



Town Hall
Pembroke

31st October 2024

REPORT TO THE TOWN COUNCIL MEETING

THURSDAY 7th NOVEMBER 2024 AT 6.30PM

Members of the public are welcome to attend the meeting of Pembroke Town Council at the Council Chamber, Town Hall, Pembroke or can also join the meeting by Hybrid by contacting the Town Clerk at enquiries@pembroketowncouncil.co.uk (48 hours prior to the meeting)

1. APOLOGIES FOR ABSENCE / DECLARATIONS OF INTEREST
2. TO SIGN AND CONFIRM THE ORDINARY MINUTES OF THE MEETING ON 3RD OCTOBER 2024
3. QUESTION AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC
4. MATTERS ARISING FROM THE MINUTES (for information only)
 - a) Fair update (Town Clerk)
 - b) Precept meeting (Town Clerk)
 - c) Remembrance services (Town Clerk)
 - d) Update Smart Town Meeting (Councillor Mortenson/Councillor Grimes)
 - e) Formation of a Youth Engagement Committee (Councillor Herring)
 - f) Local Development Plan Consultation – comments from PTC

5. PLANNING APPLICATIONS RECEIVED

24/0616/DC

Proposal: Discharge of Condition 5 (detail drawings of interfaces between historic and new structures) of LBC 23/0258/LB

Site Address: 7 Northgate Street, Pembroke, SA71 4NR

24/0445/LB

Proposal: Proposed refurbishments works and internal alterations

Site Address: Pembroke House, 15 Main Street, Pembroke, SA71 4JS

24/0612/PA**Proposal:** Demolition and replacement of rear extension**Site Address:** 23 Merlins Cross, Lower Lamphey Road, Pembroke**24/0586/PA****Proposal:** Part change of use of ground floor and lower floor from 9 holiday lets to 9 flats**Site Address:** 6-10 Main Street, Pembroke**6. PLANNING APPLICATIONS DETERMINED****24/0429/PA****Proposal:** Demolition of existing conservatory and construction of single storey workshop**Site Address:** The Diary, Golden Lane, Pembroke, SA71 4PR**Decision: Conditionally Approved****7. LICENSING**

None received.

8. ACCOUNTS FOR PAYMENT*Set out below is the list of bills for payment and confirmation:*

211a	HMRC	TAX/NI	£1216.94
212	Aquaclear Water Management	8 days work at Pembroke Mill Pond to remove Acquatic	£6000.00
213	One Retail Group Ltd	First Aid Kit Bag	£28.32
214	Wisebuys	Flowers	£7.98
215	Wages	Week ending 7.10.24	£804.62
216	Lidl	Gift for retired Mace Bearer	£17.99
217	Farmfoods	Milk	£18.97
218	C Beech	Repair undertaken on Mace Bearer's Hat	£15.00
219	Jewson	Defiance Dispenser Barrier Tape	£12.89
220	Home Bargains	Coffee/Tea	£15.69
221	Morrisons	YAH Food for Harvest Dinner	£75.00
222	Total Tech	Phone line rental	£57.54

223	Asda	Refreshments for St Michaelmas Reception (to be reclaimed by Showmen's Guild)	£119.93
224	Wages	Week ending 14.10.24	£650.42
225	Modern Print & Design	Website hosting/domain for Pembroke Museum website	£333.00
226	Samba Doc	St Michaelmas Fair Parade	£325.00
227	U-Cook Globa	Microwave Dish Covers	£28.48
228	B Shilkt	Window Cleaning	£20.00
229	British Gas	Gas 2.9.24 – 1.10.24	£19.63
230	British Gas	Electricity 10.9.24 – 9.10.24	£383.99
231	Infinity Document Solutions	Photocopies	£37.65
232	B&M	Chocolate selection boxes	£357.00
233	Salaries	October	£3699.18
234	Ocon Fire & Security Ltd	Servicing component of contract	£65.00
235	Carmarthenshire County Council	Pension September	£1887.83
236	Suzie Thomas	Travelling expenses visit to Christmas Tree Farm	£33.30
237	Zoom Video Communication	Video Communication	£12.99
238	David Powell	Fire and surround	£40.00
239	Wages	Week ending 28.10.24	£650.62
240	Cllr Ann Mortenson	Mayor's Allowance Donation to Lantern Parade	£200.00
241	Aldi Stores	Biscuits for school children's visit	£1.59
242	Cllr Ann Mortenson	10 large plates with imprints and special message	£150.00
243	BBC Licensing	TV Licence	£169.50
244	Total Tec	Onsite support & hardware	£104.98
245	Pembroke Dock Town Council	2 poppy wreaths	£50.00

Those marked * to be recovered

9. COUNTY COUNCILLORS REPORT

10. CORRESPONDENCE RECEIVED

The following correspondence has been received from Mr Edward Harries Mayor, Town Clerk, Staff and members of Pembroke Town Council.

I wish to express my thanks to you all for your kind words and gifts to me and my wife upon my relinquishing my role as Mace Bearer to the Town Council.

Yours sincerely, Edward

Following correspondence was received from members of the public who attended the Harvest Dinner, for the Young at Heart.

A huge thank you to everyone at the Town Hall for a delicious Harvest Dinner. It was very much appreciated. You all worked so hard and deserve a big pat on the back. Well done everyone involved. Angela R, Pat H, Angela H, Kathryn J, Geraldine & Carl S.

The following correspondence has been received from Mrs Rhian Cowen, Pembroke Town Teams

Dear Pembroke Town Council,

As you may already be aware, we are pushing ahead with plans for the Pembroke Lantern Parade.

We wondered if the Pembroke Town Council would be interested in making a contribution towards the event so that we can provide some free or subsidised places on lantern making workshops. It costs us around £10 per lantern and we are expecting around 250-300 lanterns to be made. We will be charging a very small fee per child as we don't want to discriminate against larger families or children living in poverty. We will also be providing free hot food for all children attending workshops.

If any Town Councillors would like to volunteer to help us with lantern workshops, you would be most welcome. The dates are November 16th, November 23rd and 24th.

11. MAYORAL APPOINTMENTS: -

2.10.24	Official opening Ceremony of Portfield Fair	Haverfordwest	6.00pm	Cllr Mortenson
6.10.24	Gild of Freeman	St Martin's Church, Haverfordwest	11.00am	Cllr Mortenson unable to attend

7.10.24	Pembroke Messy Church	Town Hall	2.00pm	Cllr Mortenson
13.10.24	Civic Harvest Service/ Lunch	Pembroke Dock	11.00am	Cllr Mortenson
19.10.24	Investiture & Priory Visitation	St David's Cathedral	2.00pm	Cllr Mortenson
20.10.24	Sankey Hymns	Tabernacle Church, Pembroke	7.00pm	Cllr Mortenson
24.10.24	Monkton School children	Town Hall, Pembroke	1.00pm	Cllr Mortenson

12. AGENDA ITEMS

- A)** To review and discuss the emergency plan and the purchase of an evacuation chair (Councillor Jones)
- B)** To investigate the possibility of grant funding for the Council Chamber (Councillor Asman)
- C)** To discuss storage for Statue moulds (Town Clerk)
- D)** To review & appoint internal painting tenders (Town Clerk)

