

TENBY TOWN COUNCIL
MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD 10th July 2012

PRESENT

Councillor T Hallett Mayor
Councillor L Blackhall
Councillor Mrs Rossiter
Councillor Mrs Durham
Councillor A Brown
Councillor Mrs Thomas
Councillor W Rossiter
Councillor Dr P Easy
Councillor Mrs Brown

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

108. APOLOGIES

Apologies received from Councillor Mrs Lane, Councillor Mrs Putwain and Councillor M Evans.

109. CLOSURE OF PERSONAL INTERESTS

Councillor Blackhall declared a personal interest on item 11 De Valence, Councillor Mrs Rossiter declared a personal interest on item 8d and 8g.

110. ITEMS TO PRESS

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Resolved that items of Correspondence and Committee Minutes other than those items marked Not for Publication be given to members of the Press present.

111. CONFIRMATION OF MINUTES

Resolved that the Minutes of the Tenby Town Council held 26th June 2012 be confirmed and signed as accurate.

112. MATTERS ARISING

66 – Blind Box, the Esplanade

The Clerk distributed a letter received from Tenby Rotary Club earlier today, prior to this meeting; the Mayor gave Councillors time to read this letter.

Councillor Mrs Brown explained that the condition of the RNIB Box has been raised at a public Tenby in Bloom meeting held in Augustus Place and it had been agreed that it needed attention prior to the forthcoming season. It later transpired that the Rotary Club had verbally stated their intention to tackle the matter and the request had been made to seek clarification if any work planned to improve the visual appearance of the box. She retracted the two statements highlighted by the letter and apologised to Tenby Rotary Club as there seems to have been some misinterpretations of the original comments made verbally, if information had been much clearer

then this misunderstanding may have been avoided. The Blind box has been re-painted this week and looks much better; hopefully the refurbishment later in the year will add to the improvement.

The Mayor thanked Councillor Mrs Brown for her comments and apology; he agreed that unfortunately there had been a breakdown in communication and misinterpretation of comments, noting that all local voluntary organisations need to work together for the benefit of the community.

76 – Delivery lorries in Tudor Square

The Clerk reported following discussion with Mr Sutton PCC in relation to Councillors having access to an Enforcement Officer's telephone number for urgent response to traffic issues, he felt the best response is to ring the main switchboard number. Pembrokeshire County Council have an officer on duty to deal and relay messages to the enforcement officers out on the road at all times, even at the weekend.

Councillor Mrs Brown asked for clarification if they will deal with the urgent issues immediately or would an inevitable delay occur by telephoning PCC main switch board, as we have no idea where the on foot enforcement officers are when contacted.

Councillor Mrs Rossiter felt that improving the signage to restrict vehicle access for caravans, caravanettes and lorries in a picture format with a red line through the vehicles not permitted, would prevent incidents occurring.

The Clerk reported Mr B Blake PCC is aware of the TTC signage concern and will be assessing the situation before reporting back as soon as he is able. Mr Sutton PCC also stated that the enforcement officers are not able to deal with all traffic issues and many are the responsibility of the police.

Councillor Blackhall requested an update on the Dyster Fountain whilst talking about inside the town walls issues. The Clerk responded clarifying the delay has been due to the light standard having to be manufactured from new. Once this is delivered to Abbey Masonry the top section can be assembled and sited. The proposed schedule date for completion is 26th July 2012; this will cause an access issue due to pedestrianisation, but this is being considered and addressed at present.

77 – Market Hall and Market Hall steps

The Clerk reported he had met with Mr Kinston, Mr Davies, Mr Lyford and County Councillor M Evans at the market hall. The outcome of this meeting had resulted in the market foyers being painted at present. Mr Davies is arranging pressure washing of the frontage stonework on the 18th July 2012, scaffolding will be erected for the duration of this work, with work commencing at 7 am to minimise disruption. Access to the market will be maintained at all times.

Unfortunately they are unable to provide disabled access to the market from Upper Frog Street as the gradient would be too steep to meet disabled access recommendations.

78 – Street trading within the Five Arches

The Clerk distributed a letter received from Mr H Miller responding to the concerns and disheartenment expressed by TTC, in relation to 'service providers' trading within the historic Five Arches area. He clarified that they will be undertaking research to see how other authorities

have deal with similar concerns and problems, as previous research was some time ago. Once they have collated the research they will contact TTC via the Clerk.

The Clerk reported that he had also received acknowledgement of TTC letter relating to service providers within Tenby Five Arches from Angela Burn AM and she will follow up in due course.

Fortunately the Clerk had been able to discuss the concerns in person with Mr S Hart and reported he had received a positive e-mail from Mr Hart's office. They are seeking information from test cases stored in the library within the House of Commons that may be of support to TTC case relating to service providers trading laws. Alternatively this may have to be a judicial review case that would incur costs.

The Clerk highlighted information received from Marc Owen Street Care PCC, stating no street trading licences have been sanctioned within the Five Arches area. Mr Owen had discussed with County Councillor M Evans and allocated the Crepe Stall a 2 days a week licence in Tudor Square and the Sorbet Stall on South Parade a 3 day a week licence.

Councillor Mrs Brown commented that the wheelie bins are back on the South Parade and increasing in number, the Clerk responded he sent an e-mail to the relevant officer again today on this issue.

Councillor W Rossiter reported that the ice cream seller on The Esplanade was not on the move as he should be and also there was Painting seller on the Esplanade. The Clerk explained the ice cream seller should be on the move when they have cleared their queue and the painting seller is actually on private land, under the jurisdiction of the land owner.

Mr Marc Owen also asked for co-operation and assistance from the Chamber of Trade to try and reduce the amount of A boards causing obstruction on the pavements. Stating via e-mail when he comes to Tenby to assess the situation it seems the A boards suddenly disappear. Councillor Mrs Brown felt it was unfair for him to be assessing on his own and traders need to be aware they are liable if anyone injures themselves on their boards. The Clerk reported he is aware of a lady who has fallen over an A board.

Councillor Mrs Thomas proposed a standard letter be sent to all business in the town reminding them they are liable if anyone injures themselves on an advertising A board, seconded by Councillor Mrs Brown.

Resolved that TTC send a standard letter to all Tenby Businesses warning them, they are liable if anyone injures themselves on an A board.

Councillor Blackhall requested for it to be noted that PCC Street Care department have authorised street trading licences to people even though TTC had recommended refusal at recent meetings.

94 – Tenby in Bloom

The Clerk reported that Tenby in Bloom judging was 11th July 2012 and the following day 12th July 2012 Wales in Bloom judging would be commencing at 9.30 am.

Councillor Mrs Thomas asked if any response had been received from PCC in relation to volunteers wanting to clean up and paint the street furniture etc. The Clerk clarified that initially PCC had concerns relating to insurance of the people carrying out the work. They had then had a change of heart and asked the Area Maintenance Manager to accompany the PCC painter and

assess the amount of paint required to complete the tasks required. Unfortunately this has not occurred as yet. It will be too late for the Wales in Bloom judging but hopefully it will occur before Britain in Bloom.

Councillor W Rossiter reported a bench in Augustus Place has been requiring a make over for some time and still is in need of painting. The clerk replied the bench is the responsibility of PCC but TTC handyman is working on it at present.

98 – Dead House Steps

Councillor Mrs Thomas requested an update on the assessment of Dead House Steps as the street lights are not working either and the lifeboat crew had great difficulty negotiating the area on a recent call out.

The Clerk reported that we are still awaiting the meeting with Mr Brian Maddocks, about Quay Street steps; we can address both issues at the same time. In relation to the lighting on Dead House Steps, this had been reported and PPC had promised to rectify the situation before last weekend.

The Clerk updated Councillors on the Railway Station lighting. Western Power had no knowledge of the lights, so no evidence of who is paying the bill. They are looking into the situation and will inform us of any developments.

Councillor Dr P Easy proposed to send a thank you to Miss V Hirst for the very informative workshop on Planning Information, seconded by Councillor Mrs Thomas.

Resolved that a letter be sent to Miss V Hirst PCNPA, thanking her for the very informative workshop she presented to TTC on Tues 3rd July 2012.

113. PLANNING APPLICATIONS

a. NP/12/0325 – Listed Building - Mr and Mrs Vaughan Pritchard-Jones, Frogmore House, Lower Frog Street – Alterations to roof to replace existing roof lights with 2 dormer windows on east and south elevation. Glazed doors and glass balustrade to new south facing dormer, Frogmore House, Lower Frog Street, Tenby.

b. NP/12/0324 – Mr and Mrs Vaughan Pritchard-Jones, Frogmore House, Lower Frog Street – Alterations to roof to replace existing roof lights with 2 dormer windows on east and south elevation. Glazed doors and glass balustrade to new south facing dormer, Frogmore House, Lower Frog Street, Tenby.

Councillors discussed and viewed the planning applications together. Approval proposed by Councillor A Brown, seconded by Councillor Mrs Thomas, as this will preserve and enhance a listed building without having a detrimental effect on neighbouring properties.

RECOMMEND

Approval as this will preserve and enhance a listed building without having a detrimental effect on neighbouring properties.

114. PLANNINGCORRESPONDENCE

a. PCNPA – Tree works –TPO 76 – The Mews, Heywood Lane, Tenby.

The Mayor as tree warden outlined the tree works proposed and why it is required for health and safety reasons. He recommended and proposed no objections to the work being carried out, seconded by Councillor Mrs Rossiter.

Recommend that the tree works be carried out for health and safety reasons.

b. RWE Renewables – Atlantic Array Offshore Wind Farm.

The Mayor explained he has viewed a lot of information in the library but it has to remain on the premises. Councillor W Rossiter explained he had viewed this information spending two and a half hours and covered only two sections. Councillor Dr Easy reported he had reviewed the technical summary.

The Clerk reported he had obtained several copies of the report on DVD and had them available for any Councillor wishing to review them at home.

c. NP/12/0075 – Zion Gardens – Planning Appeal

The Clerk reported for Councillors information this planning application has gone to appeal as PCNPA did not determine the matter in the allotted time.

d.NP/12/0260- Warren Street Planning Application withdrawn

The Clerk reported for Councillors' information that this planning application has been withdrawn.

e.NP/12/0238 Clement Dale Guest House – Referred to Committee

The Clerk reported for Councillors' information that this planning application has been referred to National Parks Committee because it does not meet the affordable housing criteria, policy 45.

Councillor Blackhall felt that someone converting their property to two flats after running a guest house for many years should not have to fulfil an affordable housing clause, it is a perfectly reasonable application. It is bizarre that National Parks would prefer the property left empty and to go into disrepair. The affordable housing policy needs to be reviewed as it is preventing property development moving forward.

Councillors continued to discuss a plan of action to support this application, it was

Resolved that delegated powers be given to Councillor Blackhall and the Clerk to send a letter to oppose the National Parks decision, to arrive 3 working days before the hearing.

f. Myrtle Grove, Narberth Road, Tenby

Councillor Mrs Brown asked for information relating to planning application for Myrtle Grove as vast work is being carried out at present to the property.

The Clerk reported planning was approved in 2005; the previous owner started the work, with the new owner carrying them on. National Parks officers are aware of the issues people have reported and they are meeting with the owner.

115. CORRESPONDENCE

a. Mr John Price, PCC – New Traffic Order – Resident Parking, Heywood Court and No waiting at any time, Upper Hill Park.

Councillors discussed the information, it was

Resolved to note the information.

b. Sue Hicks – Tudor Merchant’s House, Quay Hill, Tenby.

Councillors discussed the information, it was

Resolved to note the information.

c. Mark Lewis, Tenby Museum – Toby Petersen notice board

Councillors discussed the information, it was

Resolved to note the information.

Councillor Mrs Rossiter left the chamber before the next item.

d. Lesley Fisher, Tenby House Hotel (via e-mail) – Bollard outside premises.

Councillor Mrs Durham fully supported Mrs Fisher agreeing that the bollard is in an unsuitable position, proposing Mrs Fisher’s letter is sent to PCC with a supporting letter from TTC, seconded by Councillor Mrs Thomas.

Resolved that Mrs Fisher’s letter is forwarded to PCC with a supporting letter from TTC.

Councillor Mrs Rossiter returned to the chamber.

e. Mr Darren Thomas, PCC (via e-mail) 20mph speed limits.

The Clerk handed out a further letter received from Mr Darren Thomas PCC, Councillors were given time to read the letter.

The Clerk added PCC would like to have a 20 mph limit on within the town walls but the enforcement of it would be very difficult.

Councillor Mrs Rossiter reported a lady explained how difficult she finds crossing the road due to speeding traffic along Marsh Road, Tenby by Knowling Mead. Councillors discussed this area and failed to see what else could be done to improve it as there were already two crossing islands on the road in this area.

Councillor W Rossiter felt all traffic travels up Crackwell Street slowly during the day so a 20 mph speed sign would just be another piece of street furniture.

Councillor Blackhall felt there are incidents of speeding in many areas in the evenings and people need to take and show responsibility or a blanket 20 mph speed limit would be installed.

Councillor A Brown said people will still speed even if there is a 20 mph speed sign.

Councillor Mrs Thomas proposed TTC welcomed a 20 mph speed limit within the town walls but appreciated the enforcement problems, seconded by Councillor Mrs Brown.

Resolved that a letter be sent to Mr D Thomas PCC, supporting a 20mph speed limit within the town walls, while appreciating the enforcement concerns.

f. Mr Darren Thomas, PCC (via e-mail) 20mph speed zone, Heywood Lane.

Councillors discussed this information noting that the scheme is put on hold until money is available.

Resolved to note the information.

Councillor Mrs Rossiter left the chamber before the next item.

g. Mrs Sarah Oliver, PCC – Decision of Licensing sub-committee in relation to Tenby’s Finest Fish Bar, Upper Frog Street.

Councillors discussed the information, it was

Resolved to note the information.

Councillor Mrs Rossiter returned to the chamber.

h. Mrs Kingston, Ysgol Greenhill School – Thank you letter.

Councillors discussed the information, it was

Resolved to note the information.

i. Mr Ian Westley, PCC – Quay Hill steps.

Councillors discussed the information, awaiting the meeting of Mr B Maddocks PCC with Councillor Mrs Putwain, it was

Resolved to note the information.

j. Mr Rees – Parking St. Florence Parade.

Councillor Mrs Thomas was very pleased this letter had been received from Mr B Rees, fully supporting him, as she had placed this item on the agenda.

The Clerk had discussed this concern with Mr J Price traffic department PCC when Councillor Mrs Thomas mentioned the situation. The work is in the pipeline but the pipeline is long. This is because they advertise anomalies twice a year due to the financial cost of advertising and the next is due to go to press in September 2012.

Councillor Mrs Rossiter asked if the police could comment as it is causing obstruction to the flow of two way traffic.

Councillor Mrs Thomas proposed we forward Mr Rees’ letter to PCC with a letter of support from TTC, seconded by Councillor Mrs Rossiter.

Resolved that Mr Rees’ letter is forwarded to Mr J Price PCC with a supporting letter from TTC.

116. ACCOUNTS FOR JUNE 2012

Councillors Mrs Rossiter asked if TTC should be looking into moving the bank account in the light of recent problems with certain banks.

The Clerk reported he regularly looks for better offers on all the bank accounts but has remained with the same one as we receive free banking at present. He assured Councillors he will continue to review and monitor all accounts.

Councillor Mrs Brown clarified the war graves money received by TTC had been donated to Tenby Sea Cadets.

The Clerk informed Councillors that the Jubilee refurbishment would need to be paid shortly and requested permission to move funds from the reserve account. Councillor Hallett proposed the funds be transferred from the reserve account to the current account, seconded by Councillor Mrs Durham.

Resolved that the funding to cover the cost of the Jubilee Play Park refurbishment be transferred from the reserve account to the current account.

Proposed acceptance of the accounts for June 2012, by Councillor Mrs Thomas, seconded by Councillor Mrs Brown.

Resolved that the accounts for April 2012 be accepted.

117. EXTERNAL AUDIT RETURN 2011-2012

Discussion took place on the external audit return; proposed approval of the external audit return 2011/12 by Councillor Mrs Thomas, seconded by Councillor Mrs Brown.

The Mayor thanked the Clerk for all his hard work.

Resolved that the external audit return for 2011-2012 be approved.

118. DE VALENCE

The Clerk requested one matter be discussed in private as it related to costings, two quotes have been received for painting the outside of the De Valence and we are awaiting a third.

Resolved that the painting of the front of the De Valence costings be discussed in private.

119. REPORTS BY COUNCILLORS ON OUTSIDE BODIES

Councillor Mrs Rossiter reported that Councillor Mrs Lane had arranged a group of volunteers last Sunday to weed some areas of town. Requesting that if anyone notices weeds on the pavement please remove them if you can.

120. MEDIA ITEMS

None noted.

121. JUBILEE FAMILY PLAY PARK

The Clerk reported he joined Councillor Evans, PCC staff; TTC Handyman, the Town Council's Gardens Contractor and several volunteers at the Play Park to carry out a three and a half hour clean up of the site before opening the play equipment area. The skate plaza is still closed due to various factors, but it is hoped to relay the top layer of concrete early next week, all being well. He expressed his gratitude to St Mary's Church Car Park for their patience in allowing the contractors to use an area of the car park as a compound for a longer duration than initially expected.

Proposed by Councillor Hallett to send a letter to thank St Mary's Church Rectory Car Park for allowing a section to be used as a compound for the contractor, seconded by Councillor Mrs Thomas.

Resolved that a letter is sent to thank St Mary's Church Rectory Car Park for allowing a section to be used as a compound for the contractor developing the Jubilee Play Park.

122. ROYAL GATE HOUSE

The Clerk reported he has not heard from PCNPA about a review of the site meeting. Mr Fry is willing to attend any meeting to update but at present there is no further development to report.

123. LACK OF DOUBLE YELLOW LINES ALONG ST FLORENCE PARADE

Discussed earlier under correspondence.

124. SHELTER JUBILEE PLAY PARK

Councillor M Evans not present so item deferred until the next meeting.

125. FINANCIAL OFFICER/CLERK'S ITEMS

a. Actions and updates

The Clerk clarified the items within the update, adding the following items.

Letters have been received from several councils who supported the concerns expressed by Tenby in relation to the state of the Railway Stations between Pembroke Dock and Swansea.

PC Nigel Lewis 182 has changed the time and venue for the PACT meetings. He thanked Councillors for the use of Augustus Place over the years but they will now be held in St John's Church Hall on the second Wednesday of every month at 10am.

Harrison Sharp, Greenhill School pupil, has asked for a TTC representative to attend his planning meeting to support the idea of a 7.5 mile cycle ride by Greenhill students to raise funds for the NSPCC. Final preparations are being discussed with Mr M Owen PCC. The meeting is on Wednesday 11th July at 1.30pm.

Following discussion it was

Resolved that the Clerk attend and feed back at the next TTC.

The Clerk reported he had received an e-mail from PCC in relation to a meeting being held to discuss the proposal of a new Civic Amenity Site in the South East of the county. The meeting is

on Thursday 12th July at 6.30pm in New Hedges Village Hall committee room, for a TTC representative to attend.

Councillor Mrs Thomas clarified that this meant Tenby Amenity site would be closed. Councillor Blackhall felt the short notice of this consultation was unacceptable as usually a months' notice is given of a planned meeting not three days.

The Clerk reported he is aware they are discussing a parcel of land in New Hedges. TTC opposed the moving of the site from Tenby a long while ago.

The Clerk explained he was in receipt of a letter from Mr Brown, Head of Environmental Services, PCC which may have a bearing on the proposal but, due to its contents being of a commercially sensitive nature, Mr Brown requested that it be considered in private. It was proposed by Councillor Hallett to take this matter into private matters, seconded by Councillor Mrs Brown.

Resolved that the information received be discussed in private matters.

126. DATE AND TIME OF NEXT MEETING

Resolved that the next meeting will take place on Tuesday 24th July 2012 at 7.30pm.

127. ITEMS FOR THE NEXT AGENDA

None noted.

128. PRIVATE AND CONFIDENTIAL

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.

129. MINUTES

Resolved that the Private and Confidential Minutes of Tenby Town Council Meeting held 26th June 2012 be confirmed.

130. MATTERS ARISING

83 – (61a) – Proposal for leasing the cafe

The Clerk reported he is still awaiting confirmation of acceptance of the lease from the proposed leasee.

83 – (61b) – Heating and Electrical survey

The Clerk reported the electrical work has been completed; we are just awaiting removal of the old equipment.

The meeting to prioritise the heating action plan as documented in the Bullock report is still to be confirmed.

131. DE VALENCE

a.Painting – De Valence frontage

The Clerk explained there is vast difference between the two quotes received, so he is awaiting a third quote before presenting them to TTC for discussion and formal allocation of the contract.

b.Footlights - Hire of the De Valence

The Clerk reminded members of the long running discussions he had been having with Saundersfoot Footlights over the possibilities of them relocating to the De Valence while the Regency Hall was being refurbished. He was finally in receipt of the prices Footlights have been paying at the Regency Hall over several years. He pointed out that Footlights is a small community group, and hire costs charged to them have reflected this over the years. Breakdown of the hire fees were given, differentiating between rehearsal time and performances.

Councillors discussed the hire fees and amount of usage required of the De Valence hall in great depth, outlining that they felt one of the main functions of the hall was to provide the space for the local community. Tenby Town Councillors empathised with the rates Footlights have paid but realised that basic costs of running the De Valence need to be covered.

Councillor Mrs Brown suggested hire costs, following discussion between all Councillors present, as follows:

£5 per hour - Augustus Hall – Rehearsal Hire
£100 De Valence - per Rehearsal (Technical/Dress etc.)
£150 De Valence - per Performance Day

It was proposed by Councillor A Brown for the Clerk to continue to liaise with Footlights, offering a package hire to cover rehearsal time at Augustus Place, as well as Performance rehearsals and shows at the De Valence, based on the figures suggested by Councillor Mrs Brown. This was seconded by Councillor Mrs Thomas.

Resolved that the Clerk liaise with Footlights organisers informing them of the package hire charge for a complete show including rehearsal and performance time.

The Clerk reported the lighting desk in the De Valence cannot be fixed as it has a software problem and unfortunately the company that supplied it is no longer in business. Cost of using an alternative company for repairs are high, £68 for the first hour, then £48 for every subsequent hour. In view of this the Clerk has requested costings for a new replacement lighting desk for Councillors to compare once the quotes are received.

Councillor Mrs Rossiter took no part in discussion or voting on the next item.

132. CIVIC AMENITY SITE

The Clerk outlined the contents of the letter he has received from Mr Brown, relating to the relocation of the Civic Amenity Site from Tenby. He reminded members that Mr Brown had stressed that this be considered in strictest confidence.

Councillors discussed the information and the possible relocation in great detail. Some members felt that, given the contents of the letter, the relocation appeared to be a fait accompli. It was felt that three days notice of the meeting to be held on 12th July 2012 in New Hedges Village Hall at 6.30 pm, was extremely short notice and reference to this should be expressed to Mr R Brown PCC. As no Councillors were available to attend at such short notice, it was

Resolved that the Clerk attend the meeting on 12th July 2012, in New Hedges Village Hall at 6.30 pm, and provide feedback for Councillors at the next TTC scheduled meeting on 24th July 2012.

Councillor Blackhall requested, in light of several meetings being arranged by PCC relating to and affecting Tenby directly without a TTC representative requested to be present, that a Tenby Town Council Policy meeting be called inviting both County Councillor M Evans and County Councillor M Williams to attend to discuss PCC's lack of engagement with the Town Council.. Proposed by Councillor Blackhall, seconded by Councillor Mrs Thomas to arrange a TTC Policy meeting.

Resolved that a TTC Policy meeting be arranged inviting County Councillor M Evans and County Councillor M Williams to attend.

Mayor _____

Town Clerk _____

Date _____