

TENBY TOWN COUNCIL  
MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD 12<sup>th</sup> June 2012

**PRESENT**

Councillor T Hallett                      Mayor  
Councillor Mrs C Thomas  
Councillor P Rapi  
Councillor L Blackhall  
Councillor Mrs K Durham  
Councillor Dr P Easy  
Councillor W Rossiter  
Councillor Mrs T Rossiter  
Councillor Mrs T Putwain  
Councillor A Brown  
Councillor Mrs C Brown

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

**ALSO PRESENT**     Mr Dan John PCC – ACROPOL+

The Mayor welcomed Mr Dan John, PCC who had agreed to attend to provide information on ACROPOL+.

Mr D John explained he is based in the Emergency Planning department at PCC; ACROPOL+ is only part of his role. He continued outlining the aims of the project documented in the handout he provided. Councillors each received a copy, with a master to be kept on file in TTC office attached to the minutes.

The project will be developed by a consortium of four EU countries. Three partners within the UK section are already involved. These being:

- PCC – due to their first hand experience dealing with the Sea Empress Oil spillage in 1996.
- Health Protection Agency - who developed a risk assessment tool for transporting hazardous cargo.
- Cefas – covering environmental related issues.

The plan (Activity 5) is to develop a guidance document for communities, including information learnt from past disasters, in preparation for any potential pollution incidents that may occur in the future. Using this knowledge will empower communities to deal effectively before, during and after shoreline pollution incidents that may occur in the future.

Once the guidance document is compiled PCC would like to arrange two workshops to discuss and test the document. The two coastal communities they would like to consult with are Tenby and Dale due to their experience of shoreline pollution disasters. It is hoped to carry out the first consultation process in August 2012, with formal completion of the document in September 2012.

Mr John outlined the document will also cover procedures for dealing with various emergencies that may occur, for example flooding or fire, minimising the disastrous impact of any incident as possible.

Questions were asked:

As PCC are developing this document do they anticipate further pollution/spillage to occur? The process is being formulated for communities to be aware, with the aim to prevent major problems occurring, aided by the action plan strategy.

Councillor Blackhall outlined to Mr John that August is not a good time of the year to hold a public meeting as most locals will be heavily involved with tourism trade, suggesting September would be more beneficial.

Why has only Tenby and Dale been highlighted? These areas have dealt with a disaster so are aware a container spillage could occur anywhere around our coastline. PCC feel having the action plan in place can ensure the emergency procedure is available for any community area around Pembrokeshire coastline.

Coutryside Council for Wales involvement is not mentioned and TTC are aware surveys of the sea bed have been carried out following the Sea Empress oil spillage. Mr John explained CCW were involved during the planning stage and will be involved during the next process.

The Mayor thanked Mr Dan John for his information, expressing support that TTC would be pleased to be involved in the planning stage, but hoped the project would not have to be used in our area. Mr John left the chamber.

**62. APOLOGIES**

Apologies received from Councillor M Evans and Councillor Mrs Lane.

**63. DISCLOSURE OF PERSONAL INTERESTS**

Councillor Blackhall declared a personal but not prejudicial interest on item 11 De Valence.

**64. ITEMS TO PRESS**

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

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

**65. CONFIRMATION OF MINUTES**

**Resolved that the Minutes of the Tenby Town Council held 29<sup>th</sup> May 2012 be confirmed and signed as accurate with the following amendment:**

53 - Consideration of funding the cost of a license to allow regular street markets in Tenby

Councillor Mrs Putwain requested her name be added as expressing concerns and abstaining from the vote relating to a license to allow regular street markets in Tudor Square, Tenby.

**66. MATTERS ARISING**

6e – Public Shelters

Councillor Mrs Thomas asked if any information had been received in relation to the Esplanade shelter. The clerk reported he has received no feedback.

#### 43b - De Valence Hire

The Clerk reported Tenby Football Club may need to change their booking from 17<sup>th</sup> June to 22<sup>nd</sup> June, due to problems obtaining club members help on the original date. Following discussion Councillor Mrs Rossiter proposed acceptance of the change of date if required, seconded by Councillor Mrs Thomas.

**Resolved that Tenby Football Club may change the hire date to 22<sup>nd</sup> June 2012 if required.**

#### 44 – Blind Box on the Esplanade

Councillor Mrs Brown asked if any information relating to the Blind Box on the Esplanade had been received. The Clerk reported it was not consented from Street Care PCC, but as it has been there so long it would have permissive rights. Mr R Scourfield PCNPA informed TTC that there is no history of a planning application but stated that due to the time the box has been in situ it would have permissive rights.

The Clerk reported Tenby Rotary Club can renovate and returned the blind box to the Esplanade without submitting a planning application, if no structural changes are made.

The next Rotary meeting scheduled for 12<sup>th</sup> June 2012, after this it was hoped more information will be available. It was

**Resolved that TTC await the outcome of discussion at Tenby Rotary meeting in relation to renovation of the Blind Box on the Esplanade.**

#### 52 – Improvement to Tenby Railway Station

The Clerk reported he has contacted all Community Councils with Railway Stations between Pembroke and Swansea. Several replies have been received stating they will agenda the item for their next council meeting, some are happy to provide picture evidence as they totally support TTC concerns relating to the appearance of the stations.

### **67. PLANNING APPLICATIONS**

a. NP/12/0241 – Ms. H Scotcher, 31 The Clicketts, Tenby – Erect a rosewood pvcu conservatory at the rear of property, 31 The Clicketts, Tenby.

Councillors discussed and viewed the planning application. Approval proposed by Councillor Mrs Rossiter, seconded by Councillor Mrs Putwain as the conservatory is in keeping with neighbouring properties.

#### **RECOMMEND**

**Approval as the conservatory is in keeping with neighbouring properties.**

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

b. NP/12/0260 – Ms Lisa May, Brynrhedyn, 10 Seascape, Tenby – Change of use from shop to residential flat, 17 Warren Street, Tenby.

Councillors discussed and viewed the planning application. Refusal proposed by Councillor Mrs Putwain, seconded by Councillor A Brown as the design is out of keeping with the character of the area.

## **RECOMMEND**

**Refusal as the design is out of keeping with the character of the area.**

The Clerk informed Councillors of an additional planning application requiring consideration before the next scheduled TTC meeting. It was proposed by Councillor Blackhall, seconded by Councillor Rapi to accept the additional planning application.

**Resolved that the additional planning application be considered at this meeting.**

c. NP/12/0259 & NP/12/0254 – Atlantic Hotel Ltd., The Esplanade, Tenby – Proposed glass and timber conservatory roof to enclose existing front lower ground floor courtyard to extend existing restaurant, Atlantic Hotel, The Esplanade, Tenby.

Councillors discussed and viewed the planning application. Approval proposed by Councillor A Brown, seconded by Councillor Rapi as it provides appropriate use of space. Councillors assume that the glass will meet all current health and safety standards.

## **RECOMMEND**

**Approval as it provides appropriate use of space. Councillors assume that the glass will meet all current health and safety standards.**

## **68. PLANNING CORRESPONDENCE**

a. PCNPA – Application for Tree Works TPO 58 Greenhill Road, Tenby.

The Mayor felt this work was essential for health and safety reasons. Councillor Mrs Thomas proposed recommendation that this work be carried out, seconded by Councillor Mrs Rossiter.

**Resolved that the work be carried out for health and safety reasons.**

b. PCNPA – Application for Tree Works TPO 57 Heywood Lane and The Green, Tenby.

The Mayor felt this work was essential for health and safety reasons. Councillor Mrs Thomas proposed recommendation that this work be carried out, seconded by Councillor Mrs Rossiter.

**Resolved that the work be carried out for health and safety reasons.**

The Clerk suggested Councillors discuss c and d together. Proposed to take items 68c and 68d together by Councillor Mrs Thomas, seconded by Councillor Mrs Putwain.

**Resolved that item 68c and 68d be discussed together.**

c. RWE npower renewables – Atlantic Array Offshore Wind Farm – Project Update.

d. Tenby Golf Club – Atlantic Array Wind Farm.

Councillors discussed the concerns relating to the Atlantic Array Offshore Wind Farm in great depth expressing strong views.

Councillor Mrs Rossiter felt wind turbines have not been around long enough to know what damage or full use they have, expressing concern that they look unsightly.

Councillor Mrs Brown agreed they look unsightly, especially as we are a tourist area and rely on our coastal views so should be against them.

Councillor Rossiter totally agreed with his fellow Councillors the view will be spoilt and affect bird migration. The wind farm will be situated directly in the birds' flight path, causing possible damage to them especially at night as this is when they migrate.

Councillor Mrs Putwain felt we should be keeping an open mind and attend the exhibition in Pembroke during July 2012 to find out more information. Nobody wishes to have them in their back yard but we should seek more information before acting with the 'not in my back yard' approach.

Councillor Mrs Thomas agreed more thought and information is required before making a decision.

The Mayor felt more information relating to the effect the vibration sound waves caused by the turbines has on sea life. All concerns should be address before decisions are made; more consultation needs to take place. We cannot sit back and wait we need to act quickly, remembering not all wind farms have been successful.

Councillor Rossiter proposed that TTC write to our local MP expressing TTC objections on environmental grounds, seconded by Councillor Mrs Brown.

Councillor Blackhall asked Councillors to remember the discussion earlier in the meeting relating to the Sea Empress, shipping of oil and gas can and has caused damage to our shoreline. We have to think about and consider alternative renewable energy for the future, while agreeing and sharing the concerns of his fellow Councillors relating to the tourism area and bird life.

Proposed by Councillor Blackhall to find out more information relating to Atlantic Array Offshore Wind Farm and collation of all TTC concerns, before raising an objection, seconded by Councillor Mrs Durham.

Vote taken on Councillor Rossiter's proposal, 3 for 7 against. Vote taken on Councillor Blackhall's proposal, 7 for 3 against, therefore it was

**Resolved that further information be sort relating to Atlantic Array Offshore Wind Farm project, collating the concerns expressed and seeking answers to these concerns from the project coordinators before raising an objection.**

**69. ACCOUNTS FOR MAY 2012**

Councillors discussed the accounts, proposed acceptance of the accounts for May 2012, by Councillor Blackhall, seconded by Councillor Mrs Thomas.

**Resolved that the accounts for May 2012 be accepted.**

**70. ELECTION OF REPRESENTATIVES ON OUTSIDE BODIES**

Councillors discussed and clarified representatives on all outside body committees with the following amendments:

Cemetery Management sub-committee – Vacancy to be filled by Councillor Dr P Easy.

Tenby in Bloom – Vacancy to be filled by Councillor Mrs Thomas.

Tenby Leisure Centre Facility Users Committee – Councillor Rapi to be removed, Councillor Mrs Durham and Councillor A Brown fill the vacancies.

Christmas Lighting Committee – Vacancies to be filled by Councillor Mrs Putwain and Councillor W Rossiter.

St Teilo’s School Governor – Vacancy to be filled by Councillor Dr P Easy.

Tenby Conservation Forum – Vacancy to be filled by Councillor Mrs Thomas.

Tenby Charities Committee - Vacancy to be filled by Councillor W Rossiter.

Railway Sub-Committee – Vacancy to be filled by Councillor Mrs Lane.

Friends of the Jubilee Park - Vacancy to be filled by Councillor Mrs Durham.

Policy Committee - Vacancy to be filled by Councillor P Rapi.

**Resolved that letters be sent to all committees noting the Councillor Representative changes.**

**71. DE VALENCE**

The Clerk reported Mr N Lloyd had confirmed to hire the hall for 31<sup>st</sup> December 2012. Councillor Mrs Brown agreed to be present for the event but required additional support on the evening from Councillors. Councillor Hallett agreed to assist in the running of New Years Eve event. Councillor Rapi requested an amended hire fee be discussed with the hirer for this special event.

**Resolved that the hire is accepted, with an amended hire cost for New Years Eve.**

Councillor Blackhall wished to thank Councillor Mrs Brown, Mr A Davies and Mrs L Hensman for the large contribution they make in running the De Valence at a minimal cost but felt some of this burden needed to be reviewed and shared.

The Clerk requested that two additional De Valence items be moved into private. Proposed by Councillor Mrs Rossiter to move two additional De Valence items into private, seconded by Councillor Mrs Thomas.

**Resolved that two additional De Valence items be moved into private.**

**72. REPORTS BY COUNCILLORS ON OUTSIDE BODIES**

None noted.

**73. MEDIA ITEMS**

Councillor Mrs Putwain reported she had looked at the Manic Street Preachers video filmed in Tenby as mentioned by Councillor Evans and felt it was brilliant.

The Mayor wished to thank everyone who supported the Long Course weekend in Tenby and the surrounding area; it was a great success again this year.

**74. JUBILEE FAMILY PLAY PARK**

The Clerk reported the weather had caused a few problems to the cement pour at the Jubilee Play Park during the last few days; hopefully these will be addressed during this week. Mr Widdas, Urban Recreation, has drafted in extra workforce to speed up completion of the project by the end of June. If all goes to plan PCC final inspection could take place in the next two weeks.

Councillor Mrs Brown reported donations towards the Jubilee Play Park had been received this week from The Salterns Caravan Park and Sainsburys.

**75. ROYAL GATE HOUSE**

Councillor Mrs Brown reported it was planned to put Tenby in Bloom children's posters on the Royal Gate House hoardings to try and brighten up the area. Unfortunately more damage has occurred and what had been called adequate hoardings are now disgusting. She asked, if it could again be requested that the developer improve them for the season, or allow the local businessmen, who have offered to replace them with advertising be given permission, as something needs to be done urgently.

Councillor Rossiter agreed the hoardings are a disgrace and better temporary use of the land should be considered. He felt the ground could be levelled, grassed and benches put there to allow visitors and locals to take in the view. Councillor Rapi said Mrs J Gibson PCNPA at a recent meeting felt there was a concern in using the land at present due to problem with the cellars following the fire. The Clerk reported that PCC and PCNPA representatives agreed to hold quarterly meetings with TCC and the developer. It was

**Resolved that the Clerk arrange a quarterly meeting between TTC, PCC, PCNPA and the developer.**

**76. DELIVERY LORRIES IN TUDOR SQUARE**

Councillor Mrs Rossiter reported that a sign at Belmont Arch is still in situ stating that lorries are not permitted within the town walls between 10-5pm, but unfortunately there is no sign down The Norton any more. Due to this many lorries, caravanettes and caravans are causing problems trying to turn around in the harbour area.

Councillor Mrs Rossiter proposed that the signage be replaced and improved to prevent further problems occurring, seconded by Councillor Brown.

Councillor Mrs Putwain explained she is aware Saundersfoot have a sign relating to restrictions for lorries entering their town, which is sighted in Kilgetty. Could Tenby have similar signage to warn delivery lorries well in advance of Tenby restrictions before entering the town.

Councillor Blackhall felt enforcement is the real challenge and clarified that the police are responsible for enforcing the restrictions of no deliveries between 10-5pm within the town walls.

He continued proposing that the general public notify TTC office if any traffic offences occur, so the Clerk can follow up by sending a letter to Mr B Blake PCC transport department.

**Resolved that a request for signage to be replaced or improved at the Norton and Belmont Arch with consideration to signage on the main road to warn vehicles before entry to Tenby.**

**Resolved that notification of traffic offenses within Tenby Town walls be reported to TTC office, then collectively forwarded to Mr B Blake PPC transport department.**

**77. MARKET HALL AND MARKET HALL STEPS**

Councillor Mrs Putwain reported stall holders within the market are maintaining their areas but the general condition of the walls behind them requires attention. Councillor Mrs Brown agreed the market appearance is grubby and attention is needed. She continued explaining that the entrance steps from Upper Frog Street are not accessible for those with disabilities but alternative access is available at the front of the market in High Street. When these steps are wet they are slippery and a hazard to everyone. Councillor Mrs Brown proposed that the Clerk contact PCC Market Inspector who is responsible for the safety assessment to review the décor and entrance steps safety when they are wet, seconded by Councillor Mrs Putwain.

**Resolved that the Clerk contact the Market Inspector to inform him of TTC concerns relating to the general appearance of the market and step access concerns when wet and arrange a site meeting.**

**78. FINANCIAL OFFICER/CLERK'S ITEMS**

The Clerk reported unfortunately Councillor Mrs Lane was not elected as the Community Council representative on the Standards Committee. Mr George Allingham, Cosheston Community Council has been elected for four years.

The Clerk passed on information from Marc Owen Street Care PCC relating to a street trading license application for 90 days on South Parade, Tenby, to sell self produced sorbet. Councillor Mrs Thomas declared an interest before discussion commenced, taking no part in the discussion or vote.

Councillor Blackhall reported TTC spent a lot of time last year accepting that licenses issued for 2011/12 could not be retracted but requested no trading within the historical Five Arches be considered for 2012/13, it seems that they have already been issued and they are now using gazebos within the central area of the Arches. Councillor Blackhall proposed discussion take place with PCC for the introduction of a by-law preventing trading within the historic Five Arches and within 10 metres of them. He further proposed that TTC oppose all street trading licenses until discussion has taken place, seconded by Councillor Rapi. The Clerk outlined the procedure for introduction of a by-law. As he understood it TTC applies to PCC, who apply to the Welsh Government on our behalf.

**Resolved that TTC oppose all street trading license application until discussion and information is received on developing a by law preventing trading inside, and within 10 metres of, the Five Arches.**

Councillor Mrs Thomas rejoined the meeting.

79. **DATE AND TIME OF NEXT MEETING**

Resolved that the next meeting will take place on Tuesday 26<sup>th</sup> June 2012 at 7.30pm.

80. **ITEMS FOR THE NEXT AGENDA**

None noted.

81. **PRIVATE AND CONFIDENTIAL**

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.

82. **MINUTES**

Resolved that the Private and Confidential Minutes of Tenby Town Council Meeting held 29<sup>th</sup> May 2012 be confirmed.

83. **MATTERS ARISING**

60a – Proposal for leasing the café

The Clerk reported the gentleman expressing an interest in leasing the café is happy with the terms outlined following discussion and awaiting sight of the formal terms and conditions before proceeding with the contract.

61b – Heating and Electrical survey

The Clerk expressed his concern over the condition of the electric dimmer racks controlling the main hall lighting following their extended usage over the Long Course weekend. The condition of the dimmer racks had also been highlighted in the Bullock report and he felt this was now a matter of urgency.

The condition of the dimmer racks had been discussed last year. Three electricians had visited the building in August 2011 to look at providing alternatives but only one had actually submitted a quote for the work. The quote at that time was £1472.00.

Councillors discussed the matter along with the quote received for this work.

It was felt that, as the condition of the racks had deteriorated further, standing orders in relation to issuing of contracts should be waived and Councillor Mrs Rossiter proposed the Clerk liaise with the electrician concerned and get the electrical dimmer racks bypassed as soon as possible to comply with safety standards, seconded by Councillor Mrs Thomas.

**Resolved that in the interests of health and safety, in accordance with Section 11.1 (c) of financial regulations, standing orders be waived to allow the Clerk to arrange for the urgent electrical work to be completed as soon as possible.**

84. **DE VALENCE**

The Clerk reported he was now in receipt of two quotes for replacement/repair of the front doors. Both companies have tendered replacement only as they feel the doors are beyond repair. Councillors discussed that while this work needs to be carried out on the De Valence, the

previous item indicated that there was other work needed too. Councillor Rapi felt a special meeting needed to be called to develop a plan of action to prioritise the works needed. He proposed a De Valence committee be called for Tuesday 19<sup>th</sup> June at 7.30pm, seconded by Councillor Mrs Brown.

Councillor Mrs Rossiter praised Councillor Mrs Brown and TTC staff for all the work they do to keep the De Valence open as a community venue but strongly felt the appointment of a part time caretaker/cleaner should now be considered due to the positive increase in usage of the hall.

**Resolved that the Clerk agenda a De Valence committee meeting for Tuesday 19<sup>th</sup> June 2012 at 7.30pm. The agenda to include staffing.**

Mayor \_\_\_\_\_

Town Clerk \_\_\_\_\_

Date \_\_\_\_\_