

TENBY TOWN COUNCIL  
MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD 2<sup>nd</sup> September 2015

**PRESENT**

Councillor P Rapi  
Councillor Mrs Rossiter  
Councillor Mrs Brown  
Councillor Dr Easy  
Councillor W Rossiter  
Councillor L Blackhall  
Councillor H Johns

Mayor

**IN ATTENDANCE:**

Mr A. Davies  
Mrs L Hensman

Clerk to the Council/Financial Officer  
Assistant Clerk

**152. APOLOGIES**

Apologies received from Councillor Mrs Lane, Councillor Mrs Thomas, Councillor Mrs Durham, Councillor Mrs Putwain, Councillor T Hallett and Councillor M Evans.

**153. DISCLOSURE OF PERSONAL INTERESTS**

Councillor Johns declared a personal interest in Item 6a.

**154. ITEMS TO PRESS**

The Clerk reported he had received additional information for Councillors from Mr D Clutton relating to Item 8h. Mr. Clutton had requested that this additional information be considered in private. He asked if it was councillors wish to receive the additional information.

Councillor Mrs Brown proposed to accept the additional information relating to Item 8h, 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**Resolved that items of Correspondence and Committee Minutes other than those items marked Not for Publication be given to members of the Press present with the additional information relating to Item 8h.**

**155. CONFIRMATION OF MINUTES**

**Resolved that the Minutes of the Tenby Town Council held 21<sup>st</sup> July 2015 be confirmed and signed as accurate.**

**156. MATTERS ARISING**

None noted.

**157. PLANNING APPLICATIONS**

a. NP/15/0400/FUL – Mr and Mrs Mike and Dinah Day, 91 Upper Hill Park, Tenby – Demolish existing double garage and replace with a new two storey dwelling – 20 Lady Park, Tenby (decision required following site meeting).

Councillors W Rossiter reported he had attended the site meeting with Councillor Hallett and felt the proposal was reasonable and all concerns expressed by TTC were resolved with information from the Planning Officer and by viewing the boundary lines.

The Mayor asked if councillors wished to view the plans again before Councillor W Rossiter proposed approval, seconded by Councillor Mrs Rossiter.

## **RECOMMEND**

### **Approval.**

b. NP/15/0318/FUL – Mr Marc Owen, Pembrokeshire County Council, County Hall, Haverfordwest – Use of car park as temporary site compound during periods 10<sup>th</sup> November 2014 – 30<sup>th</sup> April 2015, 1<sup>st</sup> October 2015 – 31<sup>st</sup> March 2016 and 1<sup>st</sup> October 2016 to 31<sup>st</sup> March 2017 – Salterns Car Park, Tenby (Retrospective).

Councillors discussed and reviewed the planning application. Councillor Mrs Brown noted it was weird to see the local authority submitting a retrospective planning application when they should be forward thinking and have followed procedure.

Following further discussion, Councillor Mrs Brown proposed approval, seconded by Councillor Mrs Rossiter.

## **RECOMMEND**

### **Approval.**

c. NP/15/0439/FUL – Mr Simon Wilson, Farnham House, South Cliff Street, Tenby – Alterations at roof level to insert new French doors in existing dormer structure to form external balcony area with glass balustrading on existing parapet upstand – Farnham House, South Cliff Street, Tenby

Councillors discussed and reviewed the planning application.

Councillor Blackhall proposed approval as it is a positive development in keeping with other properties in the area, seconded by Councillor Dr Easy.

## **RECOMMEND**

**Approval as it is a positive development in keeping with other properties in the area.**

## **158. PLANNING CORRESPONDENCE**

a. Mr Will Lloyd-Davies, Arbenigol Property Development Consultants (via e-mail) – NP/15/0290/S73 the Green, Tenby

The Clerk explained the amendment to conditions on planning application NP/15/290 was received in TTC office following the last meeting before recess; therefore the planning application was viewed by councillors who visited the office. They responded to PCNPA noting the delivery times and felt it would increase traffic movement in an already busy area.

Following the response Mr W Lloyd-Davies sent the plan of the vehicle turning points to show councillors the proposed access points.

The Clerk continued stating he was aware a licensing application for the same premises had been applied for and local residents were concerned as the proposed opening times are rather excessive.

Councillor Mrs Rossiter said the summer traffic coming down The Maudlins was more excessive due to only one park and ride scheme operating from The Salterns; therefore the store traffic entering and leaving would cause more traffic concerns in an already difficult area.

Councillor Mrs Brown felt the amount of parking spaces for this type of premises was limited and where would people park to visit the shop as there is no back land to allow additional parking.

Councillor W Rossiter expressed concern as residents already park on the road outside their properties and if additional people try to park we will have a blocked access on the main trunk road into the town.

The Clerk reminded councillors that planning permission for the premises had already been granted the present application was for changes to the opening hours.

Councillor Blackhall said as far as he was aware the main planning application was for starter businesses and office space. He felt more clarity is needed with planning applications as this could be another piece meal application, changing details over a period of time. He agreed that increase in traffic in this area could lead to a grid lock of vehicles trying to enter the town.

Councillor Mrs Brown proposed deferral of the application so PCNPA officers could meet with TTC on site to discuss the traffic issues. Councillor Blackhall seconded the proposal with the addition of requesting an officer from PCC Highways Department to attend to discuss traffic flow.

**Resolved that TTC write to PCNPA to defer the application for a site meeting and ask PCC Highways Officer to attend to discuss the traffic flow around The Green, Tenby.**

b. Planning Aid Wales – training workshop, 9<sup>th</sup> September 2015

Councillors discussed the free planning training workshop being provided by Planning aid Wales. The Mayor asked if any councillor wished to attend. Councillor Dr Easy said he would like to attend and put his name forward.

**Resolved that Councillor Dr P Easy will attend the Planning Aid Wales training workshop on 9<sup>th</sup> September 2015.**

c. PCNPA – Notice of Appeal – Café Aromas

The Clerk explained Tenby Fish and Chip shop applied for variation of condition of their opening hours. PCNPA refused the application; however the owners have appealed against the decision.

Councillor Blackhall questioned why the application still is called Café Aromas when it has been trading as Tenby Fish and Chip Shop. He felt TTC's opinion should be re-enforced stating the hours should remain unchanged as it has an impact on the residential area.

**159. CORRESPONDENCE**

a. Mr T Spiller – Harbour bins (copy of letter sent to PCC)

Councillor Mrs Brown felt the letter shows Tenby has had oil drum bins for years and personally felt it was time to modernise the area by using the 'post box style bins'. She felt to replace all the bins on the harbour and beaches would be very expensive.

Councillor W Rossiter said the oil drum bins are for harbour users to dispose of larger items and still would be required for their use.

Councillor Mrs Brown proposed TTC write to PCC to request they look into replacing some of the oil drum bins with modern bins, specifically in the Harbour and Castle Square area, seconded by Councillor Mrs Rossiter.

**Resolved that TTC write to PCC to request they look into replacing some of the oil drum bins with modern bins, specifically in the Harbour and Castle Square area.**

Councillor W Rossiter voted against the proposal.

b. Tenby Chamber of Trade and Tourism – July minutes

Councillor Mrs Brown was pleased to read about the Ukulele Festival and hoped many more festivals will come to Tenby.

Councillor Blackhall asked the Clerk to clarify if he was right in thinking that Tenby Chamber of Trade and tourism are unable to provide any funding towards The Norton railings and tree pruning on the parade. He felt all the organisations needed to work in partnership to benefit the town.

The Clerk said unfortunately the Chamber of Trade do not have the means to finance large projects and they are focussing at present on funding towards WIFI in the town.

Councillor W Rossiter said the Chamber of Trade were asking when the Christmas Festivities meeting will be held in September, now the main season has ended.

Councillor Mrs Brown said Councillor Mrs Lane has commenced work on the Christmas Festivities and is calling a meeting and they will be informed in due course.

c. Pembrokeshire County Council – Meet the Council dates (Tenby 5<sup>th</sup> October 2015).

The Clerk outlined the meetings being arranged by PCC to meet the county council. He specifically mentioned Monday 5<sup>th</sup> October when the County Council will be holding a session at Greenhill School, between 7pm and 9pm.

Councillor Mrs Rossiter said it was good to attend these meetings as it puts a name to a face and is an opportunity for people to ask any questions or express any concerns they may have.

d. Pembrokeshire South East Energy Group – Invitation to September meeting (17<sup>th</sup> September, regency Hall, Saundersfoot).

The Mayor asked if any Councillor was free to attend the South East Energy Group meeting as Councillor Hallett who normally attends and provides feedback is on his annual holiday.

Following discussion. The Mayor said he would attend to represent TTC.

e. David Rees, Pembrokeshire County Council – Gateway signage

The Clerk reported following all the work that had been put in by Councillor Dr Easy to get the Gateway to Tenby Sign and motto wording and Welsh translation correct. Pembrokeshire County Council have decided the sign would be too large for all the information; therefore they have come up with two options:

- a. Two separate signs or
- b. Remove the motto and Welsh translation from the sign.

Councillor Blackhall felt the saying is part of Tenby's history and a tourist resort promoting rest and relaxation. Therefore he felt the History of Paxton was more important to have on the sign.

Following further discussion.

Councillor Blackhall proposed option three, TTC write to PCC and ask them to look again at some way of putting the motto with the Welsh translation on the signage, seconded by Councillor Dr Easy.

**Resolved that TTC write to PCC and ask them to look again at some way of putting the motto with the Welsh translation on the signage.**

f. David Rees, Pembrokeshire county council – Battery Gardens

The Clerk outlined that although the Battery Gardens was a regeneration project he felt TTC would like to see the design as they may be asked to contribute to the project.

Councillors discussed the concept drawings and the ideas behind the project in detail, highlighting positive and negative views.

The Clerk reminded councillors the project had been assigned to the regeneration team and the process was fully supported at that time by TTC.

Councillor Mrs Brown proposed the Battery Gardens design be deferred till the next TTC meeting to allow more in depth discussion with regeneration team representatives, seconded by the Mayor.

**Resolved that the Battery Gardens design discussion be deferred until the next full TTC meeting.**

g. PCNPA – Park and Ride feedback

Councillor Mrs Rossiter fully agreed with the gentleman's letter expressing his unhappiness at the removal of North Beach Car Park and Ride Scheme, which took people to town or the harbour. The service allowed less able people to enjoy the facilities and views of the harbour.

Councillors asked if the office had received feedback following the removal of the Butts Field park and ride scheme.

The Clerk explained that many locals and visitors had expressed disappointment at the removal of the service. He continued saying the free Salterns Park and Ride Scheme only went ahead was due to the generous funding from Kiln Park and TTC.

Councillor Mrs Brown felt this was an important question TTC should be asking PCC, if they intend to fund both park and ride schemes next year.

Councillor Mrs Rossiter proposed TTC write to PCC in support of the gentleman's letter and highlight the comments noted by TTC office staff, seconded by Councillor Mrs Brown.

**Resolved that TTC write to PCC in support of the gentleman's letter and highlight the comments noted by TTC office staff.**

h. Mr Clutton (via e-mail) – Blue Flag status, South Beach

The Clerk reminded members that tMr. Clutton wished Councillors only view the additional information he had supplied; therefore he asked councillors if the item should be moved to private matters.

The Mayor proposed the item be moved into private matters, seconded by Councillor Mrs Brown.

**Resolved that Blue Flag status, Tenby South Beach be discussed in private matters.**

**160. LICENSING CORRESPONDENCE**

a. Pembrokeshire County Council – Licensing sub-committee decision, The Holy Grail

Councillors viewed the information. It was

**Resolved that the information be noted.**

b. Name and address supplied – Licensing in Tenby

The Clerk reported the licensing application causing concern to residents at The Green, Tenby was going to PCC licensing sub-committee Thursday 3<sup>rd</sup> September 2015.

Following discussion it was

**Resolved that the information be noted.**

c. Pembrokeshire County Council – Gambling Act 2005: Consultation on Review of Licensing Policy

d. Pembrokeshire County Council – Licensing Act 2003: Consultation on Review of Licensing Policy

The Clerk reported the licensing policies consultation document contained 68 pages of information; therefore he felt Councillors could consider a separate meeting to review the documentation.

Councillor Blackhall felt the consultation would deal with many issues and proposed a separate open meeting, inviting members of the LVA and Chamber of Trade and Tourism to collectively discuss the documentation, seconded by Councillor Mrs Brown.

**Resolved that TTC arrange an open meeting to discuss the Consultation Reviews of Licensing Policies relating to Gambling Act 2005 and Licensing Act 2003. Members of the LVA and Tenby Chamber of Trade and Tourism to be invited to the open meeting.**

Councillor Mrs Rossiter took no part in discussions or vote on this matter.

**161. ACCOUNTS FOR JULY**

Councillors discussed the accounts before Councillor Dr Easy proposed acceptance of the accounts for July 2015, seconded by Councillor Mrs Brown.

**Resolved that the accounts for July 2015 be accepted.**

**162. EXTERNAL AUDITORS ACCOUNTS CERTIFICATE 2014-15**

Councillors discussed the External Auditors Return for 2014-2015. The Clerk outlined the statement that no concerns had been noted during the Audit. Councillor Dr Easy proposed acceptance of the External Auditors Return for 2014-2015, seconded by Councillor Mrs Brown.

**Resolved that the external audit return for 2014-2015 be approved.**

**163. GRANT APPLICATIONS**

**a. Pembrokeshire CAB**

Councillor Dr Easy noted the income received for the Citizens Advice Bureau within their accounts sheet and noted they were in receipt of very large grants. He felt TTC usually donate on a smaller scale to make a difference to the applicants and on this occasion he felt the amount TTC could offer would not fulfil TTC's objectives.

Councillors reviewed the information provided.

Councillor Dr Easy proposed refusal of the CAB grant application on this occasion, seconded by Councillor Mrs Rossiter.

**Resolved that TTC refuse the CAB grant application on this occasion.**

**b. Tenby Museum and Art Gallery**

Councillors discussed the grant application from Tenby Museum and Art Gallery.

Councillor Dr Easy proposed TTC grant the full amount of £268.91 to Tenby Museum, seconded by Councillor Mrs Rossiter.

**Resolved that under Section 144 Local Government Act 1972 TTC donate £268.91 to Tenby Museum.**

**164. REPORTS BY COUNCILLORS ON OUTSIDE BODIES**

Councillor Mrs Rossiter reported she continues to support Councillor Mrs Lane with the Tenby In Bloom Bingo evenings weekly.

The Mayor said he has had a very enjoyable summer at many local events. He reported on two out of town events he had attended. Firstly the Penally Camp where the Hereford and Worcester Cadet Force were presented with their new colours and Wings over Carew. Both events were extremely well supported and a pleasure to be part of the celebrations.

**165. MEDIA ITEMS**

None noted.

**166. STREET TRADING POLICY**

Councillor Dr Easy said following the last TTC meeting discussions he had prepared a document outlining the two options TTC can follow and a draft policy that could be adopted. He continued discussing the document in detail, a copy attached to the minutes.

Councillors discussed the option that may be available to TTC during discussions with PCC to ask for prohibited areas to be included in the policy. This could be somewhere like the 'Five Arches'.

The Mayor felt this item required more discussion and proposed TTC re-agenda Street Trading Policy at the next meeting, seconded by Councillor Dr Easy.

**Resolved that TTC re-agenda Street Trading Policy at the next TTC meeting.**

**167. GROUNDS MAINTENANCE**

Councillor Mrs Brown said she was aware TTC had asked to meet with Mr R Brown PCC to discuss and firm up with him the costings for Gardens and Maintenance being covered by PCC in 2016/17, prior to TTC setting the budget for the same year 2016/17.

She continued saying the employee TTC has hired for additional gardening services has made a difference to the town; however TTC cannot keep picking up and taking on the cut services by PCC.

Councillors discussed many matters relating to town and garden maintenance.

Councillor Mrs Brown proposed TTC write again and ask to meet with Mr R Brown, PCC and his team as soon as possible, seconded by Councillor Mrs Rossiter.

**Resolved that TTC write again and ask to meet with Mr R Brown, PCC and his team to discuss Gardens and Maintenance tasks PCC plan to fund for 2016/17.**

**168. BROTHER THOMAS GARDEN**

The Mayor reported so many youths have been seen witnessed drinking and smoking under age in the Brother Thomas Garden due to the fact the door has not been replaced yet. He strongly felt the police are fully aware and TTC does not condone any underage drinking, smoking or use of any other substance. He felt it should be addressed now and the door needs to be put back or the entrance boarded up. The area is dangerous at night and a potential accident needs to be prevented.

Councillor W Rossiter gave an alternative view as he felt the garden was a totally useless space and very difficult to enjoy the view of Tenby from.

The Mayor proposed TTC write to PCC and ask them to put the door back as soon as possible or TTC would consider boarding the entrance up, seconded by Councillor Mrs Rossiter.

**Resolved that TTC write to Mr G Codd, PCC and ask for the door to be put back as soon as possible or TTC would consider boarding the entrance doorway up.**

**169. FINANCIAL OFFICER/CLERK'S ITEMS**

**a. – Memorial Benches**

The Clerk reported several benches on Castle Hill are starting to fall into the category of beyond economical repair. Unfortunately some of the benches date back to the 1960s and records were not kept of who requested the bench. This did not allow TTC to speak to the families in question about replacements. As the benches are in memory of loved ones the Clerk asked if Councillors had any ideas of how this matter could be addressed for now and the future.

Councillor Mrs Brown said she had read an article in another town that had exactly this problem. The solution they came up with was to retain the part of the bench with the inscription or the plaques and in case them in a frame so they are never forgotten.

Councillors discussed the idea described by Councillor Mrs Brown and felt it was a very positive answer to the concern of the Clerk. It was

**Resolved that when a Memorial Bench is deemed to be beyond repair the inscription or plaque will be kept and placed in a frame at a site close to the Castle Hill as possible.**

b.– Road Closure – White Lion Street

The Clerk reported for information a road closure taking place on Tuesday 15<sup>th</sup> September 2015 overnight in White Lion Street, between the corner of High Street and the top of Upper Frog Street.

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

**Resolved that the next meeting will take place on Tuesday 15<sup>th</sup> September 2015 at 7.30pm.**

**171. ITEMS FOR THE NEXT AGENDA**

Street Trading – Councillor Dr Easy.

Battery Gardens

Enforcement of Policy – Councillor Blackhall

Ironman – Councillor Blackhall

Before Councillors went into private the Mayor wished Councillor H Johns all the best for his forthcoming entry into Ironman and he looked forward to greeting him and many others on the finish line.

**172. PRIVATE AND CONFIDENTIAL**

Proposed by Councillor Mrs Brown, seconded by Councillor 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.**

**173. MINUTES**

**Resolved that the Private and Confidential Minutes of Tenby Town Council Meeting held 21<sup>st</sup> July 2015 be confirmed and signed as accurate.**

## 174. MATTERS ARISING

### 148. 109C - PCNPA – Change Of Use A1 Shop To A3 Coffee Shop, Tudor Square, Tenby

Councillor Blackhall asked if any response had been received following TTC concern that a premises had withdrawn its planning application and yet to still was operating as an establishment.

The Clerk reported he was aware PCNPA Enforcement Operating System takes 12 weeks.

Councillor Mrs Brown was amazed that PCC had given a Café Culture License to a premises that has no planning permission to run as that specific establishment.

Councillor Blackhall proposed TTC write to The Chief Executive of PCNPA and ask him to explain why a premises that has breached planning rules appears to not have any enforcement action being taken against them, seconded by Councillor Mrs Brown.

**Resolved that TTC write to The Chief Executive of PCNPA and ask him to explain why a premises that has breached planning rules appears to not have any enforcement action being taken against them.**

Councillors continued to discuss other enforcement issues within Tenby during the summer season including Street Trading, Café Culture, ‘A’ Frames and Fly Posting. They felt that many premises were spreading their tables and Chairs out further into the public walkway. Several premises on opposite sides of the road were becoming very close and not leaving much room for walkers or for traffic on the live carriageway.

A few Councillors had tackled a few issues when they felt businesses were stretching their boundaries or advertising in an inappropriate way and received verbal backlash as people felt they did not have the authority to point out the breaches in their actions. Following in depth discussion it was

**Resolved that TTC write to Mr I Westley and highlight the facts that Street Care Enforcement on Street Trading, Café Culture, ‘A’ Frames and Fly Posting was not monitored and addressed as actively as it could have been during the summer period.**

## 175 MR CLUTTON – BLUE FLAG STATUS, SOUTH BEACH

The Clerk distributed the additional information for Councillors to review. The Mayor gave councillors time to read the information before discussion took place.

Discussion included the areas covered by Blue Flags specifically relating to South Beach.

The Clerk had liaised with Mr C Payne PCC who strongly felt the Blue Flag beaches are regularly monitored and inspected by the Blue Flag foundation and the flag would not be awarded if there were any breaches in the criteria..

The Mayor said there is still no sign when accessing Castle Beach from Castle Hill steps and this would address part of the issue with dogs on Castle Beach.

Councillors felt they had to consider locals and holiday makers without dog and those with dogs.

Following discussion it was

**Resolved that TTC write to Mr Clutton and appreciate his views but there has to be some areas where dogs are allowed.**

Mayor \_\_\_\_\_

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

Date \_\_\_\_\_