

**MINUTES OF THE ORDINARY MEETING OF THE PEMBROKE TOWN COUNCIL  
HELD AT THE TOWN HALL, PEMBROKE, ON THURSDAY, 12<sup>TH</sup> MARCH 2026**

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**Present:**

**Councillors:**

G Jones (Mayor), J Grimes, K Nicholas, L Herring, R Blackburn, L Jenkins, L Asman, D Willington, D Bush, A Mortenson, C Archibald (Teams)

**In attendance:**

Suzie Thomas (Town Clerk)

Rob James (Mayor's Chaplain)

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**164. APOLOGIES FOR ABSENCE/DECLARATIONS OF INTEREST**

Apologies received from Councillor Collins, Councillor Willcocks, Cllr Brinn and Councillor Evans, and Jayne Howes. Declaration of interest received from Cllr, Herring, Cllr Mortenson Cllr Jones & Cllr Grimes

**165. QUESTION & ANSWER SESSION WITH MEMBERS OF THE PUBLIC (MAX 10 MINS)**

A member of the public was present, who gave a resume of the planning application, and the purpose of the extension

**25/0994/PA**

**Proposal:** Extension to existing boat storage building

**Site Address:** The Boathouse, South Quay, Pembroke

**166. TO SIGN AND CONFIRM THE MINUTES OF THE ORDINARY MEETING OF THURSDAY, 12<sup>TH</sup> FEBRUARY 2026**

The minutes were accepted as an accurate record.

**167. MATTERS ARISING FROM THE MINUTES (FOR INFORMATION ONLY)**

**a) Hywel Dda Consultation – Withybush Hospital (Minute No 163)**

Following a discussion, it was resolved that the Clerk write another letter to the Health Board, following on from their decision to cut the emergency operations at Withybush, and demand this decision be retracted.

**b) Updating Town Council Website – (Minute No 162)**

Following from previous discussions, it was resolved that a small working group be put in place, to re-design some of the current website, and then look into employing someone to run the social media platforms.

**168. PLANNING APPLICATIONS RECEIVED**

**25/0932/PA**

**Proposal:** Replacement shopfront Retrospective

**Site Address:** 46-48 Main Street, Pembroke, SA71 4NP

**Council would support this application.**

**25/1005/PA**

**Proposal:** Garage Extension

**Site Address:** 35 Freemans Walk, Pembroke, SA71 4JS

**Council would support this application.**

**25/0994/PA**

**Proposal:** Extension to existing boat storage building

**Site Address:** The Boathouse, South Quay, Pembroke

**Council would support this application.**

**169. PLANNING APPLICATIONS DETERMINED**

**Proposal:** Construction and operation of a micro energy storage project

**Site Address:** Verge of St Daniel's Hill and St Daniel's Drive, Pembroke, SA71 4FD

**Decision: Refused**

The above was noted.

**170. LICENSING**

None received

**171. TO CONSIDER THE LIST OF ACCOUNTS FOR PAYMENT**

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

353	Rank Retail Ltd	Refreshments for Mayor	£16.66
354	Total Tech Ltd	Minimum Remote Support 19.1.26	£14.00
355	Jewson	Painting/Decorating materials	£32.49
356	Wages	Week ending 9.2.26	£683.58
357	The Masonic Collection	2 x plain, cotton gloves for men	£16.58
358	Post Office	Postage	£6.42
359	British Gas Business	Gas for 2.1.26 - 1.2.26	£870.66
360	B Shilke	Window cleaning	£20.00
361	Rank Retail Ltd	Batteries	£4.15
362	Farmfoods	Milk and coffee	£27.99
363	Wages	Week ending 16.2.26	£683.58

364	SICO Europe Ltd	Maintenance Contract - inspect and repair year 3	£125.00
365	The Round House Consultancy Ltd	Consultation support for UK Town of Culture 2028	£2,000.00
366	Wages/Salaries	Week ending 23.2.26	£4,217.46
367	Total Tech Ltd	Broadband, Fibre and Phone	£55.00
368	The National Allotment Society	Membership Fee	£70.00
369	British Gas Business	Electricity 10.1.26 - 9.2.26	£377.37
370	Dyfed Alarms	Renewal of Intruder Alarm Annual Service Agreement	£200.00
371	Carmarthenshire County Council	Pension for February	£2,042.72
372	Wages	Week ending 2.3.26	£683.58
373	HMRC	TAX/NI	£1,599.67
374	Zurich Municipal	Insurance	£7,643.75
375	Pembrokeshire County Council	Premises Licence/Club Premises Certificate	£180.00

**It was proposed that the above schedule of payments was approved for payment. All voted in favour.**

## **172. COUNTY COUNCILLORS REPORT**

None received

## **173. CORRESPONDENCE RECEIVED**

The following correspondence has been received from Pembroke Town Team

Dear Pembroke Town Council,

We wanted to write to thank you, after our very successful Saint David's Day Parade.

We had over 360 people attending despite the awful weather, with everyone bringing their fabulous costumes, creative banners and a variety of instruments.

It was wonderful to see so many Town and County Councillors attending along with Samuel Kurtz MS.

I want to offer particular thanks to Cllr Linda Asman for providing us with a fantastic display of Welsh traditions which was fascinating to read and Cllr Ann Mortenson for making about 400 particularly delicious Welsh Cakes!

We did nearly have a catastrophe with our Welsh singer and entertainer having to cancel two days before the parade, however Mayor Gareth Jones stepped into the breach and saved Saint Davids Day, by learning the appropriate Welsh lines to announce the ringing out of the bells and keeping everyone to strict timings. Thank you so much Gareth, you were superb.

We are all greatly looking forward to our 3rd Saint Davids Day celebrations in 2027

Kindest Regards, from all of us in Pembroke Town Team

**174. MAYORAL APPOINTMENTS**

6.2.26	VC Gallery	Pembroke Town Hall	11.00am	Cllr Jones
1.3.26	St David's Day Parade	Pembroke	11.00am	Cllr Jones
1.3.26	Opening doors	Bosheston Bistro	12.00noon	Cllr Jones
13.3.25	AGM Street Pastors	Pembroke Town Hall	7.00pm	Cllr Jones

The above was noted.

**175. AGENDA ITEMS**

**176. QUARTERLY BUDGET REVIEW (TOWN CLERK)**

The Clerk went through the quarterly budget review and provided statements and working documents to date. It was noted that there was £2K underspend in the Mill Pond Budget. Following a discussion, it was resolved to purchase & install a raised flower bed, with the other beds hopefully to be completed by Scotts, from their community funding. Following a discussion it was resolved to accept the quarterly budget review.

**177. TO REVIEW & CONSIDER APPLICATIONS FOR FINANCIAL ASSISTANCE**

The following submitted applications for financial assistance

- 1) Tanyard Youth Club
- 2) Foundry House
- 3) Viking Explorer Pembrokeshire Scouts
- 4) 2<sup>nd</sup> Pembroke Castle Scout Group

The Clerk informed Council that there was £900.00 left in the donation pot.

Following a discussion, it was resolved to split the remaining funds equally with all four receiving £225.00 each.

**178. THANK YOU EVENING – MAYOR OF PEMBROKE (CLLR JONES)**

Councillor Jones informed Council that the above would be put on hold for the time being, however, he was organizing a Mayoral Concert with the Pembroke & District Male Voice Choir, and a Bingo and Quiz night, which he hoped all Councillors would support.

..... Mayor