

TENBY TOWN COUNCIL  
MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD 12<sup>th</sup> November 2013

**PRESENT**

Councillor Mrs Lane	Mayor
Councillor Mrs Thomas	
Councillor Mrs Brown	
Councillor P Rapi	
Councillor T Hallett	
Councillor L Blackhall	
Councillor W Rossiter	
Councillor Dr P Easy	
Councillor Mrs Putwain	
Councillor M Evans	

**IN ATTENDANCE:**

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

**252. APOLOGIES**

Apologies received from Councillor Mrs Rossiter, Councillor Mrs Durham and Councillor A Brown.

**253. DISCLOSURE OF PERSONAL INTERESTS**

Councillor Dr Easy, Councillor Hallett, Councillor Blackhall, Councillor Mrs Brown and the Mayor declared a personal interest in item 11 De Valence.

**254. ITEMS TO PRESS**

Proposed by Councillor Hallett, seconded by Councillor Mrs Brown.

**Resolved that items of Correspondence and Committee Minutes other than those items marked Not for Publication be given to members of the Press present.**

**255. CONFIRMATION OF MINUTES**

**Resolved that the Minutes of the Tenby Town Council meeting held 29<sup>th</sup> October 2013 be confirmed and signed as accurate.**

**256. MATTERS ARISING**

238 (221d) – Dr Susan Biggin – Harbour lighting

Councillor Mrs Thomas requested an update on the progress made on the harbour lighting concerns. The Clerk said unfortunately he had received no further response as yet. Councillor Hallett felt the lighting appeared to be lower and focusing on the area required, however Councillor Mrs Putwain felt it was unchanged. It transpired that both Councillors were reviewing the lighting from different levels hence the different views. The Clerk agreed to inform Councillors as soon as new information is received.

239e – NP/13/0503 Removal of condition No2 of NP/142/75 to allow the sale of hot take-away food, Trafalgar House, Trafalgar Road, Tenby.

Councillor Mrs Brown asked if PCNPA had responded in relation to lifting of the conditions to allow the selling of hot food take away at this premises. The Clerk reported no feedback had been received.

239f - NP/13/0482 – Proposed new Tenby English-Medium School – Tenby Junior CP School, Heywood Lane, Tenby – EIA Screening Option.

The Clerk explained he was concerned following TTC decision at the last meeting relating to the Environmental Impact Assessment Screening at Tenby Junior School, he felt PCNPA were asking for more of a response than just to note the information. Therefore he e-mailed all Councillors outlining his concern and requested on reflection if TTC felt an EIA should be undertaken. Councillor Dr Easy felt a project of this size should automatically have an EIA and the majority of Councillors supported the Clerk's concerns, therefore a letter had been sent to PCNPA from TTC in support of an EIA screening on the Tenby Junior School site.

Councillor Mrs Thomas apologised for misreading the information and therefore misleading Councillors when making their previous decision.

Councillor M Evans joined the meeting.

## **257. PLANNING APPLICATION**

a. NP/13/0505 – Mr & Mrs K J Chichester, Unit 1A, Compass Business Park, Pacific Road, Ocean Park, Cardiff – Demolition of existing single storey hipped roof bungalow and replace with one-and-a-half storey dwelling, Brierbank, Broadwell Hayes, Tenby.

Councillors viewed and discussed the planning application in detail including consideration to neighbouring properties. The Clerk confirmed no correspondence from neighbouring properties had been received. Councillor Dr Easy proposed approval as it is a fitting development for the site, seconded by Councillor Mrs Putwain.

### **RECOMMEND**

**Approval as it is a fitting development for the site.**

## **258. PLANNING CORRESPONDENCE**

a. PCNPA – Application for tree works – TPO 4 – Longshaw, North Cliff, Tenby.

Councillor Hallett felt the tree works should be carried out as the trees are getting too tall for the area and the work will encourage better growth. It was

**Resolved that TTC has no objections to the proposed tree works.**

b. PCNPA – Re application NP/13/0401 – Referral to PCNPA Development Management Committee

The Clerk reported that PCNPA had referred the above planning application to the development management committee as their officers felt the proposed frontage of the property will break the streetscape, which differed from TTC views. Councillors are invited to make representation at the meeting if required.

c. PCNPA – Royal Playhouse – Result of appeal Cinema site

The Clerk said no official notification had been received however he was aware the Welsh Assembly Inspectors report was available on the website in response to the appeal launched by the Royal Playhouse applicant. The appeal followed PCNPA refusal to remove the condition to allow A1, A2 and A3 usage of the Cinema site due to little/no interest in the cinema. The Inspector upheld the applicant's appeal, therefore the usage of the site can now be for A1, A2 or A3. Councillor W Rossiter asked where this leaves the facade. The Clerk said the façade will remain as it is listed. However, he made Councillors aware TTC has not received official notification of the report.

**259. CORRESPONDENCE**

a. Leader, PCC (via e-mal) – Financial settlement and service delivery meeting 11<sup>th</sup> December 2013.

Councillors reviewed the information, it was

**Resolved that the Mayor, Councillor Blackhall and Councillor Mrs Brown will attend the financial settlement and service delivery meeting on the 11<sup>th</sup> December 2013.**

b. Dan Shaw, PCC (via e-mail) – Improvement objectives 2014/15.

The Clerk asked if Councillors wished to respond collectively or individually on the PCC improvement objectives. Councillor Evans explained the improvements are ongoing and individual links are listed for Councillors to review as and when able. However, he outlined that Councils have statutory obligations that include for example: schools, social care and highways, where as discretionary obligations cover leisure, library computers, floral displays and public conveniences. Therefore he felt that everyone needs to maintain awareness of the changes and improvements that are likely to happen in our area.

Councillors discussed various matters related to services presently provided by PCC and possible changes that can and may occur in the future, stating they will address particular services as and when changes are proposed and action is required.

Councillor Mrs Putwain felt Tenby Town Councillors should review and respond individually as the remit is vast and the time scale is limited. It was

**Resolved that Tenby Town Councillors respond individually on PCC improvement objectives 2014/15.**

c. Mr P Oeppen, the Rotary Club of Tenby – Brother Thomas' Garden

The Mayor said Brother Thomas gardens gate is locked at night and her personal thought was a see through gate would add to the rubbish being thrown into this area. Councillor Evans reported Mr Tapley had worked hard and made an improvement to this garden, therefore it is very positive offer from the Rotary Organisation to help and repair the gate. He personally felt this area is like a secret garden and the wooden door adds to the excitement of what is in store; therefore he would prefer the gate repaired. Councillor W Rossiter felt due to the angle of the gate in relation to the garden within little would be seen through the gate. Councillor Hallett said some of the garden wall had been previously taken down and this area would need attention too. He too felt the solid wooden gate would be his preference.

Councillor Mrs Thomas said on reading the additional letter it appears easier to keep the same doorway as, according to PCNPA, an alternative would require planning permission.

Councillor Evans proposed a letter be sent to Mr Oeppen, Rotary Club President thanking the members for their work, interest and research into Brother Thomas garden; however TTC feel they would like to keep the solid door to maintain the secret garden aspect, seconded by Councillor Hallett.

**Resolved that TTC send a letter to Mr Oeppen, thanking the Rotary Club for their work, interest and research into Brother Thomas garden; however TTC feel they would like to keep the solid door to maintain the secret garden aspect.**

d. Tim Fletcher, PAVS (via e-mail) – Funding Fair, 19<sup>th</sup> November 2013

Councillors discussed the information, it was

**Resolved that Councillor Blackhall would endeavour to attend the funding fair on 19<sup>th</sup> November 2013.**

## **260. ACCOUNTS FOR OCTOBER 2013**

Councillors reviewed and discussed the accounts. Councillor Hallett proposed acceptance of the accounts for October 2013, seconded by Councillor Dr Easy.

Councillor Hallett thanked the Clerk for his continued hard work.

**Resolved that the accounts for October 2013 be accepted.**

## **261. GRANTS**

### A. Hafan Cymru

Councillors discussed the application in great detail with all views expressed for donating as well as discussion as to whether this application fell into TTC remit. Councillor Mrs Putwain felt it was a positive move to extend the Crucial Crew experience/advice to Greenhill School pupils; therefore she proposed £50 be donated for the Spectrum Project, Hafan Cymru. Councillor Mrs Thomas seconded the proposal as she agreed with the provision of Spectrum support cards providing information and advice on where pupils can turn to for help in times of need.

The Mayor held a vote: three for the proposal, two against and four abstentions, therefore it was

**Resolved that under Section 31, Local Government and Rating Act 1997 TTC donate £50 to the Spectrum Project, Hafan Cymru.**

## **262. DE VALENCE**

The Clerk had nothing new to report about the De Valence.

Councillor Mrs Brown reported on the recent successful Blues Festival Weekend, it was brilliant for the town as well as the De Valence. She thanked Councillor Blackhall and Councillor Evans for their help and support during the weekend.

All Councillors acknowledged and thanked Councillor Mrs Brown for her dedication and commitment to running successful events held in the De Valence.

## **263. REPORTS BY COUNCILLORS ON OUTSIDE BODIES**

Councillor Rapi reported he attended the recent Soroptimist open evening discussing human trafficking problems in Britain. The evening debate was informative and well supported by Sixth Form pupils.

Councillor Evans provided information on proposed changes to Tenby car parking charges.

Firstly, PCC are looking to maximise income. He made reference to the 'Barnet Council Case' where they tried to increase charges in the more affluent areas to subsidise another area, however following a judicial review by a resident of the area, the review was upheld as it was stated as a wrong reason to increase charges in one area to support another.

Secondly, tradesmen to get a dispensation to park when they are carrying out repairs for a business/resident who lives within the town walls

Thirdly it is proposed to raise street residents permit charges. (This would see it costing more than a weekly ticket in the multi storey). He personally does not agree with this as residents are already penalised with limited parking and are paying council tax. This is bordering on a tax for living within the town walls.

Fourthly there has been an anomaly that Easter and October half term holidays have fallen outside the car parking charging periods on several occasions. Therefore it is proposed to amend the charging period as follows: 1<sup>st</sup> March till 31<sup>st</sup> October. (This however gives a shorter period of free parking).

Fifthly multi storey charges: Winter 4hrs increasing from 50p to 60p. He felt this is little gain and sending out the wrong message we want to encourage locals to shop locally and not make them pay more. However he agreed with summer 4hrs increase from 80p to £1.00.

The aim of the authority is to provide safe, well maintained and convenient car parks. At present this falls short as they are not always well maintained. However when the lift is installed in the multi-storey it will improve part of the facility.

A positive change is the introduction of a 24 hr ticket that TTC has asked for previously. This will insure someone arriving at 3pm need not return to their car until 3pm the following day, as previously they would have needed to purchase a ticket at 9am the next morning. The 24hr ticket will cost £2.00.

Multi storey weekly tickets will rise from £10.80 to £12.00. Non reserved spaces and reserved permits will also rise. However Councillor Evans did not agree with the non-reserved spaces increase as these are something we should be encouraging. He also felt that this ticket should be transferable in that when the multi is full you can park in North, South, the Green or the Salterns car parks with this permit.

Butts field bus charges increasing from £4 to £5 and an introduction of 5 hours parking at North beach car park.

The Green and the Salterns car parks are increasing from £1.50 to £2.50 per day however this is acceptable as long as assurance is given of the park and ride scheme continuing in its present format.

In light of all this information Councillor Evans proposed TTC make a representation on these changes, either by holding a special meeting or power given to a small group to prepare and send comments. If objections are received they will be taken back to the Cabinet for discussion. However, there was a short planned implementation date.

Councillor Mrs Putwain felt strongly as a resident living within the town walls and no residential parking available for her to use. She felt, in a way she, was subsidising those able to park outside their own houses. Councillor Evans fully agreed with his fellow Councillor and felt walled town residents should have reduced rate parking in the multi storey car park.

Councillor Mrs Brown felt most Tenby Town Councillors supported the views of Councillor Evans and proposed for him to work with the Clerk to prepare a representation in relation to Tenby car parking charges on behalf of TTC, Councillor Hallett seconded the proposal with the addition that Councillors inform the Clerk of their individual concerns as soon as possible before the letter is formatted.

**Resolved that Councillor Evans and the Clerk prepare a representation letter on the improvement changes to Tenby car parking charges.**

Councillor Hallett reported on the recent enjoyable European Walled Town Conference he attended in Derry, Northern Ireland. Information was given on the small town heritage challenge project in Raphoe and this documentation and information is available in TTC office for Councillors to review or on the EWT website.

The Mayor thanked fellow Councillors on the excellent turn out and supporting Tenby Armistice Service and Parade.

Councillor Hallett added he attended the Park House Court Remembrance Service and the Manorbier School remembrance service where children were given the opportunity to put questions to war veterans.

The Mayor had attended, along with Councillor Rapi, the Salvation Army Human Trafficking Event where a gentleman walked to every Citadel in Wales to raise awareness of the problem within the United Kingdom. The support and rehabilitation the Salvation Army gives to all removed and rescued from trafficking is remarkable and should be commended.

The Mayor reported on her recent visit to Canada to represent Tenby at the International Communities in Bloom awards ceremony. Tenby achieved 5 Blooms the top award available, this being a remarkable achievement for the town. A copy of the evaluation report has been sent to all media outlets and is available for all Councillors and local organisations to see the positive comments on our town as well as the encouraging comments to improve and enhance present facilities. Everyone should be proud of living in Tenby and people who helped should be proud of themselves for the achievement Tenby gained.

Large screens in the auditorium had pictures of Tenby along with much larger states in Canada and America, however following the picture presentation and flag exchange ceremony many people came and asked questions about Tenby and said how much they would like to visit. To increase tourism for the area was the main aim of Tenby entering and this was achieved by the

amount of contacts made during Councillor Mrs Lane's visit. She continued explaining that not only Tenby will benefit, Pembrokeshire and Wales was highlighted as a special place to visit.

Tenby has been put forward to enter Britain in Bloom 2014, for the fifth year out of six. Continued support for Tenby in Bloom is needed to maintain the high level of standard expected by people visiting, and this can only be achieved with plenty of man power and financial support. In Bloom is not just about flowers it is the heritage, cleanliness and pride in our town and with local help we can continue to be proud of our town. Thank you to all who supported and 'well done' Tenby on this high achievement may tourism in Tenby benefit from this achievement.

Councillor Hallett thanked the Mayor for all her time and effort put into Tenby in Bloom and congratulated her on the outstanding achievement gained from entering the International Communities in Bloom.

#### **264. MEDIA ITEMS**

Councillor Mrs Thomas reported on the recent report in the Tenby Observer relating to Tenby MIU. She made reference to the Welsh Assembly Petitions Committee that sat on the 11<sup>th</sup> November 2013 to discuss the Tenby MIU communication issues and asked if the Clerk could find information on the outcome of the meeting and see if it has helped the fight to keep the unit open.

Secondly she heard the Welsh Assembly report on the radio talking about Rebecca Evans AM comments on the lack of communication between local GPs and the LHB, however it was stated they were in talks on 12<sup>th</sup> November 2013, therefore she asked if the Clerk could contact the GP surgeries and request an update on the situation.

Thirdly she reminded Councillors of the Hywel Dda meeting taking place on the 14<sup>th</sup> November at 1pm in Bloomfield and requested if anyone could attend. Councillor Evans said he was planning to attend this meeting.

Councillor Evans reported that he was aware Tenby came third in a national tourism survey award, which a couple of million people voted on. He asked the Clerk to research and request more information on this award.

The Mayor reported she had sent International Communities in Bloom evaluation reports to all MPs, AMs, local newspapers and TV stations. Councillor Mrs Thomas felt sad that the Welsh Assembly had not supported Tenby in the light of all the tourism generated by entering this competition as the official certificate states Tenby, Pembrokeshire, Wales.

#### **265. DEFIBRILLATORS**

Councillor A Brown had requested this item be placed on the agenda, however in his absence the Clerk had contacted the British Heart Foundation to ask if Tenby were to have any defibrillators sited in and around Tudor Square. Sadly the lady concerned had not returned the phone call and so we are still awaiting an update. The Mayor said she was sure Feccis Ice Cream Parlour had one installed and another outlet had one too, she agreed to check and report back at the next TTC meeting.

Councillor Hallett felt it was sad that, if defibrillators are indeed in situ, no publicity has been carried out to ensure people are aware of their position if and when needed. It was

**Resolved that TTC await further information from the Mayor or the Town Clerk at the next meeting.**

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

a. Regimental Badges – War Memorial Gardens gates

The Clerk reported he has made progress with the regimental badges and his report outlined the recommendations. He highlighted that, despite contacting many regiments and organisations, no monetary help has materialised; therefore it will be down to TTC to ensure the badges are replaced. Costings for replacement badges was e-mailed to Councillors explaining £300 to make the moulds and £240 to cast all four badges in resin. Three badges are damaged and one has the gun pointing the opposite way to the hat badge.

He continued by explaining that a generous donation of £300 has been pledged to TTC towards the reconstruction cost of the badges by a past Mayor of Tenby, Mr J Griffiths. In light of this donation the Clerk informed Councillors that TTC has the option to use the contingency fund to enable the work be completed if they so desired.

Councillor Hallett proposed TTC use the contingency funding to allow the replacement regimental badges be made and replaced on the War Memorial garden gates, and, a letter of thanks be sent to Mr J Griffiths for his donation towards the badges, seconded by Councillor P Rapi.

**Resolved that TTC write and thank Mr J Griffiths for his generous £300 donation towards refurbishment of the regimental badges on the War Memorial Garden Gates and TTC donate the shortfall from the contingency fund.**

b. Meeting with Mr Richard Brown, Head of Environmental Services, PCC

The Mayor reported on a recent meeting with Mr Brown who said PCC will be cleaning all the War Memorial during the Centenary Celebration of World War I. However this is specialist work to remove the algae and other deposits on Tenby's War Memorial and TTC is grateful to PCC for undertaking this maintenance work.

c. Temporary Road Closure

The Clerk informed Councillors of a temporary road closure on Narberth Road from the A478 junction to Serpentine Road junction, to enable replacement iron works to take place. The closure is on the 18<sup>th</sup> November 2013 from 6pm to 10pm. Diversions will be in place and signposted.

d. Annie Jeremiah – 4<sup>th</sup> Tenby Guides

The Clerk reported Annie Jeremiah of Tenby 4<sup>th</sup> Guides will be giving a presentation on her recent visit to Sangam, India. She has invited Councillors to the evening to say thank you for the donation towards her trip. The talk will take place on Tuesday 19<sup>th</sup> November at 7.45pm in the Scout and Guide Hall, Warren Street, Tenby. Unfortunately the Mayor and Deputy Mayor are unable to attend, however Councillor Hallett was pleased to attend and represent TTC.

**Resolved that Councillor Hallett will attend Annie Jeremiah's presentation on her recent trip to Sangam, India.**

e. Tenby Town Council Finance (Budget) Meeting

The Clerk asked Councillors if they wished to have a separate financial budget meeting or discuss the budget during the next TTC meeting. Following discussion it was

**Resolved that the Clerk call a specific TTC Finance Meeting.**

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

**Resolved that the next meeting will take place on Tuesday 26<sup>th</sup> November 2013 at 7.30pm.**

Councillor Mrs Brown gave her apologies in advance.

**268. ITEMS FOR THE NEXT AGENDA**

Good Neighbourhood Scheme – Councillor Mrs Thomas.

**269. 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.**

**270. CONFIRMATION OF MINUTES**

**Resolved that the Private and Confidential Minutes of Tenby Town Council Meeting held 29<sup>th</sup> October 2013 be confirmed and signed as accurate:**

**271. MATTERS ARISING**

213 – De Valence Bollards

The Mayor said not only is parking a problem outside the emergency exit gates and had photographic evidence of rubbish being dumped. She felt this was not acceptable and disgraceful behaviour. Councillor Evans said this could be dealt with by Mr R O'Rourke, PCC who can search the rubbish and fine the culprit. It was

**Resolved that the Clerk contact Mr R O'Rourke, PCC as and when the problem arises.**

Councillor Mrs Putwain reported rubbish and four beer kegs were sited opposite the Ocean Restaurant, Bridge Street. The Clerk said Mr R Brown PCC is aware and dealing with this inappropriate storage.

**272. TENBY NEW CEMETERY MAINTENANCE**

The Clerk informed Councillors he had two tenders for the Tenby New Cemetery Maintenance contract. He proceeded to open them and inform Councillors of the proposed financial cost for three years.

Tender 1 - £10,750 per year                      £32,250 for 3 years.

Tender 2 - £3,000 per year                      £9000 for 3 years.

The Mayor proposed acceptance of Tender 2 from Smart Gardens, seconded by Councillor Hallett.

**Resolved that TTC offer the Tenby New Cemetery Maintenance contract to Smart Gardens for the next three years (April 2014-March 2017).**

Mayor \_\_\_\_\_

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

Date \_\_\_\_\_