

**MINUTES OF THE ORDINARY MEETING OF THE PEMBROKE TOWN COUNCIL
COMPLETED BY EMAIL & VIDEO CONFERENCE ON THURSDAY 13th AUGUST
2020**

**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, Nutting, Evans, Nicholas, Collins, and Carey

284. DECLARATIONS OF INTEREST / APOLOGIES

Declaration of interest was given by email from Councillor Brinn and Collins regarding Minute No 292. Councillor Cooke, Brown, Phillips, Blackburn, Brinn, Grimes, and Bush submitted their apologies and did not attend the meeting by video link, however confirmed their decisions by email.

285. QUESTIONS AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC

None Present/ No questions submitted

286. TO SIGN AND CONFIRM THE MINUTES OF THE MEETING ON 16th JULY 2020

The minutes of 16th July 2020 were accepted as an accurate record confirmed by 13 Councillors .

287. MATTERS ARISING FROM THE MINUTES

a) Riverside, The Green, Pembroke (Min 262 & 283)

The Clerk read out the reply from Dr Stephen Jones, Pembrokeshire County Council, stating he would keep Town Council updated on future developments.

b) Zebra Crossings at the Darklin and Northgate Street (Min 277)

The Clerk read out the reply from Mr Benger of Pembrokeshire County Council who has agreed to attend the October meeting.

c) Pembroke Library & TIC (Min 258)

The Clerk reminded Council that Mr Mike Cavanagh would be attending the September meeting of Council, and any queries/questions to be submitted prior to the meeting.

d) Town Hall Ceiling (Min 279)

The Clerk informed Council that work would be commencing on the ceiling on the 7th September.

d) Events for the rest of the year (Min 283)

The Clerk suggested that Remembrance Service takes place in the Castle, to be confirmed with Mr Jon Williams, as social distance will be easier to take place. A further meeting to be arranged regarding Father Christmas coming to Pembroke this year.

288. PLANNING APPLICATIONS RECEIVED

20/0258/PA

Proposal: Proposed garage with an adjacent parking bay

Site Address: 4 Bridgend Terrace, Pembroke SA71 4LG

20/0242/PA

Proposal: Alterations and extensions

Site Address: Sunnyside 8, The Green, Pembroke, SA71 4NU

See below for decision

289. PLANNING APPLICATIONS DETERMINED

20/0050/PA

Proposal: Alterations and Extension

Site Address: Trefusis, Buttermilk Lane, Pembroke

Decision: Conditionally Approved

19/1029/PA

Proposal: Erection of 2 Dwellings

Site Address: Plot 15 & 16 Fourth Lane, Pembroke, SA71 5JE

Decision: Conditionally Approved

The above was noted by Council

290. LICENSING

None Received

291. TO CONSIDER THE LIST OF ACCOUNTS FOR PAYMENT

To approve the list of payments

55	Total Tech	Microsoft 365 Business Basic/Domain	£75.59	Bacs
56	Consortium	Large Archive Storage Boxes	£46.54	Bacs
57	Total Tech	Minimum remote Support	£15.00	Bacs
58	Hill Farm Nursery	Supply & Deliver Floral Displays	£1,070.00	Bacs
59	Pembrokeshire County Council	Cost of Flowers	£3,977.00	Bacs
60	Monddi	150 Christmas Cards 2019	£177.60	Bacs
61	Total Tech	Internet	£66.00	DD
62	Wages	Week ending 6/7/2020	£591.74	Bacs
63	Argos (Kaylee)	Hoover Bags	£8.98	Bacs
64	Bush Hill (Suzie)	Petrol for strimmer	£12.09	Bacs
65	Robinson Retail (Suzie)	Milk	£4.66	Bacs
66	Tesco (Rose)	A4 Laminating	15.00	Bacs
67	B&M (Rose)	Cleaning Materials	16.31	Bacs
68	Wages	Week ending 13/7/2020	591.74	Bacs
69	Aldi (Kaylee)	Cleaning Materials	3.26	Bacs
70	B Shilke	Window Cleaning	20.00	Bacs
71	The Signwarehouse (Suzie)	No Fouling/Please Clean up after your Dog Signs	8.90	Bacs
72	Asda (Rose)	Tea/Coffee/Kleenex	17.84	Bacs
73	Home Bargains (Kaylee)	Carpet Shampoo	5.37	Bacs
74	K&K Insurance Services	Diaries	9.90	Bacs
75	B&M (Rose)	Stripper/Brushes/Knife Blades	14.81	Bacs
76	Peter Scott (Suzie)	Pembrokeshire Flags	10.00	Bacs
78	Wages	Week ending 20/7/2020	591.74	Bacs
79	Wages	Week ending 27/7/2020	591.74	Bacs
80	Ocon Fire & Security Ltd	Emergency lighting call out	191.04	Bacs
81	Salaries	July	2456.14	Bacs
82	Carmarthenshire County Council	Pension July 2020	1083.88	Bacs
83	Wages	Week ending 3/8/2020	591.74	Bacs
84	Christine Beech	Town Crier's outfit	95.00	Bacs
85	Jewson	Sadolin Extra	68.28	9048
86	Pembrokeshire County Council	Trade Waste Agreement	439.54	9049

The accounts were agreed unanimously.

292. CORRESPONDENCE RECEIVED

**The following correspondence has been received from Mr Dean Deakin,
Chair of Showmens Guild.**

Dear Suzie,

Firstly, thank you for your phone call regarding Pembroke Michaelmas Fair, relating to the decision that has been taken by the Town Council to cancel this year's event due to the current situation with Covid 19.

We feel the decision of the town council to stop the Fair is a little presumptuous, and we are extremely disappointed we were not invited to a meeting of such high importance to us.

We acknowledge the concern of the members of the council and as you are aware the safety of members of the public and all concerned with the Fair is paramount to us all.

You will recall it was our decision that closed the fair in 2018 due to high winds, with the onus being on public and operator safety as a priority on that occasion.

What we would like to discuss is that the decision to cancel such a longstanding Fair is delayed until a time closer to the Event, when we can all make a more informed decision.

All we are asking is that we can review Pembroke Fair in September, when we will have a more current view on the situation with Covid 19.

We will then be able to decide between both the Guild and the Council an outcome that will ensure the safety of all concerned.

See Agenda Item below.

293. MAYORAL APPOINTMENTS

No official Appointments

The above was noted by Council.

294. AGENDA ITEMS

295. TO APPROVE THE MINUTES OF THE 16TH JULY 2020

Council approved by email and video conference the minutes of the 16th July 2020 to be a true and accurate record.

296. TO GIVE A DECISION ON THE 2 PLANNING APPLICATIONS ABOVE

20/0258/PA - Decision: Council would **strongly object** to this proposal. Placing a garage here would lead directly out onto the Safe Route for Schools, and whilst coming out of the garage you will be blind to road users, cyclists and pedestrians.

It is also out of keeping within the Area, an open space area, a flood plain and also out of the local development plan.

20/0242/PA - Decision: Council would approve this application

297. TO APPROVE THE LIST OF ACCOUNTS FOR PAYMENTS

Council approved by email and video link the accounts for payment.

298. TO DISCUSS THE SOUTH QUAY DESIGN & ACCESS STATEMENT (COUNCILLOR ASMAN, SENT BY EMAIL ON 28TH JULY 2020 & 23RD JULY 2020)

Previously sent out by email, the above was discussed. Following some of Council's concerns regarding the design of the front of the building, it was resolved to invite Mr Steve Jardine and Mr Matt Pyatt if possible to the September meeting.

299. TO ADDRESS THE LETTER FROM MR DEAN DEAKIN, SHOWMENS GUILD (RE THE ABOVE)

Following a lengthy discussion again, it was agreed that a final decision had to be made today. Due to giving 6 weeks' notice for road closure and the law currently stating that no more than 30 people meet up outside, it was agreed unanimously that the Fair be cancelled this year, but would look forward to seeing them next year.

300. EAST END SQUARE TRAFFIC PROBLEMS (COUNCILLOR COLLINS)

Councillor Collins who has previously brought up his concerns about the traffic at East End Square, informed Council that once again, he is extremely worried about the amount of traffic and congestion at East End. Six roads feed the square, and with the amount of holiday makers who are visiting Pembroke, he is extremely worried that an accident is waiting to happen. We have previously written and met with Mr Darren Thomas of Pembrokeshire County Council and also wrote to Mr Ian Westley, and whilst we understand their responses, it does not fix the problem. Traffic Lights are the only option at this roundabout and Councillor Collins proposed another letter be sent to Pembrokeshire County Council expressing Council's deep concerns once again.

301. TO DISCUSS THE PRESENTATION SENT OUT BY EMAIL FROM PLASTIC FREE PEMBROKE & MONKTON (LINK ATTACHED WITH THIS REPORT)

Following a discussion from the presentation sent via email to each Councillor, Council agreed the following:

i. As a Public Body Pembroke Town Council is required to give weighting to both environmental and financial effects on the local community. We are required to use sound judgment when making purchases for use by members, staff and the general public.

They are very supportive of the initiative and are able to commit to reducing single use plastics where it is practical and financially viable to do so. We understand that this kind of work takes time and will routinely monitor our own progress with this.

ii. Pembroke Town Council is happy to encourage plastic free initiatives and indeed other environmentally beneficial causes and will promote your campaign where possible and consider supporting events on a case by case basis as we do with other organisations.

iii. Members of Pembroke Town Council are aware of Cllr Carey's involvement and he has agreed to report back information and requests from the initiative as and when necessary.

302. ANY OTHER COMMENTS REGARDING THE REPORT OF 13TH AUGUST 2020

No other comments

Mayor