

TENBY TOWN COUNCIL
MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD 10TH MAY 2011

PRESENT

Councillor T Hallett Mayor
Councillor D Morgan
Councillor Mrs Rossiter
Councillor Mrs Thomas
Councillor Mrs Brown
Councillor Mrs Putwain
Councillor P Rapi
Councillor L Blackhall

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

15. APOLOGIES

Apologies received from Councillor Mrs Evans, Councillor Mrs Williams, Councillor Mrs Lane and Councillor Stock.

16. DISCLOSURE OF PERSONAL INTERESTS

Councillor Mrs Rossiter disclosed a personal interest in item 8a and 8b.

17. ITEMS TO PRESS

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

Resolved that items of Correspondence and Committee Minutes other than those items marked Not for Publication be given to members of the Press present.

18. CONFIRMATION OF MINUTES

Resolved that the Minutes of the Tenby Town Council held 27th April 2011 be confirmed and signed as accurate.

19. MATTERS ARISING

552 (514- Notice Board on the Croft)

Councillor Rossiter requested an update on the situation of the removal of this Notice Board. The Clerk explained he had left several messages with the contractor but was still awaiting a reply.

Resolved for the Clerk to continue contacting the contractor until the work is commenced.

557 a. De Valence Licences

The Clerk informed Councillors that a PPL licence can be applied for each individual event by either the building operator or the event organiser. However, the building owner has a responsibility to ensure the licence has been purchased. The De Valence Hire Agreement has been amended accordingly.

For the PRS Licence, they licence the building and then charge retrospectively with different tariffs based on percentages of the box office return, depending on the type of event held. The Council would need to re-charge these costs to the event organiser.

Discussion took place between Councillors and it was then proposed by Councillors Mrs Putwain, seconded by Councillor Mrs Brown that the Clerk amends the Hire Agreement wording to cover these licensing arrangements.

Resolved for the Clerk to amend the De Valence Hire Agreement relating to these licences.

557b – Artwork Display in De Valence Café

The Clerk reported after being asked for an update on the situation that due to the bank holidays and Mayor Making preparations this request had been delayed and he would enter into discussion with the people concerned later this week to offer the display facility to other local artists.

Resolved for the Clerk to offer this display facility to local artists as soon as possible.

20. CONFIRMATION OF MINUTES

Resolved that the Minutes of the Tenby Town Council held 6th May 2011 be confirmed and signed as accurate.

21. MATTERS ARISING

Election of Deputy Mayor for the year 2011/12

The Mayor presented Councillor Mrs Caroline Thomas with her Chain of Office and Scroll. Councillor Mrs Thomas thanked the Mayor for asking her and said she would do her very best to carry out the duties to the best of her ability.

22. PLANNING APPLICATIONS

a.NP/11/155 – Mr Jason Rossiter, Hope and Anchor Inn, St. Julian Street, Tenby – Removal of existing walling in beer garden and replace paving slabs, Hope and Anchor.

Discussion took place between all Councillors present. Proposed approval by Councillor Morgan, seconded by Councillor Rapi.

RECOMMEND

Approval

b.NP/11/156 – Listed Building - Mr Jason Rossiter, Hope and Anchor Inn, St. Julian Street, Tenby – Removal of existing gravel and brick walling in beer garden seating area and replace, Hope and Anchor.

Discussion took place between all Councillors present. Proposed approval by Councillor Morgan, seconded by Councillor Rapi.

RECOMMEND

Approval

c. NP/11/168 – Mr. and Mrs. D. Evans, 44 Mortimer Road, Pontcanna, Cardiff – Proposed rear extension to a dwelling house, 15 Lower Frog Street, Tenby.

Discussion took place between all Councillors present. Proposed approval by Councillor Mrs Putwain, seconded by Councillor Rapi.

RECOMMEND

Approval

d. NP/11/170 – HSBC Bank, Tudor Square, Tenby – Installation of four external condensing units, HSBC Bank, Tudor Square, Tenby

Discussion took place between all Councillors present. Proposed approval subject to acceptable noise levels by Councillor Morgan, seconded by Councillor Rapi.

RECOMMEND

Approval subject to acceptable noise levels.

e. NP/11/174 Listed Building – Mr. M. Keohane, 12 Greenhill Avenue, Tenby – Alterations to bay windows on west elevation of approval NP/09/136, former Ocean Hotel, The Croft, Tenby.

Discussion took place between all Councillors present. Proposed approval by Councillor Rapi, seconded by Councillor Mrs Brown.

RECOMMEND

Approval

23. **PLANNING CORRESPONDENCE**

a. PCNPA – Local Development Plan – Draft Supplementary Planning Guidance.

Discussion took place between Councillors and the Mayor suggested Councillors could review the document in the Council Office further as required.

Resolved to note the correspondence.

b. Dinas Cross Community Council – Pembrokeshire Coast National Parks.

Dinas Cross Community Council expressed concern that the National Park Authority appeared to ignore their views on planning matters. Councillors commented that similar concerns had been expressed previously by TTC and they have sympathy with the views of Dinas Cross Community Council. However, have no alternative proposals to put into operation at present so it was

Resolved for the Clerk to send a letter to Dinas Cross stating that TCC sympathise with their views but will not be taking any further action at this time.

24. **CORRESPONDENCE**

a. Tenby Chamber of Trade and Tourism – April minutes

Congratulations were expressed to the Chamber of Trade and Tourism for the successful Easter Egg Hunt. Councillors discussed the comments made in the minutes on Street Traders which TTC have tried to address in the past but failed. TCC hoped Tenby Chamber of Trade would succeed where they had failed. It was proposed by Councillor Mrs Putwain, seconded by Councillor Rapi to e-mail Tenby Chamber of Trade and Tourism that TCC concur with their concerns and offer their full support in trying to resolve this long standing matter. Also to write to PCC supporting the Chamber of Trade and Tourism in their concerns over this long running issue and request information on when the strategy is to be clarified.

Resolved to e-mail Tenby Chamber of Trade and Tourism stating that TCC concur with their concerns and fully support them. Also to send a letter to PCC supporting the Chamber of Trade in their concerns on this long standing issue.

Councillor Mrs Thomas took no part in discussion or vote.

25. **GRANT APPLICATIONS**

a. Pembrokeshire CAB

Discussion took place between Councillors but it was decided that as the organisations receives core funding from Pembrokeshire County Council and Tenby funds are limited, unfortunately, they will not be able to support this grant application at this time.

Resolved for the Clerk to send a letter expressing regret that the Council could not offer financial support at this time.

Councillor Mrs Brown proposed that the Clerk filter out the Grant Applications that fall out of the remit of TTC to save on administration costs incurred for photocopying and postage when requesting accounts etc. Councillor Mrs Putwain agreed and proposed that applications obviously falling out of the TCC policy/remit be filtered by the Clerk. Those that were perhaps not so obvious could be brought to the attention of council. If the council wished to consider the application, then the Clerk could send out application forms and request accounts. Cllr. Mrs. Putwain was seconded by Councillor Mrs Brown.

Resolved for the Clerk to filter Grant applications that fall out of the Tenby Town Council remit.

26. ACCOUNTS FOR APRIL 2011

Discussion took place on the accounts. One item was requested by the Clerk to be discussed in private and it was proposed by Councillor Mrs Brown, seconded by Councillor Rapi that this be done. The Clerk also asked Councillors if funds from the Premium Account could be transferred into the Reserve Account to gain a better rate of interest, proposed by Councillor Rapi, seconded by Councillor Mrs Brown. Councillor Mrs Rossiter proposed acceptance of the Accounts for April 2011, seconded by Councillor Rapi.

Resolved to move one item into private matters, to transfer money between accounts to gain higher interest and to accept the accounts for April 2011.

27. ELECTION OF REPRESENTATIVES ON OUTSIDE BODIES AND COMMITTEES.

Councillors discussed the Councillor Representatives on all the committees and outside bodies and

Resolved that Council Representatives on committees and outside bodies be approved as outlined in Appendix A.

28. REPORTS BY COUNCILLORS ON OUTSIDE BODIES

Councillor Mrs Putwain reported she had attended Tenby Charity Trustees.

The Mayor attended the Pembrokeshire Coastal Forum AGM. He reported back information relating to this meeting.

29. MEDIA ITEMS

Councillors discussed that the signs placed throughout the town stating “do not feed the Seagulls” have all disappeared. The problems with seagulls have

increased and these signs need to be replaced in a Perspex or plastic material, proposed by Councillor Mrs Rossiter, seconded by Councillor Mrs Brown.

Resolved for the Clerk to obtain this signage in a suitable material and position them in strategic problem areas around the town.

30. WHEELED PLAY PARK

Councillors discussed the minutes of the recent meeting and commented on the enthusiasm of the Youth Forum who have already started raising funds for the play area. It was also noted the change of name of the Play Park to Queen Elizabeth II Family Play Park from the Jubilee Play Park this will allow access of funding from more sources. Councillors would have liked to take the plans to schools/youth groups so more youngsters can view them but it was decided that as the plans are not official at present they should be viewed only in the Town Council Office area at the time. The next meeting date to be confirmed is scheduled for early June and Councillor Mrs Brown would like to see more local people encouraged to attend this meeting.

31. PARKING

Deferred until the next meeting as Councillor M Evans not present.

32. PARKING SIGNAGE

Councillor Hallett explained that he had received information and pictures of electronic signage that would be suitable for our town and wished other Councillors to view this information and consider how it would improve traffic congestion in the town especially during the holiday season. Proposed by Councillor Morgan, seconded by Councillor Rapi to send this information to PCC requesting consideration for its introduction into Tenby.

Resolved to send information to PCC requesting consideration for possible introduction of this signage in Tenby.

33. SIGN ON CASTLE HILL

Councillor Mrs Thomas explained that the sign at the entrance to Castle Hill informs people as to how and when Castle Hill was given to the people of Tenby. Now it is dirty and unreadable and it should never be forgotten how special this gift was. In view of this discussions on how this plaque could be cleaned took place, and it was

Resolved to contact Cadw to obtain advice on cleaning the plaque.

34. CROSSING ON THE NORTON

Deferred until the next meeting as Councillor Mrs Williams not present.

35. PIGEONS/TOWN WALLS

Councillor Blackhall reported that pigeons on the town walls along the Parade are causing as many problems as the seagulls with an increase in nesting and in numbers as well as people feeding them. The street cleaners do a brilliant job but people still throw litter. Councillors continued to discuss problems and hazards associated with the pigeons and Town Walls Proposed by Councillor Blackhall, seconded by Councillor Mrs Brown to request Cadw representative be invited to a TCC meeting to present their annual report on the Town Walls. It was

Resolved for the Clerk to invite Mrs M Howells PCC Historic Building Maintenance to attend a Town Council Meeting to discuss their recent annual Town Wall report and maintenance plan.

36. FINANCIAL OFFICER/CLERK'S ITEMS

a. Calendar of Meetings 2011/12

Councillors noted the dates.

Resolved to note the Calendar of Meetings for 2011/12.

b.Actions from 27th April Meeting.

The Clerk outlined all items and gave updates as requested.

c.Letter from Mr C Martin – Five Year Framework of the NHS Trust

The Clerk reported Councillor Mrs Evans received a letter requesting her attendance along with a couple of Tenby Councillors at a meeting on 23/5/2011 in the Trust Board Room to meet and discuss the five year framework plan of the NHS Trust. Councillor Mrs Thomas and Councillor Blackhall put their names forward to attend.

Resolved for Councillor Mrs Evans, Councillor Mrs Thomas and Councillor Blackhall to attend this meeting.

37. DATE AND TIME OF NEXT MEETING

Resolved that the next meeting will take place on Tuesday 24th May 2011 at 7.00pm.

Apologies given for this forthcoming meeting from Councillor Mrs Brown and Councillor Rapi.

38. ITEMS FOR THE NEXT AGENDA

a.South Beach Development – Councillor Blackhall.

b.Castle Hill Light Pollution – Councillor Mrs Putwain.

39. PRIVATE AND CONFIDENTIAL

Proposed by Councillor Blackhall and 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.

40. MINUTES

Resolved that the Private and Confidential Minutes of the Tenby Town Council Meeting held 27th April 2011 be confirmed and signed as accurate.

41. MATTERS ARISING

569b. - Mr Birt (via email) Request for update on Council's position

Councillor Mrs Putwain asked for an update relating to the Press Release resolution as she had not seen it in the press. The Clerk reported that Councillor Mrs Evans and he had both been busy over the Easter/Royal Wedding period and arranging Mayor Making and met too late for last week's press release deadline. Discussion then took place to defer the press release until after the meeting with PCC scheduled for 17/5/11.

Resolved to defer action on the resolution until after the meeting scheduled for 17/5/11.

42. FINANCIAL OFFICER/CLERK'S ITEMS

a. To confirm the Internal Auditors for 2011/12

The Clerk recommended that the Council continue to use Ashmole & Co as the internal auditors for the next year. Proposed by Councillor Mrs Brown, seconded by Councillor Rapi.

Resolved for Ashmole & Co to continue as Internal Auditor for 2011/12.

b. Accounts For April 2011

The Clerk explained that £900 outstanding on the accounts related to an outstanding café tenancy invoice. No response has been received to correspondence or communication attempts. Councillors discussed all the possible actions to resolve this issue. Proposed by Councillor Morgan, seconded by Councillor Mrs Brown to send a further letter to the past tenant.

Resolved for the Clerk to send another letter on the matter.

Mayor _____

Town Clerk _____

Date _____