

**MINUTES OF THE ORDINARY MEETING OF THE PEMBROKE TOWN COUNCIL
COMPLETED BY EMAIL & VIDEO CONFERENCE ON THURSDAY 10th
DECEMBER 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, Blackburn, Brinn, Carey, Nutting, Collins, Evans, Nicholas, Phillips, Cooke the Town Clerk and Assistant Town Clerk.

360. DECLARATIONS OF INTEREST / APOLOGIES

Councillor Bush declared an interest in a Planning Application. Councillor Collins declared an interest in item 367. Councillor Evans and Brinn declared an interest in Item 368. Councillor Brown, Bush & Grimes, submitted their apologies and did not attend the meeting by video link.

361. QUESTIONS AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC

None Present/ No questions submitted

362. TO SIGN AND CONFIRM THE MINUTES OF THE MEETING ON 12th NOVEMBER 2020

The minutes of 12th November 2020 were accepted as an accurate record.

363. MATTERS ARISING FROM THE MINUTES

364. PLANNING APPLICATIONS RECEIVED

20/0704/PA

Proposal: Alterations and extension

Site Address: 13, Bishops Park, Pembroke, Pembrokeshire, SA71 5JP

Council would support this application

20/0458/PA

Proposal: Erection of a dwelling (Amended Plans)

Site Address: Rose Valley, Lower Lamphey Road, Pembroke

Council would support this application

20/0492/PA

Proposal: Construction of new 2.5m wide shared use path and associated cycle shelters within school boundary

Site Address: Golden Grove Community School, Orange Way, Pembroke

Council would support this application

20/0653/PA

Proposal: Alterations and Extensions

Site Address: 15 South Terrace, Pembroke

Council would support this application

20/0448/PA

Proposal: siting of self storage containers

Site Address: Former A & M Engineering, Lower Lamphey Road, Pembroke

Council would support this application

365. PLANNING APPLICATIONS DETERMINED

20/0553/TF

Proposal: Tree Works

Site Address: Twyni Teg, 29 Freemans Walk, Pembroke

Decision: Conditionally Approved

20/0239/PA

Proposal: Demolition of existing vacant business units (workshop & offices) & erection of 5 residential units (partly in retrospect)

Site Address: Cambrian View, Lower Lamphey Road, Pembroke

The above was noted by Council

366. LICENSING

None Received

367. TO CONSIDER THE LIST OF ACCOUNTS FOR PAYMENT

To approve the list of payments

163	HMRC	Tax & NI	£683.02
164	Nat West Bank	Bank Charges	£19.19
165	British Gas	Gas	£172.91
166	Tindle Newspapers	Advert	£49.44
167	Wages Jon Hudson Ecological	Week ending 9/11/2020	£591.74
168	Consultancy	Fieldwork and report preparation	£500.00
169	Sovereign Design Play Systems Ltd	20% Deposit invoice for design/planning supply & install of repairs to gym equipment	£240.00
170	Total Tech	Phone/Internet	£66.00
171	Farmfoods (Rose)	Milk	£4.99
172	Bush Hill Garage (Rose)	Petrol for mower	£5.55
173	Carson's Cards	Presentation Box and card for Ian Westley, Chief Executive retirement present	£4.90
174	Infinity Document Solutions	Photocopies	£29.34
175	Halsted DIY	Trimmers line, screws and gloves	£21.43
176	Modren Print & Design	12 month enhanced website hosting Town Trail	£216.00
177	Adrian James Fine Art	Frame for photo for Ian Westley, Chief Executive, retirement present	£26.00
178	RBL Poppy Appeal	Poppy Wreath	£20.00
179	Wages	Week ending 16/11/2020	£609.30
180	Pembrokeshire County Council	Rates	£1,417.80
181	D L W Landscaping	2 Christmas Trees and delivery	£325.00
182	Pembrokeshire County Council	Black Horse Toilets Quarter 1 & 2	£1,440.30
183	Wages	Week ending 23/11/2020	£600.51
184	Tanya Batteries (Suzie)	Battery for sleigh	£87.96
185	Zoom Video Communications Inc	Monthly 21/11/20 - 21/12/20	£14.39
186	Wages	Week ending 30/11/2020	£600.51
187	Salaries	November	£2,596.14
188	Aldi (Rose)	3 Floodlights	£29.97
189	B Jones Electrical Contractor	Inspect/Test and Erect Festive Lighting Scheme	£8,580.00
190	Collins Bros Plant Hire	Move/Deliver and Erect 2 Christmas Trees	£108.00

The accounts were agreed unanimously.

368. CORRESPONDENCE RECEIVED

The following correspondence has been received from Mrs Pam Evans, Chair of Governors, Ysgol Harri Tudur School.

Ysgol Harri Tudur / Henry Tudor School seeks Community Governors

Ysgol Harri Tudur / Henry Tudor School Governing Body has a vacancy for a Governor with community representation and community interest. The governing

Body is particularly keen to recruit new members whose skills would broaden the skills base of the governors. Governors do not have to be parents of pupils at the school but should have a genuine interest in education. Anyone interested should contact the Head teacher's PA via email contact@yht.wales to ask for further information and request an application form. Closing date for applications is Friday 15 January 2021.

Please note that all Governors are required to undergo mandatory training (induction and data) and will need a DBS through Pembrokeshire County Council.

The above was noted by Council.

369. MAYORAL APPOINTMENTS

4th December 2020 - Father Christmas visits Pembroke on his Sleigh.

The Mayor thanked all involved and was delighted to see so many people come out to see Santa, despite the horrendous weather.

The above was noted by Council.

370. AGENDA ITEMS

371. TO REVIEW AND APPROVE THE BUDGET/PRECEPT FOR 2021/2022 (MINUTES ATTACHED FROM FINANCE PRECEPT MEETING)

The Clerk attached minutes and the proposals from the Finance Meeting. Following a discussion, it was agreed to accept the proposals from the Finance Precept Meeting, and it was resolved that the precept for 2021/22 would be £234,850.00

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

The Clerk presented Council with a quarterly budget along with a reconciliation for the month. Following a discussion it was resolved to accept the quarterly budget review.

373. TO CONSIDER APPLICATIONS FOR FINANCIAL ASSISTANCE (TOWN CLERK)

No applications received.

374. TO DISCUSS AND ARRANGE A MEETING REGARDING THE REGENERATION FRAMEWORK FOR PEMBROKE (COUNCILLOR ASMAN)

Councillor Asman proposed to Council that a meeting should be arranged with Dr Jones & Rachel Moxley of Pembrokeshire County Council to discuss the next steps of regeneration for Pembroke. Following on from the report that Pembrokeshire County Council would concentrate on Haverfordwest and Pembroke, she felt that a meeting should be arranged to find out the plan and timescale and to go through the Strategic Regeneration Framework report.

Following a discussion it was resolved that the Clerk was asked to set up a meeting for January 2020.

375. ANY OTHER ITEMS COMMENTS REGARDING THE CLERKS REPORT

The Clerk asked Council for authority to allow Mr Sid Howells to Lead the Volunteers Citizen Science Project which was part of the Mill Pond Project. It was resolved that Mr Sid Howells lead the volunteers on this project.

The Clerk informed Council that the Council Offices will be closing on 18th December at 1pm and be re-opening on the 4th January 2021.

The Clerk read out a Christmas card she had received which had a donation of £100 enclosed.

"I wanted to give you this donation towards the Christmas Lighting for Santa's Sleigh Tour. With all that everything & everyone has gone through this year and are still getting through a bit of sparkle will bring maybe some joy and hope to all of us."

Unfortunately it was not signed, so the Clerk could not reply and thank them for the donation, but was agreed by Council to set aside to buy chocolates for the children at next year's Santa visit.

Mayor

