TENBY TOWN COUNCIL MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD 16th September 2014

PRESENT Councillor Mrs Lane Mayor

Councillor P Rapi

Councillor Mrs Durham Councillor Mrs Brown Councillor Mrs Thomas Councillor W Rossiter Councillor Dr P Easy Councillor Mrs Putwain Councillor L Blackhall Councillor M Evans

IN ATTENDANCE: Mr A. Davies Clerk to the Council/Financial Officer

Mrs L Hensman Assistant Clerk

170. APOLOGIES

Apologies received from Councillor Mrs Rossiter, Councillor H Johns and Councillor T Hallett.

171. DISCLOSURE OF PERSONAL INTERESTS

The Mayor declared a personal interest in Item 6a and 6d. Councillor P Rapi declared a personal interest in Item 6d.

172. <u>ITEMS TO PRESS</u>

The Clerk reported a neighbouring property delivered a letter in relation to planning application NP/14/0454 for Councillors consideration. He asked if it was Councillors wish to consider the letter at this meeting. Councillor Rapi proposed to accept the neighbour's letter relating to planning application NP/14/0454, seconded by Councillor Mrs Durham.

Resolved that items of Correspondence and Committee Minutes other than those items marked Not for Publication be given to members of the Press present, with the additional letter relating to planning application NP/14/0454.

173. CONFIRMATION OF MINUTES

Resolved that the Minutes of the Tenby Town Council held 2nd September 2014 be confirmed and signed as accurate with the following amendments:

Wording change requested by Councillors Mrs Putwain, amended to a noticeable coincidence; therefore the paragraph now reads.

Councillor Mrs Putwain declared an interest on this item however she felt it was not a parking anomaly it was a humanitarian gesture that had been going for years and felt discussion on the matter at this time was a noticeable coincidence related to her parking in the area of discussion.

Councillor Mrs Thomas requested agenda item Tenby Town Walls not Councillor Blackhall.

Councillor Mrs Putwain felt the resolution on 143d – Tenby Chamber of Trade and Tourism – Pedestrianisation was not as discussed. She felt discussion was that TTC and Tenby Chamber of Trade and Tourism meet without PCC initially to discuss ideas. The Mayor felt it would cost money involving PCC at the initial discussion stage.

The Clerk clarified that discussion took place in response to Tenby Chamber of Trade and Tourism requesting to discuss pedestrianisation with TTC as Mr I Westley PCC had already been asked and had agreed to meet with TTC to discuss future options for the scheme. PCC control the budget for pedestrianisation and therefore would be able to give costings and the feasibility of making any changes to the present scheme. Involving or calling a general public meeting had not been thought prudent until any proposition was made.

Councillor Thomas felt TTC should be consulting with the community it affects first not PCC officers that possibly do not experience the system in action.

Councillor Mrs Brown said Councillor Blackhall had suggested at a previous meeting TTC consult with others on the duration of pedestrianisation and she felt the resolution was accurate and should remain as documented. Councillor Evans remembered the discussion and felt the process of events was as outlined by the Clerk. He felt councillors had their own individual views on pedestrianisation and therefore TTC needed to discuss and formulate ideas before meeting with the general public.

Councillor Mrs Putwain proposed TTC meet with Tenby Chamber of Trade and Tourism to discuss pedestrianisation without the participation of PCC, seconded by Councillor Mrs Thomas.

Resolved that TTC meet with Tenby Chamber of Trade and Tourism to discuss pedestrianisation.

Typographical error to be corrected on page 60 to say Councillor Rapi.

174. MATTERS ARISING

155 - Pembrokeshire Tourism

Councillor Mrs Brown asked if any correspondence had been received in relation to ideas for the action plan to promote tourism in Tenby.

The Clerk had not received any letters of correspondence. However Mrs Hughes, Pembrokeshire Tourism had indicated that TTC would not be able to join the 'Destination Pembrokeshire Partnership'; but she would look into the possibility of a representative of TTC sitting on the DPP committee.

Councillor Evans felt TTC finances are presently healthy and councillors need to be pro-active and focus on a one year/three year/five year action plan for the town. Other local communities are accessing match funding and working on regeneration projects; therefore TTC needs to focus and work together to put previously discussed projects into action.

The Mayor said Tenby Regeneration Committee had put forward six ideas, these have been assessed by PCC and reduced to focus on two main ideas; therefore Tenby is now at the next stage to develop the two ideas into an in depth action plan prior to accessing funding.

The Clerk reported he had received a response from Mr G Morgan, Arriva Wales following TTC request to find out why Haverfordwest received a £31,000 facelift when Tenby is the most used

station west of Swansea. He explained that Haverfordwest is a manned station therefore they met the criteria for the specific funding. He was aware Tenby had received a new waiting shelter, customer information signage, planters and had been recently painted; however he would pass the letter on to his senior management in case there was any other funding Tenby may be eligible for.

The Mayor added it was pleasing to have a contact that responds promptly to any questions posed to his company.

140 -Traffic Calming

The Clerk reported he had received a response from Mr D Thomas, PCC in response to TTC requesting consideration to 20mph speed restrictions down St John's Hill. He reported that surveys on Greenhill Road had provided boarder line statistics for 20mph signage alone which would have been a more realistic proposal for the class of road. Therefore PCC propose to undertake a survey on St John's Hill and re do the Greenhill Road survey as part of an overall review of speed limits on the roads adjacent to St Teilo's School. Depending on the results consideration could then be given to introducing 20mph limits rather than zones.

Councillors expressed how pleased they were to hear this positive plan of action for St Teilo's School following the positive effect of traffic calming in Heywood Lane.

<u>162 – Dog sign provision in Tenby</u>

The Clerk reported Mr M Dennis, Beach Warden, PCC, had telephoned to say he would be happy to meet with TTC to discuss the options to improve dog ban signage on Tenby beaches. He is aware there is a small amount of PCC funding for enhancing dog signage. The Mayor asked if consideration could be made to use the humorous signage that hopefully will have a serious impact. It was

Resolved that the Clerk liaise to arrange a suitable date for a meeting with Mr M Dennis, Beach Warden, PCC to discuss and review beach dog ban signage.

163 – Tenby Street Market

The Clerk reported that Mr C Osborne, Chairman, Tenby Chamber of Trade and Tourism had requested TTC delay the meeting to discuss Tenby Street Market until October. This would give the Chamber time to meet and have their own review of the market before discussing concerns with other organisations.

Councillor Evans asked if anyone had come forward with ideas to regenerate Tenby; unfortunately the Clerk responded stating he had received no ideas.

Councillor W Rossiter reported a stall holder had set up near the five arches; he challenged the gentleman on who had given him permission to find he had a letter from Mr M Owen, PCC outlining permission. Councillor Rossiter asked if giving permission can occur in this way. Councillor Mrs Brown said certain stall holders were given permission to trade during the Ironman Event weekend.

175. PLANNING APPLICATIONS

The Mayor asked if a Councillor could be proposed to take the Chair during discussion of items (a) and (d). Councillor Mrs Durham proposed Councillor Mrs Thomas take the chair for Planning Applications (a) and (d), seconded by Councillor Mrs Brown.

Resolved that Councillor Mrs Thomas take the chair for Planning Applications (a) and (d).

The Mayor left the chamber.

a. NP/14/0402 – Mr G Birt, Five Arches Car Park Ltd., Lock House, St Julian Street, Tenby – Renewal of temporary permission for use of land as car park with associated pay machines, signage and planters land formerly Tenby Ford Garage, Five Arches Car Park, South Parade, Tenby.

Councillors discussed and viewed the planning application. Councillor Evans asked for clarification of how long the lease permission was for, the Clerk responded stating it was a three year temporary permission.

Councillor Evans proposed approval as the car park is a benefit to locals and visitors alike, seconded by Councillor Mrs Durham.

RECOMMEND

Approval as the car park is a benefit to locals and visitors.

Councillor Rapi left the chamber.

d. NP/14/0454 – Mr and Mrs Leighton Jones, 20 Church Road, Ton Pentre – Conversion to new restaurant and guest house with managers accommodation. The application includes alterations to the east, south and third floor levels and a new two-and-a-half storey side extension, Royal British Legion, St. Mary's Street, Tenby (amended plans and description of the proposal.

Councillors discussed and viewed the planning application taking into consideration the concerns from a neighbouring property. Councillor Dr Easy felt TTC decision was unchanged from the previous application therefore proposing approval on the proviso that the design of the proposed shop front meets the Parks shop front design policy, seconded by Councillor Mrs Durham.

Councillor Evans added TTC noted the concerns of a neighbouring resident in relation to the party wall and request sympathetic attention to detail.

RECOMMEND

Approval on the proviso that the design of the proposed shop front meets the Parks shop front design policy. Members noted the concerns of a neighbouring resident in relation to the party wall and request sympathetic attention to detail.

The Mayor and Councillor Rapi rejoined the meeting.

<u>b. NP/14/0456 – Mr and Mrs R and C Charnock, 20 Multon Road, London – Refurbishment and alteration of four existing residential units, roof and communal parts, Charlton House, Upper Frog Street, Tenby.</u>

Councillor Mrs Putwain proposed TTC discuss planning applications (b) and (c) together, seconded by Councillor Dr Easy.

Resolved that planning applications (b) and (c) are discussed together.

Councillors discussed and viewed the planning application. Councillor felt the alterations were mainly internal with very little external work involved.

Councillor Dr Easy proposed approval as the proposed alterations will be an improvement to the property, seconded by Councillor Rapi.

RECOMMEND

Approval as the proposed alterations will be an improvement to the property.

c. NP/14/0457 – Listed Building - Mr and Mrs R and C Charnock, 20 Multon Road, London – Refurbishment and alteration of four existing residential units, roof and communal parts, Charlton House, Upper Frog Street, Tenby.

Councillors discussed and viewed the planning application. Councillor felt the alterations were mainly internal with very little external work involved.

Councillor Dr Easy proposed approval as the proposed alterations will be an improvement to the property, seconded by Councillor Rapi.

RECOMMEND

Approval as the proposed alterations will be an improvement to the property.

176. CORRESPONDENCE

a. Tenby Chamber of Trade and Tourism – July minutes

Councillor Evans discussed the wifi aspect of the minutes highlighting that a lot of visitors to Tenby expressed disappointment at the lack of wifi facilities; therefore he felt TTC needs to take a lead and work with the Chamber of Trade to make Tenby a free wifi zone.

Councillor Rapi felt wifi coverage had been talked about widely before and the Mayor said PCC were looking into big belly bins that have a wifi chip within them. Councillor Evans said unfortunately PCC had scrapped the bin idea as a problem was discovered with the system. He still felt wifi coverage should cover the area from the multi storey car park, along South Parade, St George Street and from the railway station up Warren Street.

Councillor Evans continued outlining that super-fast broadband is expected in Tenby by November 2014; however he asked the Clerk to contact internet providers as it appears mobile phone coverage has been patchy during the summer months and perhaps there is a transmitter problem.

Councillor Evans proposed TTC meet with Tenby Chamber of Trade and Tourism to discuss possibilities of increasing wifi coverage in Tenby, seconded by Councillor Mrs Brown.

Resolved that TTC meet with Tenby Chamber of Trade and Tourism to discuss possibilities of increasing wifi coverage in Tenby.

b. Residents of Culver Park – Residents parking scheme

The Mayor explained Mr Williams, of Culver Park was in attendance as he had additional information for Councillors in relation to Residents parking scheme in Culver Park; therefore she proposed suspension of TTC business to hear from Mr Williams, seconded by Councillor Evans.

Resolved that TTC business be suspended to hear new information from Mr Williams in relation to points raised in his letter about the Residents Parking Scheme.

Mr Williams explained the information he had received under the Freedom of Information Act to support his concerns relating to allocation of more residents parking permits than spaces provided. He gave statistical examples of resident and visitors parking permit allocation, clarifying how much revenue is received by PCC for visitors' permits alone. As an example one hundred and seventy five visitors permits were allocated during a season to the Esplanade alone. In a recent survey Tenby residents responded by stating they would like to see more residents parking places allocated and visitor parking permits service withdrawn. It appeared to Mr Williams that PCC seemed to have overlooked the survey results. Following contact and communication with PCC officers Mr Williams had failed to receive relevant information or answers to his questions. Mr Williams thanked TTC for listening to his concerns and asked if they would consider helping to obtain answers to the difficulties locals are experiencing.

The Mayor thanked Mr Williams for the information and re commenced Tenby Town Council business.

Councillor Evans expressed how he had discussed residents parking issues with Mr M Owen and Mr B Blake PCC and he felt TTC needs to meet with the officers and discuss regulations relating to residents parking in Tenby. He continued stating that once TTC has met with the PCC officers a public meeting at Augustus Place should be held to speak to local residents.

Councillor Mrs Putwain said she would love a residents parking permit; however despite paying band E council tax her street has no residents parking spaces; therefore she is forced to park somewhere as close to her property as possible. If all streets were made 100% residents only spaces she would be denied a space. She continued stating although she is against allocation of visitors parking permits she could not support 100% residents parking.

Councillor Rapi agreed parking in Tenby is a very large problem and he too would love a resident parking space however there are none in the street where he owns property. He still felt strongly about the fact parking charges in Tenby are higher than other towns in Pembrokeshire and still would like to see a set fee in all towns.

The Mayor asked if the Clerk could keep a copy of all Mr Williams information for Councillors and inform him of the outcome of any meetings on residents parking.

Following discussion it was

Resolved that TTC would include discussion on residents parking when meeting with PCC officers to discuss other traffic and parking issues relating to Tenby.

c. Mrs G Rees – Signage on the Esplanade

Councillors discussed the issues related to The Esplanade and specifically the area addressed in the letter, and unanimously felt the matter required discussion with PCC officers.

Councillor Mrs Putwain felt people see the car park at the end of the road and immediately think this road is the entrance.

The Clerk said he was aware the Rector Andrew Davies had contacted Mr B Blake re a meeting to discuss signage for Rectory car park to assist in helping to solve the problems experienced by Mrs Rees and others living in the area.

Councillor Evans emphasised that clearer road markings and signage is needed along the whole of The Esplanade.

d. Mr Paul Phillips (via e-mail) – Waters Edge development

The Mayor said initially information was discussed in relation to the development on South Beach but once the developers went into liquidation information was difficult to obtain.

Councillor Evans felt that after sixteen months, covering two summers information should be available. However he was aware that because of the affordable housing clause on the development discussions took place with PCNPA.

The Clerk suggested he could contact Mrs J Gibson, PCNPA and request a progress report in relation to the development.

Councillor Evans asked if the estate agents letting the properties could be contacted and obtain information from their perspective on the future of the development and TTC re agenda the item for the next meeting.

Resolved that the Clerk contact Mrs J Gibson, PCNPA and FB Masons Estate Agents to request a progress report on the South Beach Development and place the item on the next TTC agenda.

e. Mrs M Neate – Dog prohibition on Tenby's beaches

The Clerk outlined the information contained in Mrs M Neate's letter in relation to comments made at TTC meeting about the dog beach ban.

Councillor Rapi highlighted there were parts of the letter he agreed with and parts he disagreed with.

Councillor Mrs Brown felt everyone was entitled to their own opinion. She pointed out that there is a hotline number for advice from PCC and TTC office on the dog waste bag dispensers, as and when people require it.

Following further discussion it was

Resolved that TTC send a letter of reply to Mrs M Neate noting her comments.

Councillor Evans declared an interest and took no part on the next item.

f. Mr G Birt – Copy of letter to Mr Marc Owen regarding pedestrianisation

Councillor Blackhall proposed TTC defer the item on pedestrianisation until the scheduled meeting with Tenby Chamber of Trade and Tourism on the matter, seconded by Councillor Mrs Brown.

Resolved that the letter of information relating to pedestrianisation be deferred and discussed at the proposed joint meeting with Tenby Chamber of Trade and Tourism.

177. ACCOUNTS AUGUST 2014

Councillors viewed and discussed the TTC accounts for August 2014. Councillor Dr Easy proposed acceptance of the August 2014 accounts, seconded by Councillor W Rossiter.

Resolved that the accounts for August 2014 be accepted.

178. EXTERNAL AUDITOR'S REPORT 2013-2014

Councillors discussed the external auditor's report for 2013-14 and were happy there were no issues.

Councillor Mrs Thomas proposed acceptance of the External Auditors Report of TTC Accounts 2013-2014, seconded by Councillor Mrs Brown.

Resolved that the External Auditor's Report of TTC Accounts 2013 - 2014 be accepted.

179. REPORTS BY COUNCILLORS ON OUTSIDE BODIES

Councillor Blackhall reported events in the De Valence continue with the recent Ironman briefings taking place last weekend. He asked if members could stay for a brief De Valence Trust Committee meeting following the conclusion of TTC meeting.

Councillor Mrs Brown reported she had attended a Planed Community Forum Network Meeting along with the Clerk and Councillor Mrs Thomas who would provide a full report.

Councillor Mrs Thomas reported on the Planed Community Forum Network Meeting explaining that discussion was about the possibility of County Councils planning to devolve more services down to Town and Community Councils. These will potentially creating a financial implication on small community councils who will rely on more voluntary work to fulfil adequate cover of services.

One Voice Wales highlighted some of the problems and concerns they envisage if the devolving of services goes ahead. They all felt Councillors should consult and listen to what the general public want as it is their opinions that matter.

In addition talk took place on the possible changes to formulate or amalgamate several smaller community councils to create a larger town council; ultimately encouraging areas to work together and unite for the benefit of community areas. More meetings will be taking place as more information becomes available.

Councillor Mrs Thomas attended a LHB meeting where they were told 'there is no going back', meaning re opening of Tenby MIU would not occur. They were not even prepared to discuss the matter; however they are planning a Map and Gap session to provide an analysis on health services provided in the Tenby area during the summer period. Statistics will include numbers treated by Withybush Hospital, The Red Cross Volunteers, the Chemist and GP surgeries. They provided no information in relation to providing these services out of the summer season; therefore SEPCHN will still press for answers on provision of services for locals out of season.

Discussion took place on information on how statistics are calculated and remuneration to the services for treatment of patients/clients.

The Mayor reported the main event she had attended in the last week was Ironman and she would report on this during the main agenda item.

180. MEDIA ITEMS

None noted.

181. GULL PROOF PILOT SCHEME REPORT

Councillors unanimously agreed the seagull proof bag scheme had been a resounding success and wished to discuss with PCC the steps that needed to be taken to move the project forward. Councillor Mrs Durham said the evidence of reduced mess on the street in areas like Frog Street were remarkable and asked if the Clerk could ask what the plan was for the few bags not taken up by some of the properties within the town walls pilot scheme.

The Clerk reported he had initially spoken to PCC about the cost of future bags however he was aware Mr R Brown; PCC had sourced a possible cheaper alternative. Councillors felt that the quality of the bags needed to match those that were presently in use. The Clerk added that he understood from the start of the scheme that PCC would fund the hundred pilot seagull proof bags and then TTC wold be responsible for ordering the next batch if the scheme was successful.

Councillor Mrs Putwain personally praised the scheme; however for people with minimal waste they were slightly too large to handle and suggested a two sizes option could address this concern.

The Clerk reported that PCC had entered the seagull proof scheme into an All Wales Continuous Improvement Community of Practice Awards 2014, in the' doing it differently' category.

The Mayor reported during the judging process for Britain in Bloom, the judges were very taken by the seagull proof bag scheme.

It was

Resolved that TTC give permission for the Mayor and the Clerk to liaise with PCC to discuss the next step forward in the Seagull Proof bag project.

182. <u>IRONMAN WALES</u>

The Mayor reported on what an honour it was to stand on the finish line of the recent Ironman Wales competition. In total she was present for 18 hours of total enjoyment and admiration for the commitment of the athletes and spectators. It was a very emotional experience presenting medals to so many locals as well as athletes from around the world representing 49 different countries. One hundred and ninety one local Pembrokeshire competitors took part and she never left the finishing red carpet in case she missed congratulating one local person. She said she was so proud and humbled by the comments praising the community spirit and encouragement given by people of Tenby and other local towns. In addition comments included the beauty and friendliness of the whole area.

In light of all the locals who achieved Ironman status she proposed TTC look into the feasibility of a roll of honour wall for everyone who achieved 'Ironman' status. It was discussed that clarification of names and local status to Pembrokeshire would be required as so many people who live away but were born in Pembrokeshire have taken part.

Councillor Blackhall felt a picture wall with names within the De Valence corridor could be looked into as several Long Course pictures are already displayed. He continued adding his praise to a fantastic event and weekend, noting the Ironman efforts of the Mayor herself and her Mayoress, the street cleaners, the barrier and security men, people who stood for many hours to cheer and encourage athletes, the staff who worked in hotels / bed and breakfasts, businesses who opened early and went the extra mile to help everyone, and the PCC staff who assisted in the

organisation along with Ironman Wales staff. He thanked everyone that gave their own 'Ironman like effort' to a phenomenal event. One of the best community supported events you would ever hope to see let alone be part of.

Councillor W Rossiter praised the event however he felt one small negative was the Esplanade still had traffic jams at 8am on the Monday morning and a little more effort could have been made to ensure free flow of traffic in this area.

The Mayor responded stating that when you manage an event as big as Ironman there will inevitably be hiccups, and that was all they were, minor hiccups, they can be addressed and solved easily. The spectacular event and positivity that comes from the event has to out way the hiccups. It has been speculated that three and a half million pounds has been generated for the Pembrokeshire economy just by one weekend which is a phenomenal addition for our area.

Councillors expressed several comments and discussion they personally had with athletes and their families many of which had an extended holiday in Tenby for longer than the weekend and will come back again. Ironman Wales entry is already open for 13th September 2015. It was

Resolved that TTC write to Mr Kevin Stewart and the Ironman team to thank them for their hard work and staging the event in Pembrokeshire, starting and finishing in Tenby.

Councillor Evans left the meeting.

183. TENBY TOWN WALLS

Councillor Mrs Thomas asked if the initial letter for advice and assistance in treating the weeds that are growing rapidly on the external and internal sides of the historic town walls had been sent, and if any response had now been received.

The Clerk reported he had sent the request again to Mr Scourfield, PCNPA who had subsequently contacted Cadw but unfortunately he had received no update as Mr Scourfield is on annual leave. He continued stating he would re contact PCNPA once Mr Scourfield returns from annual leave.

184. FINANCIAL OFFICER/CLERK'S ITEMS

The Clerk reported he had only one item he wished to discuss in private matters related to staffing.

185. <u>DATE AND TIME OF NEXT MEETING</u>

Resolved that the next meeting will take place on Tuesday 30th September 2014 at 7.30pm.

The Clerk asked Councillors to pay particular attention to the next agenda timing as, if the Harbour Users Committee are able to attend, the meeting will start at 7pm.

186. <u>ITEMS FOR THE NEXT AGENDA</u>

The Clerk reported he had prepared a report along with Councillor Blackhall on the Government White Paper Consultation into the future of Local Governance and he would be presenting the document to Councillors at the next meeting.

Councillor Mrs Thomas left the meeting.

187. 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.

188. MINUTES

Resolved that the Private and Confidential Minutes of Tenby Town Council Meeting held 2^{nd} September 2014 be confirmed and signed as accurate.

189. MATTERS ARISING

None noted.

190. FINANCIAL OFFICER/CLERK'S ITEMS

a. Staffing

The Clerk presented a document outlining the pay rates and minimum wage changes due to be implemented by the Government on 1st October 2014. In the absence of agreement having yet been reached on the local government pay scales for 2014/15, the National Joint Council (NJC) has advised that employees currently on SCP5, which is lower than the Minimum Wage effective from October, should be paid in accordance with the National Minimum Wage Regulations 2014, with effect from the 1st October 2014. There were two members of staff currently on SCP5 and the Clerk recommended TTC adopt the new SCP5 rate of pay as advised by the NJC from 1st October 2014.

Following discussion Councillor Blackhall proposed TTC adopt the new SCP5 rate of pay as advised by the NJC from 1st October 2014, seconded by Councillor Mrs Brown.

Resolved that TTC adopt the new SCP5 rate of pay as advised by the NJC from 1st October 2014.

Mayor	
Town Clerk	
Date	