

TENBY TOWN COUNCIL
MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD 21st January 2014

PRESENT

| | |
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| Councillor Mrs Lane | Mayor |
| Councillor Mrs Rossiter | |
| Councillor Mrs Thomas | |
| Councillor Mrs Durham | |
| Councillor P Rapi | |
| Councillor Dr P Easy | |
| Councillor W Rossiter | |
| Councillor Mrs Brown | |
| Councillor L Blackhall | |
| Councillor T Hallett | |
| Councillor M Evans | |

ALSO PRESENT

| | |
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| Mrs R Gibby | Pembrokeshire County Council |
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IN ATTENDANCE:

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

The Clerk reported that Mr S Fry had unfortunately sent his apologies as he was unable to attend this meeting to provide an update on the Royal Gate House and associated developments. However he hoped to be able to attend the next TTC meeting on the 4th February 2014.

The Mayor welcomed Mrs R Gibby and thanked her for agreeing to provide an update on Pembrokeshire County Councils, Good Neighbourhood Scheme.

Mrs Gibby was pleased to be able to deliver the statistic analysis following the recent household survey carried out in Tenby. (A copy of the analysis is attached to the main TTC minute file for reference).

The results were outlined and discussed in detail highlighting 152 people responded which collated to a 5.23% response. Statistically a 5% response is classified as good. Responses were highlighted in areas of the town. Augustus Place/Hamilton Court and Jones Terrace responded by telephone stating they already look after each other's needs. The Clerk explained to Mrs Gibby that this area does have a residents committee and is covered by an employed warden.

Councillor Rapi requested clarification on how the proposed volunteers would be checked in relation to safe guarding. Mrs Gibby explained when a positive decision on the proposed scheme is agreed a public meeting would be held where volunteers are invited to confirm their interest and the likely frequency and tasks involved would be outlined. Following this stage police check forms would be completed and sent for clarification.

Councillor W Rossiter expressed concern for these volunteers as they are putting themselves into a vulnerable position, entering someone else's house alone. We are not always aware of someone's mental state and they could accuse that person of stealing when they have in fact mislaid the item or visa versa. Mrs Gibby explained the referral process commences by one volunteer receiving the phone call request, it is allocated to a second volunteer to carry out the duty or task. Within the household document cards are completed and receipts attached if a

purchase is made on behalf of the client. She continued stating that every eventuality could not be avoided and she could not guarantee avoiding every possible incident that may occur; however she hoped the situation would not occur. Over the 6 years the scheme has been running in 12 Pembrokeshire towns, no untoward incidents have been reported. As far as she was aware no incidents had occurred in England either, where the scheme has been running much longer.

Councillor Mrs Thomas felt the scheme was invaluable for those who sadly have no family network support and with all the reductions in local health services and restricted transportation, the need for assistance to obtain health care will certainly increase. Councillor Mrs Rossiter fully agreed that people without support needed to know someone is available if needed to help.

The Mayor asked if transport is provided by the volunteer are they reimbursed, and if so by whom?

Mrs Gibby said as far as possible they encouraged the use of services already in operation like Country Cars; however in urgent or emergency situations the client pays the driver direct and documentation is completed to safeguard both parties.

She continued clarifying that facilities offered by the scheme are not covered by any social service packages, they are merely a good neighbour task, for example changing a light bulb or urgent transport help to an A & E department due to a minor injury. Statistics show areas have on average two or three calls a month.

It was reported that some households had not received the questionnaire; therefore good advertising of the public meeting would be very important.

Following the question and answers session Mrs Gibby outlined the following steps would be followed if TTC wished to proceed with the scheme

- Arranging a public meeting
- Form a committee of 5-10 people
- The committee then work with PCC to put policies and procedures in place
- Confirm volunteer lists as some drop out due to changes in circumstances

Councillor Mrs Thomas proposed TTC proceed with putting the Good Neighbourhood Scheme into operation in Tenby as we need to enhance the community spirit within Tenby, seconded by Councillor Mrs Rossiter.

Resolved that TTC agree to commence the Good Neighbourhood Scheme in Tenby and offer the De Valence facility for the public meeting.

332. APOLOGIES

Apologies received from Councillor Mrs Putwain.

333. DISCLOSURE OF PERSONAL INTERESTS

Councillor Dr Easy, Councillor Blackhall, Councillor Mrs Lane, Councillor Mrs Rossiter and Councillor Mrs Brown declared a personal interest in item 12 De Valence. Councillor Mrs Rossiter and Councillor W Rossiter declared a personal interest in Item 9b.

334. ITEMS TO PRESS

Proposed by Councillor Mrs Brown, 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.

335. CONFIRMATION OF MINUTES

Resolved that the Minutes of the Tenby Town Council meeting held 7th January 2014 be confirmed and signed as accurate with the following amendment:

304 – Dog Waste Bags/Bins

Councillors Mrs Brown said the nearest waste bin from South Beach was at the top of the slip by the Jubilee Park and not the Esplanade.

336. MATTERS ARISING

315d – NP/13/0071 - St Catherine's Island

Councillor W Rossiter asked if any further information had been received in relation to St Catherine's Island Planning Appeal. The Clerk said nothing further will be known until the appeal meeting takes place on the 26th February in the De Valance.

324 – Tenby Market Hall

The Clerk reported following the letter he sent to PCC requesting a meeting about the future of Tenby Indoor Market, he had received a telephone call from Mr Barry Cooke, Head of Properties, PCC. Mr Cooke felt it would be more beneficial to meet with TTC after all concerned parties in Tenby have collectively discussed their concerns and proposed solution/ideas. He suggested TTC meet with Market Stall Holders, Tenby Development Trust and Tenby Chamber of Trade and Tourism. Following this meeting he would arrange to jointly meet representatives from each group rather than individuals. Tenby Chamber of Trade had already been in touch to suggest a group meeting and outlined a few possible dates.

Following discussion Councillor Mrs Rossiter proposed the meeting be planned for Wednesday 5th February at 4.30 pm at the de Valance, seconded by Councillor Mrs Brown.

Resolved that TTC arrange a formal meeting with Tenby Market Holders, Tenby Chamber of Trade and Tenby Development Trust on the 5th February 2014 at 4.30 pm at the De Valance.

Councillor Hallett joined the meeting.

323 – Tenby Town Walls

The Clerk reported he had received information from PCC and PCNPA that they are aware of no condition survey having been carried out on Tenby Town Wall in the last 22 years. Both departments however asked if TTC had any specific concerns with the walls.

Councillor Mrs Thomas reported that she had been on a survey tour of the town walls some time ago with Ms M Howells where they had even knocked on houses to gain access to parts of the walls.

It was asked if Mr R Scourfield could liaise with CADW to see if they had any survey documentation on Tenby Town Walls.

Councillor Hallett informed Councillors he had previously discussed the water coming through the walls and contacted CADW himself. They came and cleared the problem at that time; however the problem is reoccurring and they need to come and review the walls again.

Councillor Mrs Brown felt the Clerk should re contact PCC and PCNPA as TTC felt some survey action was undertaken approximately 13 years ago. She too remembered the visit and was living in very close proximity to the walls at that time. She continued expressing sadness and dismay that if their records are correct nothing has been carried out for 22 years on a historical feature.

The Mayor asked if the old Borough Council Policy could be located to show the procedures followed previously to illustrate what care used to be taken and given to the historic walls. Following continued discussion it was

Resolved that Tenby Town Walls be placed on the next TTC agenda.

337. PLANNING APPLICATIONS

The Mayor outlined that all three planning applications related to the same property and asked if Councillors were happy to review them collectively. It was

Resolved that all three planning applications be considered collectively.

a. NP/14/0003 Listed Building – Mr G Wallace, Beechmount House, Hallow, Worcester – Refurbishment and alterations of two existing residential units and common parts, 3 Lancaster Buildings, 40 High Street, Tenby.

Councillors viewed and discussed the planning application. Councillor Mrs Thomas proposed approval as TTC welcomed the investment being made to improve a listed building, seconded by Councillor Mrs Durham.

RECOMMEND

Approval as TTC welcomed the investment being made to improve a listed building.

b. NP/14/0020– Mr G Wallace, Beechmount House, Hallow, Worcester – Refurbishment and alterations of three existing residential units to two and communal parts and new roof lights, 3 Lancaster Buildings, 40 High Street, Tenby.

Councillors viewed and discussed the planning application. Councillor Mrs Thomas proposed approval as TTC welcomed the investment being made to improve a listed building, seconded by Councillor Mrs Durham.

RECOMMEND

Approval as TTC welcomed the investment being made to improve a listed building.

c. NP/14/0021 Listed Building – Mr G Wallace, Beechmount House, Hallow, Worcester – Refurbishment and alterations of three existing residential units to two and communal parts and new roof lights, 3 Lancaster Buildings, 40 High Street, Tenby.

Councillors viewed and discussed the planning application. Councillor Mrs Thomas proposed approval as TTC welcomed the investment being made to improve a listed building, seconded by Councillor Mrs Durham.

RECOMMEND

Approval as TTC welcomed the investment being made to improve a listed building.

338. PLANNING CORRESPONDENCE

a. PCNPA – 19 Lady Park, Tenby

The Clerk reported he attended the site meeting in relation to 19 Lady Park along with Councillor Mrs Lane, Councillor Blackhall, the applicant and PCNPA planning officer. Following discussion the applicant said he would be withdrawing the application to address the points raised. A letter arrived the next day from PCNPA confirming the withdrawal of the application. It was

Resolved to note the information.

b. PCNPA – Application for tree works TPO 63 The Old Rectory, The Norton, Tenby

Councillor Hallett reported as tree warden he had visited the site and yew tree in question and felt the work needed to be carried out as the tree is encroaching onto the building. Therefore he recommended approval of the proposed tree works, seconded by Councillor Mrs Thomas.

Resolved that TTC recommend approval of the proposed tree works.

339. CORRESPONDENCE

a. Tenby Chamber of Trade and Tourism – December minutes

Councillors reviewed the Tenby Chamber of Trade and Tourism minutes, it was

Resolved that the information be noted.

b. Tenby Civic Society – Tenby fingerposts

Councillor Mrs Thomas felt the in depth information on Tenby fingerposts required passing onto the relevant authority for their attention. The Clerk reported he has a scheduled meeting arranged with Ms Sinead Henahan, Regeneration department, PCC to discuss the ideas highlighted at the last regeneration meeting and to arranging a date for a follow up meeting. He therefore felt this information could be passed to this regeneration committee.

The Mayor took the opportunity to thank the Civic Society for their commitment and time taken to complete the in depth document on Tenby fingerposts and also for other snag lists they have prepared highlighting repairs and improvements to enhance the town.

The Clerk felt that removal of the police station fingerpost should be reconsidered in light of Chief Inspector Evans stating that ‘the police station is open when someone is in’.

Councillor M Evans joined the meeting.

Following discussion it was

Resolved that TTC pass Tenby fingerpost information carried out by the Civic Society onto the relevant PCC department.

c. Cllr. M Williams (via e-mail) – Welsh Ambulance Service consultation document

The Clerk reported that County Councillor M Williams had been asked by Ms S Sanders to forward the Welsh Ambulance Service consultation document to TTC.

Councillor Mrs Brown felt reading the information it seemed to only relate to changing the name of the trust. Councillor Dr Easy agreed it was replacing one committee with another and nothing else was noted in the document.

Councillor Mrs Thomas proposed all Councillors respond individually to the consultation document, seconded by Councillor Mrs Brown.

Resolved that Tenby Town Councillors respond individually on the Welsh Ambulance Service consultation document.

d. The Post Office – Tenby Post Office

Councillors unanimously agreed that the work scheduled to improve Tenby Post Office was a brilliant and positive move to improve an important and valuable service. It was

Resolved that TTC note the positive improvements to Tenby Post Office.

340. GRANT APPLICATION

a. Rachele Vickery – Gold Duke of Edinburgh Award Tall Ships Sailing Challenge

The Mayor said TTC had always supported tall ship sailing challenge applications in the past. Councillor Rapi proposed a donation of £150 towards Rachele Vickery's attendance on the Tall Ships Sailing Challenge, seconded by Councillor Evans. Councillor Evans wished Rachele well and hoped she would visit TTC on her return to report on the trip.

Resolved that under Section 19a Local Government Act 1976 TTC donate £150 to Rachele Vickery towards her Tall Ships Sailing Challenge,

Councillor Hallett declared a personal interest on the following item, remaining in the room but taking no part.

341. DE VALENCE

The Clerk reported he had received a request from Tenby Rotary International to place a charity display in the De Valence café window as the present location was no longer available. Following discussion TTC agreed to the display in the café window as long as it is removable when a function is on. It was

Resolved that Tenby Rotary International may place a movable charity display inside the De Valence café window between scheduled functions.

342. REPORTS BY COUNCILLORS ON OUTSIDE BODIES

Councillor W Rossiter reported that the Tenby Labour Party had been functioning for 30 years. During this time they have been involved in many issues of Tenby life, including the opening of the MIU as well as they fight to keep it open. He wanted everyone to be aware of the work that has been undertaken and achieved over the years.

343. MEDIA ITEMS

Councillor Mrs Brown reported on the letter in the Tenby Observer from ex-Councillor Mr J Griffiths. She commended the marvellous work he and the Clerk had put into researching and collating information to update the Role of Honour book. Many memories had been stirred and she hoped people would come forward with addition information at this time to be included.

Councillor Evans reported an article in the Sunday Telegraph placed Tenby 32nd in the top 100 places to visit in the World.

Councillor Hallett reported on a four page article in the Peoples Friend, listing information as well as websites and pictures for places in Tenby.

Councillor Blackhall highlighted that the recent TV Weatherman walks included Tenby and Caldey Island.

The Clerk reported on the recent media coverage given to Williams Report (the report of the commission on public service and governance) delivered to the Welsh Assembly Government this week. He had printed off the summary report and downloaded the full report in Tenby Town Council office for any Councillor to review the information.

He outlined various recommendations within the report relevant to our specific area including:

- Merging of Councils from 22 to 11. Pembrokeshire could be merged with Ceredigion or with Ceredigion and Carmarthen.
- Prior to publication it had been speculated that National Park functions would be merged with local authorities. However the report suggests they remain as separate entities but with centralised management.
- They would like consideration for Nation Parks Committee members to be voted on by their electorate rather than appointed.
- There is a suggestion that town and community councils take on some local services. However with approximately 740 Town and Community Councils in Wales they have suggested consideration be given to clustering them into areas, possibly in line with any new ward areas within larger local authorities, to enable them to deliver these services more effectively.

He felt that Councillors need to be aware that the report recommended the commencement of the implementation process by Easter 2014, with proposed completion by 2017-18. It was therefore important to monitor the Welsh Government's response to this report as it could have implications for the Town Council and the local electorate.

Councillors discussed the information and gave personal views on the report information with positive and negative responses. However the Mayor felt Councillors should take time to read the report and monitor additional documents over the coming weeks.

The Clerk felt it was important that the Council keep abreast of information coming out of the Welsh Assembly, particularly if they move very quickly to implement the proposed changes, as it could have a major impact on delivery of services to the local community.

344. CO-OPTION TO THE VACANCY ON THE SOUTH WARD

The Clerk reported he had advertised the intention to fill the south ward vacancy via co-option and received two responses. The letters of application were circulated for Councillors to review. Councillors discussed taking this matter into private however it was proposed by Councillor Mrs Rossiter to take the matter in public and take a secret ballot, seconded by Councillor Evans.

Resolved that the co-option vacancy be discussed in public with a secret ballot.

For the public record the two applicants were Mr Gary Tapley and Mr Hayden Johns.

There was no discussion on the individual applicants and, following the secret ballot, the Clerk and assistant Clerk counted the votes. The Clerk announced the vote in favour of Mr Hayden Johns.

The Mayor thanked both candidates for their interest. She would welcome Mr. Johns at the next meeting but was delighted to see a local man with a young family taking an interest in joining the council to perhaps bring a new and different perspective to debate.

Resolved that Mr Hayden Johns be co-opted to Tenby Town Council. Further that the Clerk contact Mr. Johns informing him of the next steps he needed to take and to supply him with all the relevant information regarding policies and procedures.

It was further resolved that Mr. Tapley be thanked for his interest and that he may consider applying again should another co-option arise.

Councillor Mrs Thomas left the chamber.

345. TENBY DEFIBRILLATORS

Councillor Mrs Rossiter asked if a home had been found for the town defibrillator and do the people who house the machine require specialised training. The Clerk was aware the defibrillator is housed in Fecci's Ice Cream Parlour during the summer and during the winter it is available at Fecci's Fish and Chip shop. The Mayor added the owners of the premises only house the machine it is up to individuals to take responsibility for the use of the equipment. Clear written instructions are housed with the defibrillator.

346. FINANCIAL OFFICER/CLERK'S ITEMS

None noted

347. DATE AND TIME OF NEXT MEETING

Resolved that the next meeting will take place on Tuesday 4th February 2014 at 7.30pm.

348. ITEMS FOR THE NEXT AGENDA

Town Walls – the Mayor.

Town gully drains – Councillor Hallett.

349. 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.

350. CONFIRMATION OF MINUTES

Resolved that the Private and Confidential Minutes of Tenby Town Council Meeting held 7th January 2014 be confirmed and signed as accurate.

351. MATTERS ARISING

331 – Christmas Lighting

The Mayor requested a Christmas Lighting committee meeting be arranged for Tuesday 11th February 2014. All Councillors are entitled to attend this meeting to discuss and recommend a plan of action.

Resolved that a Christmas Lighting Committee meeting be arranged for 11th February 2014 at 7pm.

213 – De Valence Bollards

The Clerk reported the handyman had been prevented from putting in the bollard yet as cement would not set due to the weather; however he had almost finished the painting of the building frontage.

Councillor Hallett and the Clerk explaining about several items still being stored on the De Valence roof area by the adjacent flat. Councillors discussed the subject in detail before it was

Resolved that TTC write and request the owner remove the items as soon as possible otherwise the town council would arrange for removal and charge the owner for costs incurred.

Mayor _____

Town Clerk _____

Date _____