

TENBY TOWN COUNCIL  
MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD 7<sup>th</sup> June 2016

**PRESENT**

Councillor L Blackhall	Mayor
Councillor B James	
Councillor Dr P Easy	
Councillor W Rossiter	
Councillor P Rapi	
Councillor Mrs Rossiter	
Councillor Mrs Thomas	
Councillor Mrs Williams	
Councillor M Evans	
Councillor T Hallett	

**IN ATTENDANCE:**

Mr A. Davies	Clerk to the Council/Financial Officer
Mrs L Hensman	Assistant Clerk

**ALSO PRESENT**

Mr Richard Brown	Head of Environment & Civil Contingencies, PCC
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The Mayor welcomed Mr Richard Brown, PCC who attended as Tenby PCC Link Officer and to answer questions related to Castle Hill in place of Mr N Young.

The Clerk explained he had a very good working relationship with Mr Young the area maintenance manager and his work colleagues who work in Tenby. Following the last TTC meeting he met with Mr Young to discuss the concerns highlighted by councillors. In light of some of the queries Mr. Young suggested he address the councillors so they would have answers directly to the questions rather than have any bad publicity that may break down the good relationship presently in operation.

However, as Mr. Brown indicated he would be attending the meeting, Mr. Young did not need to attend.

Mr Brown thanked councillors for the opportunity to meet and outlined how he foresees the new pilot link officer role ethos working for the benefit of Tenby. The role was not commenced to be used as a negative approach to solve problems not being address by other PCC departments but as a positive way forward to improve, enhance and work for a future vision for the town in light of cutbacks that will inevitably continue to occur due to the reduction of central government funding.

Councillor M Evans joined the meeting.

Mr Brown continued explaining he wished the scheme to work in a two way communication process. He was willing to attend meetings however he felt communicating via the Clerk and perhaps in smaller group discussions on specific items may be advantageous. He felt constructive criticism could and would be a positive way forward as in this new role he reports back directly to the Chief Executive of PCC. He explained Mr J Griffiths, Head of Adult Care, PCC was Tenby's second link officer; however he was on annual leave at present and therefore sent his apologies for this meeting.

The Mayor said TTC already had a good PCC relationship and he welcomed the potential of the new link officer role.

Councillor Evans said most town councils have paid Clerks and TTC has Andrew who acts on behalf of local residents to solve some of their PCC queries, which means technically they are paying for a service twice. He asked if the public should go direct to the call centre with their queries. If requests still go through the TTC office he questioned if there would be benefit in the clerk copying Mr Brown into all relevant e-mails to improve response time. He personally felt the people of Tenby are paying for services through their council tax and for the town services through their precept; therefore a more efficient response would be advantageous for the locals.

The Clerk explained he does copy both County Councillors into relevant e-mails when a more urgent response is required from certain PCC officer. Mr Brown said he would discuss department response times and any difficulties with the Town Clerk following the meeting.

Councillor W Rossiter asked for a breakdown of the percentage of revenue allocated to statutory functions. Mr Brown said he had no statistics and felt it was unlikely PCC would have broken statistics down to that level. He explained there are approximately 1600 statutory services and each service is prioritised differently; therefore it would be extremely difficult to break down revenue support into percentages.

Councillor T Hallett joined the meeting.

Councillor Evans was pleased to feedback information for councillors on two positive issues relating to affordable housing and outlined that TTC will be keep a close eye on the spending of the revenue received for the raise in Council Tax on second homes as the prospect may occur that the money received from this tax will be spent on benefitting our area.

Mr Brown continued by addressing the issues highlighted about Castle Hill in the recent Tenby Observer article. Much of the work items noted had already been addressed as they were on a work schedule; however man power resources have been cut over the years and therefore there are inevitable delays. In relation to the cannon bases these will be addressed; however there is a logistical issue as they may need to receive maintenance off site or on site following further discussion with the relevant people in relation to like for like repairs.

The Cleaning of the Prince Albert statue was again a specialist task and this would be assessed; however it would not be a task that can be addressed imminently.

Councillor W Rossiter highlighted the wall where he felt the missing mortar was a health and safety concern.

Mr Brown said he had noted all the issues and was reviewing and prioritising them accordingly.

Councillor Mrs Thomas thanked Mr Brown for his response and said she was pleased to see that PCC had acknowledged the concerns expressed as she was fully aware some tasks would take longer than other to achieve; however this was an excellent starting point to address the area. A piecemeal approach was a very positive solution to concerns or issues.

Councillor Rapi said he had highlighted a concern about the lower cliff railing opposite WH Smiths and asked for a response to this area. The Clerk said he had spoken to Mr. Young and would discuss the information and the plan of action with Mr Brown following the meeting.

Councillor Evans asked if Mr Brown could look into why there is no hot water in the Castle Beach toilets and why the showers have been closed on certain days including the day of this meeting, when people are paying for the use of the facilities they expect a little more for their money.

Mr Brown explained historically no PCC toilet facilities have had hot water; however now Danfo have a long term contract for these premises they have put in some hot water. He agreed to discuss the matter with the relevant company.

He highlighted for councillors information that PCC spend more per head of population in Tenby than anywhere else in Pembrokeshire.

The Mayor said this was comparable as Tenby generates more to the economy than other Pembrokeshire towns.

Councillor Mrs Rossiter explained her concerns relating to the VMS signage to make Mr Brown aware, which generated general discussion around the table on usage of the signs and the wording. Councillors felt the signage could utilise more positive wording for the benefit of the town and this had been passed onto the relevant officer at PCC following a previous meeting.

The Mayor thanked Mr Brown for the information and the positive discussion on the pilot link role between town and county council. Mr Brown remained for the remainder of the meeting.

**61. APOLOGIES**

Apologies received from Councillor Mrs Lane and Councillor Mrs Durham.

**62. DISCLOSURE OF PERSONAL INTERESTS**

None noted.

**63. ITEMS TO PRESS**

Proposed by Councillor Hallett, seconded by Councillor Rapi

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

**64. CONFIRMATION OF MINUTES**

Councillor Dr P Easy noted he was omitted from the list of attendees.

**Resolved that the Minutes of the Tenby Town Council held 24<sup>th</sup> May 2016 be confirmed and signed as accurate with the inclusion of Councillor Dr P Easy in attendance.**

**65. MATTERS ARISING**

43 – (19,428, 417 and 378) – Tenby Town Walls

Councillor Hallett asked if any further information had been received in relation to Tenby Town Walls. The Mayor reported there was a response letter in correspondence later in the meeting.

### 43 - (19, 435) – Brynhir

The Clerk reported he had received a reply from Mr B Cooke, PCC outlining the present position of discussions. He reported PCC are in discussions with the preferred developer; however until discussion reach the next level with solicitors he felt there was little to report. He felt the response was in no way to be interpreted as withholding of information.

### 53 - Tenby Town Council's Ambitions for Tenby

The Mayor said following the discussions on ambitions for Tenby he had received further input and thanked his fellow councillors for engaging in discussions and said he looked forward to having more before preparing a collective document of ideas.

Councillor Mrs Thomas suggested that Planed may be able to help TTC with working and preparing a vision document for Tenby.

### **66. RECEIVE MINUTES OF THE CHRISTMAS LIGHTING COMMITTEE**

Councillors viewed the Christmas Lighting Committee minutes.

Proposed by Councillor Rapi, seconded by Councillor Mrs Thomas and

**Resolved that TTC accept the recommendations of the Christmas Lighting Committee.**

### **67. RECEIVE NOTES OF THE CHRISTMAS FESTIVITIES MEETING**

The Mayor said the Christmas Festivities committee would welcome input from any local organisations or people wishing to get involved with the event. The next meeting is scheduled for the 28<sup>th</sup> June 2016 at 10.30 am in the Mayor's Parlour. It was

**Resolved that the notes of the Christmas Festivities meeting be noted.**

### **68. PLANNING APPLICATION**

a. NP/16/0288/TPO – Mr R Murphy, 14 Trafalgar Road, Tenby – Remove two trees, 14 Trafalgar Road, Tenby

Councillors discussed the TPO planning application in detail with individual councillors giving their views. The Clerk gave background information of a recent site meeting with PCC and outlined why the trees were sited in their present position due to the Multi-storey.

Proposed by Councillor W Rossiter that the application be refused and the trees remain untouched. No councillor seconded the proposal.

Proposed by Councillor Hallett proposed the trees are coppiced and not totally removed. The proposal was not seconded.

The Mayor proposed that TTC accept the PCNPA Tree Officer's recommendations, seconded by Councillor Dr Easy and

## **RECOMMEND**

**Approval that TTC accept the Tree Officers, PCNPA recommendations.**

### **69. PLANNING CORRESPONDENCE**

#### **a.PCNPA – Community and Town Information Park**

Councillor Dr Easy explained the information pack was a synopsis of a much larger document. The guide was purely a simpler document and, as TTC had already responded on the previous paper, he felt TTC needed to make no further response at present.

Councillor Evans asked if TTC had made any representation on the Tenby Ford site. The Clerk responded stating TTC had responded following the planning application for the Ford site, stating TTC supported the need for a car park in the area.

### **70. CORRESPONDENCE**

#### **a. Mr Ben Blake, PCC (via e-mail) – Park and Ride provision**

Councillor Evans said the scheme was needed for the town and highlighted that TTC have included a contribution to the Park and Ride Scheme in their 2016/17 precept.

Councillor Hallett asked if there was any feedback since the local bus company who usually run the scheme had called in the receivers.

The Clerk said he had spoken to Mr Blake and PCC were in discussions with other service providers.

Proposed by Councillor Evans, seconded by Councillor Hallett and

**Resolved that under Section 26 to 29 Local Government and Rating Act 1997 TTC donate £1000 towards the cost of the Salterns park and ride bus scheme.**

Councillor Mrs Rossiter said how sad it was that a long established business that has served the community for many years has gone into receivership and asked that TTC send the company a letter expressing the town's deep regret at the loss of the company. It was

**Resolved that TTC send a letter to Mr Silcox and staff expressing the deep regret at the loss of a long established local company and the impact this will have on his employees.**

#### **b. Mr Ben Blake, PCC (via e-mail) – Signage, The Esplanade**

Councillor Evans said the signage in the area at the end of the Esplanade causes mayhem during heavy traffic periods. He personally felt the signage can be confusing and an additional arrow needs to be present if the 'P' (parking sign) remains on the sign as it is misleading when people can see the car park.

Councillor Mrs Thomas felt the signage would be a very sensible idea to solve the issue.

Proposed by Councillor Evans, seconded by Councillor James and

**Resolved that the Town Clerk meet with Mr B Blake, PCC on site to discuss and resolve the signage issue.**

c. Mr Rob Scourfield, PCNPA (via e-mail) – Tenby Town walls

The Mayor reported he was delighted to see Mr Scourfield, PCNPA has written to engage with TTC over the Town Walls concerns.

Councillor Mrs Thomas said the concern about the weeds growing out of the walls is a greater concern on the inside of the walls, to the external surface of the walls. Therefore she as well as other residents with town walls in their gardens would welcome help, advice or support on what to do to the weeds on the inside of the walls.

Mr Brown said Mr D Davies, PCC officer responsible for the town walls was leaving; therefore he would ask if he would be able to attend a site visit before he leaves.

**71. ACCOUNTS FOR MAY 2016**

Councillors viewed the May 2016 accounts which included scheduled payments, un-presented cheques, receipts, account balances, budget monitoring to date and bank reconciliations.

Proposed by Councillor Hallett, seconded by Councillor Rapi and;

**Resolved that the accounts for May 2016 including scheduled payments, un-presented cheques, receipts, account balances, budget monitoring to date and bank reconciliations be accepted.**

Councillor Hallett thanked the Town Clerk for his efficient book keeping.

**72. MEDIA ITEMS**

The Clerk reported on a recent ITV Wales program discussing the success of the ‘Seagull Proof’ black bags, featuring the Mayor and a local harbour resident.

He continued explaining there has been a lot of interest from people wishing to purchase these bags and perhaps in light of the recent program, in partnership with PCC, perhaps TTC could sell these bags.

Proposed by Councillor Hallett, seconded by Councillor Mrs Thomas and

**Resolved that TTC request if PCC could purchase the seagull proof bags and TTC sell them from their office.**

Mr Brown said he would look into this matter as it fell under his remit.

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

Councillor Mrs Thomas reminded councillors of the forthcoming coffee morning on 27<sup>th</sup> June 2016, being held at the Tenby Cottage Hospital to mark the 10<sup>th</sup> Anniversary of the unit being operational

Councillor Hallett reported on various walking groups visiting and enjoying the local Tenby area.

The Mayor reported he had attended and enjoyed the local Tenby Golf Club Open Week Reception. It was good to be reminded that Tenby has a Championship Golf Course and it welcomes many visitors to Tenby throughout the year and especially for this event.

The Clerk reported he had been notified by Councillor Dr Easy that his 4 year tenure on St Teilo's Governing Body would be expiring on 28<sup>th</sup> August 2016. TTC had not received notification of this tenure expiry; however as Dr Easy was aware he asked if any other councillor wished to undertake the role for the next period of office.

Councillor Hallett said no other councillor had the capabilities to fulfil the roll as efficiently as Councillor Dr Easy.

Proposed by the Mayor, seconded by Councillor Hallett and

**Resolved that the Town Clerk respond on receipt of the official notification relating to the end of Councillor Dr. Easy's tenure and request he be proposed for re-election as TTC representative on the Governing Body.**

**74. GARDENS**

Councillor Mrs Lane had given her apologies as she was unable to attend the meeting, it was

**Resolved that Gardens be deferred until the next agenda.**

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

a. PCC Licensing Committee Minutes

Councillor Mrs Rossiter and Councillor Evans left the chamber.

The Clerk reported a special licensing committee meeting was held due to the short notice period available for a TTC response. He distributed copies of the minutes for councillors to read.

He continued explaining that, following the large volume of strong objection letters from residents and businesses in close proximity to The Prince of Wales and the TTC response, PCC licensing department will be taking the decision to their licensing committee. The date of the meeting will be 1<sup>st</sup> July 2016, where consultees will be given the opportunity to speak.

In addition TTC have written to PCC, Tenby Police and the owner of the establishment and asked for a meeting to discuss the large volume of issues presented by members of the public.

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

b. Queen Elizabeth II official 90<sup>th</sup> birthday

The Clerk reported a member of the public had said TTC marked the Queen's actual 90<sup>th</sup> Birthday by

lighting a beacon. However they wondered what the council would be doing to mark her official birthday.

Councillors discussed the matter, it was

**Resolved that TTC are supporting St Mary's Church, Queen Elizabeth II, 90<sup>th</sup> Birthday Celebration Garden Tea Party.**

Councillor Mrs Rossiter stated it was a shame the re-naming Crackwell Gardens idea was not supported by many as a way of celebrating the occasion.

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

**Resolved that the next meeting will take place on Tuesday 21<sup>st</sup> June 2016 at 7.00pm. Inspector Dan Bower will be present to update members on Operation Lion.**

**77. ITEMS FOR THE NEXT AGENDA**

Tenby New Cemetery – Councillor Hallett.

Councillor Evans gave his apologies and left the meeting.

**78. PRIVATE AND CONFIDENTIAL**

Proposed by Councillor Hallett, seconded by Councillor Rapi.

**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.**

**79. MINUTES**

**Resolved that the Private and Confidential Minutes of Tenby Town Council Meeting held 24<sup>th</sup> May 2016 be confirmed and signed as accurate.**

**80. MATTERS ARISING**

60 – (37, 423 and 412) – Tenby Cemetery Fencing

Councillor Mrs Rossiter asked if any further quotations for the fencing at the cemetery had been received.

The Clerk said it was frustrating getting the quotes from the relevant firms.

Councillor Hallett said he had put the item on the next agenda to discuss the matter.

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

a. 2016 – 2018 National Salary Awards

The Clerk had been in receipt of the National Salary Awards and outlined them for councillor, noting that it referred only to three members of staff as the fourth had been transferred over to Tenby De Valence Trust.

Proposed by Councillor Hallett, seconded by Councillor Rapi and

**Resolved that TTC accept and implement the salary rises as outlined in the 2016-2018 National Salary Award.**

The Mayor stated that Tenby DVP Trust had committed to take all the terms and conditions over with the transferred staff member and this would be ratified at the next DVP Trust meeting.

Mayor \_\_\_\_\_

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

Date \_\_\_\_\_