

**TENBY TOWN COUNCIL**

**DE VALENCE PAVILION  
UPPER FROG STREET  
TENBY**

17<sup>th</sup> May 2017

Dear Councillor

You are hereby summoned to attend the Adjourned Annual General Meeting of the Tenby Town Council to be held on **Tuesday 23rd May 2017 at 7.30 pm** in the De Valence Pavilion to transact the business stated below.

PLANNING APPLICATIONS (IF ANY) WILL BE AVAILABLE FOR PRIOR INSPECTION IN THE COUNCIL OFFICES DURING OFFICE HOURS OR FROM 7.15 PM ON THE EVENING OF THE MEETING

Yours faithfully



**Mr. Andrew Davies**  
**FINANCIAL OFFICER/CLERK TO THE COUNCIL**

**AGENDA**

1. To receive Apologies.
2. To disclose any personal interests in items of business listed below.

Members are requested to identify the nature of the interest and indicate whether it is personal or prejudicial

3. To agree items of Correspondence and Committee Minutes other than those marked Not for Publication being given to Members of the Press present.
4. To confirm the Minutes of the Tenby Town Council Meeting held 25<sup>th</sup> April 2017
5. Matters Arising

6. To confirm the Minutes of the Tenby Town Council Meeting held 9<sup>th</sup> May 2017
7. To receive the minutes of the Annual General meeting held 19<sup>th</sup> May 2017 (on the table)
8. To receive the notes of the site meeting held 11<sup>th</sup> May 2017 at 26 Culver Park, Tenby.
9. To consider the following Planning Applications and to agree action in response to proposals:
  - a. NP/17/0111/FUL – Salt House Ltd., c/o agent Roger Etchells and Co., The Old Bank, Kilwardby Street, Ashby De La Zouch - Change of use of ground floor from retail (Class A1) to café/restaurant (Class A3) and erection of external blind/awning – Westgate House, South Parade, Tenby – Amended plans.
  - b. NP/17/0150/FUL – Leisureplex Hotels Ltd., Alfa Building, East Terrace, Euxton Lane, Chorley c/o agent Argent Architects, 1 Montrose, Penally - Build a three storey rear extension and create a vehicular access through the existing building connecting to rear car parking. Demolish rear late additions, new rear windows and doors with minor internal alterations throughout – Cliffe Norton Hotel, 10 The Norton, Tenby.
  - c. NP/17/0267/FUL – Dr. Nelson Kernahan, Brynteg Dental Practice, Brynteg House, Dan y Banc, Carmarthenshire – Lean-to shed to northwest elevation, hardstanding for parking and alterations to fenestration – Brynteg Dental Practice, Gas Lane, Tenby.
  - d. NP/17/0274/FUL – Mr. Paul Walker, Unit 49, Portmanmoor Road, Cardiff Bay, Cardiff – Change of use, extensions and alterations to provide two retail units on ground floor and holiday let apartment above with associated six new roof windows – Royal Mail Garage, The Green, Tenby.
  - e. NP/17/0279/PND – Directors and Owners Croft Court, Croft Court Properties Ltd., c/o Birt and Co, Lock House, St. Julian Street, Tenby – Demolish two garage blocks to provide more efficient parking on site – Croft Court, The Croft, Tenby.
10. To discuss the following items of Planning Correspondence and to agree action in response
  - a. PCNPA – Six monthly update on Local Development Plan land allocations.
  - b. Tenby Civic Society – Comments on NP/17/0150/FUL

11. To discuss the following items of Correspondence and to agree action in response:
  - a. Tenby Chamber of Trade and Tourism – March minutes
  - b. Lt. Cmdr. Sue Gittins RNR – Presentation request, Tenby Sea Cadets.
  - c. Claire Jones, Monitoring Officer, PCC – Town and Community Council representatives on Standards Committee.
  - d. Katie Daly, PCC (via e-mail) – Funding from toilet charging.
12. To receive the accounts for April (including scheduled payments, un-presented cheques, receipts, account balances, budget monitoring to date and bank reconciliations) and consider any issues arising (on the table).
13. To approve the End of Year Accounts for 2016 – 2017
14. To receive the Internal Auditors report for 2016 – 2017
15. To approve the Annual Audit Return for 2016 – 2017
16. Election of Representatives on various Outside Bodies and Committees
17. Confirmation of Signatories for Cheques for the ensuing year 2017 - 2018.
18. To receive Reports by Councillors on outside bodies.
19. To consider any Media Items relating to Tenby Town Council or Tenby and agree action in response
20. To receive updates as to the sale of land at Brynhir (if any)
21. CARTEN100 2017 – Cllr. Mrs. Lane
22. To consider any Financial Officer/Clerk's Items and to agree action in response to proposals.
  - a. Auditor General on New Audit Approach
  - b. Youth Club donation
  - c. AED funding
  - d. SaundersWoof initiative
  - e. Town Council Link Officers
23. Date and Time of Next Meeting – Tuesday 6th June 2017 at 7.00 pm. Representatives of Tenby Youth Council will be present for a 30 minute Q&A prior to commencement of normal business.

24. To propose any item for the next Agenda
25. **TO EXCLUDE THE PUBLIC TO RESOLVE FROM THE MEETING DURING CONSIDERATION OF THE FOLLOWING ITEM(S) OF BUSINESS UNDER THE “PUBLIC BODIES (ADMISSION TO MEETINGS) ACT OF 1960”.**
26. To confirm the private and confidential Minutes of 25<sup>th</sup> April 2017
27. Matters arising
28. To consider any Financial Officer/Clerk’s Items and to agree action in response to proposals:
  - a. To confirm the Internal Auditors for 2017/18
  - b. Compensation claim, Castle Hill bench