

TENBY TOWN COUNCIL  
MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD 1<sup>st</sup> October 2013

**PRESENT**

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

**IN ATTENDANCE:**

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

The Clerk reported unfortunately the Mayor was unable to attend due to a prior engagement. Councillor Hallett proposed Deputy Mayor Councillor P Rapi take the chair, seconded by Councillor Mrs Rossiter.

**196. APOLOGIES**

Apologies received from The Mayor Councillor Mrs Lane and Councillor Mrs Thomas.

**197. DISCLOSURE OF PERSONAL INTERESTS**

Councillor Mrs Rossiter declared a personal interest in Item 7 and 16a, Councillor Hallett declared a personal interest in Item 6g and 7, Councillor Dr Easy, Councillor Blackhall, and Councillor Mrs Brown declared a personal interest in Item 7, De Valence.

Councillor Mrs Brown requested one De Valence item be discussed in private. It was

**Resolved that one item on De Valence be discussed in private.**

**198. ITEMS TO PRESS**

Proposed by Councillor Blackhall, seconded by Councillor Mrs Durham with the inclusion of additional correspondence letters relating to Item 14, Tenby School.

**Resolved that items of Correspondence and Committee Minutes other than those items marked Not for Publication be given to members of the Press present including additional correspondence letters relating to Item 14, Tenby School provision.**

**199. CONFIRMATION OF MINUTES**

**Resolved that the Minutes of the Tenby Town Council meeting held 17<sup>th</sup> September 2013 be confirmed and signed as accurate.**

## 200. MATTERS ARISING

### 178 Matters arising - Tenby Harbour Sluice

The Clerk reported following the recent rescinding of a resolution in relation to Tenby Harbour Sluice the Mayor had requested legal clarification be obtained to insure TTC had followed correct procedure. Mr L Harding PCC was consulted and he requested copies of May, July and September 2013 minutes and resolutions. His response stated that the July decision did not negate the May resolution as new information raised a Health and Safety issue. H&S issues can occur or require enquiries at any time even when plans are passed; therefore he felt the resolution need not have been rescinded. Councillor Hallett asked if the rescinding needed to be withdrawn. Councillor Mrs Putwain added the meeting in question had already taken place.

Councillor Blackhall provided feedback on the Harbour Sluice meeting, stating it was well attended by local residents and users of the harbour for both work and pleasure. Discussion on the enhancement scheme and future priorities were highlighted including the sluice use, low water landing solutions, storage issues, the possibility of accessing European funding for a larger project in the future. Overall preserving the integrity of the Harbour and its surrounding area was a priority. The next step will be follow up meetings that will be arranged in due course.

Councillor Mrs Brown said it was nice to see TTC are being pro active about issues and holding open meetings that are valuable and show our community can work together and not just act reactively.

Councillor Mrs Putwain agreed with her fellow Councillor and would have preferred Tenby Harbour sluice discussions to be open to all the public not just those invited.

### 181a – Ben Blake PCC –Proposed temporary traffic restrictions, Royal Gate House Development

The Clerk reported a site meeting had taken place to discuss the issues raised in relation to the proposed seven week traffic restriction around the Royal Gate House Development. County Councillor M Evans, Mr B Blake PCC, the Contractors and several others attended, with the outcome being a priority traffic flow system operating down the Norton and the upward flow traffic permitted to turn right into White Lion Street instead of traffic lights. No right turn out of Upper Frog Street onto White Lion Street will remain, however the hoardings will be positioned so it will not impede lorries turning left.

He continued explaining that members of the general public, on seeing a large group by the Royal Gate House site enquired about the road alignment. The Clerk had subsequently contacted Pembrokeshire Coast National Parks officers for clarification, who confirmed the build is to the approved plans which include a minor road widening.

### 185 – Media Item – Poppy Appeal seeds

Councillor Mrs Rossiter asked if any further information had been received in relation to Poppy seeds being donated to towns. The Clerk reported the new manager of Pembroke Dock B&Q

store had spoken to the Mayor in relation to poppy seeds however no further details have been discussed.

#### 189 Special Agenda Item

The Clerk reported, following the request for Tenby County Councillors to attend a TTC meeting every three months to provide feedback on local issues, Councillor M Evans had agreed verbally that, while he attended TTC meetings as a town councillor, he was happy to give reports on PCC matters in his capacity as county councillor. Councillor M Williams has responded in writing and will be happy to attend to provide PCC information as well as matters relating to his ward. However the first meeting Cllr. Williams is able to attend is 26<sup>th</sup> November 2013.

Councillor Rapi proposed TTC write and thank County Councillor M Williams for his response and request he attend TTC meeting on 26<sup>th</sup> November 2013, seconded by Councillor Hallett.

**Resolved that the Clerk arrange for County Councillor M Williams to attend 26<sup>th</sup> November 2013 TTC meeting.**

#### **201. CORRESPONDENCE**

##### a. Tenby Chamber of Trade and Tourism

Councillors reviewed the information, it was

**Resolved that the information be noted.**

##### b. Mrs Wollam – Generous gesture

Councillors discussed this positive letter before Councillor Hallett proposed TTC write thanking Mrs Wollam for her comments and forward a copy of the letter to PCC as proof the system is working and appreciated, seconded by Councillor Rapi.

**Resolved that TTC write thanking Mrs Wollam for her comments and forward a copy of the letter to PCC as proof the system is working and appreciated.**

##### c. Marc Owen, PCC – Ironman 2013

Councillors discussed the Ironman event and felt no real negative issues were highlighted. Councillor Blackhall felt Mr Marc Owen and his team needed to be congratulated for the fantastic job they did on the event day and proposed a letter be sent thanking him for his organisation and management commitment to the event, seconded by Councillor Mrs Brown.

Councillor Mrs Putwain said people had expressed their curiosity as to how much money is donated to PCC from the entry fee Ironman organisers receive. However Councillor Mrs Brown felt this information should not be asked as it is a business transaction.

Councillor Blackhall said he is aware Ironman is supported by the Welsh Assembly and PCC have embraced the event, attracting more visitors to the area. Ironman is a corporate body that fills every bed and breakfast; creating an atmosphere that is fantastic and hopefully they will try to extend the time period Ironman stays in Pembrokeshire.

Councillor Mrs Rossiter felt to question the money paid to PCC by Ironman is petty as it is a marvellous event bringing many people to the area as well as promoting Tenby during the Ironman TV coverage.

Councillor Hallett reported according to competitors the organisers put a lot of effort and support into the event.

Councillor Rapi felt the people who have asked Councillor Mrs Putwain for information should be advised to write to PCC and make their own Freedom of information request on the subject.

**Resolved that TTC write to Mr Marc Owen PCC providing Ironman feedback and express personal congratulations to him and his team.**

d. Ian Westley, PCC – Road closure, St John’s Hill

The Clerk outlined the proposed road closure notice for St John’s Hill to enable railway viaduct repairs to take place. It was

**Resolved to note the information.**

e. Nigel Barnes (via e-mail) – My recent visit to Tenby

Councillor discussed the information before it was

**Resolved that TTC send a letter thanking Mr Barnes for his kind comments.**

f. Mr Bryn Parry-Jones, PCC – Ironman 2013

Councillors reviewed the information, it was

**Resolved that the information be noted.**

g. Tenby Civic Society – copy of letter sent to Mr Ian Westley, PCC

Councillor Rapi felt Tenby Civic Society had made many good points. Councillor Mrs Brown said TTC have and are working on the town signage and hopefully it will be in place for next summer.

The Clerk reported he was aware Mr I Westley had responded to Mr Fraser by e-mail, suggesting they organise a meeting if they wished to discuss the matters further and in more depth.

Councillor Mrs Brown said a TTC representative should attend as and when this meeting is arranged and she would be happy to be proposed.

Councillor Blackhall proposed Councillor Mrs Brown attend any meeting arranged by Tenby Civic Society as TTC representative, seconded by Councillor Mrs Rossiter.

**Resolved that Councillor Mrs Brown represent TTC at any meeting arranged by Tenby Civic Society.**

h. Mr K May, Three Mariners – Copy of letter sent to Tenby Observer

Councillor Rapi proposed TTC write and thank Mr May for his help in this matter concerning St George Street, seconded by Councillor Brown.

**Resolved that TTC write and thank Mr May for his help in the matter concerning St George Street.**

**202. DE VALENCE**

The Clerk reported PCC Dog Wardens will be holding a free dog chipping session in the De Valence Café on Monday 28<sup>th</sup> October 2013, 10am - 4pm. Councillor Mrs Brown added that dog owners should be aware that chipping becomes a legal requirement by May 2014.

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

Councillor Rapi reported that, along with the Mayor, he had attended Tenby Salvation Army to meet Mr Peddle who was walking to every hall to raise awareness of the human trafficking problem that exists in Great Britain. On the same day they supported St Teilo's coffee morning and in the evening attended the De Valence for Nicky Lloyd's book launch. All three events were very enjoyable.

**204. MEDIA ITEMS**

Councillor Hallett reported on a meeting held in a German village where they mentioned Tenby and the Ironman event in a very positive light.

Councillor Rapi reported on an article in the Western Mail this week highlighting secondary school statistics. It showed Greenhill School has moved from 220 to 36 in the table, based on last year's results. This is undoubtedly positive news for Tenby and pupils who attend the school.

**205. JUBILEE PLAY PARK**

Councillor Mrs Brown explained that since the park has been completed the Jubilee Play Park committee is now down to three active members and they each have other commitments. However, she is still aware they still have a loan of £9,000 to be repaid to TTC. The committee are willing to continue fund raising but they have exhausted local giving and so feel they can only do small fund raising tasks. Councillor Hallett suggested an appeal in the press for more funding, however Councillor Mrs Brown thanked him for the thought but locals have given to saturation and funds will now be needed for maintenance and repair.

Councillor Mrs Rossiter asked if TTC could take this loan into consideration when preparing the accounts for the 2014/15 precept to waive the outstanding loan.

The Clerk felt the committee should continue as it may need to access grant funding in the future for replacement or more equipment, however TTC can waive the remainder of the loan if Councillors so wished.

Councillor W Rossiter felt the pathway down the side of the Jubilee Play Park still required attention and not just patching up and could this be requested again having been brought to PCC attention previously.

Councillor Mrs Putwain proposed TTC waive the Jubilee Play Park loan and thanked Councillor Mrs Brown and the committee for all their hard work and hoped they would continue to work for future grant funding and equipment as required, seconded by Councillor A Brown.

**Resolved that TTC waive the outstanding loan to Jubilee Play Park committee.**

**206. TENBY PRIMARY SCHOOL PROVISION**

Councillor Mrs Rossiter expressed her anger at TTC not being kept in the loop with information related to Tenby Primary School provision. It is evident from the additional letters on the table that local residents of Oakridge Acres and Serpentine Road feel very strongly at the limited information that has been provided and so they wrote to Simon Hart MP hence the copies of replies made available for Councillors information. Despite asking for information PCC has continued to keep TTC in the dark and it is madness to demolish Tenby Infant School. Councillor Mrs Rossiter read out comments from the Civic Society letter on the table including the transport issues that have always existed in Heywood Lane and why they still have not installed traffic calming measures despite lots of discussion and meetings.

The Clerk reported prior to the meeting he received a copy of a press release PCC have sent out informing that the Cabinet is to decide next week on whether the relocation of Tenby Library into the proposed development should be held back as to continue with this aspect could delay the School completion date set at 01/09/2016. In addition an advert was attached noting an exhibition of the proposed English Medium Primary School plans that will be displayed from 22<sup>nd</sup> - 27<sup>th</sup> October at Tenby Leisure Centre. Two drop in discussion sessions are planned for Monday 21<sup>st</sup> and Tuesday 22<sup>nd</sup>, 6 8 pm.

Councillor Mrs Brown expressed her anger towards PCC and the manner in which they are proceeding with these proposals as the whole town has not been informed. It would be a much better practice to inform TTC so Councillors can talk things through with local residents and prevent this degree of anger and uncertainty developing.

Councillor Mrs Rossiter felt the school plans are a prime example of something that should be discussed at an open town meeting.

Councillor W Rossiter felt the Further Education Centre is a building owned by PCC that should be redeveloped rather than having problems sighting the library elsewhere.

Councillor A Brown noted that the first meeting to discuss the plans is scheduled to occur before the plans are actually on view. The Clerk agreed to inform PCC of this mistake.

Councillor Mrs Rossiter proposed TTC call an open meeting to discuss the Tenby Primary School plans, seconded by Councillor Mrs Brown.

Councillors continued to discuss the matter in depth before Councillor Mrs Brown proposed TTC offer to display the proposed Tenby Primary School plans in the De Valence and TTC call an open meeting on the last day of viewing of the plans, seconded by Councillor Mrs Rossiter.

Councillor Rapi explained there were two proposals on the table, Councillor Mrs Rossiter requested to withdraw her proposal, and therefore it was

**Resolved that TTC offer to display the proposed Tenby Primary School plans in the De Valence and TTC call an open meeting on the last day of viewing of the plans.**

Councillor Dr Easy agreed with communication not being good however he felt TTC should be taking the opportunity to nominate a representative to fill the school governor vacancy immediately, as information relating to the proposed build could have been relayed to Councillors by the governor representative.

Councillor Blackhall said, as Tenby Infant School governor, he had received the same minimal amount of information as TTC in relation to the primary school provision.

Councillor Rapi asked Councillors if they wished to be nominated for consideration of the school governor post. In light of no volunteers Councillor Rapi requested the issue be re addressed at the next meeting.

## **207. SHELTERS**

Councillor Mrs Putwain reported that several times previously she has requested a roof for the Esplanade shelter and replacement shelters on the North Walk to no avail. However, in the Tenby Observer it reported 50 years ago three shelters, costing approximately £1000 each, one with a sitting out area on the roof, were erected on the North walk in Tenby. In light of it being the 50<sup>th</sup> anniversary of the shelters being erected she proposed TTC press PCC to provide a roof for the Esplanade shelter and for some on the North Walk, possibly where the old kiosk was sited previously, seconded by Councillor Mrs Brown.

Councillor Hallett added that only one shelter was removed for the boat park, the others were removed for Health and Safety reasons.

**Resolved that TTC write to Mr R Brown PCC to request they provide a roof for the Esplanade shelter, and consideration to shelters on the North Walk, possibly where the old kiosk was sited.**

## **208. FINANCIAL OFFICER/CLERK'S ITEMS**

Councillor Mrs Rossiter remained in the room but took no part in discussion on the following item.

### a.Tenby New Cemetery – Maintenance contract and burial fees

The Clerk reported the maintenance contract at Tenby New Cemetery is coming to the end of its 3 year term and burial fees have not been reviewed since 2011.

Councillor Hallett proposed a cemetery sub-committee meeting be arranged for 15<sup>th</sup> October 2013 at 7pm, seconded by Councillor Mrs Putwain.

**Resolved that the Clerk arrange a Cemetery sub-committee meeting on 15<sup>th</sup> October 2013 at 7pm.**

Councillor Mrs Rossiter rejoined the meeting.

b. Wales in Bloom

The Clerk reported the Mayor had attended the Wales in Bloom awards ceremony held in Chirk to collect the winning plaque and certificate for Tenby, to be displayed in the Mayor's parlour.

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

**Resolved that the next meeting will take place on Tuesday 15<sup>th</sup> October 2013 at 7.30pm.**

**210. ITEMS FOR THE NEXT AGENDA**

**211. PRIVATE AND CONFIDENTIAL**

Proposed by Councillor Hallett, seconded by Councillor A Brown.

**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.**

**212. MINUTES**

**Resolved that the Private and Confidential Minutes of Tenby Town Council Meeting held 17<sup>th</sup> September 2013 be confirmed and signed as accurate with the following amendment:**

Councillor Mrs Rossiter reported residents have expressed concern that Nelson's Walk, Tenby used as a short cut for public transport users for access to the town is in an untidy state, dark and littered. The first impression of Tenby for Cruise Liner visitors is this access way as they are dropped by coaches on the Parade. As she was aware a member of staff had swept the walkway recently she proposed a letter be sent to the owner requesting he review the system of cleaning he has in operation. The Clerk reported he had already spoken to the owner and the matter was in hand.

**213. MATTERS ARISING**

147 101 – De Valence Forecourt Bollards

The Clerk reported that all his efforts to find suitable bollards at low, or no, cost had failed. Suitable bollards would be in the region of £200. Following in depth discussion, Councillor Mrs Rossiter proposed the a bollard be purchased to prevent illegal parking outside the Emergency Fire Doors in the first instance , seconded by Councillor Mrs Durham.

**Resolved that a bollard be purchased to prevent illegal parking outside the Emergency Fire Doors in the first instance.**

194 – Castle Beach

Councillor Hallett reported he had been investigating concerns expressed in relation to Castle Beach and had relayed his finding to County Councillor M Evans to discuss with the appropriate department, however it was felt that the Clerk should also contact Natural Resources Wales to request if they can monitor the storm water drainage exiting onto Iron Bar Sands. It was

**Resolved that the Clerk contact Natural Resources Wales to request consideration to monitoring storm water drainage onto Iron Bar Sands.**

**214. DE VALENCE**

Councillor Mrs Brown explained several events have taken place in the De Valence recently however not as many as hoped, therefore the Tenby De Valence Trust have several proposals to present to TTC from their recent meeting.

Councillor Blackhall outlined the proposals:

- 1). To encourage usage of the De Valence and to support local charities, schools and organisations, TDVP trust offer 12 free lettings of the De Valence per year providing that the event uses the bar facility. All organisations will be invited to apply for bookings.
- 2). A sub-committee of the TDVP trust is established to negotiate rental agreements. This group is empowered to agree a fee for hire that is refundable depending on the bar take. For example, if the bar take is £3000 then the venue is free.
- 3). Approach Blues Festival and Tenby Arts Festival and offer them 5 lettings for the price of 1 for future events.
- 4). An online brochure be produced to advertise the De Valence.
- 5). Investigates a cheap way of making the venue look smaller for smaller events.
- 6). Establish a group to look into opening the café as a community café, to open 2014.
- 7). Increase the number of people (volunteers) who hold a personal licence. Cost for these licenses to be investigated.

Councillor Mrs Putwain proposed TTC accept Tenby De Valence Pavilion Trust proposals, seconded by Councillor Mrs Rossiter.

**Resolved that Tenby De Valence Pavilion Trust proposals are accepted by TTC.**

Mayor \_\_\_\_\_

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

Date \_\_\_\_\_