

Councillor Mrs Brown asked if Mr Davies, PCC had responded to TTC after being copied into the letter.

The Clerk reported he had received no communication from PCC relating to the Town Walls.

The Mayor felt TTC should write to all three parties, Cadw, PCC and PCNPA, suggesting TTC host a meeting and request this meeting occurs before the end of June 2016.

Councillor Hallett said our Town Walls need to be preserved at all cost.

Proposed by the Mayor, seconded by Councillor Rapi and

Resolved that TTC write to Cadw, PCC and PCNPA suggesting to host a meeting to discuss Tenby Town Walls before the end of June 2016.

19 – (435) – Brynhir

Councillor Mrs Brown asked if the Clerk had received a reply from Mr Cooke, PCC about Brynhir development.

The Clerk said he had received no reply to his last e-mail.

Councillor Mrs Brown asked if PCC were planning to involve TTC in the matter at all. Was it time to ask Tenby County Councillors to get involved or firstly should TTC be sending a stronger letter as councillors are frustrated they cannot answer questions on the site when the general public are asking them for information.

Councillor Mrs Rossiter personally felt the Brynhir site was being dealt with by PCC like they dealt with the Tenby School and just go ahead without any information being filtered down to enable the people who live in the town to know.

The Clerk reported he was aware PCC were in consultation with the preferred developer and they said information would be forwarded to TTC in due course.

The Mayor felt TTC should give Mr Cooke, PCC one more week to reply and if no response is received then he would write to the Chief Executive, PCC himself.

He continued and asked if the Clerk could put a record sheet into the agenda for councillors to be aware at a glance which letters have received responses.

The Clerk said he had previously prepared a report for every meeting; however councillors still asked the same questions in matters arising. He said he would provide it again and asked councillors to be aware it would be in their agendas.

19 - (430e) – PCC Street care – Paintings –The Esplanade

Councillor Rapi asked if Mr M Owen, PCC had made any decision on the street trading request following the scheduled meeting.

The Clerk reported the lady claimed she had support from the local art galleries, as no one was producing artwork like hers; therefore Mr Owen had asked for evidence of this before he would revisit the decision.

Councillor Mrs Lane said the lady in question was fly posting and this was something others are not doing to the same degree. Fly posting needs to be addressed and stopped and Mr Owen needs to see the amount.

Councillor W Rossiter highlighted other fly posting notices from other businesses being placed around town.

The Mayor said any member of the public has the authority to remove fly posting and give it into TTC office.

Proposed by Councillor Mrs Lane, seconded by Councillor Rapi and

Resolved that Mr M Owen, PCC be given the fly posting removed from the town.

19 Matters Arising – VMS signage

The Clerk provided new informed to councillors, he was led to believe the new VMS signage was paid for by the Trunk Road Agency; however it was actually funded by PCC.

Councillor Mrs Rossiter said they should have spent the money repairing the flood area section of road instead of putting up the hideous signage.

Councillor Mrs Lane said the signs have only been used once and are only likely to be used three times later this year; therefore the signage should be reviewed in 6 months' time on its usefulness.

The Clerk said TTC has no control over the VMS signs; however we can suggest the wording or items we like to see advertised. The officers know TTC feelings on the signage and have been aware from the initial planning stage.

25e - Eastend Flyover Company – Roald Dahl event update

Councillor Mrs Brown asked for feedback from the Mayor following his attendance at the Roald Dahl event update.

The Mayor reported he had attended along with the Town Crier and the Clerk. The meeting was informative and progressing well. They plan to be casting shortly from their own group and then they will be throwing it open to the public for further casting roles and volunteers to help on the performance nights. Discussions occurred re licensing and projection possibilities during the event. They still wished to meet with Councillor Rapi to discuss music related issues.

The Clerk said the group would continue to provide updates and liaise through TTC office and he would report back to TTC as and when notification of the next meeting is received.

30 – Outside Bodies – Tenby Cottage Hospital

Councillor Mrs Thomas reported that Tenby Cottage Hospital will have been open 10 years next month. She felt the people of Tenby should be showing the Health Board how much the services provided are appreciated and highlight Tenby does not want to lose any other facilities.

To commemorate the anniversary she will be arranging a coffee morning on Monday 27th June 2016. Further details will be distributed in due course, with reminders for raffle prizes and times etc. All the proceeds from the event will be used for the day centre outside project.

The Clerk reported he had received a response from Mr S Moore, Chief Executive, Hywel Dda Health Board following TTC comments relating to the successful walk-in MIU pilot service run over the Easter period. The letter provided no real new information but implied no decision relating to the future of the service had been decided yet. A meeting with the Local GPs and the pilot review meeting would be taking place in June and following these meetings they would provide TTC with further information.

Proposed by the Mayor, seconded by Councillor Mrs Thomas and

Resolved that TTC write back to Mr S Moore, Chief Executive, Hywel Dda Health Board stating TTC look forward to the positive outcome of the review meeting, to enable the resulting actions to be processed before the summer season commences.

The Mayor reported there were many planning applications on the agenda and it was positive many councillors had taken the opportunity to view the plans prior to the meeting to reduce viewing time and allow concentration to be focused on discussion.

44. PLANNING APPLICATION

a. NP/15/0256/TPO – Mr Anthony Griffiths, White Cottage, Heywood Lane, Tenby – Macrocarpa tree – dismantle to approximately 2.5 metres from ground level – White Cottage, Heywood Lane, Tenby

Councillor Hallett felt the proposed tree works appeared to very severe; however Councillor Mrs Lane noted the report from Mr Higgins the PCNPA tree officer.

Following review of the application, it was proposed by Councillor Mrs Lane, seconded by Councillor Mrs Rossiter and resolved to

RECOMMEND

Approval of the proposed tree works.

b. NP/16/0254/FUL – Mr Philip Evans c/o Agent – 1.8m security fence – Unit 4, The Salterns, Tenby

The Mayor reported a number of neighbouring businesses had made representation to the TTC office relating to concerns over the fencing causing traffic and pedestrian problems and land ownership issues.

Councillor Dr Easy said the land ownership issue was not a planning matter but a boundary concern and could not be considered with this plan. He explained planning legalities relating to the height of fencing.

Several councillors had viewed the site as it was a retrospective planning application and expressed concerns relating to the blocked pedestrian pathway.

The Clerk highlighted that the application said it would be moving the fencing back to reinstate the pathway.

Following review of the application, it was proposed by Councillor Dr Easy, seconded by Councillor Mrs Durham and resolved to

RECOMMEND

Approval.

c. NP/16/0150/LBA – Proposed conversion of basement coal cellar; addition of conservation style velux windows to third floor and other minor internal renovation works, 2 Lexden Terrace, St Julian Street, Tenby – amended plans.

Following review of the application, it was proposed by Councillor Rapi, seconded by Councillor Mrs Lane and resolved to

RECOMMEND

Approval.

d. NP/16/0271/FUL – Mr and Mrs Carl Evans, 5 Glen View Crescent, Tenby – Demolition of existing garage and timber link to be replaced with new side extension plus addition of sun tunnel on existing dwelling roof – 5 Glen View Crescent, Tenby.

Councillor Mrs Rossiter and Councillor Mrs Williams declared an interest and took no part in discussions or vote but remained in the room.

Following review of the application, it was proposed by Councillor Dr Easy, seconded by Councillor Mrs Brown and resolved to

RECOMMEND

Approval.

Councillor Mrs Rossiter and Councillor Mrs Williams re-joined the meeting.

e. NP/16/0216/FUL – Mr David Smith, Beachcomer, 12 Greenhill Road, Tenby – Change of use from paper shop to kitchen and dining room to service proposed guest house. Further change of use of first floor and rear offices and premises to guest house with five en-suite bedrooms with sixth bedroom utilised for manager’s accommodation as required. Further with attic conversion into one en-suite bedroom giving a total of seven en-suite bedrooms – Picton Villa, South Parade, Tenby.

Following review of the application, it was proposed by Councillor Mrs Durham, seconded by Councillor Rapi and resolved to

RECOMMEND

Approval as it brings a property back into use that has fallen into disrepair.

f. NP/16/0267/FUL – Mr David Packham, 39 Wentworth Road, Stourbridge, West Midlands – New dwelling in garden – Noe Acre, Gas Lane, Tenby.

Following in depth discussion and review of the application, it was proposed by Councillor Mrs Thomas, seconded by Councillor Mrs Brown and resolved to

RECOMMEND

Approval.

Councillor Mrs Rossiter abstained from the vote.

g. NP/16/0266/FUL – Kiln Park Holiday Centre, Marsh Road, Tenby – Redevelopment and relocation of 117 existing bases and creation of 69 additional bases for static caravans; reduction in number of touring and tent pitches; removal of 11 existing staff caravans and their utility connections; demolition of shop (and relocation to Entertainment Complex) and removal of launderette; relocation of maintenance block and service yard; removal of car parking spaces totalling 94 spaces and creation of car parking spaces totalling 138 spaces; upgrading of pedestrian access to the park and ride for access into the town centre; works to and extension of existing attenuation pond; removal of crazy golf facility; relocation of play area and associated landscaping, drainage and access infrastructure works – Kiln Park Holiday Centre, Marsh Road, Tenby.

Councillor Mrs Thomas, Councillor Mrs Durham and Councillor Mrs Williams declared an interest and left the chamber.

Councillor Mrs Lane felt Kiln Park needed to be commended for the work they have put into the site to increase tourism in Tenby.

Councillor Hallett expressed concern and felt they should not raise the land because of the flood plain. Councillor Dr Easy informed councillors there was an in depth document on flooding and felt councillors needed to be familiar with its content before making any comments that may be covered within the report.

Following review of the application, it was proposed by Councillor Dr Easy, seconded by Councillor Lane and resolved to

RECOMMEND

Approval.

Councillor Mrs Thomas, Councillor Mrs Durham and Councillor Mrs Williams re-joined the meeting.

h. NP/16/274/FUL – Mrs Shiela Ravenscroft, Camaret, 7 St David’s Close, Tenby – Demolition of existing garage and utility room and construction of new garage, utility room and sun lounge at ground floor level with bedroom and en-suite bathroom above – Camaret, 7 St David’s Close, Tenby.

Following review of the application, it was proposed by Councillor Mrs Rossiter, seconded by Councillor Mrs Lane and resolved to

RECOMMEND

Approval as the application is in keeping with other properties in the area.

45. PLANNING CORRESPONDENCE

a. PCNPA – Recent planning decisions

Councillors reviewed the information. Councillor Rapi asked if TTC decision on each application could be included in brackets on future documents.

Proposed by Councillor Rapi, seconded by Councillor Mrs Brown and

Resolved that TTC note the information and request TTC decision be included in brackets for the future.

b. The Planning Inspectorate – Appeal decision, St Catherine’s Island

Councillor Rapi said he had read the appeal report on St Catherine’s Island and found the decision was not clear.

Councillor Dr Easy felt the appeal decision was interesting. Some areas the inspector had allowed and on other parts he had toughened up some of the conditions. He proceeded to give examples.

Councillor W Rossiter agreed with his fellow councillor as he felt the conditions appeared to be more stringent.

The Mayor reported the applicant appeared to be happy with the outcome and he looked forward to seeing further developments occurring on St Catherine’s.

46. CORRESPONDENCE

a. Tenby Chamber of Trade and Tourism – April minutes

Councillor Mrs Thomas highlighted the events sub-committee noted in the minutes. She felt many events are taking place in Tenby and people do not know what has been on until after it has finished. She outlined many events over the last few weeks that had occurred and felt a generic notice board with all events listed would be beneficial to the town. It could mean people see an advert and come back especially for a particular weekend.

Councillor Mrs Lane reported on how events used to be displayed; however it was hard work collating and finding all the information in the first place. The Visit Tenby site had many events highlighted and she felt it was easy to navigate.

Councillor Mrs Thomas felt perhaps this was something Tenby Chamber of Trade could look into and undertake to do.

Councillor Hallett said apps seemed to be the way forward even though like him many people were not up to speed with technology.

Proposed by Councillor Mrs Thomas, seconded by Councillor Mrs Lane and

Resolved that TTC write to Tenby Chamber of Trade and Tourism and ask if they could look into a way of collating and advertising all events throughout the year in Tenby.

Councillor Rapi noted the item stating Tenby WIFI had hit a stumbling block and requested clarification.

The Mayor and the Clerk both explained a few of the host access points on businesses had not been agreed as yet; therefore a meeting was being scheduled for next week to discuss the matter. It was

Resolved that a meeting would be scheduled for next week between the Mayor, Town Clerk and Chairman of Tenby Chamber of Trade and Tourism to discuss town WIFI.

b. Cadet Warrant Officer David Folder, Tenby ATC – TTC support for Canada exchange

Councillors discussed the information and the Mayor said he had met Cadet Warrant Officer David Folder at a recent function.

Proposed by Councillor Mrs Lane, seconded by the Mayor and

Resolved that the Mayor write a letter for Cadet Warrant Officer David Folder to take to Canada along with a plaque from Tenby.

The Mayor opened up the invitation for any organisations wishing to offer items to promote Tenby that could be sent with the cadet to let TTC office know so they can be passed on.

47. APPROVE THE END OF YEAR ACCOUNTS FOR 2015 – 2016

The Mayor thanked the Clerk for all his hard work managing and preparing the end of year accounts.

Proposed by Councillor Mrs Lane, seconded by Councillor Rapi and

Resolved that the end of year accounts for 2015 - 2016 be accepted.

48. INTERNAL AUDITORS REPORT FOR 2015 - 2016

Councillors viewed the internal auditors' report 2015-2016, carried out by Ashmoles and Co.

Proposed by Councillor Mrs Lane, seconded by Councillor Rapi and

Resolved that the Internal Audit Report for 2015 – 2016 be accepted.

49. APPROVE THE ANNUAL AUDIT RETURN FOR 2015 – 2016

Councillors viewed the external auditors return for 2015-2016.

Proposed by Councillor Mrs Lane, seconded by Councillor Rapi and

Resolved that the External Audit Return for 2015 – 2016 be accepted.

50. REPORTS BY COUNCILLORS ON OUTSIDE BODIES

Councillor Mrs Brown reported on the Tenby DVP Trust events. The NSPCC and Save the Children Ball was very successful and well attended. The next event will be Span Arts staging the comedian Lee Nelson and she hoped it would be well attended.

Councillor Rapi reported he had attended the Queen's Garden Party at Buckingham Palace, and apart from it raining he had a special time. In addition he had attended the Tenby New Welsh School Governors meeting which was very positive. Unfortunately he reported not all amenities may be finished by September; however they are well advanced with the name and school uniform decisions.

The Mayor said he had attended the recent Town Crier Event in Newport. It was a very special day and he felt very proud to represent Tenby when people spoke so highly and touchingly about the late Mr J Thomas, Tenby's former Town Crier who was held in very high respect within the Town Crier world. Many of the criers and guests also sent best wishes to his wife, Councillor Mrs Caroline Thomas which the Mayor was pleased to pass on.

He continued reporting he had attended Tenby Junior School Tour-de-Tenby cycle ride which was well supported and extremely enjoyable. Mayor Making at Haverfordwest went well with plenty of opportunity to chat and network with people and finally he had attended the Chamber of Trade and Tourism AGM.

51. MEDIA ITEMS

The Clerk reported although it was a niche market, he was pleased to see Tenby had a two page spread in the June edition of the Scooter Magazine. They reported how friendly and welcoming the people of Tenby were during the National Scooter Rally and hoped to come back for many years to come.

52. CASTLE HILL

Councillor Mrs Thomas said she had been for several walks around Castle Hill and felt it was looking neglected. This weekend she went armed with her camera and took many photographs of the areas that disappointed her. These areas included:

- Weeds – Between benches coming out of walls and around the Albert Monument.
- Albert Monument – He is covered in lichen and not been cleaned for some time despite requests being made and weeds were growing out from behind the shield too. He

deserved to have some attention.

- The commemorative plaque on the approach to Castle Hill can hardly be read now and needs some attention
- The Cannons have been painted; however the wooden plinths are in disrepair and are a health and safety concern.

Councillor Mrs Lane fully agreed with Councillor Mrs Thomas; however her beautification team who used to spend many voluntary hours out weeding are all unable to assist this year for various reasons; therefore some of the jobs will fall by the wayside. She continued saying she had called a meeting recently to gain more volunteers; however it was poorly attended.

Positively two ladies have taken on the Rotary Garden and litter picking volunteers are doing two areas; however we need to maintain the standards people visiting Tenby expect and this is difficult due to financial cutbacks.

Councillor Mrs Brown said she fully supported Councillor Mrs Lane on getting volunteers, it is getting harder and harder to find willing people. The link officers PCC have allocated to Tenby have not been contactable despite the Clerk inviting them to meetings. She felt TTC should write to Mr I Westley, Chief Executive, PCC and explain we feel we are not getting the support and tasks completed which the people of Tenby feel they are paying council tax for and should be done.

The Clerk said at present Mr R Brown, PCC is on holiday and he will be meeting with Councillor Mrs Lane as soon as he returns from holiday. He continued by explaining the weed killer the county workmen are allowed to use is weaker than the household ones; therefore it is not very quick acting. The gardening team work hard; however with reduced budgets and man power they keep battling and doing all they can for Tenby.

Councillor Mrs Lane said the cannon bases have been reported for the last five years and now it is getting urgent. Councillor Hallett said Manorbier Camp used to tend to them but sadly that is no longer an option.

Councillor W Rossiter reported on a specific wall up on Castle Hill that he feels needs to be checked as the mortar seems to have fallen out and is also a health and safety concern.

Councillor Rapi reported on the condition of the lower level railing opposite WH Smiths and felt this area could be an accident waiting to happen.

The Mayor said PCC have agreed a 50% surcharge on second holiday homes from 2017 and perhaps these additional funds should be allocated to the towns with these properties paying the additional tax.

Following discussion it was

Resolved that the Clerk would report the discussion and supply the photographs to PPC

Maintenance Team and Councillor Mrs Lane await the meeting with Mr R Brown, PCC following his holiday.

53. TENBY TOWN COUNCIL'S AMBITIONS FOR TENBY

The Mayor said he would like to take the opportunity to commence discussions about councillors' and the town's long term ambitions for Tenby. He felt that some of the ideas may be things TTC could do and others may need liaison with PCC and PCNPA. Initially a plan has to be formed from ideas and this is his intention at present to collect the ideas from all organisations and groups within Tenby before TTC can formulate a plan.

Councillor Mrs Brown said she personally felt councillors work with the community on matters like the Mayor suggested every week; however as discussed earlier what Tenby wants is not always easy to come by immediately and we have to work piecemeal towards a goal.

Councillor Mrs Lane said she had worked on her ambitions and hopes for Tenby for years and she would love to see TTC manage its own funds again to run Tenby as it was run and managed years ago.

Councillor Hallett said PCC do spend money on Tenby like the new school and leisure centre facility; however this may not be where we personally would like the money spent.

Councillor Dr Easy said TTC accounts show we have money in reserves, which is public money and we need to think carefully what we are doing with it. TTC cannot sit on the money and not use it.

Councillor Mrs Lane said TTC are trying and last year we employed seasonal workers to do some of the jobs and she felt this would be an answer this year; however TTC needs to act now and not put off employing someone to meet the need after the season has commenced. The need for additional watering is a priority this year otherwise the plants paid for already will die.

Councillor Mrs Brown felt the jobs that need doing are already paid for; therefore why should the public pay again through the TTC precept. She felt PCC would do less and less if TTC are going to pick up the short fall all the time.

Councillor Rapi said he was aware PCC has to make cutbacks due to many years of financial mismanagement but these should not all be at the expense of Tenby people paying twice for services. He felt TTC should spend the precept money wisely.

Councillor Mrs Lane said ultimately everybody's first impression of Tenby is vital and they expect a clean and weed free town.

54. NATIONAL VOLUNTEERING WEEK

The Mayor said earlier in the meeting councillors had spoken about volunteers and he felt many organisations would not function without such volunteers.

As national volunteer week would be taking place in June the Mayor gave statistics noting there are 21 million volunteers helping nationwide, contributing to the economy. He felt it would be good to see how many hours of volunteering people do and for them to jot it all down. He continued expressing he would like to know how many hours people of the community give volunteering for different causes and asked for details to be handed into the TTC office.

He expressed how much enjoyment can be gained from giving voluntary hours service and it would be good to show a collective cross section of voluntary service carried out in Tenby.

55. FINANCIAL OFFICER/CLERK'S ITEMS

a. Draft criteria for names to be added to Tenby War Memorial

The Clerk reported TTC gave provisional permission to get the War Memorial updated with all names that should be included. He explained Mr John Griffiths had carried out many hours work on researching names etc; however initially a criteria needed to be determined before the names that meet it can be added.

Proposed by Councillor Hallett, seconded by Councillor Mrs Lane and

Resolved that TTC accept the criteria for names to be added to Tenby War Memorial.

b. General Public Complaint: Cllr. W. Rossiter

The Clerk reported a complaint in relation to a councillor in writing would normally initially be discussed with the Mayor; however as the letter had been delivered to the Tenby Observer the complaint would now be discussed in public matters.

The Clerk circulated a copy of the complaint letter to each councillor and the Mayor gave them time to read it.

Councillor W Rossiter said he had prepared a statement and asked for permission to read it to the council. (Both letters attached to the main minute file.)

The Mayor thanked Councillor W Rossiter for his statement and responding to the matter, before thanking and welcoming his apology.

He continued saying clearly there is a Councillors Code of Conduct and all members are bound by it. It clearly highlighted a matter of clear importance, that Councillors are ambassadors for Tenby in public and private life.

c. Ms J Jones – Use of Tenby Town Crest for Reference Boards

The Mayor and Councillor Mrs Lane declared an interest and left the chamber.

Proposed by Councillor Mrs Durham, seconded by Councillor Hallett and

Resolved that Councillor P Rapi take the chair for the next item.

The Clerk reported he had received an e-mail from Ms Jones, Harbwr Brewery requesting permission to use a small Tenby Crest on an A2 reference board within Sargeant's Lane for educational purposes. The Clerk showed an example of the proposed information board.

Councillors discussed who had permission to use the Tenby Crest and was there an alternative that could be used with part of the crest. It was felt once one commercial business has permission it would open up requests from others.

Councillor Dr Easy asked for confirmation that the crest is the property of TTC. The Clerk confirmed the crest was the property of TTC.

Proposed by Councillor Mrs Durham, seconded by Councillor Mrs Brown and

Resolved that unfortunately TTC refuse the request for use of Tenby Town Crest.

Dr Easy voted against the proposition.

56. DATE AND TIME OF NEXT MEETING

Resolved that the next meeting will take place on Tuesday 7th June 2016 at 7.30pm.

57. ITEMS FOR THE NEXT AGENDA

Gardens –Councillor Mrs Lane.

58. PRIVATE AND CONFIDENTIAL

Proposed by Councillor Hallett, seconded by Councillor Mrs Lane.

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.

59. MINUTES

Resolved that the Private and Confidential Minutes of Tenby Town Council Meeting held 10th May 2016 be confirmed and signed as accurate.

60. MATTERS ARISING

37 – (423 and 412) – Tenby Cemetery Fencing

The Clerk reported he was still persevering with chasing quotes for the Tenby Cemetery Fencing from local contractors.

37 – (443) – New Financial Regulations

The Clerk reported following the resolution to commence on line banking to enable payment of staff wages direct to their accounts a problem had occurred as he was not able to input

transactions as he was not a cheque signatory on the account. In light of the information he discussed with other Town Clerks how they achieved direct staff payments via on line banking. It transpired that the clerks were authorized cheque signatories.

He recommended that when TTC re appraise the New Financial Regulations the ability for the Town Clerk to be a cheque signatory is discussed.

Proposed by the Mayor, seconded by Councillor Hallett and

Resolved that the Town Clerk move forward with the amendment to permit him to fulfil on line banking transactions.

61. BRITISH LEGION POPPY APPEAL

The Clerk reported due to the Tenby DVP Trust utilising all of their storage space they felt they were no longer able to store the poppy wreaths for collection on Armistice Day. In light of this information the poppy co-ordinator had asked for a letter stating the inability to store the wreaths.

Councillors discussed the way the poppy items were stored historically by previous organisers and how the situation had now presented with no storage room.

The Clerk explained the Hazelwell Club was not able to store the wreaths for the British Legion either as they have no space.

Proposed by the Mayor, seconded by Councillor Hallett and

Resolved that the Mayor look into an alternative storage venue and liaise with Poppy seller co-ordinator.

Mayor _____

Town Clerk _____

Date _____