

TENBY TOWN COUNCIL
MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD 19th July 2016

PRESENT Councillor L Blackhall Mayor
 Councillor Mrs Rossiter
 Councillor Dr P Easy
 Councillor Mrs Thomas
 Councillor W Rossiter
 Councillor T Hallett

IN ATTENDANCE: Mr A. Davies Clerk to the Council/Financial Officer
 Mrs L Hensman Assistant Clerk

122. APOLOGIES

Apologies received from Councillors Mrs Lane, Mrs Brown, Mrs Durham, Mrs Williams, B James and P Rapi.

123. DISCLOSURE OF PERSONAL INTERESTS

Councillor Dr Easy declared a personal interest in Item 12 and Councillor Mrs Rossiter declared an interest in Item 9a.

124. ITEMS TO PRESS

Proposed by Councillor Mrs Rossiter, seconded by Councillor Mrs Thomas.

Resolved that items of Correspondence and Committee Minutes other than those items marked Not for Publication be given to members of the Press present.

125. CONFIRMATION OF MINUTES

Resolved that the Minutes of the Tenby Town Council held 5th July 2016 be confirmed and signed as accurate.

126. MATTERS ARISING

106 – (86 and 75a) PCC Licensing Committee Meeting

The clerk reported he had received notification of the decision of the PCC Licensing Committee Meeting. The Prince of Wales application to extend their licensing hours was rejected. However, no reasons were outlined for the decision. The applicant had 21 days to appeal the decision to the Magistrates Court.

106 – (86, 43, 19, 428, 417 and 378) – Tenby Town Walls

The Clerk reported Mr Scourfield had returned from annual leave and would be visiting Tenby on Friday 22nd July 2016 to inspect the inside and the outside of the Town Walls. Following this assessment he would devise the plan of action to provide maintenance to the walls. He thanked Councillor Hallett for assisting him with gaining access to the properties backing onto the Town Walls.

The Mayor said he was delighted action was being taken to assess and plan maintenance for the Historic Town Walls.

106 – (87 - Planning Application - NP/16/0300/ADV – Co-op convenience store.

Councillor W Rossiter asked if any response had been received from PCNPA in relation to the CO-OP store lighting application.

The Clerk reported the planning application in question will be going before committee later in the week.

127. FINANCE SUB-COMMITTEE MEETING

The Mayor thanked all who attended and contributed to the meeting, especially to the Clerk and Councillor Dr Easy for the work they put in prior to the meeting.

The Clerk explained he had adapted and amended TTC financial regulations and the document was attached for approval and adoption if councillors so wished.

Proposed by Councillor Dr Easy, seconded by Councillor Hallett and

Resolved that TTC Financial Regulations be approved and adopted.

128. PLANNING APPLICATIONS

The Clerk circulated a copy of the views of Tenby Civic Society on the planning applications for councillors reference.

a. NP/16/0331/FUL – Mr K Walker, 39A Cefn Coed Road, Cyncoed, Cardiff – Amend planning consent NP/14/0095 to create additional dwelling ground floor flat (flat 5) and to replace the former garage/parking to extend House 1 providing a n additional bedroom plus several internal alterations to other flats/dwellings that in turn alter the openings and fenestration to the front elevation – 46 High Street, Tenby.

Following review of the application, it was proposed by Councillor Mrs Rossiter, seconded by Councillor Hallett and resolved to

RECOMMEND

Approval subject to the provision of a suitable traffic management plan for the construction phase which takes account of the narrow carriageway, the vehicular weight limits on the carriageway and the tourist season.

b. NP/16/0335/FUL – Pembrokeshire Housing c/o Mr John Davies, Pembrokeshire Housing, Meyler House, St Thomas Green, Haverfordwest – Replace existing white painted timber sash windows with new white UPVC sash windows to front elevation (south elevation) matching all existing types and styles – Acorn Heights, Greenhill road, Tenby.

Following review of the application, it was proposed by Councillor Hallett, seconded by Councillor Dr Easy and resolved to

RECOMMEND

Approval as the proposed windows match existing and will improve the amenity of residents.

c. NP/16/0340/FUL – Mrs Phillipa McMullan, Card Factory, Century House, Brunel Road, Wakefield 41 Industrial Estate, Wakefield – New shopfront and internally illuminated signage – 10 high Street, Tenby.

The Mayor felt strongly and repeated his stance from previous meeting that he is critical of companies that carry out planning work before gaining permission or listening to council views and policies.

Following in depth discussion of the application, it was proposed by Councillor Hallett, seconded by Councillor Mrs Rossiter and resolved to

RECOMMEND

Refusal as the inclusion of internally illuminated signage is contrary to Town Council and National Park’s stated policy in relation to the conservation area. It is also to be regretted that the applicants undertook this work prior to planning approval being granted and the situation needs Enforcement Officer overview to ensure that any illumination is turned off prior to the matter being determined.

Proposed by The Mayor, seconded by Councillor Hallett and

Resolved that TTC write to the Chief Executive of Card Factory to express the council’s disappointment at their lack of communication and consideration to the town and PCNPA heritage policy prior to installing their shop front signage.

d.NP/16/0341/ADV – Mrs Phillipa McMullan, Card Factory, Century House, Brunel Road, Wakefield 41 Industrial Estate, Wakefield – signage – 10 High Street, Tenby.

Following in depth discussion of the application, it was proposed by Councillor Hallett, seconded by Councillor Mrs Rossiter and resolved to

RECOMMEND

Refusal as the inclusion of internally illuminated signage is contrary to Town Council and National Park’s stated policy in relation to the conservation area. It is also to be regretted that the applicants undertook this work prior to planning approval being granted and the situation needs Enforcement Officer overview to ensure that any illumination is turned off prior to the matter being determined.

e. NP/16/0352/FUL – Mr Frank Booth, Serendipity Holdings Ltd., Warren Street, the Salterns, Tenby – proposed powder coated (blue) security fence and lockable gates – Warren House, Unit 5, The Salterns, Tenby.

Following review of the application, it was proposed by Councillor Mrs Rossiter, seconded by Councillor W Rossiter and resolved to

RECOMMEND

Refusal.

f. NP/16/0353/ADV – Mr Geraint Thomas, white Stuff Limited., Canterbury Court, 1-3 Brixton road, London – One fascia sign and one hanging sign – 5 St George Street, Tenby.

Following review of the application, it was proposed by Councillor Dr Easy, seconded by Councillor Mrs Rossiter and resolved to

RECOMMEND

Approval as the proposals are respectful of the building and the surrounding area.

Councillor Mrs Thomas felt the company should be praised for following the correct procedure when applying for signage.

The Mayor requested a letter be sent from TTC welcoming the new store to Tenby.

g. NP/16/0358/FUL – Mr & Mrs Jules and Sarah Drye, 131 Chemin du Poizat, 0170 Thoiry, France – Single storey rear extension, replacement of detached outbuilding and opening of access to highway – 32 Harries Street, Tenby.

Following review of the application, it was proposed by Councillor Mrs Thomas, seconded by Councillor Hallett and resolved to

RECOMMEND

Approval as the application makes best use of available space, enhancing the property and the amenity of residents.

The Mayor thanked councillors for taking time and viewing the planning applications prior to the meeting.

The Clerk reported he had received two further planning applications and asked if councillors wished to take these as this was the last meeting of TTC before they would be going into recess for the summer. Alternatively he offered to call a planning sub-committee meeting if it was the wish of the council.

Councillor Hallett felt the two planning applications needed time to be considered properly; therefore it was proposed by Councillor Hallett, seconded by Councillor Mrs Rossiter and

Resolved that the Clerk schedule a planning meeting.

129. CORRESPONDENCE

a. PCC – Road closure notice, Tenby 10k, 31st July 2016.

Councillors read the correspondence, it was

Resolved that the information be noted.

b. Mr Richard Bedford – Copy of e-mail to County Councillor Michael Williams regarding Tenby Town Bus Service

The Clerk reported County Councillor M Williams noted the item on TTC agenda and had forwarded a response he had received following his investigation into this matter.

Mr Darren Thomas, Head of Highways & Construction, PCC had responded stating they had not been able to find an operator for the service mentioned following the demise of the Bus Company. The route was a commercial route that no operator wanted to take on.

However he did offer a possible solution at this time being the Tenby Town Rider service. This service has no set route and operates three times of week. People can ring and book onto the service by 12 noon on the day before they want to travel.

The Clerk outlined the service is disabled friendly and the operational times are:

Monday and Wednesdays – 10.30am to 2.30pm

Fridays – 9.30am to 4.30pm.

Councillor Mrs Rossiter was aware of people being housebound since the removal of the service and suggested two or three people could get together and share a taxi to town and back, to reduce the cost implications.

Councillor Hallett asked the Clerk if he had any information relating to The Salterns park and ride scheme for 2016. The Clerk responded stating he had received no details of the scheme for this year as yet.

c. Tenby Chamber of Trade and Tourism – June minutes

Councillors read the correspondence, it was

Resolved that the information be noted.

d. Mr J Parry (via e-mail) – Seagulls and pigeons

The Clerk reported Councillor James had sent his apologies for the meeting; however he wished to comment on the seagull issues he was personally aware of. His young daughter was attacked and food snatched from her hand, causing her and the family distress. In addition a report to the RNLI stated, St Ives crew were call to rescue a child who had fallen 20 feet backwards off a wall when a seagull swooped for food and knocked her off.

The Clerk highlighted that this proved seagull issues are not just a problem in Tenby.

Councillor W Rossiter said seagulls are relying on humans feeding them and do not look for natural food; therefore the gull population will go hungry and decline if feeding is stopped. He personally wished to see all preventative signage removed.

Councillors Mrs Thomas and Mrs Rossiter both strongly disagreed with Councillor W Rossiter, noting that certain members of the public have been warned about feeding the birds many times and they still continue. They felt this act of feeding is increasing the problem and TTC purchased the signage many

years ago to deter people from feeding the birds at all. The general public are now reporting that they are being frightened by the actions of the seagulls.

Councillor Hallett said the Seagulls are an asset and are not attacking people, they are just after food.

Councillor W Rossiter personally felt the damage on Castle Hill is from Pigeons and not the seagulls. The Mayor said he had witnessed the feeding of the birds on Castle Hill and 5 minutes before the lady arrives there are a swarm of birds waiting. It is impossible to pass by the area whilst the feeding the birds is in progress. He felt the act of scattering the food was littering and it is impossible to discriminate between the birds that are there for the feeding session. The letter clearly stated the people are going out of their way to feed the birds and TTC has always had a stance to actively discourage people from feeding any of the birds.

130. LICENSING APPLICATION

a. Kiln Park, Tenby – New premises license – Owners Lounge

Councillor Mrs Rossiter declared an interest and took no part in discussion or vote.

Following review of the application, it was proposed by Councillor Hallett seconded by Councillor Mrs Thomas and resolved to

RECOMMEND

That no representation is made to the Licensing department as the application is acceptable.

131. REPORTS BY COUNCILLORS ON OUTSIDE BODIES

Councillor Dr Easy reported he had attended the St Teilo's School Governors meeting where general school business was discussed.

Councillor Hallett reported he had attended Tenby Museum and Art Gallery's latest exhibition which is as always well worth visiting.

The Mayor informed councillors he had been delighted to attend the Civic Society's unveiling of a plaque in recognition of Gwilym Pritchard, Queen's Parade, Tenby. Mr Pritchard's son was present and he would be exhibiting his own work later this month at Tenby Museum.

He continued by taking the opportunity to thank the Civic Society who take time to recognize people who have given commitment to local art and cultural service.

The Mayor praised another successful Long Course Weekend in Tenby. He had the privilege of standing on the finish line to greet athletes after the swim, bike and marathon events. It was a pleasure to be the recipient of multiple comments praising the beautiful Pembrokeshire scenery and the warm welcome given by local residents.

Councillor Hallett asked if a letter of thanks could be sent from TTC to Mr M Evans and his staff at Activity Wales.

Councillor W Rossiter did add at this time that not all people are happy with everything at the weekend. Local residents complained again about the loud speaker and music early on the Saturday morning and echoing down to the harbor from Tudor Square.

The Mayor responded by saying that events of this type happen only twice a year and it continue to put Tenby on the map for all other times in the year. He recognized it can cause a little inconvenience for some people; however they are professional organisations and they do take on feedback and endeavour to act as and when they are able. Overall the weekend was a credit to Tenby.

The Clerk said he received an e-mail from PCC asking for feedback on the Long Course Weekend from TTC and he would pass on the information discussed.

132. MEDIA ITEMS

The Clerk said he had received a copy of the Great Western Trains Magazine and there was a very nice double spread page featuring St Catherine's Island. A copy is available in TTC office.

133. BRYNHIR

Councillor Mrs Rossiter requested that Brynhir remains on TTC agenda to keep it fresh in people's minds and not be forgotten.

The Clerk reported there was no update to report at this time.

134. DEMOLITION OF TENBY INFANTS SCHOOL

The Mayor said as Councillor Rapi was unable to attend the meeting he had discussed the item of Tenby Infant School demolition following the article in last week's Tenby Observer.

Councillor Rapi had asked if TTC would support asking PCC to consider all the potential options for the building before the demolition. In addition TTC would be willing to liaise with PCC and to be involved in any discussions on the Infant School site.

Councillor Hallett said the plan to demolish the Infant School had been discussed for several years and why hasn't everyone taken the time to raise the matter earlier.

The Clerk said he had e-mailed PCC to ascertain when the proposed date for the demolition of the school had been set; however he had not received any feedback before the meeting, despite being aware that the date could be imminent. It was

Resolved that TTC write to Mr I Westley, Chief Executive, PCC and ask if the County Council would look into all opportunities for Tenby Infant School building adding that TTC would be happy to enter into any talks they felt applicable.

135. RAILINGS, BENCHES AND STREET ENVIRONMENT

The Mayor reported that following several recent town walkabouts by councillors, several areas and sites

around Tenby have issues of varying degrees of maintenance needed. He felt TTC and PCC work hard to maintain as many of these issues as possible; however some are costly and require additional manpower.

He explained Tenby Regeneration Team worked hard on a project with PCC to replace The Norton railing at a huge expense; however to replace the whole of town would be a phenomenal expense.

A proposed way forward could be for the Regeneration Committee to sit down with TTC and PCC and devise a year-long plan to cover maintenance and preservation of all railings, benches and other street furniture items.

He felt the process should start with an audit of the railings, benches and street furniture, who is responsible for the items and what condition they are in.

Councillors felt that some benches are in a good condition but underused in their present site; therefore perhaps they could be moved to a place needing a replacement bench.

The Mayor suggested this audit be discussed and possibly actioned in September 2016 at the next Regeneration Meeting as a joint project with the possibility of TTC allocating some reserves to the project.

Councillor Hallett said there has been a CD made of all the Cast Iron railings and he will try to get a copy of the disc.

Councillor Mrs Thomas said she was aware of some benches that could be moved to a more serviceable area and if other people know of any should they let the TTC office know?

The Clerk reported three benches on Castle Hill had been condemned as they are beyond repair over the last few weeks and were in the process of being removed. Sadly two were the result of vandalism.

The Mayor explained when the memorial benches are bought it includes maintenance for 10 years; and most of the town benches had past that period. TTC needs to put an action plan into operation soon.

Councillor Mrs Thomas reported several members of the public are expressing upset that the South Parade trees are shading all the benches and making it very dark and dreary to walk along the town walls. In addition the branches and leaves are touching the Town Walls and this could have been prevented if the scheduled pruning had been carried out as promised last year.

Councillor Hallett outlined the PCC schedule for pruning of the Parade trees and the Clerk said he would contact Mr Glenville Codd to ask what happened to the scheduled pruning program last winter.

136. STREET TRADERS

The Mayor led in depth discussion relating to the ongoing problems TTC have discussed relating to Street Trading, Peddlers and Service Providers. The main discussion focused on obstruction of the main carriageway during pedestrianisation.as this year the problems have increased dramatically.

Collectively it was felt a meeting between the Police, PCC and TTC would be the first step forward to collectively tackling the increasing complaints from members of the public, businesses and road users'

obstruction by Service Providers in Tudor Square.

The Clerk reported he had been working on the problems occurring in Tudor Square for the last week and he highlighted some of the issues that had occurred. In light of all the discussion he informed councillors he had arranged a meeting with the representatives mentioned by the Mayor for this week to find a solution.

The Mayor put out an appeal to the Street Traders, Peddlers and Service Providers to come and talk to TTC. In this way a suitable solution to the problems occurring could be addressed and put in to action by mutual consent, ultimately ensuring the people have respect for the towns they are trading in.

137. TOWN CENTRE CAR PARKING FOR RESIDENTS

The Mayor reported as Councillor Mrs Durham was unable to attend this meeting he had discussed the matter of car parking for town center residents with her. He was aware County Councillor M Evans had discussed this concern with PCC; therefore he felt it would be beneficial for Councillor Mrs Durham and Councillor Evans to liaise together with his assistance.

138. FINANCIAL OFFICER/CLERK'S ITEMS

a. PCC (via e-mail) – Cobbles road surfaces in Church Street and St George Street.

The Clerk reported he had received advanced information of the proposed road surface replacement for Church Street and St George Street, scheduled for October 2016.

The Civic Society had looked at the specifications and noted the proposed choice stated for use by pedestrians and light traffic. In light of this information the Clerk said he had discussed this with the PCC responsible officer for the project and he assured him the product proposed is fit for the purpose intended.

Councillor W Rossiter felt the cobbles enhance the town; however he is dismayed that the utility services never put them back tidily following carrying out works and then problems occur.

Councillor Hallett said the way they are laid and on the specific type of surface is the key to the problem. Sand moves and beds down creating dips and craters in the road way for people to trip.

The Mayor suggested they consider shared space pavements; however Councillor Hallett said last time they mentioned people with sight reduction needed pavement definition.

b. Delegation of authority to deal with urgent matters during the summer recess.

The Clerk requested delegated authority from TTC to allow him or the Assistant Clerk to deal with urgent matters during the summer recess following liaison with the Mayor.

Proposed by Councillor Hallett, seconded by Councillor Mrs Rossiter and

Resolved that the Clerk or Assistant Clerk be delegated authority to deal with urgent matters during the summer recess following liaison with the Mayor.

c. One Voice Wales Presentation

The Clerk reported One Voice Wales are giving a presentation on their work and achievements on Monday 19th September 2016, in Milford Haven Town Council Chambers. They have sent out an invitation to councillors who wished to attend. If any councillor wished to go he would provide them with the additional information.

d. Tenby Observer – Fireman’s Carnival Feature

The Clerk reported the Tenby Observer was carrying a feature of support for the Fireman’s Carnival and TTC had been asked if they wished to support the feature with an advert, at a cost of £36.00 plus vat.

Proposed by Councillor Hallett, seconded by Councillor Mrs Rossiter and

Resolved that under Section 145 of the Local Government Act 1972 TTC purchase an advert supporting the Fireman’s Carnival feature in the Tenby Observer.

e. Letter relating to Greenhill School – Librarian

The clerk reported he had received an e-mail from a lady asking if TTC could offer any support in clarifying what is actually happening to the library service and the librarian at Greenhill School. The lady was aware the librarian had been given notice of termination to her contract; however PCC had stated no decision on the library or the post in question had been decided on as yet.

The Mayor highlighted that there is no TTC representative on Greenhill School Governors; however he was aware Councillor M Evans was a County Representative Governor.

Following discussion it was

Resolved that TTC contact PCC Education Department and Greenhill School for clarification on the intentions for the future of the School Library Department and Librarian.

PCNPA - Enforcement Officer

The Clerk reported PCNPA Enforcement Officer had said she was not keen on the Jubilee Play Graffiti Wall and could he inform TTC of her views.

The Mayor said the Graffiti wall was designed and painted by the young people of the town’s Youth Club so they self-manage the area and take pride in their play park.

He continued saying it was nice to have a visit from the PCNPA Enforcement Officer in town. The town has had a number of planning concerns where a visit from the enforcement officer would have been of benefit; therefore perhaps next time they are in town they would like to call and liaise with TTC.

139. DATE AND TIME OF NEXT MEETING

Resolved that the next meeting will take place on Tuesday 6th September 2016 at 7.30pm.

Prior to the start of the meeting, from 6.30pm to 7.30pm, PCC Monitoring Officer Claire Jones will be in attendance to deliver update training on the Code of Conduct.

140. ITEMS FOR THE NEXT AGENDA

None noted.

141. PRIVATE AND CONFIDENTIAL

Proposed by Councillor Hallett, seconded by Councillor Mrs Rossiter.

Resolved that the Council (or Committee) moves into private session under the Public Bodies (admission to Meeting) Act of 1960 by virtue of the business to be transacted would be prejudicial to members of the Public.

142. MINUTES

Resolved that the Private and Confidential Minutes of Tenby Town Council Meeting held 21st June 2016 be confirmed and signed as accurate.

143. MATTERS ARISING

121 – Tenby in Bloom

The Clerk reported Mr G Codd PCC had tasked additional manpower to cover some of the areas of town needing additional attention.

Mayor _____

Town Clerk _____

Date _____