

MINUTES OF THE ORDINARY MEETING OF THE PEMBROKE TOWN COUNCIL HELD AT THE TOWN HALL, PEMBROKE ON THURSDAY 9th MARCH 2023

Present Councillors:

D Evans (Mayor) A Brinn (Deputy Mayor)
D Bush, K Nicholas, R Cowen, J Grimes
A Mortenson, G Jones, A Cooke, C Collins, L Jenkins, D Willington

In attendance:

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

The Mayor welcomed everyone to the meeting. The Guest Speaker was Mr Chris Atherton from the Town Wall Trust who gave a detailed talk of progress and ongoing projects for the Trust.

165. APOLOGIES FOR ABSENCE / DECLARATIONS OF INTEREST

Apologies Councillor M Phillips, L Asman and R Blackburn
Declarations of interest from Councillor Grimes & K Nicholas

166. TO SIGN AND CONFIRM THE MINUTES OF THE MEETING ON 9TH FEBRUARY 2023

The Minutes of the 9th February 2023 were accepted as an accurate record.

167. QUESTIONS AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC

A group of residents spoke to Council regarding a proposed project of having a Community Garden in Grove, on land owned by Pembrokeshire County Council. This land can be offered as a Community Asset Transfer to the Town Council. After a lengthy discussion, it was decided to place this item on the Agenda for the next meeting to decide as to whether to go ahead with the CAT once more information on costs had been received. County Councillor Grimes and Carey to find more information regarding costs from Pembrokeshire County Council.

168. MATTERS ARISING FROM THE MINUTES

a) To Discuss South Quay Development (Councillor Evans)

Councillor Evans informed Council that further to the consultation that took place, he had requested information from Pembrokeshire County Council regarding the comments that were left from the public. He was still waiting to hear back. Councillor Grimes informed the meeting, that he had been in discussion with Mr Will Bramble, Chief Executive of Pembrokeshire County Council and was arranging a meeting with him and others to discuss.

Following a discussion, it was resolved to appoint Councillor Evans to also attend this meeting as a representative of Pembroke Town Council.

Update on Museum Ownership/Management

The Clerk informed Council that after having spoken to Councillor Linda Asman, it was suggested that Pembroke Museum be owned by Pembroke Town Council and run by volunteer staff through the Pembroke & Monkton History Society. Pembroke Town Council to insure individual valuables in the Museum. All donations received in future to be banked in the main Town Council account under the heading of Museum should any monies be required in the future.

169. PLANNING APPLICATIONS RECEIVED

22/0984/PA

Proposal: Proposed disabled bedroom extension to existing dwelling

Site Address: 23, Laugharne Close, Pembroke, SA71 4QX

Council would support the application

22/0939/PA

Proposal: Design changes to extensions (re-submission) (partly in retrospect)

Site Address: Triden, Merlins Cross, Lower Lamphay Road, Pembroke, SA71 4AG

Council would support the application.

22/0959/PA

Proposal: Proposed alterations and attic conversion

Site Address: Oaklands, Buttermilk Close, Pembroke, SA71 4TN

Council would support the application.

22/0919/PA

Proposal: Lower Ground floor change of use from residential to a kitchen / storage area for use associated with Pembroke Castle functions

Site Address: Richmond, 7 Castle Terrace, Pembroke SA71 4LA

Council would support the application

22/1002/PA

Proposal: Change of use from 2 x flats to 1 single dwelling house plus rear extension with terrace

Site Address: Ty Newydd, Holyland Road, Pembroke, SA71 4BL

Council would support the application.

170. PLANNING APPLICATIONS DETERMINED

22/0786/PA

Proposal: Retrospective change of use of the ground floor shops (Class A1) to Café (A3)

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

Decision: Conditionally Approved

The above was noted by Council

171. LICENSING

None received.

172. TO CONSIDER THE LIST OF ACCOUNTS FOR PAYMENT

297	Total Tech	Phone rental	£55.00
298	Just Great Design & Print	Letterhead paper & compliment slips	£205.00
299	Consortium	Hand towels	£22.99
300	Halsted DIY	Barrel bolt & padlock	£15.23
301	Home Bargains	Cleaning materials	£4.63
302	B Shilke	Window cleaning	£20.00
303	Wages	Week ending 13.2.23	£604.37
304	Wholesale Sweets	Donation from the Mayor of Haribo sweets to the Street Pastors	£57.40
305	Infinity Document Solutions	Photocopies	£189.29
306	Pembrokeshire Coast National Park Authority	Coast to Coast advertisement 2023	£123.33
307	Pembrokeshire County Council	Annual contribution for Library and Tourist Information Centre	£25000.00
308	British Gas	Gas 2.1.23 – 1.2.23	£324.90
309	Mrs S N Brookes	Leaving present	£60.00
310	K&K Insurance	Insurance policy for Town Teams	£383.19
311	DBS Criminal Disclosure Service	DBS Enhanced check	£77.00
312	DBS Criminal Disclosure Service	DBS Enhanced check	£27.00
313	Staples Service	Manuscript A4 books	£19.14
314	Insignia	Leather bookmarks for Coronation Commemorative	£520.00
315	Aldi (Kaylee)	Cleaning materials	£5.53
316	Wages	Week ending 20.2.23	£770.37
317	British Gas	Electricity 10.1.23 – 9.2.23	£306.75
318	Tesco (Suzie)	Flowers for leaving present	£20.00
319	Scribe	Yearend health check	£69.00
320	Zoom (Suzie)	Video communication	£11.99
321	Timpson	Plaque engraved for RAF parade 12.3.23	£6.67
322	Complete	Tea & Coffee	£39.80
323	Complete	Stationery	£17.93
324	Complete	Urinal cubes	£10.99
325	Spot-on-line Ltd	Paper doilies	£4.16
326	Rochadle Hygiene Ltd	Serviettes	£6.12
327	Jewson	White paint, masking tape, paint brush & wire brush	£98.80
328	LITE	Christmas lights payment 3 of 3 20% of total cost	£1995.11

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

Those marked * to be recovered

The above accounts were agreed unanimously

173. UPDATE FROM COUNTY COUNCILLORS

No report due this month

174. CORRESPONDENCE RECEIVED

“We would like to say a big thank you for organising such wonderful Christmas lights for the town, they were really attractive and a great addition to the town for locals and visitors alike over the Christmas period”.

Messy Church we really appreciated the nativity scene in the town hall doorway. At a time when people are often keen to downplay the real Christmas story it gave us great pleasure to see it.

“Blessings to you all and for all you do in the New Year”.

Letter of thanks from Messy Church to Simon McMullan and Paul Williams of Pembrokeshire County Council for their continued effort of cleaning the Main Street.

The above was noted by Council.

175. MAYORAL APPOINTMENTS

None

A reminder was given regarding the Mayor’s Parade which would take place on Sunday 12th March.

The above was noted by Council

176. AGENDA ITEMS

177. UPDATE PEMBROKE POWER STATION LIAISON COMMITTEE (COUNCILLOR EVANS – REPORT ATTACHED)

REPORT ON THE POWER STATION LOCAL LIAISON COMMITTEE MEETING

HELD ON WEDNESDAY 15th FEBRUARY 2023

ATTENDEES : Cllr. Jonathan Grimes, Cllr. Clive Collins and Cllr. Dennis Evans.

The Chair of the meeting, Roland Long welcomed everyone stating that this was the first face to face meeting for three years.

PROJECTS ON-GOING :

Two outages will take place during the summer months, but with no disruption to services anticipated.

Dredging is due to re-start sometime in April – all relevant documentation is in place.

Dredging will take place in and around the intake to the station with some dredging in the South River.

The drum screen replacement project is on-going.

PROPOSED NEW PROJECTS :

1. Stability Pathfinder Project

A new facility will be built on-site using a generator and condenser which will provide an element of stability to the National Grid. The Grid is virtually working at full capacity and this back up system will be used during periods when renewable sources i.e. wind, solar is being used.

As this is an on-site development no planning requirements are envisaged. If the go ahead is given the project will start later this year with completion in 2025.

2. Floating Off-shore wind project – Celtic Sea.

This would be a massive project with a huge investment. Work will include identification of sites in the Celtic Sea for the deployment of the wind turbines, the development and construction of the turbines, on-shore facilities giving much needed investment in Pembrokeshire. This project is an important element of the Celtic Freeport bid.

3. Project Greenhill – Commercial and industrial batteries.

The dedicated site is on Greenhill farm (rusty building have been cleared away) however because this site is outside of the existing Power Station complex, planning permission will need to be sought. Once on-line it will produce 250mw of zero carbon electricity feeding into the grid.

All the above projects will, ensure the sustainability and viability of the site. For many years to come.

Can I suggest that we invite Roland to a future Town Council meeting to hear at first-hand about these projects and future investment by RWE at its Pembroke site?

The above was noted by Council and agreed to invite Mr Long to a meeting of Town Council.

178. TO MAKE A DECISION AS TO WHETHER TO TWIN WITH BAIN-DE-BRETAGNE (COUNCILLOR BRINN – REPORT ATTACHED)

Determination whether Pembroke Town Council wishes to Twin with Bain-de-Bretagne, Brittany, France. At the December meeting it was resolved for me to contact the various organisations in Pembroke to ascertain whether there would be support for such a venture should council decide to Twin. I will give an update report for members to consider.

Councillor Brinn informed Council of the Clubs, Associations and schools he had contacted to see if there was an interest in participating in the Twinning with Bain-de-Bretagne. Following a lengthy discussion and a vote taking place with 8 in favour and 4 against it was resolved for Pembroke Town Council to Twin with Bain De Bretagne in France.

179. TO CONSIDER APPLICATIONS FOR FINANCIAL ASSISTANT (SEE ATTACHED)

Three Applications were considered, and was resolved to split the remaining budget

of £222 three ways, to Ashleigh Barnikel, Clarby Warriors Pan Disability Football Squad and Iestyn Nevatte.

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

The Clerk presented Council with a Balance Sheet and spendings to date. Following a discussion, the Quarterly Budget review was accepted and approved.

181. TO REVIEW VIREMENT APPROVAL (TOWN CLERK)

The Clerk requested Virement approval for the following:

To move £2,000 from Christmas Arrangements to Black Horse Toilets

To move £150 from Postage to Printing/Stationery

Regalia Plaques – overspend of £516 from Reserves

Overspend of £8000 on Town Hall Equipment (IT Equipment and CCTV Update) from Reserves (already approved)

Following a discussion, it was resolved to approve the above.

182. TO APPROVE AN INTERNAL AUDITOR FOR YEAR ENDING 2022/23 (Town Clerk)

I am asking Council to appoint Mr Bernard Scourfield as the Internal Auditor for Pembroke Town Councils' year end accounts for 2022/23

Following a discussion, it was resolved that Mr Bernard Scourfield be appointed as the role of Internal Auditor for 2022/23.

183. TO CONSIDER PURCHASING A NEW HOT PLATE/CUPBOARD FOR THE TOWN HALL (COUNCILLOR JONES)

I am proposing to council to purchase a replacement hot/plate cupboard. As you are aware the one we have has packed up, and now is obsolete. This will benefit not only Young at Heart, but I am sure many other groups that use the Town Hall, i.e. Pembroke Soup etc

Prices vary, from one to two thousand, so am looking to Council to agree a budget up to £2000.00 to replace the Hotplate/cupboard.

Following a discussion, it was resolved for the Clerk to purchase a hotplate/cupboard up to a maximum value of £2000.00

184. TO CONSIDER RE-USING THE BANNERS AT MILL POND (COUNCILLOR JONES)

With Pembrokeshire County Council declining our wish to continue our Town's wish to brighten our Main Street with banners on the lampposts I have an alternative for discussion.

Last year we invested in commercial banners to replace the weather damaged stock that had been for many years maintained by a troupe of volunteers for which we were and are still grateful.

Looking to make new opportunities I would like to explore the viability of Pembroke Town Council purchasing and installing purpose made flag / banner poles for installation on the Mill Pond or even Castle Pond walk as a further step in developing and brightening this wonderful feature in the heart of our town.

Following a discussion, it was resolved to look further into the costs and permissions required.

185. INDEPENDENT RENUMERATION PANEL FOR WALES & PAY INCREASE STAFF

The Clerk informed Council of the Local Government Pay Claim for 2023/24 which was published on the 26th February 2023. This was approved and accepted by Council should the award be ratified by the NJC.

186. CONCERNS REGARDING THE LOSS OF TREES AND VEGETATION IN THE LOCAL NATURE RESERVE ON THE NORTH SIDE OF THE MILL POND (COUNCILLOR ASMAN)

This item was postponed for a later date, however in the meantime, it was proposed that the Clerk set up a meeting with representatives from Pembrokeshire County Council and Town & County Councillors.

Mayor