

**MINUTES OF THE ORDINARY MEETING OF THE PEMBROKE TOWN COUNCIL
HELD AT THE TOWN HALL, PEMBROKE ON THURSDAY 8th FEBRUARY 2024**

**Present
Councillors:**

A Brinn (Mayor) A Mortenson (Deputy Mayor),
L Asman, R Blackburn, L Jenkins, D Willington, A Cooke,
D Willcocks, L Herring, J Grimes, G Jones, D Bush, C Collins
D Evans, M Phillips

In attendance:

Suzie Thomas (Town Clerk)
Jayne Howes (Assistant Town Clerk)
Pastor Rob James

Guest speaker Mr Daniel Evans – Conservation Officer, Pembrokeshire County Council

Council raised concerns over various issues in and around Pembroke Town (see list attached). Following a lengthy discussion Mr Evans suggested to forward another letter of Council's concern about the materials and height of the building to him regarding the South Quay Development. Any concerns regarding advertising etc could be made in writing to the enforcement officer of Pembrokeshire County Council.

Guest Speaker - Mr Ioan Jenkins of Cierco Energy gave a presentation on Floventis Energy

Mr Jenkins gave a presentation on the Floating Offshore Wind Harnessing Welsh Energy project, a floating offshore wind farm in the Celtic Sea. Applications for consent for Llyr1 will begin in Spring 2024. For more information and project updates email infor@llyrwind.com

151. APOLOGIES FOR ABSENCE / DECLARATIONS OF INTEREST

No Apologies. Declaration of interest Councillor Herring

152. TO SIGN AND CONFIRM THE MINUTES OF THE MEETING ON 11TH JANUARY 2024

The Minutes of the 11th January 2024 were accepted as an accurate record.

153. QUESTIONS AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC

A member of the public enquired with Council regarding the two raised stone crossings in the Main Street, which had now been taken away and replaced with tarmac. He felt, in his opinion, that it was not clear if it was a crossing or not, and should be replaced with a zebra crossing.

154. MATTERS ARISING FROM THE MINUTES (for information only)

a) *Report on Town Hall Surveyors Report (Town Clerk)*

The Clerk informed Council that following the Surveyors Report she had received, she had instructed for the guttering to be cleaned to the front of the building, and all weeds etc removed. Whilst working at that height, the flag-poles were also cleaned. She had also arranged for Alumasc Roofing, to come in next week, to prepare a tender to send out for the replacement flat roof.

b) **Update on Staff Working Practices (Minute 133)**

The Clerk informed Council that a schedule had been arranged for Simon the Groundsman, which he had now started. Enquiries had been made with various organisations i.e. college, PRP and future start with regard to employing an extra person for the office, however, it was decided to advertise through the normal channels which would be done in the next month.

c) **Update on Meeting with Regeneration Team, PCC (Cllr Grimes)**

Councillor Grimes gave Council an update on the meeting he attended with the Regeneration Team of Pembrokeshire County Council, and also members of the Conservative Party around Pembroke, including the South Quay.

155. PLANNING APPLICATIONS RECEIVED

23/0821/PA

Proposal: Sloping infill rear extension

Site Address: 48 Station Road, Pembroke, SA71 4AH

Council would support the application.

156. PLANNING APPLICATIONS DETERMINED

None received

The above was noted by Council.

157. LICENSING

Stateside Diner, The Commons, Pembroke (Councillor Grimes making representation)

158. TO CONSIDER THE LIST OF ACCOUNTS FOR PAYMENT

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

316(a)	Pembrokeshire Fire & Safety Ltd	Annual inspection of fire extinguishers	£244.80
317	Amazon (Suzie)	Drop-leaf folding table to be placed by the new screen in the Hal	£22.48
318	HMRC	Tax/NI	£1343.44
319	B&M	Shelf for office	£10.00
320	Big Brums Ltd	Carpet for 2 offices	£341.84
321	Carmarthenshire County Council	Pension for December	£1483.77
322	Wages	Week ending 1.1.24	£690.43
323	Wages	Week ending 8.1.24	£587.34
324	Infinity Document Solutions	Photocopier copies	£20.15
325	Infinity Document Solutions	Photocopier copies	£116.69
326	Infinity Document Solutions	Photocopier copies	£46.41
327	Wages	Week ending 15.1.24	£587.34
328	Infinity Document Solutions	Photocopier copies	£73.96
328(a)	CEF	Mini trunking	£8.95
329	James Phillip Duncan MacDonald	Salt & pepper sachets	£9.99
330	Rochadle Hygiene Ltd	Green soft napkins	£4.62
331	Pembrokeshire County Council	Contribution of £20000.00 match funding for new fence at Castle Pond	£20000.00
332	Aldi	Dishwasher tablets	£2.07
333	Big Brums Ltd	Carpets fitted	£122.00
334	Modern Print & Design	12 months website hosting for Town Trail from 12.12.23	£293.00
335	British Gas	Electricity 10.12.23 – 9.1.24	£141.25
336	B Jones (Electrical Contractor)	Repairs to lighting issues in rear corridor	£260.00
337	Nisbets	Bleach & mop heads	£20.36
338	Wages	Wages week ending 27.1.24	£587.54
339	Wages	Wages week ending 29.1.24	£587.54
340	Gartec	Service for the lift 1.2.24-31.1.24	£460.00
341	Zoom Video Communication	Video Communication	£12.99
342	B&M	Stationery	£17.95
343	Pembroke Packaging	Stationery	£20.76
344	Garden Machinery Direct	Blower	£190.83
345	Barratt Associates Ltd	Structural report	£780.00
346	B&M	2 buckets	£3.32
347	B&M	Cleaning materials	£8.63

Those marked * to be recovered

The above accounts were agreed unanimously.

159. UPDATE FROM COUNTY COUNCILLORS

Councillor Phillips had emailed Council a report.

160. CORRESPONDENCE RECEIVED

Please find at below a response that Mr Samuel Kurtz MS has received back from the Deputy Minister for Climate Change regarding his question on the plans for the Nash Fingerpost Junction.

Samuel Kurtz (Carmarthen West and South Pembrokeshire): Will the Minister provide an update on the progress of the installation of traffic lights at the Nash Fingerpost junction? (WQ90749)

Lee Waters: The traffic light signal controlled junction solution for the A477 Nash fingerpost site is currently progressing through detailed design.

The electricity power supply is being progressed with an agreement reached between the National Grid and third-party landowner from where the power will originate for the traffic signals. The feeder pillar connecting the power supply to the traffic signals has been installed in readiness for the electricity supply to be connected. We are awaiting the National Grid to confirm when works to connect power will commence on site.

The developing detailed design includes looking at options to provide active travel arrangements, provision of street lighting, environmental and engineering solutions and road safety audits as part of the design process.

In addition, a traffic order process has commenced with the aim of fast tracking a reduced speed limit to 40mph on the A477 on approach to the junction, with the coming into force (CIF date) 6th March. Temporary signs will be placed for 6th March with permanent signs to follow.

Additional Araf / Slow road markings were placed in mid-December 2023 on the A477 approaching the junction. In addition, new give way signing will be placed on the A4075 county side road approaching the junction in the coming weeks.

My officials are available to meet you on site to discuss the programme.

The above was noted.

161. MAYORAL APPOINTMENTS

No appointments as at today's date

162. AGENDA ITEMS

A) THE ELECTION OF MAYOR ELECT FOR THE YEAR 2024/25

The Mayor asked the Clerk if she had received in writing any nominations for Mayor Elect 2024/25. The Clerk replied she had received one nomination from Councillor Mortenson. Proposed by Councillor Collins and seconded by Councillor Blackburn. A secret ballot took place. Following the vote being counted, it was resolved that Councillor Mortenson be appointed Mayor Elect for 2024/25.

B) THE ELECTION OF DEPUTY MAYOR ELECT FOR THE YEAR 2024/25

The Mayor asked the Clerk if she had received in writing any nominations for Deputy Mayor Elect 2024/25. The Clerk replied she had received one nomination from Councillor Jones. Proposed by Councillor Blackburn and seconded by

Councillor Herring. A secret ballot took place. Following the vote being counted, it was resolved that Councillor Jones be appointed Deputy Mayor Elect for 2024/25.

C) TO REVIEW AND APPROVE COUNCIL MEETINGS AND DATES FOR THE DIARY (TOWN CLERK)

The Clerk presented to Council a list of dates and events for the forthcoming year. Following a discussion, it was resolved that the dates be accepted.

D) TO DISCUSS AWARDS EVENING FOR 2024 (TOWN CLERK)

The Clerk enquired with Council, as to whether they wished to hold an Awards Presentation this year, as the previous one was held in 2019. Following a discussion, it was resolved to arrange an Award evening, and the Clerk to organise and inform Council of the date.

E) TO DISCUSS THE LATEST PROPOSALS ON PEMBROKESHIRE COUNTY COUNCILS PHASE ONE OF SOUTH QUAY DEVELOPMENT

Following the sensitivity of an ongoing proposal this item was proposed to go into Private & Confidential. Proposed by Councillor Collins and seconded by Councillor Evans, and a vote taking place, members of the public and the Mayor's Pastor was asked to withdraw from the meeting.

Mayor

