

TENBY TOWN COUNCIL
MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD 15th November 2011

PRESENT

Councillor T Hallett Mayor
Councillor D Morgan
Councillor Mrs Brown
Councillor Mrs Lane
Councillor Mrs Thomas
Councillor Mrs Williams
Councillor Mrs Evans
Councillor L Blackhall
Councillor T Rossiter
Councillor M Evans

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

ALSO PRESENT Mr P Criddle – Energy Consultant – Solar Panels

The Mayor welcomed Mr Criddle to the Council Meeting. Mr Criddle outlined the principle benefits behind solar panels and the government scheme which may be of benefit for Tenby Town Council building, the De Valence.

- Installed and Financed by an Investment Company. (Rental of roof space)
- Lease for 25 years (if building sold it passes between property owners)
- No maintenance cost to the building owner
- Feed-in tariff would give free electricity to the owner
- Generates electricity during daylight hours. Sun up to sun down

Mr Criddle explained that the Government's decision to cut the feed-in tariff by half, at present has enforced a cooling off period from the initial rush of take up and installation of solar panels on the scheme. In view of this he envisages after a 3 week period he will have a clearer picture of the way ahead and will keep the Council informed of all developments through the Town Clerk. The window of opportunity to sign up to the deal will be limited so he felt explaining all the background now will ensure Councillors can take advantage of the deal available if they feel it would be of benefit to save TTC money.

At present free electricity will only be daytime electric, but batteries to store daytime electricity are being looked into. At present these batteries are expensive and cumbersome, but they will be available possibly within the next five years. The costs of privately installing, maintaining and returns were also discussed for comparison.

The Mayor thanked Mr Criddle for the information and looked forward to hearing any developments in the near future. Mr Criddle left the chamber.

Councillor Mrs Rossiter and Councillor M Evans joined the meeting.

Mr Simon Pearson failed to arrive to give his presentation.

269. APOLOGIES

Received from Councillor P Rapi and Councillor Mrs Putwain.

270. DISCLOSURE OF PERSONAL INTERESTS

Item 13 the De Valence, Councillor Mrs Brown, Councillor Blackhall, Councillor Mrs Rossiter, Councillor Mrs Lane, Cllr. Mrs. Thomas, Cllr. Hallett and Councillor Evans declared a personal interest as members of the proposed DVP Tenby Trust, but they did not feel it was a prejudicial interest as they had been appointed by TTC to the proposed DVP Tenby Trust. Item 9a Councillor Mrs Lane, Councillor Evans and Councillor Mrs Rossiter declared a personal and prejudicial interest due to involvement in the licensing trade themselves or by their families.

271. ITEMS TO PRESS

Proposed by Councillor Mrs Thomas, seconded by Councillor 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.

272. CONFIRMATION OF MINUTES

Resolved that the Minutes of the Tenby Town Council held 1st November 2011 be confirmed and signed as accurate.

273. MATTERS ARISING

229a – Arriva Trains

The Clerk reported after liaising with Councillor Mrs Lane he has suggested a date to Mr Morgan, of Arriva trains, his response is awaited.

235 – Royal Gate House

Councillor Evans reported he met with Ms V Hirst PCNPA and Mr Scourfield PCNPA on sites associated with the whole planning application. The Delphi site will be addressed by the owner. Concerns have been expressed by PCNPA in relation to the safety of the remaining lintel; this will be followed up as a matter of urgency.

254 – De Valence

Councillor Blackhall reported a letter has been sent to Mrs H Clover and a response is awaited.

261 – Road signs

Councillor Mrs Thomas reported workman have been painting lines in the multi storey car park. Councillor Morgan confirmed they had painted the way out section.

259 – Taxis in Tenby

The Clerk reported that PCC Licensing Department had confirmed any hackney carriage licence allocated by PCC is valid anywhere within the County. If taxis from out of the County are operating within Pembrokeshire, PCC Licensing Department wish to be informed. Operators are allowed to bring clients in from outside the county, e.g. Carmarthenshire and pick up pre-booked fares. Under no circumstances can they pick up fares by waiting on the streets.

274. PLANNING APPLICATIONS

The Town Clerk informed Councillors a further planning application had been received in the post. This application requires a Council decision before the next scheduled meeting. Councillors present agreed to discuss this application, it was proposed by Councillor Mrs Rossiter, seconded by Councillor Morgan to consider the extra planning application.

Councillor M Evans took no part in voting on the planning applications but remained to advise members on procedure as required

a.NP/11/445 – Mr Chris Lloyd, Home Croft, Broadwell Hayes, Tenby – Two storey kitchen, family room and bedroom extension, Home Croft.

Discussion took place after viewing the plans. Councillors felt the application was making good use of the space and improved the amenities. Proposed approval by Councillor Morgan, seconded by Councillor Mrs Evans.

RECOMMEND

Approval

b.NP/11/439 – Mr & Mrs P Coates, Hammond Park Hotel, Narberth Road, Tenby – Extension to owners' flat and internal alterations, Hammond Park Hotel, Narberth Road Tenby

Discussion took place after viewing the plans. Councillors felt the application enhances the building and has no detrimental impact on the neighbouring properties. Proposed approval by Councillor Morgan, seconded by Councillor Mrs Brown.

RECOMMEND

Approval

275. PLANNING CORRESPONDENCE

Councillor Evans, Councillor Mrs Rossiter and Councillor Mrs Lane did not take part in the following item for discussion and left the chamber.

a.PCNPA – Hope and Anchor, St Julian Street, Tenby

The Clerk outlined the reasons for this letter. Proposed by Councillor Morgan, seconded by Councillor Mrs Brown to note the information.

Resolved that this information be noted.

Councillor Evans, Councillor Mrs Rossiter and Councillor Mrs Lane rejoined the meeting.

276. CORRESPONDENCE

a.Chamber of Trade and Tourism – October minutes

Councillor Evans reported he would be attending the Chamber of Trade meeting later this week along with Councillor Mrs Brown and they would feed back the final plans for the Christmas Market. It was

Resolved that Councillor Evans and Councillor Mrs Brown would feed back Christmas Market details after the Chamber of Trade Meeting.

b.Chamber of Trade and Tourism – Copy of letter sent to Mr Marc Owen

The Clerk explained to Councillors this was a copy of a letter referred to at the previous Council meeting, by Councillor Evans and was for information only. Councillor Blackhall supported the designation of an area for street trading. Proposed by Councillor Evans, seconded by Councillor Mrs Brown for TTC to support Tenby Chamber of Trade as they address street trading concerns.

Resolved that TTC continue to support Tenby Chamber of Trade as they work with Mr M Owen PCC on addressing Street Trading.

c.PCC – Improvements to Waste and Recycling Services

Councillor Mrs Lane expressed concerns from businesses that close at the end of trade on Saturdays and reopen on Monday mornings as they will have problems with their refuse as they will not want to leave it out over the weekend and do not want to come into town on Sundays. Councillor Evans explained that a lot of businesses will benefit having food waste collected after a busy weekend but unfortunately there will be some who will have concerns and not benefit. It was

Resolved that Councillor Evans will follow up and feed back these concerns.

d.Boundary Commission – Review of Communities in the County of Pembrokeshire

The Clerk explained that the Boundary Commission had agreed with PCC recommendations and did not accept the views of TTC, so the area around Park House proposed by TTC for inclusion within Tenby's electoral boundary will remain with St Mary Out Liberty. He also highlighted that the properties' at Waterwynch will transfer to St Mary Out Liberty and five electors will be lost from Tenby.

Resolved that the information is noted.

277. ACCOUNTS FOR OCTOBER 2011

The Clerk reported to Councillors the new Accounting System is installed and he presented this month's accounts in both old and new format for Councillors to review. He requested to bring up the reconciliation deficit in private business. Councillor Evans felt the new format of accounts is an improvement and also requested to discuss an expenditure item in private business. Discussion took place and it was proposed by Councillor Mrs Brown, seconded by Councillor Mrs Thomas to discuss the two items relating to the accounts in private.

Approval of the October Accounts 2011 except for the two items to be discussed in private, proposed by Councillor Mrs Evans, seconded by Councillor Mrs Thomas.

Resolved that the Accounts for October 2011 be approved except for the two items to be discussed in private.

278. GRANT APPLICATIONS

a. NSPCC - Childline

Councillor Evans outlined information contained in the documentation and proposed a donation of £40. Councillor Mrs Evans also agreed to make a donation but felt the local branch should be the benefactor. Councillor Mrs Rossiter proposed a donation of £50 to the local branch of the NSPCC, seconded by Councillor Mrs Evans.

Resolved under Section 137 LGA 1972 to donate £50 to the local NSPCC branch.

279. DE VALENCE

Councillor Blackhall updated Councillors on the last 3 weeks of the De Valence and the various events held in the building. Feed back had been positive with a tremendous energy and excitement about the building from locals and visitors. He acknowledged the work that had been put in by Councillor Mrs Brown, the Clerk and Town Council Employees who all helped to ensure the events took place; the effect to the economy in Tenby was great.

He outlined the discussions that had taken place at the last shadow DVP Tenby Trust meeting, in relation to their plans to send a letter to all local groups and

businesses in the area offering the availability of the venue for any events they wished to plan. He continued by circulating a draft copy of the proposed letter along with a 15 point list of actions. The Mayor also added his thanks to all those working to support the running of the De Valence. Councillor Mrs Evans congratulated all people on the events but felt, as it is time to start setting the budget for the next financial year, it should be made clear to the public the proposed plans and expenditure needed for the De Valence. Full discussion took place in relation to the De Valence with many lessons having been learnt and adapting and changing ideas to provide a better service. Proposed by Councillor Blackhall, seconded by Councillor Mrs Brown to accept the 15 points outlined by the shadow DVP Tenby Trust.

Resolved to accept the 15 points outlined by the shadow DVP Tenby Trust.

Councillor Mrs Evans asked if the marketing of the De Valence by Birt and Co. is to be withdrawn as the public hiring the venue may be confused if it continues. The Clerk pointed out that if the sale was withdrawn it would provide security for potential hirers. Councillor Morgan felt a vote should be taken to take the De Valence off the market. Councillor Mrs Brown said every business is always on the market and open to offers. Councillor M Evans outlined that one of the 15 points outlined was that TTC will review the DVP in 2 years time, so it will not be sold for 2 years and reviewed after that time. Councillor Mrs Evans felt that the public are still unsure about the De Valence and leaving it on the market adds to their concerns. It was proposed by Councillor Mrs Evans, seconded by Councillor Morgan for TTC to remove the De Valence Pavilion from Birt and Co. for the time being.

Resolved that the De Valence Pavilion be removed from Birt and Co. listings and marketing strategy at present. This situation was to be reviewed annually.

a.Mr Nick Lloyd – Renaissance evening

Discussed within the success of the recent events held in the De Valence.

Resolved that this letter be noted

b Hire dates for 2012

Councillor M Evans proposed the hiring of the café for Craft Fair be discussed at the next shadow DVP Tenby Trust meeting, seconded by Councillor Mrs Lane.

Councillor Mrs Lane left the Chamber due to feeling unwell.

Following discussion of proposed hires of the De Valence Councillor Evans felt that we should negotiate with hirers to provide a variety of events for the benefit of the general public. Councillor Mrs Evans said the rates have been set so they should be maintained.

Resolved that the hiring of the café for Craft Fair be discussed at the next shadow DVP Tenby Trust.

280. REPORTS BY COUNCILLORS ON OUTSIDE BODIES

Councillor Mrs Thomas reported she attended the fund raising play park meeting which developed a positive plan of action; the constitution has also been adopted. She reported attending the Tenby Juniors Governors Meeting and the DVP Tenby Trust meeting.

Councillor Blackhall reported attending the PAVS funding open day meeting. It provided valuable information for both the play park and also the big lottery fund for a refurbishment of the De Valence when the time comes, a full report will be prepared for the next meeting.

Councillor Mrs Brown attended the PAVS funding open day along with the Clerk to obtain information on grants available for the Family Play Park.

Councillor Evans reported after the recent traffic review to increase parking within Tenby he wished to bring back to TTC two areas he felt could be improved for the benefit of locals. He circulated a map to all Councillors before explaining the two areas, being the loading bays situated in White Lion Street and in South Parade adjacent to The Bush public house. Explaining in detail that delivery drivers feel these areas are of no use to them when delivering to somewhere like the harbour as they would take longer than 10 minutes to carry out any deals or transactions and have found they receive a parking ticket before they return to their vehicle. Councillor Evans felt these bays would benefit the general public if converted to short term parking (30 minutes) between 8 am and 6 pm. This in turn will allow over night parking. Further discussion took place, it was proposed by Councillor Mrs Brown, seconded by Councillor Blackhall to write to Mr Ben Blake with a proposal to change the loading bays previously mentioned to short term parking bays between 8am – 6pm.

Resolved that a letter be sent to Mr B Blake PCC supporting the loading bays situated in White Lion Street and adjacent to The Bush public house in South Parade be amended to short stay parking between the hours of 8am – 6pm.

Councillor Mrs Rossiter also reported she had been informed that a drop kerb is situated in a general parking bay opposite the Post Office. The Clerk informed Councillors he had previously reported this fact to Mr Hunt Access Officer PCC.

The Mayor reported he had attended the Remembrance Services that were well supported by the Town.

281. MEDIA ITEMS

None noted.

282. FAMILY PLAY PARK

The Clerk reported the committee has been formed for the Friends of the Jubilee Family Play Park and outlined the committee members' positions; he now was in a position to apply for CASC (Community Amateur Sports Committee) status once the bank account has been set up. They have liaised with the Tenby Observer for a regular update to be featured on the progress of the fund-raising events. The next family play park meeting will be the AGM on 28th November 7.30pm at the De Valence.

283. ROYAL GATE HOUSE

Mr Simon Fry will be attending the next Town Council meeting on 29th November at 7 pm.

284. FINANCIAL OFFICER/CLERK'S ITEMS

a. Actions and updates from 1st November meeting

The Clerk highlighted the actions as listed on the information sheet.

Several letters were received from local businesses in the town, asking for TTC support in seeking rate relief due to the disruption being caused to their businesses during work being carried out in Tudor Square, the Clerk asked Councillors if they were willing to discuss this matter this evening. The Mayor proposed acceptance, seconded by Councillor Mrs Brown.

Councillor Evans, Councillor Mrs Rossiter and Councillor Mrs Thomas left the Chamber before discussion commenced.

Councillor Mrs Brown felt that Chamber of Trade should also be aware of these letters as they have been campaigning for some time and have more powers when dealing with these types of issues. Councillor Morgan felt the Enforcement Officers could assist in maintaining the flow of traffic to ease congestion. After full discussion on obtaining evidence it was noted that the precedence was set 3 years ago when ground works were carried out in Upper Frog Street and they reduced the businesses rates due to loss of revenue, it was

Resolved that a letter of support from TTC relating to a reduction in business rates be sent to PCC, Mrs Angela Burns AM, Mrs Joyce Watson AM, and Rt Hon Simon Hart MP.

285. DATE AND TIME OF NEXT MEETING

Resolved that the next meeting will take place on Tuesday 29th November 2011 at 7.00pm.

The Clerk asked if Councillors preferred to have a separately scheduled Finance Committee Meeting to discuss next year's budget or proceed into a Finance Meeting after the next Council meeting. It was

Resolved that the Finance Committee Meeting be scheduled for 6th December 2011 at 7.30pm.

286. ITEMS FOR THE NEXT AGENDA

None noted.

287. PRIVATE AND CONFIDENTIAL

Proposed by Councillor Mrs Rossiter, seconded by Councillor Mrs Thomas.

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.

288. MINUTES

Resolved that the Private and Confidential Minutes of the Tenby Town Council Meeting held 1st November 2011 be confirmed and signed as accurate.

289. MATTERS ARISING

None noted.

290. ACCOUNTS FOR OCTOBER 2011

Councillor Blackhall took no part in discussion or vote on the following item.

The Clerk informed Councillors that the reconciliation was out because the way the old accounts programme works means that when invoices are sent out the programme automatically records the sum as being received and banked. There was an outstanding £900 debt from the previous financial year relating to an invoice sent out for the café. The Clerk was of the opinion that recovery of this debt was now highly improbable. Discussion took place relating to all issues, it was proposed by Councillor Mrs Evans, seconded by Councillor Mrs Brown due to information available, to write off this debt.

Resolved that the £900 debt be written off.

Councillor M Evans wished to discuss auditing of the accounts. Due to the multiple safe guards already in place and clarification with the new accounts system he felt costs could be reduced by reducing the number of internal audits carried out. Full discussion took place, it was

Resolved that the Clerk seek to review the costs of internal audit with the Council's current provider..

Councillor M Evans highlighted that better interest rates are available for bond accounts. Proposed by Councillor Mrs Evans, seconded by Councillor Evans for the Clerk to investigate alternative rates of interest for the bond account.

Resolved that the Clerk investigate a higher rate of interest for TTC accounts.

Mayor _____

Town Clerk _____

Date _____