PRESENT: Councillor Mrs S. Williams Deputy Mayor  
Councillor D. Morgan  
Councillor Mrs P. Rossiter  
Councillor Mrs C. Thomas  
Councillor P. Rapi  
Councillor Mrs. C. Brown  
Councillor M. Evans  
Councillor Mrs P. Putwain  
Councillor Mrs. S. Lane

IN ATTENDANCE: Mr A. Davies Clerk to the Council/Financial Officer

Prior to the start of the meeting members met with the three candidates who had put their names forward for co-option to the vacancy on the South Ward.

As the Mayor was unable to attend it was proposed by Cllr. Mrs. Rossiter, seconded by Cllr. Morgan and resolved that the Deputy Mayor take the chair,

240. APOLOGIES

Apologies had been received from Councillor Mrs J. Evans and Cllr. T. Hallett

DISCLOSURE OF PERSONAL INTERESTS

Cllr. Mrs. Rossiter declared an interest in item 8C

241. ITEMS TO PRESS

Proposed by Cllr. Mrs. Brown, seconded by Cllr. Mrs. Thomas and

Resolved that items of Correspondence and Committee Minutes other than those items marked Not for Publication be given to members of the Press present.

242. CONFIRMATION OF MINUTES

Resolved that the Minutes of the Tenby Town Council held 5th October 2010 be confirmed and signed as accurate with the following amendments:

222a. It was Cllr. Hallett who had suggested placing a notice board in Tudor Square not Cllr. Mrs. Putwain.
Cllr. Mrs. Putwain had not said that she thought it incredible that no traffic warden was available during pedestrianisation. Her comment was that it appeared wasteful to have three operatives located at the entrances to the town. She felt it would have been more productive to have one with enforcement powers to patrol within the restricted area to deal with vehicles that had been missed at the entrances.

It had been Cllr. Hallett who had raised the question of marking out the licensed areas during café culture not Cllr. Mrs. Thomas.

243. MATTERS ARISING

There were no matters arising from the previous minutes

244. PLANNING APPLICATIONS

NP/10/426

Mr. K. Beynon, The Coach House, Zion Gardens, St. John’s Hill, Tenby – Renewal of temporary consent for NP/05/375 for caravan site, land at Zion Gardens, St. John’s Hill, Tenby.

Cllr. Mrs. Lane noted that this was a renewal of Temporary Consent and wondered how long such temporary consents could be granted.

Cllr. Rapi concurred pointing out that there was decking around most of the caravans which gave the appearance of a more permanent static site.

Proposed Cllr. Mrs. Lane, seconded Cllr. Morgan

Recommend

Defer to seek advice from the National Park Authority as to how long operations such as this can keep applying for temporary consent before a more permanent status should be sought.

NP/10/432

Mr. Brian Williams, Reserve Forces and Cadets Association for Wales, Centre Block, Maindy Barracks, Whitchurch Road, Cardiff – Demolish two existing training huts and construct one combined training hut, Tenby Cadet Centre, Railway Station Approach, Tenby.

Proposed Cllr. Mrs. Rossiter, seconded Cllr. Rapi

Recommend
Approval

NP/10/440

The Clerk pointed out that this application site was opposite his own house but, as he was not taking part in the decision, he would remain to advise members on procedure.

Mr. Harry Field, 14 Lady Park, Tenby – Alterations and dormer window extension to existing dwelling, 14 Lady Park, Tenby.

Proposed Cllr. Mrs. Thomas, seconded Cllr. Rapi

Recommend

Approval

NP/10/441 Listed Building

Mrs. Stephanie Evans, National Trust, South Wales Office, Newton House, Dinefwr Park, Llandeilo – Flagstone floor with underground heating, relocation of stair, underfloor heating to 1st floor, new lighting and alterations to chimney, Tudor Merchant’s House, Tenby.

Cllr. Mrs. Putwain queried the inclusion of shaver points, shower etc in the application. She has reservations that this historic building was being over development into a 21st century facility.

Cllr. Mrs. Brown felt that the application for such an historic building would have been carefully considered and it would be unlikely that the National Trust would be attempting to undertake anything that the Council would not approve of.

Cllr. Mrs. Putwain proposed deferral to gain more information as to the reasons for the inclusion of certain items e.g. the shaver point. Seconded Cllr. Mrs Rossiter.

The proposal was defeated by 4 votes to three. Cllr. Rapi abstained.

Proposed Cllr. Mrs. Brown, seconded by Cllr. Mrs. Thomas and passed by 4 votes to three that the council

Recommend

Approval
Cllr. Rapi again abstained.

Councillor M. Evans took no part in voting on any planning application but remained in the Chamber to advise members on procedure.

245. PLANNING CORRESPONDENCE

a. PCNPA – Consultation on Supplementary Planning Guidance for Affordable Housing.

The PCNPA were consulting on their SPG for Affordable Housing

Cllr. Rapi expressed concern that there were still proposals to build affordable housing on the town’s car parks.

Cllr. Evans advised that this element had been superseded by new policy where by spaces lost had to be re-provided elsewhere in the town, possibly through the provision of a multi-storey facility.

Cllr. Evans also drew attention to the recent Inspector’s report on the Local Development Plan. While he had agreed with the Park’s policy for 60% affordable housing on new development sites in Tenby he had felt that the policy should be monitored to see if the policy was achieving its aim.

Cllr. Mrs. Thomas asked the reasoning behind the policy. Cllr. Evans said that it was as a result of WAG policy which had tasked each planning authority in Wales to make provision for affordable housing. However, Cllr. Evans felt that the Town Council should still continue to oppose the policy and should make such representations in their response to the consultation document.

As responses did not have to be in until 7th January 2011, it was proposed by Cllr. Mrs. Lane, seconded by Cllr. Mrs. Rossiter and

Resolved

That a special meeting be called to solely look at the document and frame the Council’s response.

b. PCNPA – 5 Islay Court, Victoria Street, Tenby.

The application had been withdrawn

Resolved that the letter be noted

c. PCNPA – New bungalow, Egypt House, Queens Parade, Tenby

Cllr. Mrs. Rossiter declared an interest and left the Chamber
The views of the Council were contrary to the views of the PCNPA officer and members had been invited to speak on the application at the following day’s development management committee.

No-one was available to attend so it was

**Resolved**

**That the letter be noted.**

Cllr. Mrs. Rossiter rejoined the meeting.

246. **CORRESPONDENCE**

a. **Arriva Trains – Toilet facilities, Tenby Railway Station.**

The Clerk explained that this response had been received in light of Mrs. Marjorie Piper’s concerns about the lack of toilet facilities on the station. The letter reiterated Arriva’s stance that public toilets could not be maintained to an acceptable standard on unmanned stations such as Tenby.

**Resolved**

**To forward a copy of the letter to Mrs. Piper.**

b. **Mrs. Gallagher – Tattoo parlour**

A letter had been received raising concerns regarding a new tattoo parlour which had opened in Wallsfield Lane. Mrs. Gallagher questioned whether it required change of use and was concerned about inappropriate and illegal signage to the premises.

The Clerk explained that he had contacted Mr. Brian Canning, PCNPA enforcement officer, who had visited the premises and had confirmed that a change of use would be required and anticipated a planning application would be submitted.

Mr. Marc Owen, head of Streetcare, PCC, was also looking into the signage as part of his plans to deal with all A boards in Tenby. Cllr. Mrs. Rossiter confirmed that PCC officers had been in town the previous day gathering evidence on A boards on the pavement.

Mr. Chris Jones, a co-owner of one of the flats in Park Lane, who had also expressed concern about the tattoo parlour was present in the Chamber and the meeting was suspended to allow him to speak.
He said that the A boards had not been present the previous day and presented the council with photographs to forward to Mr. Owen.

He also asked for the Council’s comments on such an operation within close proximity to a school. However, members felt that it would be prudent not to comment at this time as it may be deemed to be prejudging any application for change of use that may be submitted.

The meeting then resumed.

**It was resolved that the Clerk write to Mrs. Gallagher outlining the current position and to inform her that she could make further representation to the council if and when a planning application was submitted.**

c. **Help for Heroes – Thank you letter**

A thank you letter had been received for the donation made as a result of half the collection taken during the recent Battle of Britain Service. The other half had gone to RAFA charities.

Cllr. Mrs. Lane felt the Council staff should be congratulated for assisting the RAF veterans in organising the Battle of Britain Service following the closure of the local RAFA branch.

d. **Mr. John Griffiths (via e-mail) – South Pembs. Hunt**

Mr. Griffiths queried whether the correct procedure had been followed in reaching the decision not to invite the South Pembs Hunt into Tenby this year. He also wondered if Cllr. Mrs. Putwain should have declared an interest.

The Clerk pointed out that in addition to the correspondence on the table, a further 10 letters had been received on the topic, eight supporting the Council’s decision and two questioning it. Copies were available for members.

Cllr. Mrs. Lane pointed out that while the Town Council had resolved not to invite the Hunt to meet in Tenby, they could still hold the meet if the County Council gave them permission.

Cllr. Mrs. Thomas was concerned about the procedural points raised by Mr. Griffiths and wondered if the Council confident the decision taken was valid. The Clerk replied that he was awaiting advice from the Monitoring Officer.

Cllr. Mrs. Brown felt that, as there were doubts over its validity, the resolution should be rescinded and re-debated. She expressed the opinion that the Hunt was not doing anything illegal and it was a social activity to brighten up a December day.
Cllr. Rapi said that he was concerned over comments that perhaps a declaration of interest should have been declared.

Cllr. Mrs. Putwain took issue with Mr. Griffiths’ comments that there had been ‘disorderly conduct’ at last year’s Meet. She felt that she had no interest to declare. She commented that Hunting did not affect her although she did have strong feelings about it. However, she had strong feelings about a lot of things, as did other Councillors and felt that if everyone declared an interest when they had strong feelings about an issue it would result in a poor quality of debate and decision-making.

The Clerk felt that the issue was academic this year, as a subsequent conversation with Mr. Harrison Allen had revealed that the Hunt had rethought their request and had decided against holding a meet in Tenby in any event.

Cllr. Mrs. Thomas commented that the Council needed to ensure the correct procedure was followed in future years with Cllr. Mrs. Putwain stressing that the Hunt should make any future request in writing in sufficient time to allow it to be placed on the agenda in the proper manner.

e. Diane Brierley (via e-mail) – South Pembs. Hunt

This letter was noted.

f. K. Green (via e-mail) – South Pembs Hunt

As this letter had singled her out Cllr. Mrs. Rossiter pointed out that she was not naïve, as suggested, but was as entitled to an opinion as the letter’s author. She also referred to a recent newspaper article where Mr. Tony Blair, in his memoirs, had felt he had been ‘pressurised’ into introducing anti-hunting legislation.

247. **GRANTS AND DONATIONS**

a. Bobath, Cymru

A request for funding had been received from Bobath Cymru.

Members regretted that it was outside the remit of the Council’s grants and donations policy to contribute.

248. **CANDIDATES FOR CO-OPTION**

A poll was taken on the three candidates for co-option

Results were 3,2,2 and 2 votes for none of the candidates.
As there was no substantive majority members were asked to reconsider their position and a second poll was taken. Results were 4, 2, 1 and 2 for none of the candidates. Again there was no substantive majority but the candidate with the lowest votes was eliminated and a third poll taken. Results were 3, 3 and 3 for none of the candidates. Cllr. Morgan felt that the Council had again come to a stalemate and proposed that the Council did not co-opt any candidate. He was seconded by Cllr. Mrs. Lane. Cllr. Evans felt that three people had put their names forward following several months of the vacancy being declared. He felt that the Council could not keep putting it off and were duty bound to make a decision.

Cllr. Morgan’s proposal was defeated in favour of a fourth poll. With voting at 5, 3, and 1 for none of the candidates, a substantive majority had been achieved and it was

Resolved

That Mr. Laurence Blackhall be co-opted to the vacancy on the South Ward.

It was further

Resolved

That the Clerk writes to the other candidates thanking them for their interest in co-option.

249. REPORTS BY COUNCILLORS ON OUTSIDE BODIES

a. Cllr. Mrs. Lane stated that, in addition to winning Wales in Bloom Tenby had achieved Silver Gilt in the Britain in Bloom Awards. Items that had been commended in the judging reports were the childrens’ baskets around the town, the re-cycle a shrub scheme, the Blue Flag beaches, the preservation of local heritage, the quality of the street furniture and the standard of the seafront gardens.

She, along with Cllr. Mrs. Rossiter and Messrs Glenville Codd and Brian Maddocks, of PCC, had attended the awards ceremony in Birmingham.

They had also attended the post award ‘surgery’ and felt that there were “easy fixes” which could see Tenby lifting the title next year.
Tenby in Bloom had also received letters of congratulation from the founder of Tenby in Bloom, Major John Evans, and local MP Simon Hart.

b. Cllr. Morgan had attended the NPT PACT meeting.

Over 600 parking tickets had been issued during July and August with about a quarter of those for residents parking bays. Issues to be tackled this month included anti-social behaviour of buses keeping their engines running in Park Road late at night and triple parking in Tudor Square.

Mr. Geoff Sutton, Car Parks Manager for PCC would be at the next PACT meeting to discuss the introduction of on-street parking enforcement by the County Council in February and he hoped that as many Councillors as possible would attend.

Cllr. Evans agreed feeling that this was an opportunity for Councillors and the public to ask questions on the matter. He felt that town was in for a cultural shock on 1st February.

c. Cllr. Mrs. Putwain had attended a meeting of the Charity Trustees

250. MEDIA ITEMS

There were no media items.

251. ROYAL GATE HOUSE

There was nothing further on this item.

252. SKATE PARK

The Clerk said that Mr. Morgan had been given the chosen design and was preparing the application to submit for planning permission. Cllr. Evans commented that Haverfordwest Skate Club had recently submitted an application to PCC for a site in Haverfordwest and wondered if a copy could be obtained to assist Mr. Morgan in preparing the Tenby application.

253 FINANCIAL OFFICER/Clerk’s ITEMS

a. It had been mentioned previously that Mr. Geoff Sutton, Car Parks Manager, PCC would be present at the next PACT meeting at 7 pm on 3rd November in Augustus Place and the Neighbourhood Policing Team hoped as many Councillors as possible would attend.

b. The Clerk requested that the Personnel Committee be granted plenary powers to fill the current staff vacancy

Resolved

That the Personnel Committee be granted plenary powers to fill the vacancy.
254. **DATE AND TIME OF NEXT MEETING**

The Clerk said that the VIP12 Pathways Group wanted to come to the next meeting to discuss some of the projects that had been previously suggested. He therefore suggested that the meeting start at 7 pm., however a number of Councillors indicated that they would not be present at the next meeting due to other commitments and it was suggested that the VIP12 Group be advised of this and invited to attend the meeting on 16th November instead.

It was therefore

Resolved that the next Meeting of the Tenby Town Council be held on Tuesday 2nd November 2010 at 7.30 pm.

255. **ITEMS FOR THE NEXT AGENDA**

No items were put forward.

256. **PRIVATE & CONFIDENTIAL**

Proposed Cllr. Evans, seconded Cllr. Mrs. Rossiter

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.

257. **MINUTES**

Resolved that the Private and Confidential Minutes of the Tenby Town Council Meeting held 5th October 2010 be confirmed and signed as accurate.

258. **MATTERS ARISING**

a. **Tenby New Cemetery Management Sub-Committee Meeting**

The Clerk reminded members of the sub-committee that there would be a site meeting at 10.30 am on Thursday, 28th October.

b. **Minute 239b – Christmas Festivities**

Councillor Evans said that there would be a meeting of the Chamber of Trade the following night. The idea was to keep the carnival going and have a street market. The plan was for the street market on 18th December. He felt that this was too late for a carnival to mark the turning on of the lights so the idea was now for an event earlier in the month for a carnival and lights switch on.

The Clerk said that the lights would be on from 27th November but were on individual time clocks so could not be ceremonially switched on. However, he
would check with the lighting contractors to see if we could have a ceremonial turning on of the Christmas tree lights. The 3rd December was suggested for this. Cllr. Mrs. Brown volunteered to attend the Chamber of Trade meeting along with Cllr. Evans to discuss the plans in more detail.

c. Minute 239d Staffing

Cllr. Evans felt that the Council should have seen the Job Specifications before an advertisement had been placed. He wondered whether it was necessary to replace Employee 108 and this would have been an opportunity to look at what was required and whether some of the duties could have been outsourced instead. With the Comprehensive Spending Review and the cuts likely to have to be made by other authorities, the town council should also look at all opportunities to prune its own budget.

Cllr. Mrs. Brown felt that, at present, the staffing levels within the council needed to be maintained but could see Cllr. Evans’ point. She felt that the job could be offered on a short term fixed contract and the staffing levels could be reviewed in six months.

Resolved

That the post of Assistant Town Clerk be initially offered on a short term six month contract to be reviewed at the end of the contract.

259. CORRESPONDENCE

a. BN Jackson Norton – The De Valence Trust

A letter had been received concluding the liquidation of the De Valence Trust. Council was invited to the liquidation winding up meeting in Cardiff on 10th December. The Trust’s assets had not realised sufficient funds to pay creditors once all liquidation fees had been accounted for.

Cllr. Mrs. Lane felt there was no need for Council attendance at the meeting.

Resolved to note the letter

b. Mr. Simon Jassen Hill – De Valence café.

Mr. Hill had written to the Council seeking a reduction in the rent payable for the café lease. He felt that, with the future of the De Valence under negotiation he had little security in recouping his investment under the current arrangements.
Cllr. Mrs. Rossiter objected to the tone of Mr. Hill’s letter.

Cllr. Mrs. Brown agreed about the tone of the letter but could see Mr. Hill’s point. She felt the Council should agree to his request. The alternative was that he could surrender the lease leaving the De Valence with no income at all to offset the expenditure on rates, utilities etc and little prospect of finding a new tenant under the current circumstances.

Cllr. Mrs. Lane felt that his circumstances were no different to other Tenby businesses that faced leaner times in the winter while Cllr. Mrs. Putwain commented that the Council was to look at ways of reducing De Valence expenditure, e.g. through a rate reduction, during the budgeting process.

Cllr. Mrs. Lane felt that Mr. Hill was already getting a good deal in that the Council covered his rates and utilities other than gas.

Cllr. Evans suggested calling a sub-committee to discuss the letter with Mr. Hill while Cllr. Mrs. Thomas agreed that the letter was a point for negotiation.

Cllr. Rapi felt that before entering into negotiation, the Council needed an independent view as to what would be considered a fair rent.

Proposed Cllr. Rapi, seconded Cllr. Mrs. Thomas

Resolved

That the Council seek independent advice to establish what would be considered a fair rent before discussing Mr. Hill’s request further.

Mayor ________________________________

Town Clerk ________________________________

Date ________________________________