

TENBY TOWN COUNCIL
MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD 14TH FEBRUARY 2017

PRESENT

Councillor L. Blackhall	Mayor
Councillor Mrs. S. Lane	
Councillor W. Rossiter	
Councillor T. Hallett	
Councillor Mrs. T. Rossiter	
Councillor Mrs. S. Williams	
Councillor B. James	

IN ATTENDANCE:

Mr. A. Davies	Clerk to the Council/Financial Officer
Mrs. Sharon Thompson	Assistant to the Town Clerk

378. APOLOGIES

Apologies received from Councillors Mrs. C. Thomas, Mrs. C. Brown, P. Rapi, M. Evans and Dr P. Easy.

379. DISCLOSURE OF PERSONAL INTERESTS

Councillors Mrs. Williams, Mrs. Lane and Mrs. Rossiter declared their interest in Item 11a, Councillor James declared interest in 8c and 16.

380. ITEMS TO PRESS

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Resolved that items of Correspondence and Committee Minutes other than those items marked Not for Publication be given to members of the Press present.

381. CONFIRMATION OF MINUTES

Resolved that the Minutes of the Tenby Town Council held 31st January 2017 be confirmed and signed as accurate

382. MATTERS ARISING

348 – Water’s Edge Signage

The Clerk advised Councillors that he had spoken with Mr. Spence of FBM who was to contact the developers with queries raised by Councillors and return to him. Mr. Spence was yet to reply.

360 - Street Trading Meeting

The Clerk had written to Claire Incedon at PCC and had received a response which indicated

that while PCC could possibly resolve the situation with the introduction of a byelaw, the decision as to what scheme may be required and how it should be administered was a matter for the relevant department. As such she had forwarded our request to Mr. Darren Thomas, Head of Highways and Construction.

The Mayor confirmed that he had had a conversation with Mr. Thomas at a recent function and suggested a meeting be arranged with Marc Owen, the Clerk and the Mayor to progress the matter.

Councillor Mrs. Lane expressed disappointment that we seemed to be starting to go around in circles again.

362 - Items of Correspondence

- a. Dog mess in Tenby – The Clerk had been contacted by the area maintenance supervisor who had spoken about the amount of dog waste bags still being left on the beach. Dog owners were responsibly carrying their dog waste bags across the beach but then leaving the bags yards from the bins provided. Councillor Mrs. Rossiter suggested it may be prudent of us to erect a notice stating something along the lines that ‘if you want to dispose of your dog waste bags there are bins located at... Councillor Rossiter suggested also adding that any person caught dropping litter would be prosecuted. Councillor Mrs. Rossiter proposed that a notice be erected and was happy to include the additional wording suggested by Councillor Rossiter. Councillor Mrs. Lane seconded.

Resolved that a sign be commissioned stating the location of bins and that people caught littering will be prosecuted

- b. Western Power Distribution – Councillor Mrs. Williams asked if there was any news from Western Power and the Clerk replied that he was waiting on a reply from Mr Higgins, PCNPA Tree Officer who was trying to organize a site meeting to gain clarity on the situation. Councillor Hallett asked if anyone knew who was paying for the work.

371 - To Elect a Mayor for 2017 – 2018

Councillor Mrs. Rossiter said that the wrong procedure had been undertaken. The Mayor should have asked Councillors’ intentions to stand starting on his right before stating his own intentions. The Mayor said he was sorry that procedure and protocol was not followed.

372 - Financial Officer/Clerk’s Items

The Clerk had approached Councillor James regarding post of Additional Community Governor for the Tenby Church in Wales VC Primary School but unfortunately he was unable to put himself forward for this role. Councillor Mrs. Lane had stepped forward as she felt it was important to have a representative of Tenby Town Council involved with the Governors.

383. TO RECEIVE THE NOTES OF THE TENBY MASTERPLAN MEETING HELD 26TH JANUARY 2017

The Mayor said it had been a positive scoping meeting to establish what would be discussed with consultants. It was recognized that it should not just be about the visitors but Tenby also being a town in which people wish to live and work. Councillor Mrs. Lane suggested it would be prudent to wait for the next meeting when the organisations present at this meeting would feedback from their consultations with their members. She proposed the matter be noted for the time being.

384. TO RECEIVE THE MINUTES OF THE TENBY TOWN REGENERATION TEAM MEETING HELD 3RD FEBRUARY 2017

The Mayor started by saying that unfortunately a meeting at County Hall had called a few attendees away but items put forward were well received. A detailed discussion with the Civic Society regarding the streetscaping project had followed. Any persons wishing to get involved were asked to contact the Office or contact TCS directly. Councillor Mrs. Lane proposed the matter be noted, seconded by Councillor Mrs. Rossiter.

Resolved that the minutes of the Regeneration team be noted

385. TO CONSIDER THE FOLLOWING PLANNING APPLICATIONS AND TO AGREE ACTION IN RESPONSE TO THE FOLLOWING APPLICATIONS

The Clerk advised Councillors that correspondence had been received from Tenby Civic Society regarding certain applications and Councillor Hallett proposed the Council accept the emails

- a. NP/17/0021/FUL - Mr. Mark Langrell, 44 Oakridge Acres, Tenby – Retrospective erection of summerhouse in back garden – 44 Oakridge Acres, Tenby
Councillor Rossiter commented on the structure being a small erection in the back garden but Councillor Mrs. Lane stated it depends on how close it is to a neighbouring property and is there an invasion of privacy issue. She also questioned why the application is retrospective – has someone reported it since its erection. Councillor Rossiter said the property is on the corner plot. Councillor Mrs. Williams asked if there had been any complaints and the Clerk replied none. Councillor Rossiter proposed acceptance and Councillor James seconded the motion.

RECOMMEND acceptance of erection of summerhouse in back garden

- b. NP/170060/FUL – Mr and Mrs Stone, 7 Queen Parade, Tenby – New dormer window to front roof elevation; insertion of two roof lights to rear roof elevation – 7 Queen’s Parade, Tenby
The Mayor said that the Civic Society had made comments questioning the dormer design being out of character with Queens Parade. Councillor Mrs. Rossiter said that there were no other dormers to the front of this row of houses and as it would spoil the appearance of the Parade. While she had no issues with the rear roof lights she did not

agree to the dormer at the front. Councillor Mrs. Rossiter proposed refusal as the dormer window is not in keeping with the character of the street. Councillor Mrs. Lane seconded.

RECOMMEND

Refusal. While members have no objections to the rear roof lights, councillors feel that the construction of a dormer window to the front elevation is unacceptable. None of the properties in this location have such dormer windows and members feel approval would have a detrimental impact on the historic character of this row of Victorian terrace houses contrary to Policy 14 of the LDP and would set a precedent for similar applications.

- c. NP/17/0041/FUL – Mr. Emil Chwistek, 28 Upper Hill Park, Tenby – Two storey extension – 28 Upper Hill Park, Tenby

Councillor James declared an interest due to the proximity of the application to his home and left the Chamber.

The Mayor commented on the significant size of the development and Councillor Hallett also expressed his concern at the size as it appeared to be doubling the size of the existing property. Councillor Mrs. Rossiter felt it looked fine as the plot could take an extension of this size and it would be good for a large family. Councillor Rossiter said it looked out of place with other houses, doubling the size of existing property. The Mayor commented on it being a significant increase on existing property. No objections had been received. Councillor Mrs. Rossiter proposed to accept application and Councillor Mrs. Williams seconded the proposal on the basis that there is sufficient space for this development

RECOMMEND accepting application on the basis that there is sufficient space for the development.

Councillor James returned to the Chamber

- d. NP/17/0077/FUL – Mr. Chris Rogers, White Oaks, Narberth Road, Tenby – Third dormer window to front elevation (retrospective) – White Oaks, Narberth Road, Tenby

Councillor Mrs. Rossiter declared an interest due to the proximity of the application to her home while the Clerk declared an interest as the applicant was a close personal friend. Both left the Chamber.

The Mayor expressed his concern about the amount of retrospective planning applications and Councillor Rossiter mentioned, as an example, the Queens Parade application – what if this had been retrospective? There should be a fine or some form of reprimand. In this case, the land behind is not overlooking anything at the moment but Councillor Hallett said there may be a possibility of the land behind being

recommended for development. Councillor Rossiter recommended accepting this application and Councillor Mrs. Lane seconded.

RECOMMEND acceptance of the retrospective application of the third dormer window

Councillor Mrs. Rossiter and the Clerk returned to the Chamber.

- e. NP/17/0065/FUL – Mr. and Mrs. T. Rowe, Awenfryn, 10 Hill Park, Tenby – Alterations to roof including insertion of large dormer extensions together with cladding – Awenfryn, 10 Hill Park, Tenby.

The Mayor asked for any comments and noted that it was quite a significant development. Councillor Mrs. Lane commented that all the properties in Hill Park are different and have their own individual character. Councillor Mrs. Lane recommended approval and Councillor Mrs. Rossiter seconded the approval.

RECOMMEND acceptance of alterations to roof including insertion of large dormer extension together with cladding as there is sufficient space for development and the properties in Hill Park are all unique in character.

The Clerk advised that he had received an e-mail from Tenby Civic Society advising that they had withdrawn their objections to a recent application on Zion Gardens following discussions with the applicant.

The Town Council had resolved to recommend refusal based on the concerns raised by the Civic Society and he wondered if members wanted to revisit the application.

Councillor Mrs. Lane suggested we need to see the plans and Councillor Hallett suggested it is taken as new information. Councillor Rossiter said that the first application had been accepted then the second had not. Councillor Rossiter suggested we wait for new information from the PCNPA.

386. TO DISCUSS THE FOLLOWING ITEMS OF CORRESPONDENCE AND TO AGREE ACTION IN RESPONSE

a. Susan Sanders, PCC (via e-mail) – Consultation on choice Homes Allocation

The Mayor said that Councillor Evans had done a lot of work on this. Councillor Mrs. Lane suggest Councillor Evans deals with it so as not to undo the good work done to date. Councillor Mrs. Lane proposed and Councillor Hallett seconded.

Resolved that the Clerk liaise with Councillor Evans to draft a suitable response to the consultation.

c. One Voice Wales – Invitation to renew membership for 2017-2018

Councillor Mrs. Rossiter said it was too expensive and Councillor Mrs. Lane asked if we can manage without this membership. The Mayor asked the Clerk for his view and the Clerk replied that having paid half price for the first year's membership he really could see little value in renewing at this time as much of the information also comes from the Welsh Government or the Society of Local Council Clerks. Councillor Mrs. Lane proposed not to rejoin One Voice Wales and Councillor Hallett seconded

Resolved not to renew our membership of One Voice Wales.

d. Tenby Surgery – Bench

It was resolved that the letter be noted.

387. TO RECEIVE THE ACCOUNTS FOR JANUARY

The Clerk pointed out that there was a discrepancy of £7.24 in our favour, indicating that there may be a payment, possibly interest, not accounted for in the monthly statements as the statement for the Reserve account was only supplied quarterly. Councillor Mrs. Lane proposed accepting the accounts and Councillor Hallett seconded the proposal

Resolved that the accounts for January (including scheduled payments, un-presented cheques, receipts, account balances, budget monitoring to date and bank reconciliations) be accepted.

388. LICENSING APPLICATION

a. The Fuchsia Caffe, Unit 6-8 The Mews, Upper Frog Street, Tenby

Councillors Mrs. Lane, Mrs. Rossiter and Mrs. Williams declared their interest and left the Chamber.

Councillor Rossiter commented on the length of the document containing very little information. The Clerk stated that the application was for the sale of alcohol from 8am to 11pm both on and off the premises. If there are no objections raised then advice from the Government to the Licensing Authority would be that they should grant the application. Councillor Rossiter questioned if we were going down the road of Portugal and Spain in that alcohol is sold in all cafes at all hours of the day. Councillor Hallett asked if an extension had been applied for and suggested that the application be passed in its current form provided that it keeps to the hours of opening. Councillor James seconded this.

Resolved that, as members were unaware of any local concerns, the Council make no

representation on this application to the Licensing Authority.

Councillors Mrs. Lane, Mrs. Rossiter and Mrs. Williams returned to the Chamber.

389. TO VIEW THE COUNCIL'S FINANCIAL RISK FOR 2017/2018

The Mayor thanked the Clerk for preparing the documentation and asked for comments from Councillors. The Clerk drew to the attention the fact that, since Mrs. Hensman's departure, there is no longer a qualified first aider on the premises. Councillor Hallett accept the documentation and the Mayor suggested we look at first aid qualifications for staff.

Resolved that the Council's Financial Risk Assessment for 2017/18 be accepted.

390. TO CONFIRM THE DATE FOR THE MAYOR MAKING CEREMONY FOR 2017-2018 AS FRIDAY, 19TH MAY 2017

The Clerk advised that the election results would not be counted until 5th May so the new Councillors cannot be sworn in until 12th May. He had discussed the matter with the Mayor Elect and the proposed date appeared the most suitable. Councillor Mrs. Lane proposed confirming the date and Councillor Hallett seconded so as to ensure all arrangements are in place.

Resolved that the proposed date of the Mayor Making ceremony be confirmed.

391. TO RECEIVE REPORTS BY COUNCILLORS ON OUTSIDE BODIES

Councillor Mrs. Williams had attended the Local Development Plan Workshop in Pembroke Dock with the Clerk. The draft LDP is coming together and it is hoped to have it ready mid-May with an 8 week consultation to follow. Work has gone on for the last 18 months on general policies and these will be rolled out for consultation, to be agreed upon. This would be the time that the Town Council could consider the policies to ensure they are strong enough e.g. affordable housing provision. This will also be the opportunity to look at 'candidate sites' for development and to ensure protected areas are included including seafront gardens, Castle Hill, etc. Following consultation the plan will enter the deposit stage before being signed off by a Welsh Assembly Inspector. Completion and implementation was set for 2020.

The Mayor had met with the Civic Society regarding the 'streetscaping' project and had also had a meeting with TCT regarding rates. He had also met with representatives on the Tenby Youth Club and the Mayor will be attending a future meeting with the group and was very much looking forward to working with them. He had suggested they may wish to be involved with Tenby in Bloom. The Mayor had also attended the Museum for the latest Welsh Artists exhibition which was excellent and well worth a visit, commenting that the Artists were very impressed with the Tenby Museum and Art Gallery. The Mayor had also attended the Church Ceremony for the opening of Ysgol Hafan y Mor and the official opening of Hafan y Mor. At the opening of Hafan

y Mor he had spoken to Mr. Ian Westley, chief executive of PCC, who wished to pass on his thanks to Tenby Town Council for their support of Ironman.

392. TO CONSIDER ANY MEDIA ITEMS RELATING TO TENBY TOWN COUNCIL OR TENBY AND AGREE ACTION IN RESPONSE

Councillor Mrs. Rossiter had watched a television programme with Robson Green based around the Pembrokeshire Coast. A shot of Tenby had been included in a segment about the sand artist who had been commissioned to create a sand painting on Harbour Beach for a gentleman who wanted to propose to his fiancée.

The Clerk reminded Councillors that the Countryfile magazine Heritage Site of the Year competition was still open for voting and asked that everyone be encouraged to vote for Tenby.

393. TO RECEIVE UPDATES AS TO THE SALE OF LAND AT BRYNHIR (IF ANY)

The Clerk had checked with Mr Cooke who confirmed that they were still liaising with potential purchasers. Councillor Hallett asked that now the second piece of land had been released would this be saving any developer money on the necessary road needed. The Clerk pointed out that the additional site is still in the very early stages of discussion.

394. COUNCIL ACTIVITY TRACKER

For next Agenda.

395. TO CONSIDER THE REFURBISHMENT OF THE CORPORATION FUNERAL BIER

Councillor Hallett informed Councillors that the Bier had been made for the Corporation of Tenby by a firm in Pembroke over 100 years ago and, until recently, had been stored at Messrs. W and M.J. Rossiter's yard. Due to lack of space there, the bier had now been brought to the De Valence but was in need of refurbishing. Councillor Mrs. Lane felt that any refurbishment should be undertaken professionally as it is a very important piece of our local history. Councillor Hallett suggested that Stepside Coachworks may be able to do the restoration. The Clerk noted that a funeral bier similar to ours was used at the recent funeral of a former mayor of Pembroke. He suggested he make enquiries with the clerk of Pembroke as to who carried out its maintenance.

Resolved that the Clerk investigate further and report back.

396. TO CONSIDER ANY FINANCIAL OFFICER/CLERK'S ITEMS AND TO AGREE ACTION IN RESPONSE TO PROPOSALS

The Clerk had received an email from the Chairman of the Civic Society who said that one of his members had brought to his attention that he had heard there was going to be no police cover based at Tenby Station during the early hours of the morning after Tenby Station reopened

following its refurbishment. The Clerk had also heard this rumour from other sources as had County Councillor Michael Williams who had sent an email to the Police and Crime Commissioner seeking clarification. The Clerk said it may be an ideal opportunity to invite Aled Wynne Davies, Tenby Section Inspector, to the next meeting to find out if there was any substance to the rumours.

Councillor Hallett moved that Councillors invite the Inspector to the next Tenby Town Council due to our significant concerns.

The Clerk had received a notice of road closure for Crackwell Street from 6th March for 5 days as they are updating gas services to Compass House.

The Clerk read a thank you card which had been received from Mrs. Lynda Hensman on receipt of her leaving gift.

397. DATE AND TIME OF NEXT MEETING

Resolved that the next meeting will take place on Tuesday 28th February 2017 at 7.30pm.

398. PRIVATE AND CONFIDENTIAL

Proposed by Councillor Hallett, 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.

399. MINUTES

Resolved that the Private and Confidential Minutes of Tenby Town Council Meeting held 31st January 2017 be confirmed and signed as accurate.

400. MATTERS ARISING

TOWN CRIER/MACE BEARER

Councillor Mrs. Lane asked if Mrs. Denise Waring had been in contact with the Clerk as she had indicated that she was interested in the position of Mace Bearer. The Clerk confirmed that she had popped in to the office and he had asked her to put her interest in writing.

The applicant for the Town Crier was being auditioned on Thursday, 16th February, and subject to a satisfactory shout, was to be offered the position of Town Crier.

Resolved that the individual be offered the position of Town Crier subject to a suitable

audition.

Mayor _____

Town Clerk _____

Date _____