

**PEMBROKE DOCK CHAMBER OF TRADE**

*CHAIR:Mr C Morris TREASURER:Mr ME CARTER SECRETARY:Mr ADR LEWIS*



**MINUTES OF THE TENTH FULL MEETING OF  
THE PEMBROKE DOCK CHAMBER OF TRADE,  
HELD AT THE PATER COMMUNITY HALL ON  
THURSDAY 4<sup>th</sup> OCTOBER, 2007 AT 5:40pm.**

**PRESENT:**

Andrew Lewis – The Kitchen Store	Chris Morris – South West Associates
James Parfitt – Parfitt’s Carpets	Gill Lewis – The Kitchen Store
Sherrill Percy – P.L.A.N.E.D.	Maxine Spure – Mags Coffee Shop
Mark Carter – Aegis Insurance	Charlotte Damery – Hasty Bite
Andrew Johnstone – Community Web Project	Cllr Ron Watts – Deputy Mayor
David Goffin – PCSO8067	Rhian Thatcher – PCSO8066

**APOLOGIES FOR ABSENCE:**

Charlie Kidd – Preseli Construction Ltd	Pauline Boswell – Preseli Construction Ltd
Kate Becton – County Councillor	Ian Jones – Town Clerk

**77. MINUTES OF MEETING 6<sup>th</sup> September, 2007**

The previous minutes were agreed to be an accurate record of the meeting.

**78. MATTERS ARISING**

The Secretary informed those present that Specsavers new signage is in progress and that he had raised the issue of St Govan’s Shopping Centre at the recent PDEAT meeting, so that the Town Clerk will also write to the shopping centre owners about the disrepair of the entrance signage. The Secretary also reiterated the changes that would affect some retailers brought about by The Violent Crime Reduction Act 2006.

**79. RECRUITMENT & FINANCES**

The Treasurer arrived at 17:55 and reported that there have been three new membership subscriptions, plus some new ‘pending’ enquiries. The Chamber’s account stands at £831.84 in credit. Andrew Johnstone enquired about the availability of membership forms and reiterated that he was quite happy to collect membership fees. Sherrill Percy offered to organise printing of basic forms.

Andrew Johnstone provided some statistics collated from The Community Web Project, there had been 80 hits on the Chamber’s web space in the past 28 days and the average viewing time was 1 minute and 10 seconds. The Launch Evening pictures and report was proving one of the most popular areas for the Chamber’s web space.

**80. STREET CLEANING**

The Secretary related his communication with the local authority concerning the breach of their statutory responsibility in providing adequate street cleaning under the terms of the 1990 Environmental Protection Act; the Secretary also informed the meeting that pressure washing of the pavements had taken place in Dimond Street between Clinton Cards and The Pater Community Hall. The PCSO’s indicated their willingness to liaise, where possible, to help prevent littering.

**81. POLICE COMMUNITY SUPPORT OFFICERS & BUSINESS**

PCSO’s David Goffin and Rhian Thatcher introduced themselves to the assembly and gave an interesting account of their workload and the areas of operation that they cover. There are currently four PCSO’s for Pembroke Dock.

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David reflected on some of the success that the PCSO's have achieved in reducing the antisocial behaviour that had been occurring at the St Govan's Shopping Centre, plus their attempts to introduce operational CCTV into the centre.

The Chair asked about CCTV surveillance in Pembroke Dock town centre and was given an explanation of the control and staffing of the CCTV operations.

The Chair pointed out that several businesses had voiced concern that PCSO's were not being visible, but was assured by the PCSO's that this would improve when the unit was back up to full complement.

The Secretary reminded everyone that there was a Community Policing Meeting held on the first Wednesday of every month and that the Chamber's representative at the meeting was Julie Senkal. Any Policing issues to be raised should be taken up with either Julie directly, or via the Secretary.

### **82. BUSINESS DIRECTORY LAUNCH & NETWORKING EVENING**

Sherrill Percy handed out completed copies of the Business Directory. There will be a print run of 9'000 units, with 8'000 being delivered to households in the SA72 area, Sherrill and Maxine agreed to work together to allow the Sea Scouts to distribute the directory for which they will be paid. 500 units will be despatched to businesses, with 500 units for distribution to Tourist Information Centres, Libraries and the like. Distribution will coincide with National Enterprise Week, which begins on Monday 12<sup>th</sup> November, 2007.

The business mailings will include an invitation to the Networking Evening run by PLANED which will build upon the evening of 13<sup>th</sup> July, 2007. The suggested date for the Networking Evening is Thursday 15<sup>th</sup> November, 2007, at The Pater Community Hall.

### **83. CHRISTMAS 'WEEKEND' ARRANGEMENTS**

The Secretary informed the meeting that Claire Palmer of Milford Haven Port Authority had telephoned him recently to inform him that a donation of £1'000.00 was being made towards the Ice Rink for the Christmas festivities weekend. There was some discussion concerning the location and size of the ice rink and Cllr Watts explained the rationale of the Town Council in organising this as a 'start' to 'build upon' in future years. The Secretary asked if the Chamber would be making some participation and for any ideas for events and activities, pointing out that the Summer Festival Committee had mentioned a 'lantern parade' to coincide with the ice rink and Christmas Tree lighting, Father Christmas' appearance etc.

James Parfitt pointed out that the advertising would need to be promptly produced and effective, suggesting that perhaps the Chamber could provide a 'goody bag' for children. The Treasurer suggested that decorated windows and a quiz that would draw people into the town, with an attractive prize, could be of interest. The Chair mentioned the possibility of the Martello Tower on Front Street being decorated as a 'Santa's Grotto'. It was agreed that along with the Secretary, both Charlotte and James would attend the Tourism Committee meeting in October to assist cooperation with the Town Council for the Christmas festivities.

### **84. ANY OTHER BUSINESS**

PLANED were congratulated on the organisation and implementation of the Fireworks competition. The evening had proven to be a huge success with many visitors attending at both Neyland and Pembroke Dock. Andrew Johnstone reported a figure of 140 people worldwide that had been watching the evening via the live link over the Internet that had been organised by the Community Web Project. Mark Carter had received good reports of the evening from many different people. The PCSO's had experienced some small problem with drunkenness but nothing more serious, nor of any magnitude.

There were some issues with collectors walking around with 'open' buckets.

Cllr Watts informed the meeting that for future reference permission could be obtained from the County Council to close Front Street to traffic.

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The Treasurer had recently attended a Pembrokeshire Business Network meeting and reported that there is still funding available for website creation, but it needs to be used very quickly. Andrew Johnstone pointed out that the Community Web Project could organise a site if the funding could be obtained.

The Treasurer also stated that there is still funding available for shop frontage renovation and the T.H.I. committee is looking for a member from the Chamber to sit on the committee, although there were no volunteers when the Chair proposed this. Cllr Watts explained that there might be sources of paint available from the County Council from time to time, when such stocks of paint is coming to the end of a 'use by' date.

The Chair displayed some chamber artefacts that had been discovered in the old Moore's Chemist, shop in Commercial Row, dating back to the nineteenth century. Facsimiles of these artefacts will be visible on the Community Web Site.

The Treasurer related some complaints he had received about theft in certain shops, although the Secretary rebutted this, as such theft is unfortunately a national malaise that plagues all types of retailer, although those retailers that stock certain 'desirable' goods such as software, DVD and sportswear are more susceptible to frequent pilfering.

The Chair also gauged any interest in a Chamber event for Christmas; the Secretary suggested that this should be possibly deferred for another year until the Chamber was in a more independent funding position. The Chair than suggested that perhaps some Chamber members might like to get together informally nearer Christmas.

There being no other business the meeting was closed at 19:20.

### **85. DATE OF NEXT MEETING**

The next meeting will be held at The Pater Community Hall on Thursday 1st November, 2007 @ 17:40.