

**TENBY TOWN COUNCIL**  
**MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD**  
**4<sup>th</sup> September 2018**

**PRESENT:** Councillor Mrs S Lane Mayor  
Councillor Mrs C Brown  
Councillor P Rapi  
Councillor T Brown  
Councillor M Evans  
Councillor Mrs T Rossiter  
Councillor Mrs C Thomas  
Councillor Mrs S Skyrme-Blackhall  
Councillor T Hallett  
Councillor Mrs S Williams

**IN ATTENDANCE:** Mr A Davies Clerk to the Council/Financial Officer  
Mrs S Thompson Assistant to the Clerk  
Mr Richard Brown PCC Link Officer

**153. TO RECEIVE APOLOGIES**

Apologies received from Cllr Crockford and Cllr Blackhall. The Clerk also told Councillors that he had received a letter from Cllr Mrs Rees resigning from Tenby Town Council due to work commitments. The Mayor said it was very sad. She had met with Cllr Mrs Rees to try and dissuade her but now it appeared her decision had been made. The Clerk asked if now he could proceed with advertising the vacancy.

**RESOLVED**

**That a casual vacancy be advertised.**

**154. TO DISCLOSE ANY PERSONAL INTERESTS IN ITEMS OF BUSINESS LISTED BELOW**

Cllr Mrs Williams declared an interest in item 6a. Cllr Mrs Thomas declared interest in 6b.

**155. TO AGREE ITEMS OF CORRESPONDENCE AND COMMITTEE MINUTES OTHER THAN THOSE MARKED NOT FOR PUBLICATION BEING GIVEN TO MEMBERS OF THE PRESS PRESENT**

Proposed by Cllr Hallett and seconded by Cllr Mrs Rossiter.

**Resolved that items of Correspondence and Committee Minutes other than those items marked Not for Publication be given to members of the Press present.**

**156. CONFIRMATION OF MINUTES**

**Resolved that the Minutes of the Tenby Town Council meeting held 24<sup>th</sup> July 2018 be confirmed and signed as accurate.**

**157. MATTERS ARISING FROM THE MINUTES FOR INFORMATION ONLY**

135. Zion Gardens

NPCPA had advised that following Tenby Town Council's change in position they had now approved the application under delegated powers.

66. Castle Hill/Town Walls

Cllr Mrs Thomas said she, Cllr. Hallett and the Clerk had had a very productive walk-about with Mr. Richard Lawrence, PCC, who had prepared a report of his findings.

There was lots of work he would like to do, the most urgent being Dead House Steps which, Mr. Darren Thomas, PCC had later explained, are to be dealt with late October.

Castle Hill has a huge ivy problem and Mr. Lawrence suggested a volunteer group be formed to remove the ivy as PCC resources were limited.

Cllr Mrs Thomas questioned sources of money, maybe AMs and our MP could be approached. Having received a rather nice letter, she had read about Pembroke and their Town Wall Trust who have managed to raise a lot of money. This information needs to go out into the public domain, to organisations. The people of Tenby could create a Trust? Council could co-operate with the Trust perhaps raising money to preserve and maintain the walls.

The Mayor said the walls are in dire need of reparation work and questioned what timescale was involved, adding that this work should have already been carried out. Cllr Mrs Rossiter had remarked on how immaculate the walls had been on her previous visit to Pembroke and had been told that it was down to a Trust.

Mr Richard Brown, Link Officer, told Councillors that PCC building maintenance team had £4K put aside for the whole county and that there simply isn't a pot of money that could be accessed. New innovative ideas are needed. It is not a case of purely giving cash but all working collectively together.

The Mayor said that Tenby Town Council had been asking for 20 years for support with Tenby Town Walls.

138. NatWest Chambers

The Clerk told Councillors that although members had approved the application at the meeting, amended plans have now been received. The original application was to drop the window sills. The sills are now to remain at the original level and PCNPA wanted to know what TTC's views were.

Cllr Evans entered the Chamber.

Cllr Mrs Rossiter approved the amended plan and Cllr Brown seconded the application.

## RECOMMEND

**Approval. Considered against all the relevant policies within the LDP members have no objections to this amended proposal.**

### 158. TO CONSIDER THE FOLLOWING PLANNING APPLICATIONS AND TO AGREE ACTION IN RESPONSE TO PROPOSALS:

Cllr Evans declared an interest in planning matters as a member of PCNPA Development Management Committee but remained in the Chamber to offer advice on planning policy and procedure if required.

- a. NP/18/0481/FUL – Lynmouth, 14 Marsh Road, Tenby – New flat roof dormer to rear roof and two roof lights to front roof to serve new attic bedroom together with changes to fenestration of host dwelling – Lynmouth, 14 Marsh Road, Tenby

Cllr. Mrs. Williams declared an interest and left the Chamber.

After examining the plans it was proposed by Cllr Rapi that the application be approved and Cllr Mrs Rossiter seconded.

## RECOMMEND

**Approval. Considered against all the relevant policies within the LDP members have no objections to this proposal.**

Cllr Mrs Williams re-joined the meeting.

- b. NP/18/0167/FUL – Proposed extension of dwelling house to accommodate new first floor level – amended plans – 79 Upper Hill Park, Tenby

Cllr. Mrs. Thomas declared an interest and left the Chamber.

While still a two storey extension the amended plan shows a drop in height by 25cms and a change to the design of the roof of the additional single storey extension. Cllr Mrs Williams approved the application and Cllr Mrs Rossiter seconded.

## RECOMMEND

**Approval. Considered against all the relevant policies within the LDP members feel that the amendments now address many of their initial concerns and have no objections to this proposal.**

Cllr Mrs Thomas re-joined the meeting.

### 159. TO DISCUSS THE FOLLOWING ITEMS OF CORRESPONDENCE AND AGREE ACTION IN RESPONSE TO PROPOSALS:

- a. Tenby Civic Society – Town Walls

Noted.

- b. Diane Lockley, Chair Pembrokeshire Area Committee, One Voice Wales – Invitation to meeting 6 pm Tuesday 18th September

Cllr Hallett suggested writing to offer apologies for our non-attendance and to request a copy of the minutes.

**160. TO RECEIVE THE ACCOUNTS FOR JULY (INCLUDING SCHEDULED PAYMENTS, UN-PRESENTED CHEQUES, RECEIPTS, ACCOUNT BALANCES, BUDGET MONITORING TO DATE AND BANK RECONCILIATIONS) AND CONSIDER ANY ISSUES ARISING**

Cllr Mrs Brown asked if there is a scale of charges for Augustus Place and the Clerk advised that there is a set charge and a charity rate. She suggested that the charges be revised as if we were work out the maintenance, utilities and general running costs we may find that no money is being made and these days we cannot afford to lose money. Cllr Mrs Brown requested that a meeting of the Augustus Place committee be called. Cllr Rapi asked if consideration could be given to bringing Augustus Place in to the Trust, adding it may be much more efficient. Cllr Hallett said this could be reviewed.

Cllr Hallett accepted the accounts, thanking the Clerk for his hard work, and Cllr Brown seconded.

**RESOLVED**

**That the accounts for July (including scheduled payments, un-presented cheques, receipts, account balances, budget monitoring to date and bank reconciliations) be approved.**

**161. TO RECEIVE THE ACCOUNTS FOR AUGUST (INCLUDING SCHEDULED PAYMENTS, UN-PRESENTED CHEQUES, RECEIPTS, ACCOUNT BALANCES, BUDGET MONITORING TO DATE AND BANK RECONCILIATIONS) AND CONSIDER ANY ISSUES ARISING**

Cllr Mrs Rossiter queried the stand pipe charge and the Clerk advised that this was for the extra watering of summer flowers. The Mayor commented that without this new standpipe the flowers would not have survived this summer and she said the new chaps had done a sterling job. A letter of thanks should be written. Cllr Mrs Rossiter approved the accounts and Cllr Mrs Brown seconded.

**RESOLVED**

**That the accounts for August (including scheduled payments, un-presented cheques, receipts, account balances, budget monitoring to date and bank reconciliations) be approved.**

**162. TO RECEIVE REPORTS BY COUNCILLORS ON OUTSIDE BODIES**

Jubilee Play and Skate Park

Cllr Mrs Brown said that the committee were meeting each month and the meetings were well attended. New plans had been received and the Clerk, Mr Andrew Davies, was working very hard on costings. Two quotes for a concrete structure and two for a wooden structure were being proposed in bid to get funding. Youngsters had been down to the skate park area to clean early last Saturday morning and she was amazed by the pride they take in their area. Decisions had been made on fund raising and contributions to fund raising included a cheque received from the Tenby Civic Society. The plan is to write to other businesses and organisations in the town. She added that Tenby is a sporting town and this facility could develop a champion. With the proposed 4G pitch vision this all adds to the town being a sporting venue.

Cllr Mrs Rossiter had been along to the skate park meeting and commented on how very enthusiastic everyone was.

De Valence Pavilion

Cllr Mrs Brown told Councillors that the Pavilion has been very busy with lots of work being done. February is the next quiet month. Plans for the dressing rooms to be refurbished and new doors fitted to the main hall are in place. Approximately £88K has already been spent on upgrading the building. This week sees Ironman and National Theatre of Wales rehearsing 'The Tide Whisperer'. Further big events on the horizon including the Blues Festival and Tenby Beer Festival.

SEPCHN

Cllr Mrs Thomas told Councillors that the next meeting was to be held on 18<sup>th</sup> September 2018 in New Hedges Village Hall and that there will be a lot of representatives of Hywel Dda in attendance to answer questions. She encouraged all Tenby residents to attend.

Mayoral Engagements

The Mayor commiserated with the Caldey Swim which was cancelled for the second time this year due to sea conditions. Also the Lions had their Summer Spec cancelled due to inclement weather. The Tenby Lugger had arrived but due to the lateness of the invitation, the Mayor already had a prior engagement and was unable to attend. The Tenby Fireman's Carnival had been excellent and the Mayor remarked that next year would be the 100 year celebration. Any ideas would be welcome. The Sailing Club Scorpion Nationals presentation evening had most enjoyable. The Tenby in Bloom awards ceremony will take place on 12<sup>th</sup> September at 11am in the Mayor's Parlour.

**163. TO CONSIDER ANY MEDIA ITEMS RELATING TO TENBY TOWN COUNCIL OR TENBY AND AGREE ACTION IN RESPONSE**

The Clerk told Councillors that further to the article on the front page of the Tenby Observer regarding the plight of the Boxing Club, Mark Davies, who runs the operation,

would like to come in and talk to Councillors regarding any assistance TTC could give him in finding a future venue.

**164. TO RECEIVE UPDATES AS TO THE SALE OF LAND AT BRYNHIR (IF ANY)**

No further updates at this time.

**165. TO RECEIVE UPDATES ON SOUTH PARADE (IF ANY)**

The Clerk had received confirmation from PCC that, following our Expression of Interest in seeking funding towards the cost of a feasibility study and project coordinator, we were eligible to put forward a full bid to the Enhancing Pembrokeshire fund. We now needed to prepare a tender document to move forward. Mr Richard Brown indicated that he would assist us with this.

**166. UPDATE ON PLASTIC FREE TENBY INITIATIVES**

Councillors wished Cllr Blackhall a speedy recovery from his recent illness and deferred the matter until he was well enough to attend.

**167. WORKS TO THE HARBOUR WALL AND OFFICE**

Cllr Hallett commented that the timing was not very good and that some car parking spaces had to be lost as a result. It was nice to see the work had been carried out but not in the middle of season. The Clerk said that Sarah Edwards, PCC Project Manager, had been given very short notice of the start date of the work but had managed to defer the bulk of it until after the peak of the season.

**168. ENHANCING PEMBROKESHIRE FUND/TENBY COMMUNITY ENHANCING FUND**

Cllr Evans had asked for this matter to go on the Agenda so that TCC could consider schemes, commenting that we are now 6 months in and that this money is ring fenced for 2 years. A report is being prepared to see how the scheme is proceeding and there may be a change in the wording. It is not just Town Councils who can bid for schemes – he knows that the Museum has been successful in their bid and that others had also submitted bids, he added that he hoped that the Trust is also looking in to placing bid.

As well as the Tenby fund there is also a large Pembrokeshire based fund. TTC haven't discussed anything as Council – we must not be left behind. He suggested possibilities of a handyman for the town – maybe for 6 months of the year, or work on community assets. We need to bring something forward, he felt and asked if the council should be considering a special meeting to discuss ideas.

The Mayor commented that the Town Walls had already been proposed. Cllr Mrs Brown said that TCC will be bidding for funding towards the skate park but agreed more discussions should take place as to what else is wanted and needed. The Clerk commented that we must ensure that the criteria for these grants are met as they are quite specific.

Cllr Mrs Brown proposed a meeting be arranged and Cllrs Mrs Thomas requested a copy of the grant application criteria.

**169. TO CONSIDER ANY FINANCIAL OFFICER/CLERK'S ITEMS AND TO AGREE ACTION IN RESPONSE TO PROPOSALS**

a. Street Closure

Crackwell Street will close for 1 day on 17<sup>th</sup> September for telecoms works.

b. Independent Review Panel of Wales

The Clerk explained that the Independent Panel had reported their findings on their Review of Town and Community Council's in Wales and had made a series of recommendations. They made interesting reading and a copy was available in the office for members to read.

The next step would be to see how the Welsh Government were to respond to the report and whether a Green Paper would be produced on the way forward.

c. Link Officer Evaluation Form

The Clerk had received a form for completion.

d. War memorial Project

With the help of Tenby Masonic Lodge a very competitive quote had been received from Abbey Masonry and, as a result, they had been commissioned. The Masons had also generously contributed £2.5K towards the project. They had also agreed to sponsor the floral displays/green areas within the grounds of the War Memorial for a further 4 years at £500 per year.

The Mayor was thrilled and the Clerk was currently preparing plaques to be placed acknowledging the Tenby Masonic Lodge's tremendous support of the project. She asked that a letter of thanks be sent from Tenby Town Council.

e. Showman's Guild

The Clerk explained that, at a function last year the Mayor had been asked by the Showmen's Guild about the possibilities of reviving St Margaret's Fair. This had proved difficult as the Charter for this fair was in July and PCC had said that no car park could be used at this time of year.

However, it had been discovered that the Charter granted to the town by Charles the First in 1631 which allowed the burgesses to employ Mace Bearers also allowed for a three day fair in the Autumn to celebrate the Feast of St Matthew.

The Showmen's Guild could use this Charter as the basis of a new fair and as such had approached the private car park at the Five Arches who had agreed to let the site from 19-21 October.

As this was a Charter Fair there will be the customary parade and opening ceremony on Friday 19<sup>th</sup> October at 12 noon.

If this fair proves successful, it could become an annual event and possibly expanded.

The Clerk has spoken to Father Fewell at St. Teilo's Catholic Church to ensure there will be no disruption to services and also to ask him to bless the opening of the fair.

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

**Resolved that the next meeting will take place on Tuesday 18<sup>th</sup> September 2018 at 7.30pm.**

Mr Mark Davies, of Tenby Boxing Club will attend.

**171. TO PROPOSE ANY ITEMS FOR THE NEXT AGENDA**

There were none

The Mayor then asked Mr. Richard Brown if he had anything to report as one of our PCC Link Officers.

Mr Richard Brown reminded Councillors that he saw the Link Officer role as providing a more strategic approach to plan how to take the town forward.

This approach had proved successful in other towns and he offered to organise a meeting with one of the other town's link officers and TTC in October to show how they worked with their town council.

He felt that this approach was vital as PCC budget constraints meant that there was a growing inability to sustain non statutory services, as there was a need to protect statutory services,

Cllr Mrs Thomas requested a list of the statutory services but was told that there are in the region of 1600.

Cllr Hallett remarked that he had heard from visitors and residents alike that Tenby was looking very clean this year.

Mr Brown then informed Councillors that the County Council had engaged the services of a private enforcement company who would begin operating on 10<sup>th</sup> September. District Enforcement will be issuing fixed penalties for littering, dog fouling, fly-tipping and fly-posting.

Cllr Brown asked what legal powers these new officers would have. Mr. Brown explained that they have no powers of arrest but it is an offence not to provide details when requested so that a FPN can be issued. All officers would also have bodycams.



However, as well as enforcement this new approach could also be considered a useful tool in educating locals and holiday lets not to use litter bins for disposal of their domestic or trade waste.

It had been observed that many litter bins in town were filling within 10 minutes of being emptied and a lot of it was household, holiday and business waste. Cllr, Rapi agreed, citing the bin at the bottom of Upper Frog Street as a case in point. If this persisted in some areas Mr. Brown felt that PCC may have no other option but to remove the bins.

Cllr Evans remarked that the early morning cleaning had proved very successful and hoped that this would be kept going. Seagull proof bags need to be encouraged. He reminded the meeting that everyone has a duty of care as domestic waste generators and the integrity of the waste lies with the owner until collected. Warnings must be given.

Cllr Mrs Rossiter asked if there may be a possibility of installing bollards outside Domino's as parking on the pavement is proving an issue. Mr. Brown said he would liaise with the highways department.

Cllr Rapi explained to Councillors that the practice on the continent for many years is to collect kerbside rubbish during the evening. Mr Brown said this had been considered but the problem was that the disposal sites are closed overnight.

Cllr Evans said that the second trade collection on Friday had also been very successful and that it had made a huge difference. Mr Brown added that the focus now would be to crack down on the holiday accommodation rubbish issue. The Council needed to work with businesses.

The Clerk asked if what District could enforce would include breach of dogs on the beaches and dogs off leads byelaws as there had been a number of complaints about these over the Summer.

Mr. Brown said he did not think so initially but if a fine could be imposed then there was nothing to stop it being included in the future.

The Clerk also asked how reactive District would be to complaints. Mr Brown explained that they would not be able to respond immediately to a problem but the area would be marked as a 'hotspot' and monitored.

The Mayor suggested that the Love Tenby leaflets produced by Tenby in Bloom could be looked at for next year and perhaps redesigned.

**172. TO RESOLVE TO EXCLUDE THE PUBLIC FROM THE MEETING DURING CONSIDERATION OF THE FOLLOWING ITEM(S) OF BUSINESS UNDER THE "PUBLIC BODIES (ADMISSION TO MEETINGS) ACT OF 1960"**

**173. MINUTES**

**Resolved that the Private and Confidential Minutes of the Tenby Town Council meeting held 24<sup>th</sup> July 2018 be confirmed and signed as accurate.**

**174. MATTERS ARISING FOR INFORMATION ONLY**

Mayor \_\_\_\_\_

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

Date \_\_\_\_\_