

TENBY TOWN COUNCIL
MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD 4th October 2016

PRESENT Councillor L Blackhall Mayor
 Councillor Mrs Brown
 Councillor B James
 Councillor P Rapi
 Councillor W Rossiter
 Councillor Mrs Lane
 Councillor M Evans

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

ALSO PRESENT Ms Elin Brock, Pembrokeshire Housing Association.

The Mayor welcomed Ms Elin Brock, Pembrokeshire Housing Association who attended to provide information relating to housing allocations within the Tenby area.

Ms Brock thanked TTC for the opportunity to pass on information relating to how PHA's 'Local Connection Scheme' works for the community. She specifically gave information relating to the Delphi complex which received 90 applications for the 12 flats available. This resulted in all the flats being allocated to people meeting the local connection scheme enabling larger properties to become available due to some tenants downsizing. The scheme is usually only offered for rural communities; however due to the shortage of properties within Tenby the criteria allocation changed. Positively PHA hoped the new tenants would be moving into their accommodation as soon as the builder handed over the site keys.

Councillor M Evans gave detailed information stating that 10 years ago the classification for Tenby changed to 3 in 10 properties would be allocated under the local connection scheme.

Councillor Mrs Brown asked if the housing association ever considered buying empty properties, to let and so ease the social housing shortage. Ms Brock explained that PHA's present strategy was to build new properties, rather than buy old due to the potential reduction in maintenance costs. However, she did explain that PCC has 106 funding which is being used to purchase 3 older properties for social housing tenants. This 106 funding is available due to the PCNPA affordable housing element within the new build planning documentation.

Discussion took place in relation to the availability of Welsh Assembly funding for the 'Houses into Homes' scheme. The scheme enables long term empty houses being purchased and brought back into use for allocation and use by social housing tenants. However, she did explain that if people wish to leave their properties empty and not sell, there is nothing anyone can do to intervene in the process.

Councillor Mrs Lane explained Tenby Regeneration Team are currently exploring the possibility of looking into empty flats over shops to see if any of these premises can be brought into use to regenerate the town. At present PCC are writing to all of these property owners to see if anything can be done to bring these flats back into use for local people to rent.

Councillor Evans explained 200 properties in Pembrokeshire have been empty for more than 10 years and have become blights on the street scape; therefore, any scheme to bring them back into use as homes is a positive way forward.

He continued by praising PHA for their positive work in increasing the amount of available social housing properties in the area and for using the local connection scheme here within Tenby. The scheme has helped people who privately rent and pay extremely high rents to achieve a better standard of living for their families. He did ask that PHA consider increasing the notification period for locals to apply for properties in the future as he was aware many families missed out on applying for the Delphi site. He felt this was due to the application short term window period and it being posted during the main holiday period when many would have been working long hours.

Councillor Evans asked if Ms Brock had any information relating to the Brynhir site, specifically requesting if any dialogue had commenced between PCC and PHA about the affordable houses that will become available on this site once the land has been sold to a developer.

Ms Brock said she was not aware herself of any discussion; however, her colleague the Property Services Manager would be the main contact for a new build development and she would enquire on her return to the office. She was aware nothing had gone before the PHA board, but would feed back to the Town Clerk when information became available. In addition, she would always be willing to come back to TTC at a later date to discuss any further concerns councillors had.

Councillor Evans said it was vital that the potential properties on the Brynhir site would be a benefit for the community of Tenby as there is a great housing need within the town.

The Mayor summed up the discussion by thanking Ms Brock for the information and stated progress had been made and everyone needed to keep moving forward to gain ongoing commitment to a working partnership.

Ms Brock explained about a PHA ‘Shared Ownership Scheme which had been passed by the board and would be available soon in the area to meet a specific need for people who fall between the two specific categories. They do not qualify for social housing and do not have enough capital to buy a property. More details will be available soon. Ms Brock left the chamber.

Before the main TTC meeting commenced the Mayor paid tribute to Mr Ernie Vokes, Sergeant of Mace, who sadly passed away last week. He said Ernie carried out his official duties with distinction, humour and dignity and would be sadly missed. His funeral takes place on Thursday 6th October 2016 at 2pm and as a sign of respect his mace would be carried into church with the head shrouded.

All councillors and members of the community present in the meeting stood for a minute’s silence to remember and reflect on the service given by Ernie.

189. APOLOGIES

Apologies received from Councillors Dr P Easy, Mrs Rossiter, Mrs Thomas, Mrs Durham, Mrs Williams and T Hallett.

190. DISCLOSURE OF PERSONAL INTERESTS

Councillor Mrs Lane and Councillor M Evans declared a personal and prejudicial interest in Item 11. Councillor B James declared a personal interest in Item 16.

191. ITEMS TO PRESS

Proposed by Councillor Mrs Lane, seconded by Councillor Rapi.

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

192. CONFIRMATION OF MINUTES

Resolved that the Minutes of the Tenby Town Council held 20th September 2016 be confirmed and signed as accurate.

193. MATTERS ARISING

174 (153b) – Mr Ben Blake – Culver Park and South Cliff Street trial parking scheme.

Councillor Evans reported he had met with PCC Transportation Department about Tenby parking schemes. The scheme would be continuing to be looked at and reviewed following its end in March 2017. However, he explained a meeting would be organised in November to look at the scheme and discuss it in detail with PCC officers, councillors and members of the public.

The Mayor asked councillors if they were happy for Councillor Evans to work with him and the Clerk and arrange a meeting in November to discuss the parking scheme. It was

Resolved that the Mayor, Councillor Evans and the Clerk would liaise with PCC Officers, and arrange a meeting to discuss the Culver Park and South Cliff Street trial parking scheme in November. Members of the public would be invited once the date has been arranged.

174 (153e PCC Consultation on proposals to deliver Leisure, Cultural and Tourism Services in Tenby.

The Clerk said he had written to ask Mr Turner if he was available to meet with TTC and discuss the future of Tourism in Tenby. He gave a personal apology to Mr Turner on the way he phrased his previous reply when Mr Turner was unable to attend as he may not have used the exact phrasing, although the ethos was correct.

In light of the communication he was pleased to report Mr M White, Regeneration Department, PCC had been tasked to attend a meeting to outline PCC's proposals for the delivery of Leisure, Cultural and Tourism services in Pembrokeshire. It was

Resolved that TTC would commence the next meeting at 6.45pm to meet with Mr M White, PCC on Tuesday 18th October 2016.

174 (153f – Meeting with County Councillor Williams and Mr N Miles, Noise Pollution Officer, PCC

The Clerk reported a meeting had taken place with County Councillor Williams, Mr Nathan Miles, Noise Pollution, Mrs C Mathias, and Geraint Griffiths PCC Licensing, Nigel Hayes Dyfed-Powys Police licensing officer and several TTC members.

He explained the meeting was very productive where many points were raised and discussed. All present were looking at ways to work together to address the issues raised and ultimately reduce Anti-Social Behaviour in Tenby.

159 – Street Trading

The Clerk reported he had written to all the AM's to ask if they could work to help create a possible solution to Street Trading and Service Provider issues. He had received a response from Mrs Joyce Watson AM and Mr N Hamilton AM, who both said they would make enquiries at the Welsh Assembly relating to Street Trading and Service Provider legislation.

182 – Narberth Road Railway Bridge

The Clerk reported that the work had been carried out to the Narberth Road railway bridge and all the weed overgrowth had been removed. PCC also reported they were happy the vegetation had not affected the integrity of the bridge.

Councillor Evans congratulated the Clerk on a prompt solution to a concern.

The Mayor highlighted this was an excellent example of the close working relationship between the Clerk and PCC Officers, ensuring a swift response to a concern within our town.

183 – Trees, Narberth Road, St Teilo's School, Bell's Corner and South Parade

The Clerk reported he had met with the PCC, Tree Officer and he had indicated the process required for the various types of work needed for the highlighted areas. However, he explained each specific area required permission and liaison with different PCC departments and various degrees of permission obtained. Letters would be sent to owners of any private land and traffic light controls may be needed to address some site works. Inevitably some tasks would take longer to address due to the planning involvement but it was positive news to hear PCC were quickly acting on the concerns raised.

194. TO RECEIVE NOTES OF THE REGENERATION TEAM MEETING

Councillor W Rossiter asked if any specific details could be explained relating to the proposed work on Battery Gardens.

Councillor Mrs Lane said Ms S Henahan would be obtaining specific drawings so the Regeneration Team and TTC could decide if the work was financially viable to undertake.

The Clerk felt Ms Henahan wanted to know the anticipated available funding to aid the architect in planning a design within a budget.

General discussion took place on the cost and how the percentage breakdown of funding would be met and by whom. It was

Resolved that the Mayor, Councillor Evans and the Clerk would liaise collectively with Ms Henahan to discuss the breakdown of funding percentage required from TTC if this project is to be undertaken.

Councillor Evans praised everyone involved in getting the only Town WIFI scheme in Pembrokeshire up and running. He specifically praised Mr C Osborne and the Chamber of Trade for their drive forward with the project.

He continued to explain that he felt the statistical evidence provided from the wifi should be disseminated around and utilised to support ways of promoting tourism in Pembrokeshire and specifically Tenby.

He felt PCC, PCNPA and TTC should use the evidence in the best possible way for the benefit of the town.

The Mayor reported statistics show an average of six and a half thousand hits on the system were recorded daily during the summer period, with a sharp increase during Ironman weekend evident.

It was

Resolved that the minutes of the Tenby Regeneration meeting be accepted with the suggestion of a Tenby Civic Society Member being encouraged to join the team.

Councillor Evans gave his apologies and left the meeting.

195. PLANNING APPLICATIONS

a. NP/16/0509/TPO – Mr Anthony Griffiths, White Cottage, Heywood Lane, Tenby – T1, fell one macrocarpa – White Cottage, Heywood Lane, Tenby

The Clerk said Councillor Hallett was unable to attend the meeting; however, as Tree Warden he had viewed the plans and felt the work should be carried out for health and safety reasons.

Councillor W Rossiter did not feel there was anything wrong with the tree. Councillor Rapi said the tree roots were affecting and undermining the wall and as this was in close proximity to a footpath to the school it was a safety matter.

Proposed by Councillor Rapi, seconded by Councillor Mrs Lane and

RECOMMEND

Approval of the proposed tree works due to health and safety concerns.

Councillor W Rossiter voted against the proposal.

196. PLANNING CORRESPONDENCE

a. Tenby Civic Society (via e-mail) – Comments on planning applications PA/16/0142 and NP/16/0477/FUL (for information)

Councillor Mrs Brown agreed with all the Civic Society comments and she herself had commented on the Blue Fencing at the last meeting; however, it was not documented.

Proposed by Councillor Mrs Lane, seconded by Councillor W Rossiter and

Resolved that the Tenby Civic Society planning application comments be forwarded to PCNPA.

197. CORRESPONDENCE

a. Mr Brian Allison (via e-mail) – Visit to Tenby

Proposed by Councillor Mrs Lane, seconded by Councillor W Rossiter and

Resolved that the letter be forwarded to PCC.

b. Mr James Parkin, Director of Delivery and Discovery, PCNPA – PCNPA Visitor Centre, Tenby.

The Mayor thanked the Clerk for providing an edited version of the complete document for councillors' information.

Councillor Mrs Brown said that many years ago TTC suggested to PCC that all three parties being TTC, PCC and PCNPA work together to provide a shared premises information centre. Unfortunately, it was never acted upon and now they are planning to move out of the only town totally situated within the National Parks Authority. She felt it was a great shame to lose the service they provide for locals and tourists.

The Clerk reported there is a planned public meeting about the loss of the PCNPA information centre service in the De Valence on Tuesday 11th October 2016 at 6pm.

The Mayor felt it was disappointing to read initial discussion commenced in November 2015 and yet it is only being consulted on with the public now, nearly a year later. However, he did feel perhaps there was a more effective way for them to spend PCNPA money and as the WIFI statistics show the degree of internet usage, perhaps these avenues should be explored.

Councillor Mrs Brown asked her fellow councillor to be mindful of locals and visitors of a certain age who do not wish, or have the knowhow to use the internet and still prefer verbal and written information.

County Councillor Williams added that PCNPA contacted PCC to suggest working together in the Tourist Information Centre; however, they declined every approach to share facilities.

Proposed by Councillor Mrs Brown, seconded by Councillor Mrs Lane and

Resolved that TTC write to PCC and PCNPA to encourage collaborative working within Tenby between all three parties.

c. Ben Blake, PCC – Road Safety Scheme – A478 Narberth Road junction remodelling

Councillors commenced initial discussion about the proposed new road layout.

Councillor Mrs Brown proposed the meeting should be suspended to allow the members of the public who live close to the road junction present in the Chamber to speak, seconded by Councillor Mrs Lane.

Resolved that TTC meeting be suspended to receive comments from the public gallery on the proposed new road layout for A478 Narberth Road junction.

The Mayor invited members of the gallery to address councillors.

Mr & Mrs D Robbins felt something needed to be addressed within the area; however, they felt more problems and build-up of traffic could be caused by the new road layout and perhaps another alternative was required. Mrs Robbins was pleased Mr Ben Blake and County Councillor Williams had both been out to visit, to discuss their concerns. She understood the allocation of money needed to be spent within a short period but it needed to be spent right,

County Councillor Williams said he had been trying to get a solution to this junction for 20 years and finally funding was available. Many traffic engineers had worked hard and long on devising a best and most effective plan for the area. Nothing would ever be perfect for such a complex junction but this was a positive move for an area where many accidents have occurred. Unfortunately, accident statistics are only reported when an actual injury occurs; therefore accurate incidents cannot be quoted. He said he had visited as many residents living in the area to discuss their concerns and answer any questions during the discussion phase. However personally he hoped to take full advantage of the funding available at this time to improve a bad junction.

Various options were expressed by councillors to change the road layout and exit Upper Hill Park via Lady Park only but again this would be a difficult area to access the main carriageway. Councillors felt the views of the general public needed to be taken into consideration before TTC made its final views to PCC.

The Mayor thanked the members of the public for their comments before recommencing the TTC meeting.

Following the open discussion, it was

Resolved that views of the general public are noted by County Councillor Williams and TTC and forwarded to Mr B Blake, PCC. The item to be included on TTC Agenda for the 18th October 2016 meeting for TTC to make their response.

198. LICENSING APPLICATIONS

Councillor Mrs Lane declared an interest and left the chamber

a. The Cranny, High Street, Tenby

Councillors discussed the reasons behind the request for an off sales licence and the options available to ensure if ownership of the premises changes hands, as this could result in a different type of alcohol selling establishment being opened. It was reported by Councillor Mrs Brown and confirmed by the Clerk that once the premises is licensed it is the building it applies to and not an individual person.

Proposed by Councillor Mrs Brown, seconded by Councillor Rapi and

Resolved that Tenby Town Council make no adverse representation in respect of this application.

Councillor W Rossiter voted against the proposal.

Councillor Mrs Lane re-joined the meeting.

199. ACCOUNTS FOR SEPTEMBER 2016

Councillors viewed the September 2016 accounts which included scheduled payments, un-presented cheques, receipts, account balances, budget monitoring to date and bank reconciliations.

Proposed by Councillor Rapi, seconded by Councillor James and;

Resolved that the accounts for September 2016 including scheduled payments, un-presented cheques, receipts, account balances, budget monitoring to date and bank reconciliations be accepted.

The Mayor thanked the Town Clerk for his efficient book keeping.

200. EXTERNAL AUDITOR'S AUDIT CERTIFICATE

The Clerk outlined the only comment from the Audit return company was where they expressed concern that TTC engage the same firm to carry out the audit and accounting services.

He personally felt happy with the present system as the company TTC use is very large, with several branches throughout the county. He was aware each section of the financial services provided to the Town Council is under the control of different partners and totally professional.

Following the explanation, it was

Resolved that the information be noted.

201. REPORTS BY COUNCILLORS ON OUTSIDE BODIES

Councillor Mrs Lane reported she had been to Prestatyn to receive the Wales in Bloom award this year and Tenby received a Silver Gilt award again. Although Tenby was top of their group and it was a very high achievement it was tinged with personal feelings of disappointment as so many voluntary people work so hard to make a difference to the town and a Gold award would make such a difference to the community.

She continued by thanking the whole town for their support and all the effort put in by everyone to make a difference, well done Tenby.

The Mayor thanked the Tenby in Bloom team and especially Councillor Mrs Lane for the hard work she puts in to achieve the goal of getting a Gold Award. Tenby in Bloom is a leadership volunteer, leading volunteers and he thanked them all for their continued work.

Councillor Mrs Brown reported on behalf of the DVP Trust on the recent Arts Festival Opera evening held in the De Valence. It was well supported and enjoyed by all who attended.

The Mayor reported he had been abseiling with fellow Mayors for charity and was pleased to see all were well afterwards. His Civic Service was a fantastic morning and he was pleased so many young people and organization were represented. Various other events had been attended and he thanked the community for their requests to attend their functions.

202. MEDIA ITEMS

None noted.

203. BRYNHIR

The Clerk had no further updates.

204. SIGNS

Councillor Mrs Lane said she repeatedly had to enlighten people of the town rules during the summer, that putting black bags in or beside the town bins was fly tipping and therefore illegal.

Secondly dogs should be on leads in the conservation area and again this rule is being totally ignored.

She felt signage was needed for both these issues to educate the locals first, because if locals break the rules how can we expect holiday makers to follow them.

Councillor Rapi said people were still walking dogs on Castle beach and although it is only to allow people to board the Caldey boats there is no clear signage to say this.

Councillors were aware of a new 6-8-foot sign on South Beach, highlighting where dogs are permitted but they felt new clearer signage was required in other areas. It was

Resolved that the Clerk liaise with Mr M Dennis, Beach Warden, PCC and Mr G Codd, Area Maintenance, PCC to establish who is responsible to provide adequate signage to enforce town rules.

205. FINANCIAL OFFICER/CLERK'S ITEMS

a. Road Closure – Heywood Lane Tenby

The Clerk reported a road closure from Heywood Lane junction to Rosemount Gardens would be in place to carry out urgent sewer repairs for three days from 24th October 2016.

b. Tenby Town Crier

The Clerk reported that he had received a letter of resignation from Mr T Powell, Tenby Town Crier as he would be moving away from the area.

The Mayor thanked the Town Crier and said TTC would look at filling the post in the near future.

c. Tenby Town Council – Benches

The Clerk reported that TTC is responsible for maintenance of several Memorial Benches around Tenby. with many of these benches being over 10 years old and in situ on Castle Hill.

He was saddened to report that during this summer season several of these benches were vandalised. In particular one bench was dismantled and used as fire wood. Fortunately, the local police force arrested the offenders and they have been prosecuted and ordered to pay compensation for the damage as well as one given community service and one a short jail sentence.

The family who provided the memorial bench were understandably devastated by the incident and would like the bench reinstated. In light of this incident the Clerk asked councillors if they felt TTC should wait for the compensation to be paid before replacing the bench or fund the replacement now.

Following discussion, it was unanimously agreed to purchase and replace the bench when the compensation was received.

The Mayor said TTC needs to establish a policy relating to long term bench maintenance and criminal damage replacement for the future.

206. DATE AND TIME OF NEXT MEETING

Resolved that the next meeting will take place on Tuesday 18th October 2016 at 6.45pm to receive information on the future of Tenby Leisure, Culture and Tourism services from Mr M White, PCC.

Councillor Mrs Lane gave her apologies in advance as she would be away on holiday.

207. ITEMS FOR THE NEXT AGENDA

WIFI - Councillor M Evans.

208. PRIVATE AND CONFIDENTIAL

Proposed by Councillor Mrs Brown, seconded by Councillor W Rossiter and

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.

209. MINUTES

Proposed by Councillor Mrs Brown, seconded by Councillor W Rossiter and

Resolved that the Private and Confidential Minutes of Tenby Town Council Meeting held 20th September 2016 be confirmed and signed as accurate.

210. MATTERS ARISING

None noted.

211. TO RECEIVE THE PERSONNEL SUB-COMMITTEE MINUTES

The Clerk reported interviews for the Assistant to the Clerk post will be held on Friday 7th October 2016.

Proposed by Councillor Mrs Lane, seconded but Councillor Mrs Brown and

Resolved that the Personnel Sub-Committee Minutes of Tenby Town Council Meeting held 3rd October 2016 be confirmed and signed as accurate.

Mayor _____

Town Clerk _____

Date _____