

TENBY TOWN COUNCIL  
MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD 13<sup>th</sup> November 2012

**PRESENT**

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

**IN ATTENDANCE:**

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

**ALSO PRESENT**

Mrs Angela Watwood                      Head of Community Health and Social Services  
Mrs Sue Thompson                              Customer Services Manager, Independent Living  
Mrs R Gibby                                      Good Neighbourhood Scheme Co-ordinator

The Mayor extended a welcome to Councillors, members of the public, Mrs Angela Watwood and her colleagues, thanking them for agreeing to attend this meeting. The Clerk outlined Mrs Watwood had been invited by Councillor Evans to provide information about the present usage of Tenby Cottage Hospital and how services could be increased to utilise the facility further.

Mrs Watwood explained her role as Head of Community Health and Social Services, introducing her colleagues, Mrs Sue Thompson, Customer Services Manager for Independent Living and Mrs Rachel Gibby, Good Neighbourhood Scheme Co-ordinator.

Mrs Thompson highlighted the following services presently available at Tenby Cottage Hospital:

- Social Services Day Centre Mon-Fri 9-4pm
- Meeting rooms used also as Satellite Office
- Re Enablement Officer's Office
- Community Resources Team Base
- CRT Weekly meeting.
- Physiotherapy and Occupational Therapy Re enablement facilities.
- Community Nurses co-ordinator base
- Park House Court Co-ordinator
- Clinical room facilities
- Minor Injuries Unit

Discussions have taken place to accommodate the Avenue Centre to use the kitchen facilities for part of their scheduled activities, due to their present facility not fulfilling their needs at present.

Mrs Gibby spoke about the possibility of commencing a good neighbourhood scheme in Tenby but firstly she outlined the scheme, including statistics of other areas in operation already.

Once the Community has decided there is a need to develop a scheme, the first stage is to survey every house in the community with a questionnaire. Questions include who would use the facility and who would be willing to volunteer time to provide the service. This information is then collated and the needs established by a steering group, an initial grant is available to cover the cost of the phone. Twelve schemes are already in operation in rural areas at present, including Amroth, Penally, Kilgetty and Carew.

Management of the scheme is initially instigated by the Community Council; a co-ordinator is allocated with a mobile phone to take calls on a rota basis. These calls can include things like changing a light bulb to providing a lift to work if someone has problems with their car starting. The co-ordinator has a list of volunteers their skills and availability, when a need is highlighted the task can be allocated to the most appropriate person.

Policies and Procedures are set in place to protect the client and the volunteer alike. Health and Safety issues are considered and monitored, confidentiality is of utmost importance. Individual areas use various ways of providing information on the schemes availability and commencement, for example newsletters, luncheon clubs or coffee mornings.

Network Group meetings are arranged periodically for the co-ordinators to meet with local agencies like Country Cars, PAVS, Out of Hours Services, Bobby Van, Pembrokeshire Health Service representative and PCC representative.

Councillors asked the following questions:

How are Volunteers selected?

Initially a list is formulated following the questionnaire survey.

Are CRB checks performed as these are a vulnerable community group with volunteers entering their homes and doing shopping etc?

No CRB checks were required until recently and now they will be carried out on all volunteers. The cost for volunteer CRB checks is free of charge.

All volunteers are covered under PCC insurance and they leave a calling card stating what task they carried out and all that was involved while in attendance.

Where does this service overlap and replace home care services?

No tasks or services provided by a professional are to be ever undertaken by any volunteer.

Clarifications of statistics of schemes in operation were asked for:

No children under 18 are to be involved on their own. The scheme covers all age groups. 18 calls were received over a three month period in one area and 25 calls were received over a twelve month period in another area. The uptake depends purely on the needs within individual areas.

How do they envisage Tenby Good Neighbourhood Scheme working by zones or a global approach?

Advice would be sought from the local Tenby Town Council and local existing volunteer organisations.

Councillor M Evans proposed Councillors take time to read the documents circulated in relation to the Good Neighbourhood Scheme by the next TTC meeting and agenda the item for discussion. He continued by asking if the facilities planned for Crymch Community Hub could be outlined.

Proposed facilities for Crymch Community Hub:

- Sheltered Housing Scheme – 20 one bed roomed and 20 two bed roomed flats
- GP surgery
- Community Health Team Staff including District Nurses and Health Visitor
- Social Services
- Day Centre
- Hywel Dda may hold Consultant Clinics

Councillor Evans said he felt Tenby has a £6,000,000 facility already in Tenby including a MIU and x ray facility that could also be utilised to a much greater extent. Tenby has a larger percentage of elderly residents and is situated considerably further away from Withybush Hospital than Crymych.

Councillor Mrs Lane asked could they provide TTC with any advice on how all Tenby Cottage Hospital facilities can be secured.

Discussion in relation to the Hywel Dda consultation document took place; unfortunately Mrs Watwood had no additional information that Councillors have not already been received.

Councillor Blackhall felt consideration to added facilities like pre op clinics, community based services and Dentistry should be prioritised, bringing the services to the community not making the community go to the services.

Councillors asked if they could collectively consider services under their present remit and identify any more services they could deliver out of Tenby Cottage Hospital faculty, providing feedback by letter or e-mail in the near future.

The Mayor summed up by stating that it is strongly evident Tenby want to preserve its present facilities and enhance them to create more usage not lose it. He continued by thanking Mrs A Watwood, Mrs Sue Thompson and Mrs R Gibby for providing information relating to Tenby Cottage Hospital facilities and the Good Neighbourhood Scheme, before they left the chamber.

**260. APOLOGIES**

Apologies received from Councillor A Brown and Councillor Mrs Putwain.

**261. DISCLOSURE OF PERSONAL INTERESTS**

None noted.

**262. ITEMS TO PRESS**

Proposed by Councillor Mrs Lane 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.**

**263. CONFIRMATION OF MINUTES**

**Resolved that the Minutes of the Tenby Town Council held 30<sup>th</sup> October 2012 be confirmed and signed as accurate with the following amendment:**

248 - De Valence

The Clerk outlined that TTC are unable to make a resolution on behalf of the De Valence Pavilion Trust, he advised the resolution be amended to the following:

**Resolved that TTC suggest a De Valence Trust Pavilion Trust meeting is scheduled for Tuesday 13<sup>th</sup> November 2012.**

**264. MATTERS ARISING**

Smart Town Pilot Scheme

Councillor Evans asked if many locals and visitors attended the first information opportunity relating to the Smart Town Pilot Scheme held at the de Valence Café last weekend. The clerk reported the ladies running the scheme were very pleased with the attendance, more visited on the Saturday than the Friday. He continued outlining further drop in sessions arranged for 19<sup>th</sup> and 30<sup>th</sup> November and 1<sup>st</sup> December 2012 at the de Valence Café, Upper Frog Street, Tenby.

Councillor Blackhall said he had attended and spoke with the scheme representatives and received very positive feedback.

211 – Dog Beach Prohibition Signage

The Clerk reported he had met with Mr M Dennis, Beach Warden and reviewed all the signage on all access points to North, South and Castle beaches. North Beach requires one new sign at the top of the steps leading down from Croft Gardens. However South Beach is more problematic due to different areas of the beach having different prohibitions in operation. To try and address the issues a user friendly simplistic map is to be created defining colour coded areas, this will be used in conjunction with the official PCC dog prohibition map. Sporadic signage will be produced for dog walkers to consult and note the maps available. In addition to the signage PCC have employed two new beach wardens one in the North and one in the South of Pembrokeshire. They will commence employment during April 2013, with the South Beach Warden having responsibility for Amroth, Saundersfoot, Tenby and Lydstep beaches.

Councillor Mrs Rossiter asked if the lifeguards have any authority over dog prohibition beach related issues. The Clerk replied they can and have been providing information and advice to the general public but have no authority to impose fines.

232 – Hywel Dda Health Board – Tenby Minor Injuries Unit

The Clerk reported that the Petition to keep Tenby Minor Injuries unit open is to be formally presented to members of the National Assembly for Wales on Wednesday 21<sup>st</sup> November 2012 at 1pm, the petition now has in excess of 1100. The Mayor and Deputy Mayor of Tenby will be accompanied by Tenby Town Clerk and Mr W Clevely, Acting Chairman of South East

Pembrokeshire Community Health Network. He continued providing information that the National Assembly for Wales petition committee have held a prelim hearing in relation to the petition concerns and resolved that a letter is sent to Hywel Dda Health Board asking for their exact proposals in relation to Tenby Minor Injuries closure.

#### 246 – PCC Carbon Reduction Commitment – Partial Extinguishment of Street Lighting

Councillor Mrs Brown agreed with all the comments made by Councillors at previous meetings., adding that she felt the police needed to be approached to see if they have been affected by the partial extinguishment of street lighting, in light of the recent incident of graffiti at the Jubilee Play Park. She proposed a letter is sent to Tenby Police Station to ask for their views in relation to the effect if any it is having on their policing strategy of Tenby, seconded by Councillor Mrs Rossiter.

Councillor Rapi asked for clarification of how PCC are making the decisions to partial extinguish lighting as he is aware of many small villages who have lighting all night and have no one out walking in the streets during like Tenby has. Councillor Evans said PCC are managing a rolling program scheme of work to upgrade and add monitors and timers to many areas of street lighting throughout the county so this would account for why some areas still have not been reduced.

**Resolved that a letter is sent to the Community Police Sergeant Lewis, Tenby Police Station, to ask for their views in relation to the effect if any the partial extinguishment of street lighting is having on their policing of Tenby.**

#### 252 – South East Energy Group – Wind Turbines

The Clerk reported a representative from the South East energy Group would like to attend TTC meeting on 8<sup>th</sup> January 2013 at 7 pm to deliver an update on their progress.

**Resolved that TTC note the date and await the update from South East Energy Group.**

### **265. PLANNING APPLICATION**

The Clerk suggested planning applications NP/12/0497 and NP/12/0544 are discussed together. Proposed by Councillor Mrs Lane, seconded by Councillor Mrs Rossiter to discuss Planning Applications NP/12/0497 and NP/12/0544 together.

**Resolved that Planning Applications NP/12/0497 and NP/12/0544 be discussed together.**

a. NP/12/0497 – Mr E J Williams, Pembrokeshire County Council, County Hall, Freemans Way, Haverfordwest – Construction of pedestrian pier bridge and pontoon on the north side of the outer pier, Outer Pier, Tenby Harbour, Tenby.

b. NP/12/0544 (Listed Building) – Mr E J Williams, Mr E J Williams, Pembrokeshire County Council, County Hall, Freemans Way, Haverfordwest – Construction of pedestrian pier bridge and pontoon on the north side of the outer pier, Outer Pier, Tenby Harbour, Tenby.

Councillors discussed and viewed the planning applications NP/12/0497 and NP/12/0544 in detail. The Clerk circulated copies of an e-mail received containing the views of Tenby Civic Society and Tenby Historical Society. Councillor Mrs Thomas felt PCC have obligations to provide disabled access but this seems to be only part of an adequate answer to the problem. Councillor Evans said there is no access at present for visitors and pleasure boat owners to load

and unload passengers during June, July and August, so this would be provided by this facility. Councillor W Rossiter felt no one needed to be a specialist on tides and winds to know that the pedestrian pier bridge would be battered by the easterly winds and high tides, supporting the information received by the Civic Society as right. Councillor Mrs Lane proposed approval of the application as it will enhance and provide added facilities available at Tenby Harbour, seconded by Councillor Mrs Brown.

### **RECOMMEND**

**Approval as the applications NP/12/0497 and NP/12/0544 will enhance the facilities available at Tenby Harbour.**

c. NP/12/0541 – Mr and Mrs W Morgan, Holm Oak, Brynhir, Old Narberth Road, Tenby – Removal of bedroom window to be replaced by single glazed door onto balcony (retrospective), Holm Oak, Brynhir, Old Narberth Road, Tenby.

Councillors discussed and viewed the planning application. Councillor Mrs Rossiter proposed approval, seconded by Councillor Mrs Lane.

### **RECOMMEND**

**Approval.**

## **266. CORRESPONDENCE**

a. Mr Chris Salmon – Closure of Police front counter services

Councillors welcomed the reply to their recent letter. Councillor Blackhall informed all present that he had discovered dialling 101 to contact the police is not a free telephone number.

**Resolved that the information be noted.**

b. Lorna Livock, PAVS – Pembrokeshire Funding Fair

Councillors discussed the information and Councillor Blackhall said he would try to attend.

**Resolved that the information be noted.**

c. Louise George, WAG – Marine Conservation Zones

The Mayor outlined the safeguarding of the marine life around the coast. It was

**Resolved that the information be noted.**

d. Tenby Chamber of Trade and Tourism – October minutes

Councillor Mrs Rossiter expressed praise to the Tenby Chamber of Trade and Tourism for the well organised recent Halloween trail and magic show. Two hundred and twenty children joined in the trail and the de Valence was full, congratulations to Matt on the show and all who made the event impressive and a great success.

e. James Ardern, WAG – Tenby Railway Station

Councillor Mrs Lane remarked that it is nice to have a positive response letter relating to Tenby Railway Station. She explained that a meeting is arranged this week with Mr Geraint Morgan, of Arriva Trains, to meet with Tenby in Bloom to see how Arriva Trains can assist in enhancing the railway station.

**267. ACCOUNTS FOR OCTOBER 2012**

Councillors discussed the accounts; Councillor Evans requested clarification of the Jubilee Play Park maintenance grant outstanding. The Clerk explained the maintenance grant is claimed retrospectively and any money not used is rolled over to the next year. Councillor Mrs Lane proposed acceptance of the accounts for October 2012, seconded by Councillor Mrs Rossiter.

Councillor Mrs Rossiter thanked the Clerk for his hard work and detailed account keeping.

**Resolved that the accounts for October 2012 be accepted.**

**268. DE VALENCE**

The Clerk provided the following update on the de Valence:

- Heating of TTC office and de Valence toilets is set up and functioning
- Hot water system running
- Heaters arrived for the Mayor's Parlour and planned to be connected by the end of next week
- Old main de Valence boiler removed and date for replacement expected shortly

Events have continued to be run in the main hall with the temporary heating system working effectively, although a little more expensive to run than initially expected. Mr C Osborne had thanked TTC staff for their help and assistance during the Blues weekend and provisionally booked for 2013.

Unfortunately the second Scooter rally planned for July 2013 has been cancelled in light of the planned May 2013 National Scooter Rally.

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

Councillor Mrs Lane reported the Poppy Appeal has not been finalised yet, however she expressed how wonderful and respectful it was to see all four schools laying a wreath at the cenotaph in memory of so many soldiers who gave their lives for us. She continued expressing her thanks to the office staff helping as needed as no British Legion Branch premises was available now for storage of the wreaths.

Councillor Mrs Lane explained how despondent she was following the last meeting not knowing where to go with Tenby in Bloom. Then an e-mail arrived at TTC office inviting Tenby to be part of the Community in Bloom International Challenge, involving many countries including Canada, USA and Singapore. This she felt is a great honour to be asked and a huge chance for Tenby to show their community involvement. Early in the New Year a new committee will be formed to organise and set out the plan ahead with all organisations and individuals who wish to be involved.

The Mayor thanked everyone involved with Tenby in Bloom for all their hard work.

**270. MEDIA ITEMS**

None noted.

**271. ROYAL GATE HOUSE**

Councillors discussed and expressed how nice the hoarding around the Royal Gate House look and felt encouraged by the work in progress.

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

**a. Draft of letter in response to the Boundary Commission review of electoral divisions in the County of Pembrokeshire**

Councillors discussed the draft letter prepared by the Clerk in response to the Boundary Commission review of electoral divisions in the County of Pembrokeshire. The Mayor thanked the Clerk for his hard work and proposed this letter be sent to Mr Ian Williams Chief Executive, Local Government Boundary Commission for Wales with a copy to Mr Bryn Parry-Jones PCC, seconded by Councillor Mrs Rossiter.

**Resolved that this letter be sent to Mr Ian Williams Chief Executive, Local Government Boundary Commission for Wales with a copy to Mr B Parry-Jones PCC.**

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

**Resolved that the next meeting will take place on Tuesday 27<sup>th</sup> November 2012 at 7.30 pm.**

**274. ITEMS FOR THE NEXT AGENDA**

Jubilee Play Park – Councillor Mrs Brown.

Tenby Band Stand – Councillor Mrs Rossiter.

Good Neighbourhood Scheme – Councillor M Evans.

**275. 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.**

**276. MINUTES**

**Resolved that the Private and Confidential Minutes of Tenby Town Council Meeting held 30<sup>th</sup> October 2012 be confirmed.**

**277. MATTERS ARISING**

None noted.

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

Councillor Mrs Lane reported that to enter the Community in Bloom International Challenge is a huge commitment and there is a financial cost. In view of this it was felt by Councillors that several departments at PCC need to be involved with the project. It was proposed by Councillor Mrs Lane that a letter is sent to Mr B Parry-Jones PCC, outlining the prestigious opportunity for Pembrokeshire in entering this challenge and requesting help and support from various departments at County Hall and a financial contribution towards the entry fee, seconded by Councillor Mrs Rossiter.

**Resolved that a letter is sent to Mr Bryn Parry-Jones PCC, outlining the prestigious opportunity for Pembrokeshire in entering this challenge and requesting help and support from various departments at County Hall and a financial contribution towards the entry fee.**

Mayor \_\_\_\_\_

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

Date \_\_\_\_\_