

TENBY TOWN COUNCIL  
MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD 7<sup>th</sup> June 2011

**PRESENT**

Councillor T Hallett Mayor  
Councillor D Morgan  
Councillor Mrs J Evans  
Councillor Mrs C Brown  
Councillor Mrs T Rossiter  
Councillor Mrs C Thomas  
Councillor Mrs T Putwain

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

**67. APOLOGIES**

Received from Councillor M Evans, Councillor Mrs Williams and Councillor L Blackhall.

**68. DISCLOSURE OF PERSONAL INTERESTS**

Personal interests disclosed by Councillor Mrs Thomas on item 10, Councillor Mrs Evans on item 6e and Councillor Mrs Rossiter on item 7b.

**69. ITEMS TO PRESS**

Proposed by Councillor Mrs Evans, seconded by Councillor Morgan.

**Resolved that items of Correspondence and Committee Minutes other than those items marked Not for Publication be given to members of the Press present.**

**70. CONFIRMATION OF MINUTES**

**Resolved that the Minutes of the Tenby Town Council held 24<sup>th</sup> May 2011 be confirmed and signed as accurate with the following amendment:**

Accuracy amendment Mr David Perry from the Pembrokeshire Business Hub not Mr David Parry.

50a – Street Trading

Omitted from the minutes was the following comment: Councillor Mrs Putwain felt it was not satisfactory that a seller can have a 90 day licence every year and this should be reviewed for next year, all Councillors present agreed.

### 58 – Castle Hall Light Pollution

Typing error to be amended from defused to diffused.

## **71. MATTERS ARISING**

### 35 – Pigeons/Town Walls

Councillor Mrs Thomas has been asked if local residents can contact the PCC Pest Control Officer directly as they have a problem with aggressive pigeons in Haytor Gardens. The Clerk reported that the Pest Control Officer does feel that the system he has in operation at present will reduce the problem throughout the town, but residents can contact the department direct.

### 32 – Parking Signage

The Clerk reported back on the recent meeting held with Mr Ben Blake PCC, also in attendance was Councillor M Evans and the Mayor. Discussion took place relating to providing additional signage for all car parks not just PCC owned car parks. During the walk around Tenby streets looking at various signs the Clerk pointed out the confusing signage at the multi storey exit as reported by Councillor Morgan previously, Mr Blake noted this and is ordering a one way arrow to enhance and clarify existing signage immediately. Councillor Morgan also mentioned there is no signage at the bottom of Lower Park Road/The Salterns for people leaving Tenby directing them towards Swansea/Cardiff/ M4. Councillor Mrs Thomas felt the tree covering the concealed entrance sign before the railway bridge in Lower Park Road needed pruning as soon as possible.

**Resolved for the Clerk to pass on these additional concerns to PCC**

### 50 – Street Trading

Councillors raised several concerns relating to the street traders. One was a trader arriving in a van to set up goods on The Esplanade and then leaving their van parked all day in an unrestricted parking place. Were PCC issuing licences to trade along The Esplanade and, if so, did this person have a licence? The Clerk said he would put this to Mr Marc Owen at the meeting arranged for 13<sup>th</sup> June. Councillors were welcome to contact him prior to the meeting if they thought of any more issues they would like brought up. Another issue was that last year a stall selling wax hand impressions was along the town walls. Did he have a street trading licence as he could not be classed as a pedlar as he would not be able to move on every 20 minutes? It was felt that, as TTC were unaware who has a licence to trade for this coming year so checks can be made, a list of licence holding traders could be requested from PCC.

**Resolved for Councillors to inform the Clerk of any concerns/questions they wished to be put to Mr Marc Owen PCC at the meeting scheduled for 13/06/2011. Also for the Clerk to request a list of licensed street traders for 2011.**

72. **PLANNING APPLICATIONS**

a. NP/11/193 – Mr Michael Keohane, 12 Greenhill Avenue, Tenby – Alterations to bay window on west elevation and internal staircase direction, former Ocean Hotel, junction of The Croft and The Norton, Tenby.

Discussion took place between all Councillors present, proposed approval by Councillor Mrs Rossiter, seconded by Councillor Mrs Putwain.

**RECOMMEND**

**Approval**

b. NP/11/196 – Mr and Mrs O Thomas, Fiddlers Hall, Crundale, Haverfordwest – change of use and conversion of former hostel to four flats, Mayville, 21 The Norton, Tenby.

Discussion took place between all Councillors present, proposed approval by Councillor Mrs Evans, seconded by Councillor Mrs Rossiter.

**RECOMMEND**

**Approval**

c. NP/11/205 – Mr John Robson, 6 The Green, Tenby – Creation of new access.

Discussed by all Councillors present took place with various concerns expressed, a final decision to refuse the application proposed by Councillor Mrs Evans, seconded by Councillor Mrs Rossiter.

**RECOMMEND**

**Refusal on the grounds that it would set a precedent that would have a detrimental effect on the character and amenity of the area. Councillors are also concerned about the effect on road safety and available street parking.**

Councillor Morgan took no part in the following planning application discussion or vote.

d. NP/11/211 – Mrs Susan Spilsbury, 2 Glenwood, The Oaks, Wembdon Rise, Bridgewater, Somerset – Replace existing extension and new hobby workshop, Woodview, Serpentine Road, Tenby.

Discussion took place in two parts on this application. Firstly Councillors were happy to recommend approval of the extension application, proposed by Councillor Mrs Rossiter, seconded by Councillor Mrs Evans.

**RECOMMEND**

**Approval of the extension.**

Discussion on the hobby workshop centred around the scale and mass of the building and the effect on the amenity of neighbouring properties. Proposed Councillor Mrs Rossiter, seconded by Councillor Mrs Evans to

## **RECOMMEND**

### **Refusal of the hobby workshop on the grounds of overdevelopment of the site due to its scale.**

Councillor Mogan rejoined the meeting. Councillor Mrs Evans left the Chamber.

e.NP/11/212 – Rev. Anthony Davies, 142 Bolgoed Road, Pontardulais, Swansea – Variation of condition 4 of NP/07/661 – change from timber windows to upvc, plot 15 Mayfield Drive, Tenby.

Discussion took place between all remaining Councillors, proposed approval by Councillor Morgan, seconded by Councillor Mrs Brown.

## **RECOMMEND**

### **Approval**

Councillor Mrs Evans returned to the Chamber.

The Clerk informed Councillors there was a further planning application that needed a decision before the next meeting and requested if they could consider it this evening. Proposed consideration of the application by the Mayor, seconded by Councillor Mrs Brown.

f.NP/11/202 – Mr Andrew Davies-Ennis, Delfryn & Innesfree, Old Narberth Road Tenby - Change of use of land to garden Delfryn & Innisfree, Old Narberth Road, Tenby, Pembrokeshire, SA70 8TT.

Discussion and consideration took place, proposed by Councillor Mrs Evans, seconded by Councillor Mrs Thomas.

## **RECOMMEND**

### **Approval**

## **73. PLANNING CORRESPONDENCE**

a. PCNPA – Tree works TPO 57, 81 The Clicketts, Tenby

Outlined by the Mayor that the tree needed to be removed on Health and Safety grounds. Proposed by Councillor Morgan, seconded by Councillor Mrs Brown.

**Resolved for work to be carried out in accordance with PCNP recommendations.**

Councillor Mrs Rossiter took no part in discussion on the following agenda item.

b. PCNPA – Planning Appeal, Wellington House, High Street, Tenby.

An appeal against the National Park’s refusal of this application had been dismissed by the Planning Inspectorate.

**Resolved to note the decision.**

Councillor Mrs Rossiter rejoined the meeting.

**74. CORRESPONDENCE**

a. Boundary Commission – Review of Communities in the county of Pembrokeshire.

The Clerk informed Councillors of the decisions made by Tenby Town Councillors on the Boundary Commission review last time, when they agreed to hand over the allocated area as noted in the review to St Marys Out Liberty therefore it was

**Resolved no change in TTC views.**

b. Mr William Rogers – Response to previous correspondence.

Discussion took place and it was

**Resolved for the Clerk to thank Mr William Rogers by letter and inform him of any future developments on the issues raised.**

c. North Cliff Residents – Notice board, The Croft.

Thank you expressed by the North Cliff Residents for the removal of the notice board.

**Resolved to note this letter.**

d. Mrs F Johnston (via e-mail) – Comments on Tenby town.

Full discussion took place between Councillors expressing their disappointment in the view of Mrs F Johnston. They felt feedback was always good but as Councillors have no say in what is actually sold in shops, they would rather see shops open than closed in these hard times of recession. Councillor Mrs Evans wished to express to all shop owners how proud the Councillors are of the service they provide. The seaside trade is during peak weeks only and has to reflect a different orientated trade to other towns/cities. Councillor Mrs Thomas also pointed out that Tudor Square has been having major enhancement work carried out so reflecting work in progress at present and many of the side streets have the

type of shops this lady found missing. Councillor Mrs Putwain said it was a shame she came with a pre conceived view of the area, which all Councillors agreed with, so it was

**Resolved for the Clerk to reply by e-mail to Mrs F Johnston outlining their disappointment at her views of Tenby.**

e. Tenby Fire Brigade – Carnival

Councillor Mrs Brown reminded Councillors that the carnival is the same day as judging of Britain in Bloom. All Councillors wished the Fire Brigade well and they look forward to the day's events.

**Resolved to send a letter to the Fire Brigade wishing them well for the planned event.**

**75. ACCOUNTS FOR MAY 2011**

The Clerk distributed copies of the accounts for Councillors to take time to review. Councillor Mrs Evans commented on the payments for cleaning of the De Valence frontage, although it had been needed and was carried out well she was concerned that it had been authorised by an individual councillor with the Clerk only being informed the day before it happened. In future she felt it was good practice and policy for all items needing to be carried out to be passed through a TTC meeting to be discussed before the work is undertaken.

Proposal to accept the May Accounts by Councillor Mrs Evans, seconded by Cllr Mrs Putwain.

**Resolved that the accounts for May be approved.**

**76. GRANT APPLICATIONS**

Councillor Mrs Thomas declared an interest as President of the Civic Society and The Mayor also declared an interest as a member of the Civic Society; both Councillors abstained from commenting or voting on the following item.

a. Tenby Conservation Forum – Heritage Street Signage project

While she supported the project, Councillor Mrs Evans queried the amount of shortfall the Conservation Forum still required as her rough total of donations already received and the projected costs did not tally. The Clerk confirmed that the figures appeared to be £25 out, with a £480 shortfall, not £505 as requested. After full discussion Councillor Mrs Brown proposed a donation to meet the shortfall, seconded by Councillor Mrs Putwain. The Clerk was then asked to clarify how much was available to donate from 2011/12 Accounts. He explained that it was early in the financial year and only £500 had been allocated in total for grants, although funds could be vired from contingency fund or reserves. It was

therefore proposed by Councillor Mrs Evans to donate the same level of funding as other donors, £250, seconded by Councillor Mrs Rossiter. Following a vote it was

**Resolved to donate £250 to Tenby Conservation Forum along with a letter wishing them well with their planned project.**

**77 DE VALENCE**

The Clerk outlined a hire request received to hold the Hunt Ball in November 2011. Discussion followed by all Councillors including security issues and running of the bar, it was proposed by Councillor Mrs Thomas, seconded by Councillor Morgan to accept the hire as a community event with the bar franchised out and someone appointed for security of the building.

**Resolved to accept the hire on the conditions the bar is franchised out to a nominated person by TTC and someone on the De Valence Committee is appointed for security of the building.**

Councillor Mrs Rossiter declared an interest and took no part in discussion or vote.

Councillor Mrs Putwain expressed concern about more rumours relating to the proposed offers received for the De Valence and felt we should be honest and make clear what has been offered. The Clerk said that he had discussed with Mr Birt previously and no secrecy agreement had been asked from either of the interested parties. However, he had suggested that the exact amount should not be disclosed suggesting instead that 'in the region of' should be used. In view of this after full discussion it was proposed by Councillor Mrs Putwain, seconded by Councillor Mrs Evans for the offer price for purchase to be disclosed along the lines advised by Mr. Birt.

**Resolved to disclose that the offer for purchase was in the region of half a million pounds but to stress that, due to the covenant in place, PCC would take 35% of the Gross Capital Receipt achieved..**

**78 REPORTS BY COUNCILLORS ON OUTSIDE BODIES**

Councillor Mrs Putwain reported she had attended the Charity Trustees Committee Meeting. The Clerk asked Councillor present to consider before the next meeting putting their names forward for the vacancy still available to sit on this committee.

The Mayor reported he had been proud to be part of the Long Course Weekend. Everyone seemed to enjoy the weekend including many spectators as well as competitors; he also congratulated the local winner Oliver Simon on behalf of the Council for his second win in succession. He also thanked Matthew Evans and his team for bringing the event to the town and organising it so well. Councillor Mrs Brown said Tenby people worked well together when putting on a festival

and it was brilliant to see young people marshalling as well, congratulations were due to all involved. Councillor Mrs Rossiter thanked the Clerk and his assistant for their input in opening/closing and ensuring the smooth running of the De Valence during the Long Course Weekend.

**79. MEDIA ITEMS**

Councillor Mrs Brown attended the event at the Clicketts organised by Tenby Football Club and sponsored by Tenby Round Table, teams from around the area took part and it was a pleasure to see youngsters giving their all and playing with their heart for their town.

The Mayor reported that Tenby Swifts under 11s Rugby Team were fortunate to be invited to play in France recently, playing exceedingly well but unfortunately they lost in the final, all had a fantastic time.

**80. FAMILY PLAY PARK**

The Clerk reported that the next step was to arrange a meeting as soon as possible with all concerned. Meeting arranged for Friday 17/06/11 after school hours to allow the skate boarding youth the option to attend. The clerk will contact all concerned to inform them of the date and time of this meeting.

**Resolved for the Clerk to inform all concerned the date, time and venue of the next meeting.**

**81. FUTURE OF CROFT NOTICE BOARD**

The Clerk informed Councillors he had received an e-mail from Mr Toby Peterson the designer and maker of the notice board. He unfortunately was not paid in full by the De Valence Trust for the notice boards before the receivers were called in. As such he felt the notice board still belongs to him and asked when he could come and collect the one removed from The Norton. However, the Clerk reminded members that Tenby Town Council had purchased the notice boards from the Trust's receivers. The e-mail from Mr. Petersen had only arrived late that afternoon and the Clerk had been unable to clarify the legal position prior to the meeting. In view of all this information it was

**Resolved to defer any decision on the Notice board until the Clerk had had an opportunity to discuss it with the Trust's receivers and seek any further legal advice needed.**

**82 PARKING**

The Clerk attended the meeting with County Councillor M Evans, Councillor T Hallett and Mr Ben Blake PCC, so was able to give the following feedback to Councillors. A comprehensive survey had been carried out by Councillor Evans with proposed changes he would like to see to some street parking in Tenby. All



present at the meeting walked around the streets to view the areas he has proposed for consideration of change, to include extra disabled bays, removal of some yellow lines and areas of all day parking altered to 9-5pm. Over all it could create up to 90 extra on street parking spaces. Mr Ben Blake listened and discussed the areas but has taken the suggestions back to County Hall for consideration. Councillor Mrs Putwain explained that Mr Mc Kay had carried out a review in the past with no success. The Clerk informed Councillors that the last review was in 2002 and hopefully with the new parking regime in operation and the review being of the whole town hopefully some positive success will be achieved.

### **83. FINANCIAL OFFICER/CLERK'S ITEMS**

#### **a. Actions and updates from 24<sup>th</sup> May 2011**

The Clerk outlined and updated Councillors on recent actions including the seagull signs are in the process of being fitted this week.

Councillor Mrs Rossiter expressed a personal interest and took no part in discussion, on the next item.

The Clerk reported that the Cemetery Committee met on 3/6/11 for a site review. Area to be looked at firstly was the rear of the cemetery used for storing excess soil and composting green waste. It had been previously levelled but was now overgrown. It was agreed to ask the cemetery contractor for a costing to trim this area and assess the area at a later date for further work required. The Clerk also reported that the Contractor would be strimming the brambles behind the remembrance garden due to complaints, it was pointed out that bees were attracted to this area but as complaints had been made this work would be undertaken. It was also felt that the railway carriage previously used for storage was falling into disrepair and would need removing. Plans and funding allocation for this work would be reviewed in the new financial year 2012/13. Councillor Mrs Putwain wondered if a review of the Cemetery Policy in relation to limiting what is placed on graves could be considered, discussion continued between those present around the table with it

**Resolved to trim the two areas in question now and review the Cemetery Policy at the next Cemetery Committee meeting, following which the Clerk can write to all the local Funeral Directors with details of the Policy.**

Councillor Mrs Rossiter rejoined the meeting.

### **84. DATE AND TIME OF NEXT MEETING**

**Resolved that the next meeting will take place on Tuesday 21<sup>st</sup> June 2011 at 7.00pm.**

Councillor Mrs Evans asked if Inspector Kath Griffiths could be informed of the planned presentation by Silent World at the next meeting. Also Dr Jones PCC asked to be informed of the date of the presentation and thirdly to make the

General Public aware that they are welcome to attend any Council Meeting to hear discussion up until Private Business is entered into at the end of the meeting.

**85. ITEMS FOR THE NEXT AGENDA**

War Memorial Garden – Councillor Mrs Thomas.

**86. PRIVATE AND CONFIDENTIAL**

Proposed by Councillor Mrs Putwain seconded by Councillor Morgan.

**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.**

**87. MINUTES**

**Resolved that the Private and Confidential Minutes of the Tenby Town Council Meeting held 24<sup>th</sup> May 2011 be confirmed and signed as accurate.**

**88. MATTERS ARISING**

66 – De Valence

The Clerk had contacted Mr P Kidney in respect of running the bar for the Football Club Event. He is happy to cover this event and will give TTC 10% of the net takings on the night.

Councillor Mrs Rossiter declared an interest in the final agenda item and left the Chamber.

**89. DE VALENCE**

a. Report of the Clerk

The Clerk outlined his concerns relating to the hiring of the De Valence again, as the weekend had highlighted that a responsible person needs to be allocated and available during a hire to solve any maintenance/running problems that may occur. Further discussion took place with it

**Resolved for the De Valence Committee to call a meeting to discuss the current position of the New Trust Application and concerns relating to the hiring of the hall.**

Further information attached relating to the valuation of the De Valence building requested by the Council at the last meeting was reviewed. Discussion took place with the proposal to reject the purchase offer by Councillor Mrs Brown, seconded by Councillor Mrs Thomas. A further proposal was to offer the building for lease to the expression of interest purchaser, proposed by Councillor Morgan, seconded by Councillor Mrs Brown. It was

**Resolved to thank Mr G Birt for his work so far on marketing the building and inform him TTC were looking for an asking price of £1 million. In view of this they did not feel it may be the right time to dispose of the freehold of the building and as such could he ask if the client who had offered to purchase the De Valence would consider a long commercial lease instead.**

b. Letter – Mr Harris – De Valence

Mr. Harries had only recently learned that the De Valence was available and wondered if it may be suitable for a project he had in mind.

Councillors discussed this letter and it was

**Resolved for the Clerk to write and invite Mr Harris to visit the De Valence as all options were still being considered.**

Mayor \_\_\_\_\_

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

Date \_\_\_\_\_