

**MINUTES OF THE ORDINARY MEETING OF THE PEMBROKE TOWN COUNCIL
HELD AT THE TOWN HALL, PEMBROKE ON THURSDAY 2nd NOVEMBER 2017**

Present:

Councillors:

L Brown (Deputy),	L Asman	D Evans
C Collins	A Cooke	
Miss MA Phillips	K Nicholas	

In attendance: Mrs Suzie Thomas (Town Clerk)
Mrs Mandy John (Assistant Town Clerk)

Mr Mark Elliot (Link Officer, Pembrokeshire County Council)

169. APOLOGIES FOR ABSENCE / DECLARATIONS OF INTEREST

D Boswell (Mayor), J Nutting, Mrs R Blackburn, J Harvey, A Carey, G Jones, A A Brinn, C Doyle (Councillor Jones & Harvey were attending another meeting for the Council), Reverend Roger Jones

170. QUESTIONS & ANSWER SESSION WITH MEMBERS OF THE PUBLIC (MAX 10 MINS)

No public were present.

171. TO SIGN AND CONFIRM THE MINUTES OF THE MEETING ON 5th OCTOBER 2017

The minutes of the meeting held on Thursday 5th October 2017 were accepted as an accurate record.

172. MATTERS ARISING FROM THE MINUTES(for information only)

A) WATERSPORTS BUILDING, SOUTH QUAY (MINUTE 156)

The Clerk informed Council that she had received a quotation for an electrical inspection to be done on the building at a cost of £350.00. The Weight Bearing test for the Balcony could not be done, only by a structural engineer. Following a discussion it was resolved to go ahead with the electrical inspection.

B) STAINED GLASS WINDOW (MINUTE 163)

The Clerk informed Council that she had purchased the stained glass window from Mr Steven Pannell as agreed at the last meeting.

C) CHRISTMAS ARRANGEMENTS (MINUTE 162)

The Clerk informed Council that Mr George Lewis had kindly agreed to design the Christmas Card again this year, and will be forwarding it to print in the next week.

173. PLANNING APPLICATIONS RECEIVED

17/0632/PA
6-10 Main Street
Pembroke
The removal of the coop signage (green signage board, hanging sign) and the redocaration of the backboard; finish white. All external glazing and the entrance doors to the store to be boarded over; finish white.

Following a discussion it was resolved to write back to PCC with the following response "Pembroke Town Council recognizes the requirement of the Co-op to protect its vacant former store in Main Street. However the Town Council opposes the boarding up of the windows with white board only. The building occupies a prime position within the town centre with a significant retail frontage. A boarded up retail unit of this size will detract significantly from the Conservation Area and will almost certainly be the subject of graffiti and fly posting further detracting from the Conservation Area. As Local Planning Authority PCC are requested to require the applicants to submit details of how the proposed boards are to be painted, perhaps reflecting scenes from the town's history etc so as not to create a "dead frontage" in the town. If the applicant is unwilling to submit such details on which further consultation is made, then the application should be refused"

17/0688/TF
Ashleigh Gardens
Pembroke SA71 4AR
Tree Surgery

Council agreed to support the application subject to them being pruned only and not cut down.

174. PLANNING APPLICATIONS DETERMINED

17/0503/PA

Proposed pair of Semi-detached Bungalows - Land opposite 5 Woodside Grove, Pembroke, SA71 4QY

Decision: Refused

17/0485/PA

Variation of condition 3 to remove condition of appeal ref: APP/N6845/A/11/2151750, to allow permanent residential occupation of the site - Maiden Place, C3181 Jct B4319 to Maidenwells, Pembroke

Decision: Granted

17/0431/PA

Replacement garage/workshop and first floor storey storage - Mylett House, Myletts Hill, Golden Hill, Pembroke

Decision: Refused

The above was noted by council.

175. ACCOUNTS FOR PAYMENT

Set out below is the list of bills for payment and confirmation:

102.	West Coast Web Works Council Website Hosting	£ 125.00
103.	Tp10 Council Website Hosting	£ 40.00
104.	Autodromo Henry V11 (Paid Back By Henry Vii Account)	£1248.00
105.	Mel Phillips Flowers/Bulbs	£ 58.91
106.	HMRC NI/PAYE	£1090.74
107.	PCC Road Closure	£ 100.00
108.	PCC Licensing	£ 180.00
109.	Gerry Graham Panto Deposit	£ 50.00
110.	Halsteds Diy Items	£ 11.82
111.	Castle Gifts Gift For Showmens Guild	£ 11.99
112.	Pembs Fire & Safety Inspection/Certificate	£ 98.16
113.	PCC Summer Flowers	£4064.85
114.	Samba Doc Fair Opening (Half To Be Paid By Showmens Guild)	£ 275.00
115.	Festive Lighting New Trees	£ 849.00
116.	Festive Lighting New Lights	£ 713.40
117.	Mr S Pannell Stain Glass Window	£ 300.00
118.	Wales Audit Office Annual Audit Fees	£ 231.00
119.	Salem Xmas Tree Farm Deposit For Town Trees	£ 100.00

The above schedule of payments were approved.

176. LICENSING

None

177. CORRESPONDENCE RECEIVED**178. THE GILD OF FREEMEN OF THE TOWN OF PEMBROKE**

The following correspondence has been received from Mr Roy Folland

On behalf of the Gild of Freemen of the Town of Pembroke, would you be so kind as to pass onto Pembroke Town Council our grateful thanks for the part they played in making the Freemen of England and Wales AGM Weekend held at the Cleddau Bridge Hotel on the 15th, 16th and 17th of September 2017, which was hosted by the Gild of Freemen of Pembroke, such a great success.

I have been receiving emails from a number of our members of the FEW stating what a first class weekend they had spent in Pembroke, the welcome they had

received on the ladies visit to the museum at the Town Hall on Saturday morning and during an all members visit to the Flying Boat Centre in the afternoon. The icing on the cake for them was the exceptional Buffet which was so generously provided by Pembroke Town Council, most members stating that they would be returning to the town to spend some leisure time here. What was also mentioned was the welcome they all had received from one council member of staff who was on duty at the Sunday I am sure you would agree that weekend was a wonderful advisement for our town of Pembroke and a joy for the members who had travelled down as far afield as Scotland.

With our thanks and very best wishes to you and Pembroke Town Council.

The above was noted by Council

179. SPECIAL NEEDS GYMNSATICS CLUB

To everyone at Pembroke Town Council

Thank you very much for your most generous donation made to Pembrokeshire Special Needs Gymnastics Club contributing to the costs of sending our gymnasts and coaches to compete and represent Wales at the Special Olympics in Sheffield.

We are pleased to say our gymnastics alone came home with an amazing haul of 8 Golds, 9 Silver, and 9 Bronze Medals. An amazing achievement which would not been possible without your generosity.

Once again thank you for us all at Pembrokeshire Special Needs Gymnastics Club.

The above was noted from council and asked the Clerk to write a letter offering congratulations and inviting the Club to the Town Hall.

180. CHAIRMAN OF PEMBROKESHIRE COUNTY COUNCIL

The following correspondence has been received from Councillor Paul Harries, Chairman of PCC

Dear Suzie

Could you please give my thanks to Pembroke Town Council for the welcome that was extended to me and Rose at the opening of Pembroke St Michaelmas Fair.

I would also like to thank the Deputy Mayor, Linda and yourself for a very enjoyable and well run event.

Could you also pass on our thanks to the RNLI for the most excellent food, and last but not least to The Showmans Guild of Great Britain (South Wales Section) represented by Mr Danter, who made sure that the tour of the fair was a great experience.

The above was noted by Council

181. BATTLE'S OVER - A NATIONS TRIBUTE

The following correspondence has been received from Mr Graham Phillips

As part of the national commemoration of the 100th Anniversary since the end of The Great War on 11th November 1918, Mr Bruno Peek LVO OBE OPR pageant-master of the subject event in association with the College of Piping, Glasgow, is calling for Scottish highland pipers throughout the world to play the famous tune, When the Battle's O'er, as a mark of respect to the 1,000 or so pipers killed or wounded during the conflict.

Details of the commemorative event are attached for the consideration of the Town Council, in which you will see that pipers wishing to participate should register with the College of Piping with the objective of playing When the Battle's O'er at 6.00am on 11th November 2018 at a cenotaph or other prominent location in their town or city, and the purpose of this letter is to ask whether Pembroke Town Council would like me to do this here.

As you are aware, other events are planned for the day such as lighting of beacons and the sounding of the last post, with full media coverage to be given. Up to the beginning of October 58 pipers from the UK, Germany and North America have signed up for the event with numbers increasing every month: the objective is to have up to 1,000 pipers participating. After the council has considered, perhaps you would let me know whether you would like me to register for this commemorative event.

Following a discussion it was resolved to write to Mr Phillips expressing Councils full support of him registering to Play on the 11th November 2018.

182. The following correspondence has been received from Sally Reeves of Pembroke

- **Mill Pond** - I have previously written to Pembroke Town Council and Pembrokeshire County Council about the condition of the path along the Mill Pond and the steps at the Barnard's Tower at the end of the Pond. They are uneven and unsafe, the rail is also too low to use without bending down. The path is also uneven and always needs weeding, has the council stopped using weed-killer for some misguided reason, it is better for the environment? The Mill Pond should be an asset to the town, but it is shabby and unkempt.
- **Vacated Co op Building** - what is going to happen to it? It is an eyesore and needs demolishing otherwise Pembroke could end up like Milford, a town of empty disused properties. No one is going to purchase it as it is massive and dated. If it is demolished a 'green space' could be created, with the Mill Pond close by - ideal.
- **Wall on Bush Hill** - I presume this is going to be properly reinstated after building on the new estate has finished. At the moment, and for a long time, it has been overgrown and covered in ivy and brambles, just unsightly.

Following a lengthy discussion it was resolved for the Clerk to respond to Mrs Reeves, informing her that the Council has forwarded her concerns regarding the condition of the path, and to invite persimmon to the next meeting to discuss the wall.

183. MAYORAL APPOINTMENTS

November

Freshwater West Remembrance Service 11/11 @ 11am & 3pm

Remembrance Service 12/11 @ 11am & 3pm

Mayor Newport Installation Ceremony 11/11 @ 6.30

Scout Awards, Haverfordwest 25/11 @ 6.45

The above was noted by Council

184. AGENDA ITEMS

185. UPDATE FROM LINK OFFICER (MR MARK ELLIOT)

Mr Elliot gave Council an update of the meeting that took place regarding the Draft Masterplan for Pembroke. He also informed Council of the Air Quality Report and a discussion took place to consider railings etc to stop parking/waiting in the Main Street. Council also enquired with him to enquire as to whether there was any update on the condition of the old Pembroke Castle Garage, and to report the condition of the path and steps up to Barnard's Tower.

186. CAR PARKING CHARGES IN PEMBROKE - ANNUAL (COUNCILLOR NICHOLAS)

Councillor Nicholas withdrew this agenda item.

187. WEED GROWTH, BUSH HILL - PERSIMMON HOMES (COUNCILLOR NICHOLAS)

Councillor Nicholas proposed to Council that a representative from Persimmon Homes be invited to a Council meeting, to give reassurances of work to be completed regarding the weeding of the wall on Bush Hill, and also other concerns which had been received by Council. The Clerk to invite to the next meeting.

188. PALC UPDATE (COUNCILLOR BLACKBURN)

This was deferred to the next meeting.

189. STREET FURNITURE (COUNCILLOR BROWN)

Councillor Brown proposed to Council that a letter be sent to Pembrokeshire County Council, asking what is the schedule for completing painting the street furniture in Pembroke from green to black. Seconded by Councillor Collins, it was resolved to enquire with PCC.

190. TO FORMALLY ADOPT PEMBROKE TOWN COUNCIL'S MISSION STATEMENT & COMPLAINTS PROCEDURE AS PER ONE VOICE WALES PROTOCOL (TOWN CLERK)

Following suggestions from the last meeting, and emails sent out via the Clerk it was resolved to accept and formally adopt the attached Mission Statement. It

was also resolved to adopt the Complaints Procedure, keeping as a separate document but referencing to in standing orders.

191. WORLD WAR ONE 100 YEAR CENTENARY (COUNCILLOR ASMAN)

Councillor Asman informed Council that through the Monkton & History Society she would be applying for a grant towards the activities for the commemoration of the World War One project for next year, wanting to get the local schools involved . It was suggested that at the beginning of December a meeting be called with Council, local groups and Pembroke Castle to discuss ideas and to prepare an itinerary of what would take place.

192.TOWN HALL IMPROVEMENT GRANT APPLICATION (COUNCILLOR ASMAN/TOWN CLERK)

Councillor Asman proposed to Council that a committee be set up to discuss requirements/proposals of work required in the Town Hall and as to whether a grant could be applied for. Following a discussion it was proposed that this be done in January.

Mayor

