the next financial year, which is something to look forward to in the oncoming months.

Hopefully with a continued Management Plan, we can keep the Mill Pond looking as good as it does now!

The above was noted by council.

433. TO MAKE A DECISION FROM CORRESPONDENCE RECEIVED FROM MINUTE 384 REGARDING A PETITION AGAINST THE HEALTH BOARD

Following the information given at the start of the meeting from the Health Board Representatives, they could not find anything in the Act relating to Freedom of Choice. There are elements in the Act relating to any number of areas that might impinge human rights but assured us that in this instance they felt that they had acted correctly. They stated that they have a statutory duty to provide a medical facility in each town and that it would be very difficult to anticipate someone living in one area who wanted to be registered in another town.

As a Council we discussed the findings, and it was our opinion that the Health Board had not contravened the Human Rights Act and therefore we could not support the petition.

Mayor

