Minutes of a Meeting of the Public Works and Planning Committee

held at the Town Hall, Milford Haven

on Monday, 8th February, 2016 at 6:00 pm

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PRESENT

The Deputy Mayor (Councillor W. D. Elliott BA)

Councillors: E. R. Harries (Chairman) J. W. Cole

Mrs. J. Hawkins M. P. Rickard

C. A. Sharp Mrs. C. Stevens Mrs. C. T. Williams

265. APOLOGIES:

Apologies for absence were received from the Mayor, Councillor S. G. Joseph, and Councillor A. W. Eden.

266. MINUTES OF THE MEETING OF THE PUBLIC WORKS AND PLANNING COMMITTEE HELD ON 4TH JANUARY, 2016:

RESOLVED THAT the Minutes of the Meeting of

the Public Works and Planning Committee held

on 4th January, 2016, be approved as a correct

record and that they be signed by the Chairman.

267. INFORMATION FROM THE MAYOR:

Mayor’s Engagements:

Members were advised of the following engagement undertaken by Mayor since the 25th January, 2016:-

5th February - Special performance from the Milford Haven Junior Town

Band at the Pembrokeshire County Council Chamber

attended by the Mayoress, Mrs. N. Joseph, and the

Deputy Mayor, Councillor W. D. Elliott BA).

268. CEMETERY:

(a) Report:

RESOLVED THAT the Cemetery Report, as

presented by the Clerk for the month of

January, 2016, be accepted.

(b) Verbal Report of Meeting with Cemetery Supervisor:

The Chairman, Councillor E. R. Harries, advised that the Cemetery Supervisor requested that the Clerk and the Chairman of the Committee visit him at the Cemetery for him to discuss what he considered to be outstanding items.

The Chairman said that when the Clerk and he visited the Cemetery, their attention was drawn to the following issues:

(i) Windows at Cemetery House:

The Chairman advised that 2 of the windows at Cemetery House are leaking, the back door does not open and water is leaking through the bottom of the door.

The Chairman said that Members would recall that this issue has already been raised previously. Three quotations have been received for the replacement of the 8 windows at the Cemetery House and both front and back doors.

The Chairman confirmed that the lowest quotation is in the sum of £3,560 for the supply and fix of 8 windows and 2 doors.

The Chairman explained that the Clerk has analysed the situation, and in order to meet this cost out of current funds, £2,500 can be taken from the Building Maintenance budget with the balance of £1,060 taken from the Roads and Paths budget. Any funds remaining in the Roads and Paths budget can be carried over to the next financial year.

RESOLVED THAT:

(A) the Public Works and Planning Committee

recommends to the Finance and

General Purposes Committee that this Council

accepts the quotation from Gordon Thomas

Carpentry of Steynton, Milford Haven, in the sum

of £3,560 for the supply and fix of 8 windows and

a front and back door at Cemetery House;

(B) in order to meet this cost out of current funds,

£2,500 is to be taken from the Building Maintenance

budget with the balance of £1,060 taken from the

Roads and Paths budget;

(C) any funds remaining in the Roads and Paths budget

are to be carried over to the financial year 2016-2017.

(b) Garage/Storage Unit:

The Chairman said that he had been made aware that the up and over door to the Garage/Storage Unit was not fit for its purpose.

The Cemetery staff store their machinery and the maximum permitted legal quantity of fuel (which is in a fire proof container) in this building.

The opening mechanism had failed yet again prior to Christmas 2015. The Cemetery staff could not close the door and it was necessary to secure the door in a locked position. Unfortunately, the door could not be opened again, preventing the Cemetery staff from accessing their equipment.

The garage door specialist who had repaired the door had contacted the Clerk and explained that the door is for domestic use and not suitable for commercial use. He had advised that the door is suited for a residence where it would be open and shut where necessary, whereas the Cemetery staff keep the door open during the day so they can access their tools and equipment. The garage is situated in a very windy location which causes excessive wear to the mechanism.

The Chairman emphasised the problems if the Cemetery staff were inside the building and the door should close and jam shut, locking them inside.

The Clerk said that the garage door specialist had suggested that instead of replacing the up and over door, there is another option – to form an opening in the structure for a personal door which the staff could use during the day and which would give them an emergency exit.

RESOLVED THAT that Clerk obtains quotations

for the supply and fix of a new up and over door

and the formation of a new personal door in the

structure of the building in order that Members

are made fully aware of the costings of both options.

(c) Drainage Gulley at the front of Cemetery House:

The Chairman advised that the drainage gulley at the front of Cemetery House is blocked. The Clerk was arranging for the drainage gulley to be jetted, and any problems would be reported at the next meeting.

RESOLVED THAT the information be received.

(d) Disposal of Flowers and other Green Waste:

The Chairman said that the receptacles that the Cemetery staff are using in order to dispose of the flowers and other green waste have disintegrated.

The Cemetery Supervisor had asked whether he could have a skip available to dispose of this waste. He anticipated that the skip would need emptying every three to four months in the Summer period, but longer during the rest of the year.

The Chairman said that the cost of a skip suitable for green waste is £108 plus VAT.

A Member suggested that the Pembrokeshire County Council could be contacted to ascertain whether they have the facility for disposing of green waste.

RESOLVED THAT prior to committing to

disposing of the green waste at the Cemetery

by skip, the Clerk is to check the availability

of alternative waste systems provided by

the Pembrokeshire County Council.

269. PLANS:

RESOLVED THAT the recommendations of

the Chairman of the Public Works and Planning

Committee (which have been made in consultation

with Members of the Public Works and Planning

Committee) in respect of the planning applications detailed on Pages 1 and 2 of the attached report

(see Appendix B) be approved.

270. HAKIN POST OFFICE – PROPOSED MOVE TO NEW PREMISES AND BRANCH MODERNISATION:

Councillor M. P. Rickard declared a personal interest in this issue, as his parents ran Hubberston Post Office for many years.

Members discussed a letter from the Regional Network Manager, Post Office Limited, in which he advised that the Post Office was proposing to move Hakin Post Office branch to a new location at CK’s Supermarket at Gelliswick Road, Hakin, where the majority of Post Office products and services would be offered from two tills on the retail counter in a modern open plan branch.

The Regional Network Manager wrote that there are car parking facilities outside the proposed premises. There is a frequent bus service between the current branch and the proposed premises. The nearest bus stop is within 100 metres of the proposed premises. Furthermore, the opening hours will be increased. Hakin Post Office currently opens from 09:00 – 17:30 Mondays to Fridays with Saturday opening hours of 09:00 to 13:00. CK’s Supermarket’s opening times are 07:00 to 20:30 Monday to Saturday, and 10:00 – 16:00 on Sunday.

One of the Ward Members for Hubberston pointed out that some time ago when the established post office at Hubberston was threatened with closure, the Hubberston community fought to keep that facility open, but were told that it was not needed and that people could catch the bus to Hakin. Hakin people will now have to catch a bus to Hubberston.

A Member said that due to the extended hours and based on the success of the main Post Office in Charles Street, he considered that this was a positive move.

The Hubberston Member advised that there are approximately 8 parking spaces outside CK’s Supermarket. When the neighbouring takeaway is open the parking bays are reduced, and during the day CK’s Supermarket delivery vehicles block many of the spaces. There is also another concern because pedestrians would have to cross a very

busy road. The Member queried whether additional safety measures would be implemented. There are also no designated parking bays for the disabled.

The Chairman, Councillor E. R. Harries, as one of the representatives on the Hakin Ward, registered his concern at the loss of Hakin Post Office to the residents of Hakin.

He said that the decision to remove this facility from Hakin would create problems as far as mobility issues are concerned for the Hakin people.

RESOLVED THAT a letter be written to the

Regional Network Manager, Post Office Limited,

stating that:

(a) although this Council is concerned at losing an

existing facility in the Hakin area, Members

welcome extended facilities to the community;

(b) and considers that the suggestion in the Information

Sheet that adequate parking facilities are available at

CK’s Supermarket does not meet with Members’

assessment of the situation as parking spaces are

limited and can be more limited at certain times, and

there are no designated parking bays for the disabled;

(c) and considering a new school will shortly be

built close to these premises, this is going to

be an extremely busy road.

271. PROPOSAL TO INTRODUCE A COUNCIL TAX PREMIUM ON SECOND HOMES:

Members discussed the Pembrokeshire County Council’s consultation on a proposal to introduce a Council Tax premium for second homes up to a maximum of 100%.

Under Section 139 of the Housing (Wales) Act 2014, which comes into force shortly, the Pembrokeshire County Council needs to make a decision on how much they will charge second home owners. Pembrokeshire County Council’s current policy is not to award any discounts to owners of second homes. At present, second home owners are liable for 100% Council Tax (i.e. the standard rate).

Each local authority in Wales has discretion to decide how much additional Council Tax to charge second home owners, up to a maximum level of 100% premium (i.e. a 100% premium on top of the 100% of Council Tax, for which second home owners are already liable.

RESOLVED THAT the Public Works and Planning Committee

recommends that the full Council Tax currently paid by

second home owners is adequate and should not be

increased.

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