

**MINUTES OF THE ORDINARY MEETING OF THE PEMBROKE TOWN COUNCIL
HELD AT THE TOWN HALL, PEMBROKE ON THURSDAY 11th APRIL 2024**

**Present
Councillors:**

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

In attendance:

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

The Mayor welcomed Louise McDonnell and Mr Ronald Long, representatives from RWE to discuss the new proposed Hydrogen Facility. After a very interesting presentation and a lengthy discussion, the Mayor thanked both for attending.

187. APOLOGIES FOR ABSENCE / DECLARATIONS OF INTEREST

No Apologies, and no declarations of interest.

188. TO SIGN AND CONFIRM THE MINUTES OF THE MEETING ON 7TH MARCH 2024

The Minutes of the 7th March 2024 were accepted as an accurate record.

189. QUESTIONS AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC

No questions from members of the public

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

A) Planning for South Quay Development Phase 2 (Councillor Asman)

Councillor Asman and Councillor Grimes gave Council an update on the planning meeting they attended on March 12th. Councillor Asman stated that the planning application did get approved, and was disappointed with County Councillor Carey who represents this ward, but did not comment on the application. Councillor Brinn thanked both for all their work in trying to get Councils opinion listened to.

B) IT Equipment Meeting Room

The Clerk informed Council that the new equipment and furniture was now in place in the meeting room, and was just awaiting two new plug sockets to complete.

C) Luf Funding Update (Min 175)

The Clerk read out an email from Mrs Jan McDonald of Pembrokeshire County Council Regeneration Department, informing Council that she was still waiting to hear back from the UK Government regarding the LUF Funding Revised Bid. Following a discussion it was resolved to invite Mrs McDonald to the June meeting of Council to give an update, and hopefully she would have received a reply. The Clerk also informed Council that she had given the Regeneration report to Mrs McDonald to hopefully be included in the funding.

D) Project Manager Consultees for Roof

The Clerk informed Council that further to the last meeting, she had received an estimation from Wyn Harries Consultancy of £8000.00. Following a discussion it was resolved to accept and confirm their appointment straight away.

191. PLANNING APPLICATIONS RECEIVED

23/1078/PA

Proposal: New Garage

Site Address: Cerrig Man, India Row, Monkton, Pembroke, SA71 4JH

Council would support the application

23/1044/PA

Proposal: Joint planning application for the proposed extension(s), comprising a sloped two storey and single storey extension, to Nos 50 and 52 Station Road respectively.

Site Address: 52 Station Road, Pembroke, SA71 4AH

Council would support the application

23/0987/PA

Proposal: Variation of condition 2 (approved plans) and 4 (materials) of permission 22/1032/PA (Creation of living area to the first floor and the installation of a balcony and change of use to garage/storage at ground floor level)

Site Address: 93B Main Street, Pembroke, SA71 4DB

Council would support the application

23/1076/PA

Proposal: Construction of an extension

Site Address: Highbury Court, Pembroke, SA71 5BT

Council would support the application

23/1095/PA

Proposal: Use of building as ancillary accommodation

Site Address: 34, St Anns Crescent, Pembroke SA71 4QA

Council would support the application

192. PLANNING APPLICATIONS DETERMINED

Proposal: Creation of a public garden area with paths, retaining wall, seating benches, tress and retained plant beds.

Site Address: Grass area along Devon Drive, Pembroke, opposite to the junction between, Clare Walk and Devon Drive

Decision: Conditionally Approved

The above was noted by Council.

193. LICENSING

None received.

194. TO CONSIDER THE LIST OF ACCOUNTS FOR PAYMENT

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

383	Dyfed Alarms	Engineer callout to intruder & Hold-up Alarm	£36.00
384	Wages	Week ending 4.3.24	£587.34
385	Farmfoods	Coffee & milk	£19.99
386	HMRC	Tax/NI	£1085.74
387	Tindle Newspaper Wales & The Borders Ltd	Christmas Lighting Tender	£72.00
388	Mowers2go	Tools – grant from PCC	£1369.21
389	Screwfix (Suzie Thomas	Tools – grant from PCC	£92.46
390	Charlies (Home, Garden & The Great Outdoors)	Tools – grant from PCC	£399.99
391	B&Q	Tools – grant from PCC	£117.68
392	Cotswolds Seeds	Flower seeds – grant from PCC	£73.88
393	Ebay (Suzie)	Flower seeds – grant from PCC	£40.00
394	Newton Flags Ltd	Flag – D Day	£28.80
395	Berndt Shilke	Window cleaning	£20.00
396	Halsted DIY	Blades	£4.50
397	Pembrokeshire County Council	Annual Licence Charge	£180.00
398	B&M	Floodlight	£16.66
399	Asda	Mayor's Allowance	£13.85
400	Total Tech	Line Rental	£55.00
401	Wages	Week ending 11.3.24	£587.34
402	Halsted DIY	Blades	£4.50
403	Pembroke Twinning Committee	Funds from Pembroke Dock Twinning Committee	£7929.89
404	Rank Retail Ltd	Sugar and milk	£2.44
405	Trophy Store	Plaque Award	£17.48
406	Trophy Store	Plaque Award	£31.23
407	Wages	Week ending 18.3.24	£587.34
408	Pembrokeshire County Council	Contribution to running costs of Pembroke Library & TIC	£25000.00
409	Jewson	Cement	£16.66
410	Amazon (Suzie)	Inflatable costume Christmas tree	£27.49
411	Topregal	Conference table & 10 chairs	£1539.99
412	Amazon (Suzie)	Sensor night light	£8.32

413	British Gas	Gas 2.2.24 – 1.3.24	£270.03
414	Salaries/Wages	March/week ending 25.3.24	£4060.63
415	Zoom Video Communications (Suzie)	Video Communication	£12.99
416	Infinity Document Solutions	Photocopier copies	£42.53
417	Wilko (Suzie)	Certificate Photo Frames	£21.66
418	One Voice Wales	New Councillor Induction/Code of Conduct/Chairing Skills	£180.00

Those marked * to be recovered

The above accounts were agreed unanimously.

195. UPDATE FROM COUNTY COUNCILLORS

No update received this month.

196. CORRESPONDENCE RECEIVED

None received

197. MAYORAL APPOINTMENTS

22.3.24	Pembroke Street Pastors AGM	Pembroke Town Hall	7.00pm	Cllr Brinn
5.4.24	Twinning Working Group	Fishguard Town Council	2.00pm	Cllr Brinn

198. AGENDA ITEMS

199. TO REVIEW AND APPROVE TENDERS RECEIVED FOR THE ERECTION OF THE CHRISTMAS LIGHTS OVER A 3 YEAR PERIOD (TOWN CLERK)

The Clerk informed Council that she had received one application returned for the above lighting tender. Following a discussion it was resolved to accept the Tender from Mr B Jones Electrical Contractor.

200. TO REVIEW AND APPROVE TERMS OF REFERENCE OF THE TWINNING AGREEMENT BETWEEN PEMBROKE AND BAIN DE BRETAGNE (COUNCILLOR BRINN)

Councillor Brinn provided Council with the Terms of Reference of the Twining Agreement between Pembroke & Bain De Bretagne. Following a review and discussion it was resolved to accept the Terms of Reference and it to be forwarded to Bain De Bretagne for consideration and signing.

201. STANDING ORDERS UPDATE (COUNCILLOR EVANS)

Councillor Evans provided Council with a proposal of updating Standing Orders. This included: revision of the Planning Committee meetings, Apologies of Absence and

Addressing the Chairman. Following a discussion it was resolved to place the above on the May meeting agenda for approval.

202. RAILINGS, CASTLE POND, PEMBROKE (COUNCILLOR ASMAN)

Councillor Asman proposed to Council that a letter of complaint should be sent to the Project Leader of Pembrokeshire County Council of the installation of the new railings at Castle Pond. Councillor Asman went on to say that in her opinion, the project has taken too long to complete and that part of the railings installed were too high. It was resolved for the Clerk to write to the Project Leader.

203. TO DISCUSS CORRESPONDENCE ON SOUTH QUAY, PHASE TWO (COUNCILLOR BLACKBURN)

Campaign to oppose the South Quay Phase 2 planning decision.

Councillor Blackburn informed Council that she had put together a pack of documents which illustrate Pembrokeshire County Council's Planning Committee's disregard for Planning Law, in order to pass their own plans for South Quay Phase 2 in the face of opposition from Pembroke Town Council and other stakeholders in Pembroke (which include Pembroke Civic Trust, Pembroke Castle and Pembroke & Monkton Local History Society).

These packs were sent to individuals and organisations that might share our concerns and may be able to wield some influence ie MPs Simon Hart and Stephen Crabb; MS Sam Kurtz; Civic Trust Wales; the Royal Commission for Ancient Monuments and the Planning Inspectorate.

For your information, I have so far received replies from

1. The Royal Commission who advised contacting Dyfed Archaeology which should have a watching brief on the site and also CADW. The person I spoke to was unaware that CADW has an arrangement whereby statutory powers have been passed to PCC to ensure that legislation is being adhered to (poacher turned gamekeeper)
2. The Planning Inspectorate whose remit does not extend to Council's passing their own plans. I was advised however to contact the Public Service Ombudsman, Wales and the Levelling Up Fund which has a complaints procedure.

This I intend to do but I would first like to ask Council's backing for this campaign.

Following a discussion, it was resolved for Councillor Blackburn to proceed with the above.

204. TO DISCUSS CONCERNS OF PEMBROKE MILLPOND CONSERVATION AREA (COUNCILLOR JENKINS)

Councillor Jenkins informed Council that since 2019 Pembroke Civic Trust has been writing to PCC – Mr Richard Staden in particular - with its concerns about the loss of the Wildlife Corridor on the South Bank of the Millpond. To date there has been no reply/action from Mr Staden, the corridor is non-existent now with residential gardens up to the water's edge."

Councillor Jenkins proposed to Council that should no response be received after another letter be sent, for Council to contact Pembrokeshire County Council, including County Councillor Jon Harvey.

205. PAY INCREASE BACKPAY (TOWN CLERK)

The Clerk informed Council that following the Green Book Scales an increase was implemented from last April. Following that back pay, has been included in the April pay run.

206. TO REVIEW TOWN HALL CHARGES FOR 2024/25 (COUNCILLOR JONES)

Councillor Jones informed Council that a review of Town Hall Charges should take place yearly. Following on from that he proposed that an increase be implemented of 5% to try and cover costs. Following a discussion, it was resolved that an increase of 5% (or to the nearest pound) be implemented from 1st May 2024.

207. TO REVIEW APPLICATIONS FOR THE VACANCY OF CO-OPTION FOR ST MARY'S SOUTH (TOWN CLERK)

The Clerk informed Council that she had received one written application for the Vacancy of Co-option for St Marys South. This was from ex Councillor Mr Keith Nicholas. Following a discussion, it was resolved to accept Mr Nicholas' application for co-option, and the Clerk to make the necessary arrangements.

208. ADDITIONAL COMMUNITY GOVERNOR, GOLDEN GROVE COMMUNITY SCHOOL (TOWN CLERK)

The Clerk informed Council that there was a vacancy for an additional Community Governor at Golden Grove School. Those who would like to put their name forward to contact the Clerk.

Mayor