

TENBY TOWN COUNCIL  
MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD 15<sup>th</sup> October 2013

**PRESENT**

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

**IN ATTENDANCE:**

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

**215. APOLOGIES**

Apologies received from Councillor A Brown and Councillor Mrs Brown.

**216. DISCLOSURE OF PERSONAL INTERESTS**

Councillor Mrs Rossiter declared a personal interest in item 6a and 10. Councillor Dr Easy, Councillor Blackhall, Councillor Hallett and The Mayor declared a personal interest in Item 10, De Valence.

Councillor Evans joined the meeting.

**217. ITEMS TO PRESS**

Proposed by Councillor Hallett, seconded by Councillor Mrs Putwain with the inclusion of additional correspondence letters relating to Item 7d and Tenby Infant School.

**Resolved that items of Correspondence and Committee Minutes other than those items marked Not for Publication be given to members of the Press present including additional correspondence letters relating to Item 7d and Tenby Infant School.**

**218. CONFIRMATION OF MINUTES**

206 – Tenby Primary School Provision - Councillor Mrs Rossiter said the comments on Heywood Lane were her own comments and not notes from the Civic Society Correspondence.

**Resolved that the Minutes of the Tenby Town Council meeting held 1<sup>5th</sup> October 2013 be confirmed and signed as accurate with the following amendment:**

Councillor Mrs Rossiter said problems have always existed in Heywood Lane and why they still have not installed traffic calming measures despite lots of discussion and meetings is beyond comprehension.

## 219. MATTERS ARISING

### 181a – Ben Blake PCC – Proposed temporary traffic restrictions, Royal Gate House Development

The Clerk reported unfortunately a delay had occurred hence the temporary traffic restriction proposed for the Royal Gate House site had not commenced as scheduled. Mr B Blake would inform TTC office when he is in receipt of a revised schedule.

### 185 Media Item – Poppy Appeal seeds

The Mayor reported she had visited the B&Q Store, Pembroke Dock to discuss the forthcoming poppy seeds offer. However the person she needed to see to discuss the Poppy seeds packet size etc was unavailable. Therefore she will revisit the store in the next few weeks.

### 201g – Tenby Civic Society – copy of letter sent to Mr Ian Westley,PCC

The Clerk asked if Councillors wished to discuss the new information received now under matters arising in relation to TTC arranging a meeting to discuss the Civic Society's concerns about Tudor Square enhancement or take it as the agenda item.

Councillor Mrs Putwain felt as a member of the general public was present to listen to a planning application, discussion on the Civic Society item should be taken later as an agenda item.

### 206 – Tenby Primary School Provision

Councillor Mrs Putwain said following reading Tenby Primary School Provision proposed display of plans item in the Tenby Observer, it stated the consultation discussion session will take place on Monday before the plans are on display from Tuesday. The Clerk said he had contacted PCC following TTC's last meeting to point out this same point, they replied it is proposed that the display of the plans will be in place by 4pm on the Monday.

Councillor Mrs Putwain continued stating after reading the Simon Hart MP letter to residents it said they had not included local residents in discussions on the primary school provision as they felt many of the local residents would have children and so would be consulted as a parent. She felt this was a high handed comment as residents in the area may be retired or single and entitled to be consulted with or without children. In addition demolishing the Infant School building had not been mentioned until the reply from PCC to Simon Hart MP.

Councillor Evans felt disappointed by comments from TTC recently over the Tenby Primary School Provision, as he personally felt it is a very positive and exciting way forward for local education provision, delivering a school fit for the 21<sup>st</sup> Century. Provision of educational facilities for 3 to 11 year olds will be housed on one site and provided through the medium of English or Welsh. Therefore PCC should be praised for ploughing capital funding into our local area for enhancement of Tudor Square, the school provision, the leisure centre improvements and the possibility of the library facility. He continued saying everyone with any concern should be visiting Tenby Leisure Centre next week to view and discuss the Tenby Primary School Plans and he greatly hoped TTC members, along with Simon Hart MP, would be attending.

Councillor Hallett said problems and unrest has occurred due to various sections of the general public not been consulted, particularly those without any children living in the vicinity.

Councillor Evans reminded Councillors of the three stages of planning.

Councillor Mrs Rossiter explained TTC has repeatedly asked questions in relation to the school proposal; however no answers have been forthcoming.

Councillor W Rossiter asked why PCC are planning to demolish the Infant School when we need a library building. He continued, as the Government is considering raising the age to 7 years for children to start school, why prepare plans to build a provision for 3-11 years?

Councillor Blackhall responded to Councillor W Rossiter explaining people recognise formal schooling for three year olds and quality Early Years education has extensive evidence proving that for every pound put into it, seven pound is saved later in their school life. Therefore every penny spent in early years gives a child the best start in life.

Councillor Evans felt everyone should be looking at the proposed building, including the staff to see if it is giving the children the best possible facilities for the future. Now is the time to make positive suggestions to ensure the facility is fit for its purpose, providing the best education environment for the local children. Everyone can speculate and moan or physically get up and do something and view the plans. He explained about a recent meeting with the Head of Greenhill School and listened to possible uses of the Infant School site for 14-19 year old pupils, noting that anything can be achieved with foresight and hard work.

Councillor Mrs Putwain said the recent letter from Katharine Evan-Hughes, Head of Education PCC to Simon Hart MP stated that Tenby Infant School will be demolished. Information like this should be more open for everyone not just isolated people.

The Mayor suggested to all Councillors take the opportunity to attend the open meetings at Tenby Leisure Centre and view the plans; encouraging others to use this time to gain knowledge of the proposal.

The Clerk suggested Councillors be mindful they are not prejudicial on the proposal before the plans come before Tenby Town Council as part of the statutory planning process. He reported that PCC's education department had not responded to TTC's offer to display the plans within the De Valence building.

#### 206 – Tenby Junior School – Governor Vacancy

The Mayor informed Councillors she had received a telephone call from Mrs Llewellyn, Head Teacher, Tenby Juniors asking if any TTC member wished to be considered for the Governing Body Vacancy. A representative from Penally has put their name forward for the position, however the opportunity for a Tenby Council representative is possible before the decision is taken. Councillor Evans felt as TTC expressed strong views in relation to the proposed school development this was the ideal opportunity to hear at first had the information; therefore he expressed disappointment that no one had put their name forward. Councillor Rapi explained he would love to have the opportunity to be involved during this exciting time of Primary School development; however he is scheduled to be in work at the time of the meetings. In view of no other Councillor willing to be proposed he would not wish this opportunity to be missed and proposed his name be put forward but he unavoidably would be late for every meeting, seconded by Councillor Hallett.

Following further discussion it was

**Resolved that the Mayor and the Clerk telephone Head Teacher Mrs J Llewellyn and clarify the Governing Post relinquished by Councillor Mrs Thomas before putting Councillor Rapi's name forward to be considered for Tenby Junior School Governor.**

**220. PLANNING APPLICATION**

The Mayor declared an interest on the following planning application and requested a Councillor be nominated to chair the meeting in her absence. Councillor Hallett nominated Deputy Mayor, Councillor Rapi take the chair for the next item, seconded by Councillor Mrs Thomas.

The Mayor and Councillor Mrs Rossiter left the Chamber.

Councillor Rapi took the chair.

a. NP/13/447 – Mr Mark Thomas, 13 St David's Close, Tenby – Demolition of rear conservatory, construction of two storey extensions to east and west elevations of existing dwelling house 13 St David's Close, Tenby.

Councillors viewed and discussed the planning application. Councillor Dr Easy proposed approval as it is an appropriate development of the site to enhance the amenity of the property while remaining in keeping with neighbouring properties, seconded by Councillor Evans.

**RECOMMEND**

**Approval as it is an appropriate development of the site to enhance the amenity of the property while remaining in keeping with neighbouring properties.**

Councillor Hallett declared a personal interest on the following planning application and left the chamber. The Mayor and Councillor Mrs Rossiter re-joined the meeting.

b. NP/13/0402 – The Admiral's Mews Partnership, The Hunting Lodge, Narberth Road, Tenby – change of use, extensions and alterations to provide a mixed use retail and office scheme comprising office incubator/business starter units and a flexible retail unit, former Royal Mail depot, The Green, Tenby.

Councillors viewed and discussed the planning application in depth. Councillor Rapi proposed approval as it will facilitate the regeneration and enhancement of the area while also providing job creation and other employment opportunities, seconded by Mrs Rossiter.

**RECOMMEND**

**Approval as it will facilitate the regeneration and enhancement of the area while also providing job creation and other employment opportunities.**

Councillor Hallett re-joined the meeting.

**221. CORRESPONDENCE**

a. Tenby Civic Society – Tudor Square

The Clerk outlined that Tenby Civic Society have requested TTC agree to call a meeting with PCC to discuss the Tudor Square enhancement concerns outlined by them to Mr I Westley PCC as documented at the last TTC meeting.

Councillor Mrs Rossiter said TTC had argued and fought at length to get the enhancement work carried out in the first place and felt it was money well spent. Tudor Square is a lovely sitting out area extremely well used and lorries using the turning area should be out of the town by 10 am and not returning until 4 pm.

Councillor Evans felt Tenby does not have a traffic congestion problem; pavements are widened in the square for pedestrian appreciation. Replacement bins had been changed for a good reason as recycling is a very important process and a cost saving exercise; therefore the bins are not pretty but advantageous in this area. Lots of thought and discussion took place before siting the bins and two were decided rather than one for this specific area. Presently PCC are looking into an alternative bin that compacts the rubbish, promoting less manpower visits to empty the bins.

In relation to the Civic Society signage Councillor Evans felt the class signage has made a great difference to the town and TTC refurbishing of the Dyster fountain has enhanced the area.

Councillor Evans proposed TTC write to Tenby Civic Society welcoming their views, however stating we work hard to listen to people and if further tweaking in the town is needed it will be considered and addressed as and when needed, seconded by Councillor Hallett.

**Resolved that TTC write to Tenby Civic Society welcoming their views and expressing that TTC listen to the local views and if further tweaking in the town is needed it will be addressed as and when needed.**

b. Robert Herrick (via e-mail) – Iron Man clean-up

Councillor Blackhall said clearly a minor oversight by PCC had occurred in New Hedges following the recent Ironman Wales event in relation to clearing up. Therefore recognition should be given to the local community who supported and provided the manpower to address the matter. He hoped the concern expressed would be noted by PCC for next year's event.

c. John Heath (via e-mail) – You should be proud of Tenby

Councillors expressed how nice it is to have others praise the town where we are all personally proud to live. Councillor Hallett proposed a copy of the letter is forwarded to the press and PCC highlighting the care being taken in Tenby.

d. Dr Susan Biggin – Harbour lighting

The Clerk asked Councillors if they would consider the additional Tenby Civic letter relating to the concerns expressed by Dr S Biggin. Councillor Hallett felt the harbour lighting should have shades to ensure the light is diffused downwards towards the boat park. Relocation of the lighting to the side of the sailing club would focus the lighting to where it should be; however it could reduce the safety when walking along Crackwell Street. Councillor Mrs Putwain felt the lighting should be made less obtrusive to local people and capping with shades would diffuse the light downwards. Councillor Mrs Thomas felt TTC had no say in the style or siting of the lighting, proposing that the letter be passed to the appropriate department responsible for their opinion and advice, seconded by Councillor Mrs Putwain. The Clerk felt the appropriate person to deal with this matter is Mr G Kingston. Councillor Evans stated he was aware PCC had discussed the type of lighting with PCNPA and worked within their guidelines.

**Resolved that TTC forward Dr Susan Biggin's letter to Mr G Kingston, PCC requesting his opinion and advice on the harbour lighting concern, with a copy for information sent to Tenby Harbourmaster. Dr Biggin to be informed by letter of TTC's action in response to her correspondence.**

e. Lisa Davies, PCC – Park and Ride

Councillors read the correspondence. It was

**Resolved to note the letter.**

f. Rachel Gibby – Good Neighbourhood Scheme

The Clerk outlined information in relation to the Good Neighbourhood Scheme questionnaire received for TTC consideration before the team distribute them to the Tenby householders for completion. Councillors had received the information in e-mail format from the Clerk to allow the information to be considered at this meeting. Councillor Mrs Thomas proposed TTC approve and recommend distribution of the questionnaire within Tenby Community, seconded by Councillor Mrs Putwain.

**Resolved that TTC approved the Good Neighbourhood Scheme Questionnaire and recommend distribution to Tenby Householders.**

**222. ANNUAL AUDIT RETURN FOR 2012/13**

Councillor Hallett proposed acceptance of the final External Audit Return 2012 – 2013, seconded by Councillor Dr Easy.

**Resolved that the final External Audit Return for 2012 – 2013 be accepted.**

**223. ACCOUNTS FOR SEPTEMBER 2013**

The Mayor asked if the local veterinary surgery had responded following TTC enquiry asking if they wished to consider sponsoring Tenby dog waste bag system. The Clerk reported the local veterinary practice had been consulted and requested example costings; these are presently being formulated. The Clerk reported in view of the fact the system has been abused, with people taking large quantities of bags, our dog bag company has supplied a trial plate to be inserted into the dispenser with a smaller aperture. In addition the company has asked TTC to trial a different type of bag that presently is being used in the Battery Gardens dispenser.

Councillor W Rossiter said it is the dog owners' responsibility to clean up after their dogs and not for TTC to foot the bill for excessive supplies of dog waste bags.

Councillor Rapi understood where Councillor Rossiter was coming from however he felt the problem would be increase and be detrimental for any child infected by dog excrement if TTC did not provide this facility.

Councillor Mrs Putwain felt that surly one of the technical design departments in our local schools would like the challenge to design a fool proof dog waste bag dispenser. It was

**Resolved that TTC await the outcome of the trial on the reduced aperture dispenser plate.**

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

Councillor Hallett thanked the Clerk for his continued hard work.

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

**224. DE VALENCE**

The Clerk reported the De Valence was ticking over nicely with a recent successful Round Table Beer Festival weekend. This week sees the return of the LVA dinner and dance, with the Chamber of Trade and Tourism, Halloween event and Blues Festival to follow.

Councillor Evans suggested the Trust Office be used more for negotiations on Tenby DVPT matters rather than the committee using TTC office.

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

Councillor Mrs Thomas reported on the recent SEPCHN meeting that Mr David Morrissey, and Mrs Sue Lewis of Hywel Dda Health Board had agreed to attend. However disappointingly they sent apologies at 18.00 hrs the evening before the meeting with no explanation. Mr Morrissey did say he would provide an updated document on Tenby MIU for the meeting; however this e-mail arrived at 1.30pm before the meeting started at 2pm. Sadly this update document proved to be a copy of a press release announcing the closure of the MIU. It seemed to all present that the two representatives did not have the courage to attend and provide the information in person or answer the planned questions. The network group had to decide whether to keep fighting in view of recent information, however a decision was made to request TTC arrange a meeting with representatives from the Local Health Board, Community Health Council, Pembrokeshire County Councillors, local Assembly Members and Local General Practitioners to clarify answers to questions before the next plan of action is developed.

Councillor W Rossiter asked if the LHB had taken into consideration figures from the recent Red Cross MIU trial. The Clerk explained these figures were present in the recent press release and the LHB will be producing a 'fridge magnet' so locals will have details of what to do and where to attend when requiring medical assistance out of normal hours.

Councillor Hallett asked how holidaymakers are going to know where to go or what to do, as they will not have access to the 'health fridge magnets'.

**Resolved that TTC arrange a meeting with representatives from the Local Health Board, Community Health Council, Pembrokeshire County Councillors, Local Assembly Members and General Practitioners, to ascertain a way forward to ensure locals receive the best out of hours emergency health care possible.**

The Mayor reported on attended the Silcox 2014 brochure launch at Folly Farm and Pembroke St Michaelmas Fair, both events were most enjoyable, however she said it was a shame Tenby St Margaret's Fair no longer takes place.

**226. MEDIA ITEMS**

The Clerk reported on the front page article of the Tenby Observer, highlighting the 870 mile coast path walk being undertaken to mark the tragic loss of 50 Welsh Guards killed in action since the Second World War. The Tenby leg of the walk will be taking place on Thursday 17<sup>th</sup> October between 1.30 and 2pm with a small memorial service at the RNLI station. Each day of the walk is dedicated to one guardsman and the Tenby day is to remember the son of Mr R

Poole who lost his life during the Falkland's War. The Mayor will be attending and requests any TTC member to join her on the short walk of remembrance.

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

The Clerk explained he had received a late letter today from Tenby Infants School via a Councillor and it was agreed at the beginning of the meeting to consider its contents. The letter requests a contribution towards a keepsake for the children to mark the school's 60<sup>th</sup> anniversary celebration year. Councillor Evans felt that, while he congratulated the school on their achievement at this time, when there is heavy involvement with proposals for new primary education facilities, it would be more appropriate to invest in something within the school to be used for years to come by many pupils. In addition sadly this request does not meet TTC remit on charitable donations. Following discussion it was

**Resolved that sadly on this occasion TTC would not be able to make a donation to Tenby Infants School as it is not in their remit; however TTC would like to invest in something to be used in the proposed primary school provision in the near future. In addition Tenby DVPT would like to offer Tenby Infant School a day in the De Valence to be used for a 60th Anniversary Celebration.**

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

**Resolved that the next meeting will take place on Tuesday 29<sup>th</sup> October 2013 at 7.30pm.**

Apologies received in advance from the Mayor, Councillor Rapi and Councillor Hallett.

**229. ITEMS FOR THE NEXT AGENDA**

None noted.

**230. PRIVATE AND CONFIDENTIAL**

Proposed by Councillor Hallett, seconded by Councillor Mrs Rossiter.

**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.**

**231. MINUTES**

**Resolved that the Private and Confidential Minutes of Tenby Town Council Meeting held 1<sup>st</sup> October 2013 be confirmed and signed as accurate:**

**232. MATTERS ARISING**

213 De Valence Bollards

The Clerk reported the De Valence Bollard had arrived and will be sighted once confirmation of TTC curtilage is clarified with Mr M Owens, Street Care, PCC.

**233. DE VALENCE**

The Clerk reported a hire request had been made for a table top sale in the De Valence. Councillor Blackhall said hiring costs were approved for discussion by the DVPT hires sub-committee and he would discuss the request with the members concern and provide a hire cost for the Clerk by the 17<sup>th</sup> October 2013. It was

**Resolved that Councillor Blackhall would discuss this hire charge with the De Valence Trust hire sub-committee and inform the Clerk of the hire charge by the 17<sup>th</sup> October 2013.**

Mayor \_\_\_\_\_

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

Date \_\_\_\_\_