

**MINUTES OF THE ORDINARY MEETING OF THE PEMBROKE TOWN COUNCIL  
HELD AT THE TOWN HALL, PEMBROKE ON THURSDAY 8<sup>th</sup> JUNE 2023**

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**Present  
Councillors:**

A Brinn (Mayor) A Mortenson (Deputy Mayor)  
J Grimes, G Jones, L Asman (Hybrid), R Blackburn  
C Collins, L Jenkins, R Cowen (Hybrid), D Willington  
M Phillips, D Bush, K Nicholas and A Cooke

**In attendance:**

Suzie Thomas (Town Clerk)  
Jayne Howes (Assistant Town Clerk)

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**22. APOLOGIES FOR ABSENCE / DECLARATIONS OF INTEREST**

Apologies from Councillors D Evans  
Declarations of interest from Councillor D Bush

**23. TO SIGN AND CONFIRM THE AGM MINUTES OF THE MEETING ON 11<sup>TH</sup> MAY 2023**

The AGM Minutes of the 11<sup>th</sup> May 2023 were accepted as an accurate record.

**24. QUESTIONS AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC**

No members of the public present

**25. MATTERS ARISING FROM THE MINUTES (for information only)**

**a) Armed Forces Day, Pembroke Dock Heritage Centre**

The Clerk reminded Council that the Armed Forces Day Service would take place on Saturday 26<sup>th</sup> June at the Pembroke Dock Heritage Centre, and asked if all Councillors could attend if possible.

**b) River Rally, South Quay**

The Clerk reminded Council that the River Rally would take place on Saturday 1<sup>st</sup> July 2023 commencing at 1pm. She requested that she would require help from Councillors throughout the day.

**c) Official opening of Green Play Park**

Councillor Asman informed Council of the very successful official opening of the Play Park in the Green. The Official Opening of the Green Park was due to take place on May 8<sup>th</sup> to coincide with the Coronation celebrations and Festival, but because of bad weather had to be rescheduled to May 20<sup>th</sup>. This involved additional costs and I

would like to thank Council for awarding us £250. I would also like to thank our Town Clerk, Suzie Thomas, for her considerable help in organising the event and to our Mayor, Cllr Aden Brinn for opening it. The Party in the Park was a great success with so many in the community participating.

I have worked with Green Park Pembroke to raise funding for the Park and at this event it was important to thank the funders. Thanks were extended to Pembrokeshire County Council (Enhancing Pembrokeshire Grant), represented by Cllr Jon Harvey, Mr Stephen Thornton of Valero, Mr Darren Briggs of the Ascona Group, represented on this occasion by Miss Becky Jones and to the Co-op, represented by Miss Abi Marriott. A big thank you to the Council for your support for this project without which it could not have succeeded.

**d) Mill Pond meeting**

The Clerk informed Council that from the request of the last meeting to arrange a meeting to discuss the state of the walkway at the Mill Pond, she had met with Mr Nigel Davies of Pembrokeshire County Council

**26. PLANNING APPLICATIONS RECEIVED**

**23/0089/PA**

**Proposal:** Proposed change of use of 9 holiday lets to 9 use class C3 dwellings

**Site Address:** 6 – 10 Main Street, Pembroke SA71 4NP

This item was withdrawn from Pembrokeshire County Council website

**23/0075/PA**

**Proposal:** Conversion of existing single storey rear garden outbuilding to habitable accommodation, as an annexe to existing house

**Site Address:** 16 East Back, Pembroke, SA71 4HL

***Council would support the application***

**23/0176/PA**

**Proposal:** Proposed alterations, infill extension and conversion of rear outbuildings to create linked ancillary accommodation for family member (partly in retrospect)

**Site Address:** 7 Springfield Terrace, The Green, Pembroke, SA71 4NU

***Council would support the application***

**27. PLANNING APPLICATIONS DETERMINED**

**22/0956/PA**

**Proposal:** Construction of an external pizza oven flue (in retrospect)

**Site Address:** 2 Westgate Hill, Pembroke

**Decision:** Conditionally Approved

**22/1140/PA**

**Proposal:** Two storey extension to dwelling and alteration to access and parking arrangements

**Site Address:** 9 Rocky Park, Pembroke, SA71 4NY

**Decision:** Conditionally Approved

**The above was noted by Council.**

## 28. LICENSING

The Speculation Inn, Pembroke

Council had no objection to this application

## 29. TO CONSIDER THE LIST OF ACCOUNTS FOR PAYMENT

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

24	HMRC	Tax/NI	£1070.36
25	Total Tech	Domain renewal for pembroketowncouncil.co.uk	£14.39
26	SLCC	Membership Fee	£222.00
27	Total Tech	Line Rental	£55.00
28	Tesco/Asda	Bouquets flowers & flowers for tables MA	£102.55
29	Asda	Tea spoons	£3.75
30	Asda	Refreshments for Mayor's Reception MA	£12.19
31	Wilko	White napkins MA	£1.50
32	Farmfoods/Aldi/Asda	Buffet for Mayor's Reception MA	£45.54
33	Asda	Refreshments & candles for Mayor Making MA	£44.90
34	Amazon (Suzie)	No Dog Fouling signs	£14.79
35	Pembrokeshire County Council	Service Level Agreement 22/23 The Commons & The Green	£660.00
36	Signspeed	Self-adhesive honours board lettering	£34.00
37	Complete	Disposable gloves	£5.50
38	Complete	Cleaning materials	£11.98
39	Consortium	2 ply blue hand towels	£29.98
40	Asda (Suzie)	Refreshments for Mayor Making MA	£12.19
41	Lloyds Pharmacy (Suzie)	First Aid materials	£8.72
42	B Shilke	Window cleaning	£20.00
43	Robinson (Jayne)	Milk	£6.00
44	Jewson	Silver house brush set	£8.92
45	Wages	Week ending 22.5.23	£587.34
46	Wages	Week ending 8.5.23	£587.34
47	Wages	Week ending 15.5.23	£587.34
48	Jewson	White spirit, masking tape	£4.55
49	Suzie Thomas	Hose	£32.94
50	British gas	Gas 2.4.23 – 1.5.23	£109.25
51	GGT Thomas & Son Ltd	Service to boiler	£122.50
52	RNLI	Buffet for Mayor Making	£494.50
53	RNLI	Incidental expenses	£103.50
54	RNLI	Buffet for Mayor Making (Personal Invites) MA	£437.00
55	Suzie Thomas	Milk	£7.50

Those marked \* to be recovered

**The above accounts were agreed unanimously.**

### 30. UPDATE FROM COUNTY COUNCILLORS

**The four County Councillors for Pembroke, each gave a written report to Council**

### 31. CORRESPONDENCE RECEIVED

The Clerk reminded Council of the invitation that was sent to them via email  
Cllr Hodgson has asked that I personally invite you as Mayor of Pembroke & councillors representing the Pembroke area, to join us for our Supported Employment Programme annual open day on 22<sup>nd</sup> June 2023. See attached invite

As you are aware, the programme is integral in the development of South Quay Phase 2 and this will be a great opportunity for you to see what we are already doing in Haverfordwest and how it will be positive for Pembroke.

I would be really grateful if you could let me know if you are able to attend and approximate timings. If you would like transport to Haverfordwest, then I can arrange a bus pick up for 12 people.

**Following a discussion, Councillor Asman, Jones, Phillips, Blackburn and Jenkins would attend but would make their own way over.**

### 32. MAYORAL APPOINTMENTS

14.5.23	Songs of Praise	Pembroke	6.00pm	Cllr Brinn
17.5.23	Classic Cars	The Commons, Pembroke	4.30pm	Cllr Brinn
18.5.23	Mayor Making	Haverfordwest	11.00am	Cllr Brinn
20.5.23	Opening of Green Park	Pembroke	11.00am	Cllr Brinn

**The above was noted by Council**

### 33. AGENDA ITEMS

#### 34. TO REVIEW AND APPROVE THE INTERNAL AUDIT (TOWN CLERK)

The Clerk presented Council with a report from the Internal Auditor Mr Bernie Scourfield. Following a review and discussion it was resolved to approve the internal report.

#### 35. TO REVIEW AND APPROVE THE ANNUAL REPORT 2022/23 (TOWN CLERK)

The Clerk presented Council the Annual Report for 2022/23. Following a discussion, with an amendment to add Councillor Asman and funders to the new Play Park in the Green, it was resolved to accept the report.

**36. TO CONSIDER APPLICATIONS FOR FINANCIAL ASSISTANCE (LIST ATTACHED)**

**The following applications were discussed:**

**Paul Satori** – Looking for help towards the cost of closing the car park for the Classic Car event – **Following a discussion it was resolved to pay £50 from events/activities budget**

**Vibe School of Dance** – Looking for help towards the cost of sending children to New York to take part in Dancing event in July – **Following a discussion it was resolved to give a donation of £100.00**

**Siblers CIC** – Looking for help towards the costs of building a wooden educational Roundhouse in the Wellbeing Garden with the assistance of the learners of Ysgol Harri Tudur School

**Following a discussion it was resolved to give a donation of £50.00**

**37. TO DISCUSS CORRESPONDENCE RECEIVED FROM BERGEN REGARDING SCHUTZENFESTE TO BE HELD FROM 5TH - 9TH JULY (COUNCILLOR BRINN)**

Councillor Brinn informed Council that the Mayor & Mayoress of Pembroke & Pembroke Dock Towns had been invited to the Schutzenfeste in Bergen to be held from the 5<sup>th</sup> to the 9<sup>th</sup> July 2023. Should Councillors wish to join him, he asked them to let the Clerk know by June 23<sup>rd</sup>, so she could inform Bergen and they would book the accommodation at a cost of approximately 115 euros per night.

**38. DRAGON FOUNTAIN PROJECT (COUNCILLOR ASMAN)**

Back in 2019 I successfully applied for funding for a project to construct a fountain in the form of a dragon in Pembroke Millpond. This was to be another piece in the Pembroke statue trail to accompany the statues of Henry VII and William Marshal which have proved so popular with both local people and visitors. Henry on the Mill Bridge is portrayed with his greyhound - the dragon below would be the dragon of Wales, as depicted in the Tudor coat of arms. It would make a stunning addition.

The funding obtained was for a consultation and school's STEM project to involve the children in the ambitious scheme. They were involved in the design process, making models, drawings and learnt about pumps. Golden Grove Community School, Monkton Priory Community School and the Harri Tudur school were involved and sculptor Gideon Peterson was commissioned to construct the dragon maquette in stainless steel.

However, covid struck and put the project on hold. As a result, we lost momentum and the project halted. I have been asked many times about it and, not liking to abandon something which started so well, I am prepared to take up the reins again.

Crucially, I need to know first if Pembroke Town Council is prepared in principle to adopt the project as with the other statues. There has to be exploratory talks with all concerned, detailed costings and permissions sought. This has to be a community wide project and, with Pembroke Town Council's backing, I will undertake a

community consultation involving organisations within the town to form a steering committee. Only then can fundraising be undertaken and the project progress.

Following a discussion, it was resolved that Pembroke Town Council would fully support in principle this project.

Mayor .....

