

TENBY TOWN COUNCIL  
MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD 15<sup>th</sup> September 2015

**PRESENT**

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

**IN ATTENDANCE:**

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

**176. APOLOGIES**

Apologies received from Councillor Mrs Lane, Councillor Mrs Rossiter, Councillor Mrs Putwain and Councillor H Johns.

**177. DISCLOSURE OF PERSONAL INTERESTS**

The Clerk raised a correction to the agenda, outlining the applicants name for Item 6b, St Mary's House planning application should have read Mr P Walters, St Mary's House, St Mary's Hill, Tenby.

Councillor Hallett declared a personal interest in Item 6b.

**178. ITEMS TO PRESS**

**Resolved that items of Correspondence and Committee Minutes other than those items marked Not for Publication be given to members of the Press present.**

**179. CONFIRMATION OF MINUTES**

Proposed by Councillor Hallett, seconded by Councillor Dr Easy.

**Resolved that the Minutes of the Tenby Town Council held 2<sup>nd</sup> September 2015 be confirmed and signed as accurate.**

**180. MATTERS ARISING**

158a – Planning Correspondence – NP/15/0290/S73 - The Green, Tenby

The Clerk reported he had received a response from Mr Benger, Highways Department, PCC, a copy was circulated for councillors to read before he outlined the response that was submitted to PCNPA on the original application.

He continued saying PCNPA had sent a copy of highways response on the application and now they are awaiting TTC's response following receipt of the additional information.

Councillor Mrs Brown felt it was sad no member of highways would be meeting with TTC when local knowledge can explain there is not enough parking for the area. Where do they think

people will park when these spaces are full? It appears no one is seeing or hearing the views and opinion of councillors' local knowledge.

Councillor Blackhall said clearly TTC made a mistake at the time when the application was approved, as many councillors were of the opinion the planning application was for starter units. He felt this was another example of the breadth of planning applications being contrary to what councillors think. Consulting on planning applications is a waste of time unless restrictions are put in place to prevent interpretation changes being made at a later date. Therefore TTC need to talk with PCNPA and outline that planning applications need to be more specific.

Councillor Hallett made a statement saying when Sainsbury's had their planning permission granted, restrictions were imposed, as early deliveries would affect people in a residential area; he took no part in further discussions.

Councillor W Rossiter and The Mayor both added their concerns relating to the main highway congestion that potentially will occur.

The Clerk re-iterated that the principle of the planning application and associated parking was approved in 2013 and passed by PCNPA; therefore this application is only to consider an amendment to the opening and delivery hours.

Following discussion it was

**Resolved that TTC remain concerned about traffic access and egress to this off Tenby's main access road and question whether the number of parking spaces proposed is adequate for a convenience store when also taking the proposed office and start up units into account. However, they concede that these concerns should have been raised at the time NP/13/0402 was being considered. With the principle already having therefore been established, councillors reluctantly accede to the views expressed by PCC Highways Department with strong reservations.**

158b. Planning Aid Wales – training workshop.

Councillor Dr Easy reported he had attended the Planning Aid workshop and provided feedback for councillors.

The focus of the Wales Planning Bill falls into three categories:

1. National Significance Applications – (applied for directly to Welsh Government)
2. Major Development – (10+ houses or equivalent sized development.) The applicant will consult with the local community council prior to submitting the application.
3. Local Development (continuing as present applications)

Planning Aid would like town and community councils to become more involved with the Local Development Plan. They have a new idea in the early stages of promotion and will be proceeding forward with the scheme depending on the feedback received from councils.

The idea is called 'Place Plans', it aims to get town and community councils to think about the best development plans for their towns. They hope the Local Planning Authorities will work with community councils so they will have more say in what they want developed, and not developed in specified areas. The idea is in its infancy and more information will be passed on as

it becomes available. Councillor Dr Easy personally felt TTC should be pro-active and look into the new approach now rather than wait for the information to be filtered out.

Councillors asked questions as to how the system would work and the level of competency that would be needed in developing a plan.

Councillor Blackhall thanked Councillor Dr Easy on behalf of all the councillors for attending the workshop and providing detailed feedback on a very positive subject. He said PCNPA had agreed following discussion with TTC to look at the housing developments within the LDP; therefore this new proposed 'Place Plans' idea will be a tremendous opportunity to establish the scheme in Tenby.

Councillor W Rossiter expressed his concerns to the scheme and felt he was a little sceptical of the idea.

Councillor Hallett raised concerns relating to who would pay the costs if any planning application is taken to appeal.

Councillor Dr Easy proposed TTC contact Planning Aid and request a representative attend a TTC meeting to discuss the possibilities of commencing a Place Plan for Tenby, seconded by Councillor Mrs Brown.

**Resolved that TTC contact Planning Aid and request a representative attend a TTC meeting to discuss the possibilities of commencing a Place Plan for Tenby.**

Councillor W Rossiter abstained from the vote.

#### 159g. PCNPA – Park and Ride feedback

The Clerk reported he had spoken to Mr B Blake and posed the question if PCC had considered funding of the Park and Ride Scheme in Tenby for next year 2016. Mr Blake responded saying following the feedback process he would be entering into discussions; however he felt if TTC felt there was a need for the service they should consider allocation of funds for 2016/2017 budget. He was aware both PCC and PCNPA have further budget cuts for 2016/17 and therefore no funding guarantee can be given in any way for the park and ride scheme or any projects for 2016/17.

#### 160d. Pembrokeshire County Council – Licensing Act 2003: Consultation on Review of Licensing Policy

The Clerk distributed copies of the notes taken during the open meeting on the consultation review of the licensing policy. In addition he circulated a letter from a member of the public who had attended the meeting and asked for it to be given to councillors' for information.

He continued by explaining even though he had no right of vote on the matter, as the letter had been received from a member of his family, he could be seen to be influencing the decision of the council; therefore he felt he should declare a personal interest and leave the chamber.

Councillor Blackhall felt the Clerk always conducted himself in a very professional manner and would not influence the council in anyway other than with the correct legal advice.

The Clerk thanked councillors for their trust; however he preferred to leave the chamber during discussion.

The Mayor outlined the copy of the letter sent to PCC from a Tenby resident. Councillors discussed the concerns expressed in detail and gave various other experiences expressed to them from the public relating to noise issues and anti-social behaviour in Upper Frog Street.

Following full discussion Councillor Blackhall proposed TTC write to PCC concurring with the concerns expressed in the letter from a member of the public and request if the Prince of Wales licence has been considered for review. Secondly has the premises been assessed and monitored for noise pollution levels or records kept of incidents of anti-social behaviour following letters of complaint, seconded by Councillor Hallett.

**Resolved that TTC write to Mr M Elliott, Head of Public Protection, PCC to ask for a response to the concerns of councillors in relation to a premises in Upper Frog Street. A copy of the letter from the member of the public to be enclosed with the letter to PCC.**

The Clerk re-joined the meeting.

#### 163b.Tenby Museum and Art Gallery

The Clerk reported he had received a thank you letter from Tenby Museum following receipt of the donation TTC gave towards their project. Councillors were pleased to support the local community, it was

**Resolved that the information be noted.**

#### 167 and 168 – Meeting with Mr R Brown PCC re Town Maintenance and Gardens

The Clerk reported a meeting had been held with Mr R Brown, PCC; however Mr Brown wished to see the notes before they were distributed to TTC members; therefore the minutes at present have been forwarded for clarification.

In relation to Brother Thomas garden doors, Mr Brown is aware they are being hand made from scratch and will be re-sited in 2-3 weeks.

### **181. PLANNING APPLICATIONS**

a. NP/15/0489/ADV – Savers Health and Beauty Ltd., 118 Beddington Lane, Croyden, Surrey – 3 no. fascia signs to existing signs location – 4 High Street, Tenby.

Councillors discussed and reviewed the planning application.

Councillor Mrs Thomas proposed approval, seconded by Councillor Mrs Brown.

### **RECOMMEND**

#### **Approval.**

b. NP/15/0499/FUL – Mr P Walters, St Mary’s House, St Mary’s Hill, Tenby – Proposed 3 bedroom, 2 storey dwelling to replace existing derelict garage, St Mary’s House, St Mary’s Hill, Heywood Lane, Tenby.

The Clerk re-affirmed the amendment to the agenda of the applicants address. Councillor Hallett took no part in discussion or vote on the planning application.

Councillors discussed and reviewed the planning application

Councillor Mrs Thomas proposed approval as it will improve the site, seconded by Councillor Mrs Brown.

## **RECOMMEND**

**Approval as it will improve the site.**

Councillor Hallett re-joined the meeting.

### **182. PLANNING CORRESPONDENCE**

a. Mr S Bengler, PCC – Traffic movements in relation to proposed development on The Green (NP/15/0290)

Discussed earlier in the meeting.

b. Mr Mike Higgins, PCNPA – Application for tree works – TPO 60 (T5) – 1 x Plane tree situated on corner of The Glebe (outside no. 84)

Councillor Hallett outlined the proposed tree works as TTC tree warden and gave his views explaining the tree was top heavy and therefore required pollarding. Councillor Hallett proposed no objections to the tree works, seconded by Councillor Mrs Durham.

**Resolved that TTC had no objections to the tree works.**

c. Mr Mike Higgs, PCNPA – Application for tree works –TPO 66 (Tree G1) Brynhir North, Tenby – Fell and remove stumps located within the driveway and rear lawn of Sperricomb House, Narberth Road, Tenby.

Councillor Hallett outlined the proposed tree works as TTC tree warden and gave his views stating the trees had received poor maintenance and therefore had suffered. Councillor Hallett proposed no objections to the tree works, seconded by Councillor Mrs Durham.

**Resolved that TTC had no objections to the tree works.**

d. Mr Mike Higgins, PCNPA – Application for tree works – C23/15 – Norton Lodge, The Norton, Tenby. – Height reduction and removal of selective branches

Councillor Hallett outlined the proposed tree works had already been carried out. It was

**Resolved that TTC had to respond with no objections as the work had already been carried out.**

### **183. CORRESPONDENCE**

a. David Rees, Pembrokeshire county Council – Battery Gardens

The Clerk reported he had put this item on the agenda again as councillors felt they would like to hear the views of Councillor Mrs Lane as she has been heavily involved in planning and raising awareness for improvements to the Battery Gardens. As Councillor Mrs Lane was unable to attend the meeting he has discussed the agenda item with her to gain her feedback.

Councillor Mrs Lane informed the Clerk although the project was her idea initially she was not that precious over the stone idea and would like to see the project move on and become a more usable space for people to enjoy.

Councillors expressed their personal views before the Mayor proposed the Town Clerk report back the views of TTC on Battery Gardens design at the next Town Regeneration meeting, seconded by Councillor Mrs Thomas.

**Resolved that the Town Clerk report the views of TTC on the Battery Gardens proposed design at the next Town Regeneration meeting.**

**184. ACCOUNTS FOR AUGUST**

Councillors discussed the accounts before Councillor Hallett proposed acceptance of the accounts for August 2015, seconded by Councillor Mrs Thomas.

**Resolved that the accounts for August 2015 be accepted.**

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

Councillor Blackhall reported on the recent successful events held in the De Valence including:

- Wrestling weekly throughout the summer
- Tenby Male Choir 40<sup>th</sup> Anniversary event for the 3 choirs
- Hosting of Ironman Briefing Session

Forthcoming event include:

- Arts Festival
- Tenby Round Table Beer Festival
- Tenby Blues Festival

He continued outlining general building maintenance and repair work was being carried out including refurbishment of the toilets, fire alarm system and kitchen and bar work. Quotes were being obtained from three companies to improve the wifi service so it will be available throughout the De Valence premises.

Councillor Hallett reported on the Children's Play Facilities he viewed on his recent visit to Germany, noting the type of materials being climbed on proved health and safety does not feature heavily in Germany. Children were playing very happily on rocks, mounds of earth and various other building components.

Councillor Mrs Thomas said she had been attending the regular fortnightly Hywel Dda community meeting; however she brought to councillors' attention the last two meetings had been cancelled.

The Mayor reported he had attended many different events including the very successful Ironman weekend. He had commenced with the welcome dinner on the Friday evening, and attended the Iron Kids event on Saturday where 1300 children entered, this being the largest children's Ironman event held. On Sunday he was present from the very beginning of the day and stayed till the last athlete crossed the finish line, congratulating and presenting medals to every athlete completing the course. On the Monday he had the pleasure of presenting the winning trophy to

the Female Athlete and all entrants that qualified to enter Kona Ironman, including one of our own local athletes Mrs Claire Stubbs.

During the weekend and especially on the Sunday and Monday so many athletes praised Tenby for welcoming and supporting them on the course, remarking on the beauty of the area. He truly was extremely proud to be Mayor of Tenby and expressed how much of a humbling experience the whole event was. He hoped the event would stay in Pembrokeshire as it was the most fantastic weekend with no major complaints.

He also attended Mr John Fecci's 100<sup>th</sup> Birthday Celebration where he presented a framed certificate on behalf of the town people to his 'Uncle John', surrounded by many of his friends and family.

Councillor Dr Easy gave congratulations to Councillor Hayden Johns on his achievement of becoming an Ironman. All councillors present unanimously remarked on his achievement and finishing place.

#### **186. MEDIA ITEMS**

Councillor W Rossiter noted the full page picture report in the Guardian this week highlighting the Ironman Wales event; however unfortunately they wrote the swim would take place in Pembroke.

#### **187. STREET TRADING POLICY**

Councillor W Rossiter spoke before Councillor Dr Easy on street trading expressing his concern that Street Trading has been discussed several times and the last time being two weeks ago. He felt the subject should be left until a full council is present otherwise a few are speaking on behalf of many.

The Clerk responded stating the subject had been deferred for two week to enable absent councillors to be aware of the comments and they are all sent an agenda with the details in; therefore if they had any strong views they would have responded and sent the information they wished to say via the Clerk if unable to attend.

Several councillors expressed the opinion that if you continually deferred matters for every member of council to be present, they may never be concluded.

Councillor Dr Easy gave a brief resume of the reason he had prepared a document outlining the two options TTC can follow and a draft policy that could be adopted. He continued detailing the document as before and asked Councillors for their views on the document now they had been given time to review the information.

Councillors discussed the option that may be available to TTC during discussions to liaise with PCC to ask for prohibited areas to be included in the policy which was looked on very favourably. This could be somewhere like the 'Five Arches' or Tudor Square.

Following in depth discussion with strong reasons and thoughts for and against both options, Councillor Mrs Thomas proposed TTC support Option A – to adopt a formal blanket ban, seconded by Councillor W Rossiter.

Councillor Blackhall proposed TTC support Option B – to receive and discuss street trading applications on individual merit, seconded by Councillor Mrs Brown.

The Mayor took a vote on Councillor Blackhall’s proposal, resulting in 4 votes for and 3 against therefore it was

**Resolved that TTC support Option B – To receive and discuss applications for street trading with a view to offering, or not offering, support for the applications.**

Councillor Mrs Brown requested if TTC could discuss the fine tuning points of the street trading policy at the next meeting. It was

**Resolved that TTC would discuss the fine tuning points of Tenby Street Trading Policy at the next full council meeting.**

The Clerk added he had mentioned a suggestion from Councillor Mrs Durham to Mr M Owen stating that it would be helpful if Street Traders displayed their licence for members of council and the public to see. Mr Owen liked the idea and would look into it for the future.

#### **188. TOWN CRIER**

Councillor Mrs Thomas said it had been a long time now since TTC had a Town Crier and she felt it was a role of great historical value, providing communication for the town in a vibrant and much valued role. Her husband John Thomas the previous Town Crier had carried out the role in a very professional manner, promoting Tenby locally and all over the world and she felt it was now time to think about a replacement Town Crier.

Councillor W Rossiter felt there must be a local resident who has the voice to carry out the role effectively.

Councillor Blackhall felt TTC could through the media explain that they are looking to engage a Tenby Town Crier and if anyone is interested perhaps they could contact the council office and express their interest.

It was requested by councillors that Councillor Mrs Thomas and the Mayor work with the Clerk on the selection process.

#### **189. DEAD HOUSE STEPS**

Councillor Mrs Thomas reported on the dreadful state of Dead House Steps, noting they are extremely dangerous and have been reported many time to PCC and yet they are still unchanged. The inshore lifeboat men use these steps and run at a speed and they are extremely vulnerable to an injury.

Councillor Mrs Brown personally witnessed families trying to negotiate the steps on a wet day and felt a non-slip surface should be put on them for safety reasons.

Councillor Mrs Durham noted the unevenness and potholes on the steps that are a trip hazard at all times but especially during the night.

In light of the degree of concern and the need to address the matter urgently, Councillor Mrs Thomas proposed TTC write to PCC and request urgent assessment and maintenance of Dead House Steps, seconded by Councillor Mrs Brown.

**Resolved that TTC write to PCC and request urgent assessment and maintenance of Dead House Steps.**

**190. ENFORCEMENT OF POLICY**

Councillor Blackhall said he felt enforcement particularly of Street Traders breaking their licensing policy had not been carried out properly during the summer season. He added PCNPA had not placed any enforcement on a premises set up and operating without planning permission either. Therefore he strongly felt members of the public should write to TTC and pass on their concerns relating to enforcement issues, then TTC can forward the concerns onto the relevant authority departments again noting the community are unhappy with the situation of enforcing policy and not just councillors.

He continued stating TTC hopefully would have a policy in place for Street Trading by next year to improve on enforcement and regulations.

The Clerk reported he had sent a letter to Mr I Westley on behalf of TTC relating to enforcement issues. He was now aware it was being dealt with by Mr Thomas, PCC who would be responding once he has collated the appropriate information.

Councillor Mrs Brown said more councillors should attend meetings like the one scheduled for the 5<sup>th</sup> October. It is being organised by PCC so local people can meet their officers working for the council and PCC officers can meet local town and community councillors working closely with the public. She personally felt when you can put a name to a face it seems to help when you request assistance or advice from the relevant authority personnel.

**191. IRONMAN**

Councillor Blackhall thanked PCC for all the effort and hard work they put in for Ironman, all staff did an exceptional job. He praised the athletes themselves, the volunteers on the day and the input businesses, shops, hotels and pubs all put into the weekend events, making Tenby a vibrant place. He concluded expressing how humbling an experience the Ironman event is and everyone should be proud of it.

The Clerk reported he had received an e-mail from Mr M Owen, PCC requesting feedback from TTC on the Ironman event so if and when Pembrokeshire retain the event the concerns or problems can be taken into account as well as all the positives comments being used to enhancing the event.

Following discussion it was

**Resolved that councillors with feedback on the Ironman event call into TTC office and leave their comments with the Town Clerk, who will collate a united council response.**

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

The Clerk reported he had attended the Community Education Centre Proposal Meeting the previous evening. Councillors M. Evans and Dr. P. Easy had also been present. It became evident there are too many PCC services operating out of the building to easily re-house each individual section elsewhere in the town. Therefore they were going to look into cost cutting measures and ways of increasing revenue to maintain housing all the present facilities in the Further Education Facility.

Councillor Dr. Easy continued saying any measures would need to factor in repairs and maintenance to the ailing building; therefore he was not convinced the interim plans were likely to be a long term solution.

Secondly the Clerk reported the 50+ project is holding various surgeries around the county to provide advice on many issues including housing, welfare benefits and money management. The launch will take place on Thursday 15<sup>th</sup> October between 9.30am – 12.00 midday at The Queens Hall, Narberth. Councillors have been invited and any member of the public over the age of 50 is welcome to attend.

Thirdly a thank you card and gift had been received for the councillors who assisted a University Student with his dissertation research. Councillors involved acknowledged the personal thank you and were pleased to help.

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

**Resolved that the next meeting will take place on Tuesday 29<sup>th</sup> September 2015 at 7.00pm. This will be the September Quarterly.**

Councillor Mrs Thomas gave her apologies in advance for the next meeting and the Mayor's Civic Service.

**194. ITEMS FOR THE NEXT AGENDA**

Fine Tuning of Street Trading Policy – All councillors

European Walled Towns – Councillor Hallett

**195. PRIVATE AND CONFIDENTIAL**

Proposed by Councillor Hallett, seconded by Councillor Mrs Thomas.

**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.**

**196. MINUTES**

**Resolved that the Private and Confidential Minutes of Tenby Town Council Meeting held 2<sup>nd</sup> September 2015 be confirmed and signed as accurate.**

Councillor Mrs Thomas gave her apologies and left the chamber.

**197. MATTERS ARISING**

174 - 148. 109C - PCNPA – Change of Use A1 Shop To A3 Coffee Shop, Tudor Square, Tenby

The Clerk reported he had received a response from PCNPA in relation to the coffee shop in Tudor Square. He circulated a copy for all councillors to read.

Councillors were pleased to hear PCNPA were looking into concerns that had been expressed; however they were disappointed they had not been looking into breaches of planning law more promptly. It was

**Resolved that the information be noted and TTC await any further developments.**

175 - Mr Clutton – Blue Flag Status, South Beach

The Clerk reported he had responded to Mr Clutton with TTC views on the recent information he provided for councillors. Mr Clutton accepted the information; however he reserved the right to come back to discuss the matter further with councillor at a later date.

Mayor \_\_\_\_\_

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

Date \_\_\_\_\_