

**TENBY TOWN COUNCIL**  
**MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD**  
**5<sup>th</sup> FEBRUARY 2019**

**PRESENT:** Councillor Mrs S Lane Mayor  
Councillor Mrs C Brown  
Councillor Mr W Crockford  
Councillor Mr L Blackhall  
Councillor Mr T Brown  
Councillors Mrs T Rossiter  
Councillor Mrs S Skyrme-Blackhall  
Councillor Mrs T Evans  
Councillor Mr T Hallett

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

**350. TO RECEIVE APOLOGIES**

Apologies received from Cllr Evans and Cllr Mrs Williams.

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

Cllr Mrs Rossiter declared interest in items 6d and 12. Cllr Mrs Evans declared her personal interest in item 16.

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 TO AGREE ITEMS OF CORRESPONDENCE AND COMMITTEE MINUTES OTHER THAN THOSE MARKED NOT FOR PUBLICATION BEING GIVEN TO MEMBERS OF THE PRESS PRESENT**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

**RESOLVED**

**That items of Correspondence and Committee Minutes other than those items marked Not for Publication be given to members of the Press present.**

**353. CONFIRMATION OF MINUTES**

**Resolved that the Minutes of the Tenby Town Council meeting held 22<sup>nd</sup> January 2019 be confirmed and signed as accurate.**

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

309. Resignation of Cllr Mrs Thomas

The Clerk informed Councillors that there had been no call for election. The Clerk had posted co-option notices on social media but had missed the deadline for the Tenby Observer. An ad would be placed this Friday. Cllr Mrs Williams and the Clerk had attended the bank and completed the relevant mandate forms to add her as a signatory.

316b. Tenby TIC

The Mayor asked if it was too soon to have any further information about closure of the Tenby TIC from PCC and was told that Cabinet's next meeting was to be held on Monday, 11<sup>th</sup> February 2019.

338a. Dog Fouling

The Clerk had received information regarding district enforcement fines. Between 9th September and 31<sup>st</sup> December there had been 9 fines issued. Cllr Mrs Brown commented that this was not enough. The Mayor asked that we keep on top of this matter. Cllr Mrs Rossiter feels that they should concentrate on Tenby as a premier seaside resort. Cllr Blackhall proposed requesting a quarterly report from the District Enforcement Team specific to Tenby.

338c. Tenby TIC

Cllr Mrs Evans wanted to clarify that in the article in the Tenby Observer of 25<sup>th</sup> January with regard to the introduction of Tourism Tax it had mentioned that she had suggested it. She had merely researched the idea following a suggestion raised at a meeting to discuss the future of Tenby TIC.

Cllr Blackhall agreed it was an idea that had been floated as a potential possibility, one of a number of things considered. He said it was disappointing that our new councillor felt personally affronted by comments made by the public about her on social media.

He noted that FBM had expressed their view on this issue in the local press and although a Tourism Tax was not something he is personally in favour of, it is a matter that should be discussed and decided upon nationally.

Cllr Blackhall was saddened that Mr Thom James, representative of FBM, had felt that Edinburgh was different as it was an internationally renowned destination remarking that Tenby is also an internationally recognised travel destination.

Tourism is really important to the town and the county and a commitment to resources is needed, he added.

However he added that care must be taken when statements are made in some quarters encouraging second home owners to switch to paying business rates to save on the Second Homes Surcharge. Business rates go in to a central pot and not to Pembrokeshire County Council's coffers. It was therefore a little rich to

criticise PCC about how little they're spending on tourism when income streams were being curtailed.

We need to work with local and national government and encourage investment in promoting tourism in partnership with firms like FBM, he continued.

The main issue here is about saving the Tenby TIC he added with the Mayor agreeing.

She felt that passion needs to be brought back in to the town to get the people working together. The positive of the community coming together to look for solutions to retaining the TIC had been side-tracked by the focus on the Tourism Tax debate.

Cllr Mrs Brown felt that FBMs had done their research well and felt it would be foolhardy to pursue Tourism Tax. The larger towns may be able to afford to offset cuts but we still need more investment by PCC.

She acknowledged that there are cut backs but tourism is our premiere income and to spend just £57K on a tourism department for a county our size is wrong. It may be for good advertising but more needs to be invested in the area.

Cllr Blackhall said this was one small aspect of their budget and that a significant amount of money goes to Ironman. This is worth a lot – but this is the wrong part of the debate. We need to look at how we make it work in partnership.

**355. TO CONSIDER THE FOLLOWING PLANNING APPLICATIONS AND TO AGREE ACTION IN RESPONSE TO PROPOSALS:**

- a. NP/18/0730/LBA – Replacement of front doors and internal alterations – Ocean Commotion, Lower Frog Street, Tenby

Cllr Hallett was concerned that there was no disabled access. The Clerk gave some background to the building. Cllr Brown proposed accepting the proposal and Cllr Crockford seconded the proposal.

**RECOMMEND**

**Approval. Considered against all the relevant policies within the LDP, with particular reference to policies 14, 15 and 30 members feel this will not have an adverse effect on neighbouring properties and have no objections to this proposal.**

- b. NP/18/0720/FUL – Change of use to place of worship with ancillary café and bookshop – Ocean Commotion, Lower Frog Street, Tenby

**RECOMMEND**

**Approval. Considered against all the relevant policies within the LDP, with particular reference to policies 14, 15 and 30, members feel this will not have an adverse effect on neighbouring properties and have no objections to this proposal.**

- c. NP/19/0013/TPO – 2 x Sycamore reduce crown by 1.5m; 1 Sycamore fell dying tree and 2x Ash reduce crown by 2m – Jibinc, Mayfield Drive, Tenby

Cllr Hallett proposed accepting this on health and safety grounds. Cllr Blackhall seconded the proposal.

#### **RECOMMEND**

**Approval. Considered against all the relevant policies within the LDP members consider this proposal to be essential in the interest of public health and safety.**

- d. NP/19/0026/FUL – 2 no. secondary storey extensions, addition of dormer windows, rear flat-roofed extension – 12 St David’s Close, Tenby

Cllr Mrs Rossiter left the chamber.

The Clerk told Councillors that neighbours had copied TTC in on a letter that they had sent to PCNPA with their concerns, copies of which had been distributed from the table. There were a number of points raised including land ownership and the proposed flat roof extension causing concern that this may create a terrace and thus causing potential privacy problems. Boundary and access issues were also broached. Communication and general dialogue with PCNPA was needed. Measurements need to be checked and perhaps a site meeting called. Cllr Hallett was concerned that parking provision was inadequate giving extra parking on the street. Cllr Brown proposed a site visit and Cllr Crockford seconded the proposal.

#### **RECOMMEND**

**Following concerns expressed by a neighbouring property over massing and privacy, members would welcome the opportunity to discuss the issues on site with the applicant, the neighbours and the case officer.**

Cllr Mrs Rossiter returned to the chamber.

- e. NP/19/0041/TPO – T1 Beech – reduction of 1 to 2m; G1 Beech x 2 – crown reduction of 2 to 3 m – The Gables, Heywood Lane, Tenby

The Mayor commented that these need to be taken care of and Cllr Mrs Brown seconded the proposal. Cllr Hallett feels their height need to be controlled on health and safety grounds as they are on a school walking route.

#### **RECOMMEND**

**Approval. Considered against all the relevant policies within the LDP members consider this proposal to be essential in the interests of public health and safety.**

- f. NP/19/0040/TCA – Sycamore, Beech and Ash – raise crown above ground for 2m to 3 m clearance and above buildings to 1.5m – 30/31 The Norton, Tenby

Cllr Hallett proposed accepting the application and Cllr Blackhall seconded the proposal.

#### **RECOMMEND**

**Approval. Considered against all the relevant policies within the LDP members consider this proposal to be essential in the interests of public health and safety.**

- g. Reeves Calendar Site – Proposal of 29 dwellings

The Clerk told Councillors that a major application had now been received by TTC and asked that Councillors pop in to the office to study it prior to the next meeting as the paperwork is quite substantial.

- h. Civic Society Comments on applications

Noted.

**356. TO RECEIVE THE ACCOUNTS FOR JANUARY (INCLUDING SCHEDULED PAYMENTS, UNPRESENTED CHEQUEST, RECEIPTS, ACCOUNT BALANCES, BUDGET MONITORING TO DATE AND BANK RECONCILIATIONS) AND CONSIDER ANY ISSUES ARISING**

Cllr Mrs Rossiter proposed accepting the accounts and Cllr Mrs Skyrme-Blackhall seconded.

#### **RESOLVED**

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

**357. TO DISCUSS THE FOLLOWING GRANT APPLICATIONS AND TO AGREE ACTION IN RESPONSE TO PROPOSALS:**

- a. Tenby Wellbeing Group

The Group had requested free hire of Augustus Place to reduce costs while the Group became established.

Cllr Brown suggested granting free use of the Centre for between six and 12 months. At the end of the day it was only one hour a week, every other week.

Cllr Mrs Rossiter was concerned that we would still have to pay a cleaner and felt that it may be unfair to other community based organisations who still have to pay for their rental.

Cllr Blackhall felt it would be good to support this new group as Wellbeing is such an important issue. He suggested a donation of £100 towards their start-up costs. Cllr Brown seconded the proposal.

Cllr Hallett added that it would avoid setting a precedent and that start up donations had been granted previously.

**RESOLVED**

**That under Section 2 of the Local Government Act 2000, a donation of £100 be made to Tenby Wellbeing Group to assist them with their start-up costs.**

**358. TO ELECT A MAYOR FOR 2019 – 2020**

The Mayor asked each Councillor if they wished to be considered for Mayor and, whilst many councillors commented that it would be an honour and privilege to serve the Tenby town as Mayor, it was Cllr Tony Brown who stepped forward and wished to be considered for term of office as Mayor 2019-2020.

Cllr Mrs Brown proposed Cllr Brown saying that she was delighted he was 'having a go'. He is dedicated to the town having been on the TCC previously joining in 2012 and leaving 2014 due to personal reasons. Cllr Brown returned to the Council in 2017 and having further experience will make a good Mayor. Cllr Mrs Skyrme-Blackhall seconded.

**RESOLVED**

**That Cllr. Brown be appointed Mayor-Elect for 2019 – 2020**

All congratulated Cllr Brown.

The Clerk then broached the subject of Mayor Making in 2020. The BSRA had contacted the De Valence to ask if the Welsh National Scooter Rally could be held on the weekend of 1<sup>st</sup> May 2020. This would clash with the projected date of the 2020 TTC AGM and Mayor Making ceremony to be held in the same building. Cllr Blackhall proposed that the AGM and Mayor Making date be moved back a week. Cllr Brown seconded.

**RESOLVED**

**That in line with Standing Order 5b, the date of the council's AGM and Mayor Making for 2020 be set for Friday 8<sup>th</sup> May.**

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

De Valence

Cllr Mrs Brown told Councillors that new stage lighting was being installed and also showers are being added to the green room. The roller disco is to be resurrected in April.

Skate Park

The next meeting will be held on 18<sup>th</sup> February. Suggestions made for fund raising include a Bingo night, for this the Mayor has been asked to call the numbers, and an under 15s disco.

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

Cllr Blackhall congratulated the Tenby Observer for their various articles in their last edition, one being a lively Tourism Tax debate and another being Tenby Harbour Project, he felt that a full report from PCC on progress of the Harbour Project would be welcome. Obviously this will help clarify some issues raised.

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

No further news had been received but the Clerk reminded Councillors of the meeting that is to be held on 18<sup>th</sup> February 2019 asking that as many as possible attend.

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

The Clerk told Councillors that whilst there has been some interest shown in the tender nothing concrete has been received to date.

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

Nothing to report at this time.

**364. TO CONSIDER THE CONDITION OF TENBY BANDSTAND AND AGREE ACTION IN RESPONSE TO PROPOSALS – CLLR CROCKFORD**

Cllr Crockford, on walking around Castle Hill, had noted the poor state of the Bandstand and the mosaic tiles on the Museum wall. Castle Hill he feels should be a beacon where town meets sea and needs regular maintenance or it may fall apart.

He proposed contacting PCC to ask if any work was planned to be carried out to repaint the bandstand and repair the mural

The Mayor told Councillors that the mosaic mural belongs to the museum.

The Clerk had been in contact with Neil McCarthy at PCC who commented that the Bandstand had not been painted in his time as Maintenance Manager but may have been within the last 10 years.

The Mayor reminded Councillors that it was Marjorie Crockford who raised the funds to have the bandstand rebuilt working together as part of Tenby 200 in the 1990s. Due to lack of funds, a repaint by PCC could be unlikely. However, PCC may provide the paint if we could get a team of volunteers together. She would broach the subject when she met with Mr McCarthy next.

Cllr Hallett feels that whilst it is great to have ideas to develop the town, future maintenance must also be considered.

Cllr Mrs Brown mentioned that we had requested that the historical tablets of information around the town be cleaned and restored and that this had not been done yet. She commented that there are little pots of money that could possibly be tapped in to. TTC handyman is to commence work on benches on the Parade once the weather gets a little better.

**365. TO CONSIDER PARKING ISSUES IN NEWELL HILL AND CONSIDER ACTION IN RESPONSE TO PROPOSALS – CLLR MRS EVANS**

Cllr Mrs Evans said that while she had a personal interest, being a resident of the estate, she did not feel it was prejudicial as this was a public safety issue that did not affect her any more or less than all the other residents.

She told Councillors of the serious access issues to Newell Hill. Due to the lack of adequate on street parking which resulted in often irresponsible parking, emergency access and egress was being compromised.

She knew of 3 volunteer firefighters and 2 RNLI crew who live on Newell Hill who had approached her over the difficulties they experience trying to get out of the estate to attend emergency call outs.

It would also be extremely difficult for emergency services to access properties in, for example, the event of a fire.

There is a large park area on the estate which could possibly be used to provide extra parking. A similar scheme was undertaken in Knowling Mead using the old roundabout area.

Cllr Mrs Evans proposed that a letter be written to PCC expressing concerns over the access to and from the estate. Cllr Crockford seconded commenting that there is often not enough space to even turn around and that he has, on many occasions, had to reverse out the entire length of the estate.

Cllr Hallett commented that the park area may be covenanted as a play area and also suggested notifying the police.



## RESOLVED

**That PCC be asked to investigate the possibilities of creating more parking facilities in Newell Hill.**

**366. TO CONSIDER CONCERNS RAISED OVER INADEQUATE PARKING ARRANGEMENTS AT TENBY LEISURE CENTRE AND CONSIDER ACTION IN RESPONSE TO PROPOSALS – CLLR CROCKFORD**

Cllr Crockford has concerns about social media coverage over the amount of parking tickets issued recently at Tenby Leisure Centre. All are being encouraged to lead an active and healthy lifestyle and yet those who attend Tenby Leisure Centre are being targeted by enforcement officers who are issuing parking fines.

At peak times parking is, at the very least, inadequate. The overflow car park is poorly surfaced and lit, is situated on a very nasty bend and is underwater for most of the winter months. Actual allocated parking spaces have bushes overgrowing in to them which is aggravating the matter further. It is believed that 45 tickets have been issued in recent months.

The Mayor said that she had also received an email on the subject. Once the Leisure Centre car park is full, families find it very difficult to cross the road safely to the overflow car park.

Cllr Hallett suggested a possible zebra crossing be introduced and also improved lighting on health and safety grounds. Cllr Blackhall added that there are to be future works at the Leisure Centre which may include work to the overflow car park. Gary Nicholas at PCC may know what works are proposed.

Cllr Mrs Rossiter believes the idea of a crossing is good as cars travel way too fast along the road and it is an accident waiting to happen. She felt at the very least the overflow car park should be tarmacked.

Cllr Mrs Brown noted that the Leisure Centre has recently received awards but new private gyms are popping up and if PCC are not careful, people will go elsewhere. A fly over for the new 4G pitch had been mooted but this was from the pitch to the other side of the brook not the road over to the Leisure Centre. She also believed that this money is coming from another Welsh Government pot.

The Clerk had spoken to Marc Owen who confirmed that, at busy times, users are not parking in the bays, resulting in tickets being issued. More signage directing people to the overflow car park had been introduced.

Members felt that additional signage was insufficient if the overflow car park was not fit for purpose. It is currently dangerous for young families. Cllr Hallett added that this is a flood plain and originally they had wanted to raise the level but this was not viable.

## **RESOLVED**

**That the Clerk contact PCC asking if consideration could be given to making improvements to the overflow car park to make it more fit for purpose to thereby increase its usage and reduce the illegal parking issues at the Leisure Centre.**

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

#### **a. Safeguarding Policy**

The Clerk told Councillors that a number of Councils had now introduced a Safeguarding Policy and that it was good practice to have one in place. The example in the Appendices was one that had been drafted by Pembroke and Haverfordwest working alongside PCC's Safeguarding team. The Mayor asked that the Clerk draw up a similar policy for TCC to adopt. Seconded by Cllr Mrs Brown.

## **RESOLVED**

**That the Clerk draw up a Safeguarding Policy to be adopted by TTC.**

#### **b. Standing Orders**

The Clerk explained that this year external auditors would be focussing on governance issues including Councillors having Standing Orders in place. Our Standing Orders have not been revised for a number of years so he had drafted a new set of Standing Orders which merged the Council's original with the model standing orders produced by NALC last year. He asked members if they were happy to adopt these amended Standing Orders going forward. Proposed by Cllr Blackhall and seconded by Cllr Mrs Skyrme-Blackhall.

## **RESOLVED**

**That the revised Standing Orders be adopted with immediate effect.**

#### **c. Committee Terms of Reference**

The Clerk explained that another issue being looked at under external audit was the Terms of Conditions of council's committees and subcommittees and the powers they held. Although Tenby Town Council had a number of committees and subcommittees he was unable to find any written Terms of Reference and had drafted the same based on his knowledge of how the council operated these committees. He asked, if members were happy with these, that they be adopted. Proposed by Cllr Hallett and seconded by Cllr Mrs Rossiter that the Terms of Reference proposed by the Clerk be adopted.

## **RESOLVED**

**That the Terms of Reference be adopted.**

d. Station Audits

The Clerk had received an email from Sinead Henehan from PCC regarding an audit that is being undertaken on Railway Stations in the county by Transport for Wales. It welcomed views on how improvements could be made to Tenby's railway station. The Mayor commented that the sidings need to be sorted out as does the station entrance. Drainage needs to be addressed as quite often there is flooding at the front entrance. The Mayor said that she and Cllr Blackhall would visit the station at 10am on Saturday and that others were welcome to attend if they were able.

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

**Resolved that the next meeting will take place on Tuesday 19<sup>th</sup> February 2019.**

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

a. Lexden Terrace – condition of wall – Cllr Mrs Rossiter

**370. 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”**

**371. TO CONFIRM THE PRIVATE AND CONFIDENTIAL MINUTES OF 22<sup>nd</sup> JANUARY 2019**

**Resolved that the Private and Confidential Minutes of the Tenby Town Council meeting held 22<sup>nd</sup> January 2019 be confirmed and signed as accurate.**