

**MINUTES OF THE ORDINARY MEETING OF THE PEMBROKE TOWN COUNCIL
HELD AT THE TOWN HALL, PEMBROKE ON THURSDAY 5th SEPTEMBER 2019**

Present:

Councillors:

G Jones (Mayor)
L Asman (Deputy Mayor), Cllrs A Brinn, R Blackburn,
D Evans, C Collins, D Bush, M Phillips, A Cooke, J Nutting,
J Harvey, L Brown

In attendance:

Suzie Thomas (Town Clerk)
Jayne Howes (Assistant Town Clerk)
Rev Stella Hayton

77. APOLOGIES FOR ABSENCE / DECLARATIONS OF INTEREST

Councillors C Doyle, A Carey, K Nicholas

78. QUESTIONS AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC

No members of the public submitted any questions

79. TO SIGN AND CONFIRM THE MINUTES OF THE MEETING ON 8th AUGUST 2019

The minutes of 8th August 2019 were accepted as an accurate record, and were moved by Councillor Bush and seconded by Councillor Asman.

80. MATTERS ARISING FROM THE MINUTES

a) Police Roundabout / Speed Gun

The Clerk gave an update to Council from the police, to which they were informed that the speed gun purchased approximately 10 years ago was still being used and that the Eastend Roundabout was monitored by them.

b) Mr George Lewis

The Clerk informed Council that she had ordered a plaque in memory of George Lewis, and once erected would hold an unveiling ceremony and she was asked to also enquire at the possibility of erecting a bespoke bench outside the Town Hall.

c) Update on Dog Show

Councillor Brown gave Council an update of the Dog Show which took place recently, and had been a great success and had raised £240 to be split between two charities namely the Guide Dogs Trust and Turner Syndrome. She also thanked Councillor Gareth Jones, for acting as First Aider and also Councillor Blackburn for donating an annual trophy. Councillor Brown then left the meeting due to feeling unwell.

d) Blackhorse Toilets

The Clerk read out a reply received from Pembrokeshire County Council regarding the monitor that had been fixed in the Blackhorse Toilets to count how many people frequented. Unfortunately it did not give an accurate figure, and to install another would cost hundreds of pounds. The Clerk also gave council an up to date running costs.

81. PLANNING APPLICATIONS RECEIVED

19/0429/PA

Proposal: Outline planning for the erection of a new dorma bungalow (with all reserved matters).

Site Address: Land on the north side of the Old Condint situated to the rear of Rookery Nook, Monkton.

Council would support the application

19/0339/PA

Proposal: Variation of Condition 2 (05/0221/PA) and Supplemental Reserved Matters Consent (10/1252/PA) to allow amended layout and house type

Site Address: Residential development, Land to rear of Priory Farm, Priory Farm, Monkton, Pembroke, SA71 4LW

Council would support the application

82. PLANNING APPLICATIONS DETERMINED

19/0205/TF

Proposal: Tree surgery and felling

Site Address: Pembroke Millpond Bank

Decision: Conditionally Approved

19/0333/PA

Proposal: Demolition of toilet block, alterations to building and creation of deck area to rear.

Site Address: The Restaurant, Bankers Walk, Commons Road, Pembroke, SA71 4EA

Decision: Conditionally Approved

The above was noted by Council.

83. LICENSING

None

84. TO CONSIDER THE LIST OF ACCOUNTS FOR PAYMENT

To approve the list of payments

89.	B & M (Rose)	Paint, brushes, padlock, gloves	£67.41
90.	Wilko (Rose)	Mircale-Grow Plant Food	£17.00
91.	Berndt Shilke	Window Cleaning	£20.00
92.	Gardeners Dream	(Linda Brown Barrier Fencing)	£78.99
93.	PCC	Licence for Dog Show	£50.00
94.	Martin Cavaney	Photograph Mayor Making	£90.00
95.	Wages	Week ending 19.08.19	£569.66
96.	Wages	Week Ending 26.08.19	£569.66
97.	PCC	Blackhorse Toilets Quarter 1	£1440.42
98.	Dyfed Alarms	Call out PIR fitted	£54.00
99.	Infinity Document	Photocopier	£235.02
100.	Salaries	August	£2615.68

The accounts were agreed unanimously and approved by Councillor Evans and seconded by Councillor Collins.

85. CORRESPONDENCE RECEIVED

The following correspondence has been received from Mrs Joan Marsh and Team from St Oswald's Community Garden.

I am writing to thank Pembroke Town Council very much indeed for the £200 towards the cost of toughened glass for the large greenhouse in St Oswald's Community Garden. Along with £250 raised at events, we have now sufficient funds to order and fit the roof and one side and should be doing so towards the end of August as soon as the glass arrives. We were delighted that we impressed Ateb judges to win Community Garden 2019 and will be fixing a plaque to this effect. Do come and see us on Thursdays through Town Walls behind Foundry House.

The above was noted by Council

86. MAYORAL APPOINTMENTS

10.08.2019	Battle of Bosworth	St Peters Church, Carmarthen	Deputy Mayor
17.08.2019	Dog Show, Commons,	Pembroke	Mayor

The above was noted.

87. AGENDA ITEMS

88. UPDATE FROM COUNTY COUNCILLORS

County Councillors had no new updates for Council.

89. TO REVIEW & DISCUSS THE POSSIBILITY OF PURCHASING THE MILL POND IN PRINCIPLE (COUNCILLOR PHILLIPS & EVANS)

Councillor Evans and Councillor Phillips put forward three options to Council regarding the Mill Pond. Concerns were raised from them regarding the reeds and algae which currently sit on the pond. The 3 Options were put as the following

Option One - Do nothing, leave the Pond as it is.

Option Two - Lease the Pond from the Crown Estates

Option Three - Purchase the Mill Pond

Following a lengthy discussion over each option it was then proposed by Councillor Phillips that Council look to pursue the viability of purchasing the Mill Pond, which was seconded by Councillor Evans. Following a vote taking place, council voted 9 in favour, with 1 against (Councillor Collins) and 1 abstention (Councillor Harvey). Another proposal was then put forward by Councillor Nutting and seconded by Councillor Philips that Council pursue returning the pond to tidal under controlled conditions as part of a management plan, following a vote taking place, all were in favour.

90. TO REVIEW AND APPROVE THE EXTERNAL AUDIT FOR 2018/19 (TOWN CLERK)

The Clerk informed Council that the Audit had been returned from the external Auditors Grant Thornton and was pleased to inform them that they had been issued with an unqualified audit report. She also brought to Council's attention that Council had answered 'Yes' in relation to Trust Funds on the accounting statement and the annual governance statement on the annual return.

The Council has confirmed that it does not act as a sole trustee, nor is it responsible for managing trust funds or assets, therefore, Box 14 on the Accounting statement and Box 9 on the Annual Governance Statement should both read 'N/A'.

91. QUARTERLY BUDGET REVIEW (STATEMENT OF ACCOUNTS ATTACHED)

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.

92. TO REVIEW APPLICATIONS FOR FINANCIAL ASSISTANCE

Two applications for financial assistance were considered. Only one met with the criteria and it was resolved to give the following:

Monkton Swifts Football Team (Under 14's Boys) - £150.00

93. TO ARRANGE A MEETING FOR REMEMBRANCE SERVICE AND REQUEST TO HIRE A SOUND SYSTEM FOR THE SERVICE & ALSO REQUEST TO PURCHASE NEW SOUND EQUIPMENT (TOWN CLERK/COUNCILLOR JONES)

The Clerk informed Council that further to a conversation with the Mayor and the Mayor's Chaplain, the Remembrance Service would be held in St Mary's Church and not the Tabernacle Church due to the logistics of the traffic. The Clerk also gave to Council a quotation to hire a sound technician for the service at the cenotaph. Following a discussion it was resolved not to hire external help but to use the Town Council's system. The Clerk also gave a quotation she had received for a new sound system with built in battery. Following a discussion it was resolved to purchase the new system at a cost of £210.00 plus vat.

94. TO REQUEST TO PAY 50% OF THE COST OF FAIR BAND FOR THIS YEAR'S ST MICHAELMAS FAIR (TOWN CLERK)

The Clerk enquired with Council as to whether they wished to book Samba Doc for this year's St.Michaelmas Fair. Following a discussion it was resolved to book Samba Doc and pay half the fee with Showmens Guild.

95. TO JOIN "REFIL" & DISCUSS PROMOTING BIODIVERSITY - THE ENVIRONMENT (WALES) ACT 2016 (TOWN CLERK)

The Clerk informed Council of "Refil" which was a new scheme encouraging people to fill up their water bottle in various outlets (which are located on an app) rather than purchasing water in a plastic bottle. Following a discussion it was resolved to participate in the scheme. The Clerk also informed Council that Town Council needed to produce a Biodiversity and Environment Development Action Plan as there is a duty placed on all community and town councils to produce a report under this act by the end of 2019.

96. INDEPENDENT REMUNERATION PANEL FOR WALES (IRPW) PRO FORMA TO BE COMPLETED (TOWN CLERK)

The Clerk informed Council that she had received written confirmation from all Councillors that they did not wish to receive the £150 and the statement of payments made to members would be sent to the IRPW.

97. TO DISCUSS THE POSSIBILITY OF CHANGING MAIN STREET TO A 20MPH ZONE (COUNCILLOR BLACKBURN)

Councillor Blackburn informed Council that she had received some concern regarding cars speeding through Main Street and suggested to Council to consider the possibility of reducing the speed to 20mph. The Clerk read out an email she had received from Pembrokeshire County Council explaining the laws and regulations of changing a speed limit. Following a discussion it was agreed by Council that they did not think this would be feasible due to many factors including holding up traffic due to the one way system and also causing more air pollution.

98. TO DISCUSS THE PLAYGROUND IN GIBBAS WAY / ST MICHAEL'S WARD (COUNCILLOR NUTTING)

Councillor Nutting raised concerns regarding the proposed Play Area in Gibbas Way which had still not been completed. Following a discussion it was resolved to write to Pembrokeshire County Council to chase up the developers as it had been agreed through a 106 Agreement when the residential site began.

99. TO DISCUSS A PROPOSED VISIT FROM THE BANNOW HISTORICAL SOCIETY, IRELAND (COUNCILLOR ASMAN)

Councillor Asman read out an email she had received through the Pembroke & Monkton Local History Society from the above Trust who were looking to visit Pembroke in 2020. Councillor Asman proposed that Council should provide a welcome reception for them. Following a discussion, Council suggested to involve Pembroke Castle and perhaps arrange the visit whilst the River Rally was taking place, and agreed to host a welcome reception.

Mayor

