

TENBY TOWN COUNCIL  
MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD 18<sup>th</sup> October 2011

**PRESENT**

Councillor Mrs Thomas          Deputy Mayor  
Councillor D Morgan  
Councillor Mrs Lane  
Councillor Mrs Brown  
Councillor Mrs Rossiter  
Councillor P Rapi  
Councillor L Blackhall  
Councillor Mrs Putwain  
Councillor M Evans

**IN ATTENDANCE:** Mr A. Davies                  Clerk to the Council/Financial Officer  
Mrs L Hensman                  Assistant Clerk

**ALSO PRESENT**      Mr P Watkins- PCC Garden Waste Management

In the absence of the Mayor, it was proposed by Councillor Mrs Lane, seconded by Councillor Mrs Rossiter that Deputy Mayor Councillor Mrs Thomas take the Chair.

Councillor Mrs Thomas welcomed Mr Paul Watkins to the Council Meeting. Mr Watkins thanked Councillors for the invite enabling him to answer concerns and provide information on the garden waste scheme.

Councillor Mrs Brown explained that some Tenby residents had expressed concerns relating to their ability to manoeuvre and store the garden waste bins; asking to keep the green bags or have an alternative to the bin. Unfortunately Mr Watkins said the green bags could not be kept but an alternative is available, being two polypropylene bags. Like the bins these would cost £25 per year and be collected fortnightly between March and November. He admitted that PCC had received criticism for not advertising this alternative, as it had been available from the beginning of the scheme and apologised for this. To access the bag facility the public need to follow the same procedure as ordering the bin, expressing their reason for requiring the bags as an alternative to the bin. After an initial assessment these bags can be allocated as an alternative. If the bags are stolen or the permit removed PCC will not empty the bag and will replace the bag to the allocated household free of charge. On average the old green bag cost 63p a week; while the white bag/bin costs 59p a week.

Councillor Evans joined the meeting.

Discussion progressed to general waste collection. Mr Watkins felt as we now have recycling and food waste collections weekly, black bag waste should be considerably reduced. Kerbside glass collections will hopefully commence spring 2012 and a new fleet of smaller collection vehicles will be available next spring to allow easier access for collections within the town wall. Councillor Mrs Putwain explained some areas within the town walls have not been allocated food waste bins yet. Mr. Watkins said that this had been due to the fact that the refuse fleet could not access certain areas of the town. With the introduction of the new fleet all premises in town

would receive food waste bins. Cllr. Mrs. Putwain pointed out that residents already take their refuse to the bottom of the street to be collected by the larger vehicles, so was there another reason why they have not received the bins yet. Mr Watkins was unsure of all non allocated areas but assured Councillor Mrs Putwain he would look into her concern.

Councillor Evans explained that bin collection days are changing during November, so he hoped more food waste collections would be rolled out during this period.

Councillor Blackhall referred to concerns related to holiday letting as people staying in properties do not want last week's visitors waste left for them to put out on collection days, so they tend to use a black bag for ease. Was there any provision to address this problem? Mr. Watkins said that PCC have thought about this issue but solving it is another matter. If properties were let through letting agencies a collective system could be put into operation within the company but individual lets cannot be controlled easily. Councillor Blackhall asked if, when garden waste bins are allocated, were conditions of usage put in place to prevent the bins being stored on the pavement or highways. Mr. Watkins said that PCC did not envisage this being a problem so no conditions are in place at present but there have been no complaints to date either.

When emptying the garden waste bins Councillor Rapi asked if the lorry was able to tip the bin up as a whole or did the bin need bags, if the bin is lifted up completely could the same system be used for black bag rubbish as well? Mr Watkins explained that the lorries have a system to lift the bin but they would not wish it used for general waste for two reasons, people would throw more into them so recycling would be reduced and secondly wheelie bins are not supplied by PCC so they are of differing quality and may be damage during emptying. PCC hoped that with the present collection services being provided and planned for 2012, general waste will be reduced greatly, decreasing landfill usage and saving money.

Councillor Morgan said sadly not all people were using the food recycling system and if more did the seagull problems would be reduced further. Mr Watkins reported statistics show 68% take up rate with 50% usage rate at present.

Councillor Evans explained that the two main reasons to address waste management are environmental effects and financial costs. Landfill sites are now privately owned and so there is a capacity to how much they take and this is now not the cheapest option. There is a fine/levy for the amount sent to landfill, at present the cost is £2 million per annum, and in 2015 it increases to £3.6 million per annum, eventually enforcement of recycling will become regular practice as costs increase.

Councillor Mrs Lane asked how many people use green waste bins at present, 43% have signed up in the Tenby area with 10 customers using the polypropylene bags.

Councillor Mrs Rossiter asked if any plans were being considered for the town bins as at present they cannot be recycled. Mr. Watkins responded that street and beach litter will be addressed in the future with new bins to enable recyclables and general waste to be separated.

Councillor Mrs Thomas thanked Mr Watkins for his information and he left the chamber.

## **222. APOLOGIES**

Received from Councillor Mrs Evans, Councillor T Hallett and Councillor Mrs Williams.

## **223. DISCLOSURE OF PERSONAL INTERESTS**

Item 7a and 7b Cllr. Mrs. Rossiter and Councillor Evans.

**224. 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.**

Proposed by Councillor Mrs Lane, seconded by Councillor Morgan.

**225. CONFIRMATION OF MINUTES**

**Resolved that the Minutes of the Tenby Town Council held 4<sup>th</sup> October 2011 be confirmed and signed as accurate with the following amendment:**

206 – De Valence

The Clerk reported an amendment requested by Councillor Mrs Evans in her absence. She only had one discussion with Mr Spenceley and she requested the sentence ‘and had spoken to Mr. Russ Spenceley on many occasions discussing various aspects’ be deleted.

The following sentence was removed at the request of Councillor Blackhall, as he felt that this was not the reason given for the request for a recorded vote.

‘As all Councillors voting in favour were DVP Tenby Trust Members,’

**226. MATTERS ARISING**

209 - West Wales Maritime Heritage Society – Tenby Lugger Restoration Project

The Clerk reported Reverend Reed will be attending the next meeting on 1<sup>st</sup> November 2011.

210 – Grant/ Tenby Museum

The Clerk reported that a letter thanking Tenby Town Council for the grant donation had been received.

212 – De Valence

Proposed by Councillor Mrs Lane to move De Valence discussion into private matters as financial issues needed to be discussed, seconded by Councillor Evans.  
It was

**Resolved that De Valence item be moved into private matters.**

213 – Britain in Bloom

Councillor Mrs Lane reported that the Clerk had received a phone call from Wales in Bloom stating that Tenby has been put forward for Britain in Bloom next year 2012. This will be the third year running and a tremendous

achievement. After Christmas she would be gathering support from more locals and groups to come on board to work for the benefit of the town.

Councillor Evans said he had discussed with Mr David Thomas PCC the increased wording to the town signage and felt it was more cost effective to add to the town signage rather than replacement. He agreed to report back to Mr Thomas suggestions for the additional wording.

#### 214 - BBC Media Item

The Clerk reported that the BBC had sent a copy of the four 24/7 programmes, they are available in the office if anyone wishes to view them.

#### 215 – Family Play Park

The Clerk explained that, as the nominated Councillors were unable to attend the Rotary meeting, Councillor Mrs Thomas had accompaniment him. The Rotary initially wanted to manage the whole project themselves as they were unaware how far the project had already progressed. In view of the updated information given to them at this meeting, they will now be considering perhaps sponsoring a piece of playground equipment. It was proposed by Councillor Mrs Brown to invite a Rotary representative and a representative from any other interested organisations to the next Play Park meeting, seconded by Councillor Morgan.

**Resolved that a letter is sent to local organisations inviting them to send a representative to the next Family Play Park Meeting.**

#### 216 – Actions and Updates - Tenby Town Walls

The Clerk reported that a meeting has been arranged to meet with Mr R Scourfield PCNPA, a Cadw representative, Tenby Civic Society, Councillor Evans and the Mayor on 27<sup>th</sup> October to review and discuss the concerns raised by Cllr. Hallett regarding the walls. Councillor Evans also expressed a concern relating to a listed building in Tudor Square which he will bring to their attention, he asked if anyone else has concerns about any other listed buildings. He suggested the Clerk could obtain a print out of all listed buildings from Mr D Fraser.

**Resolved that the Clerk obtains a print out of all Tenby listed buildings from Mr D Fraser.**

### **227. PLANNING APPLICATIONS**

Councillor Mrs Lane, Councillor Mrs Rossiter and Councillor Evans declared an interest in NP/11/391 and NP/11/392 and left the Chamber.

a.NP/11/391 – Mr Jason Rossiter, Hope and Anchor Inn, St Julian Street, Tenby – Fixing of new mechanical vent extract unit to serve kitchen area, Hope and Anchor Inn.

All remaining Councillors discussed and viewed the planning application, proposed approval by Councillor Morgan, seconded by Councillor Mrs Brown.

**RECOMMEND**

**Approval**

b.NP/11/392 (Listed Building) – Mr Jason Rossiter, Hope and Anchor Inn, St Julian Street, Tenby – Fixing of new mechanical vent extract unit to serve kitchen area, Hope and Anchor Inn.

All remaining Councillors discussed and viewed the planning application, proposed approval by Councillor Morgan, seconded by Councillor Mrs Brown.

**RECOMMEND**

**Approval**

Councillor Mrs Lane, Councillor Mrs Rossiter and Councillor Evans rejoined the meeting.

Councillor M Evans took no part in voting on the remaining planning applications but remained to advise members on procedure as required.

c. NP/11/396 (Listed Building) – Mrs Stephanie Evans, National Trust, South Wales Consultancy, Newton House, Dinefwr Park, Llandeilo – Proposed painted frieze to first floor internal walls and proposed replica Tudor entrance door to internal face of existing doorway, The Tudor Merchants House Tenby.

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

**RECOMMEND**

**Approval**

d. NP/11/390 – Miss Louse Hurlow, Southside, Picton Road, Tenby – Change of use of former chapel/commercial building to residential dwelling, Cemetery Chapel/Silent World, Narberth Road, Tenby.

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

**RECOMMEND**

**Approval**

e. NP/11/399 (Listed Building) - Miss Louise Hurlow, Southside, Picton Road, Tenby – Change of use of former chapel/commercial building to residential dwelling, Cemetery Chapel/Silent World, Narberth Road, Tenby.

All Councillors discussed and viewed the planning application, proposed approval by Councillor Mrs Lane, seconded by Councillor Morgan

## **RECOMMEND**

### **Approval**

## **228. PLANNING CORRESPONDENCE**

a.PCNPA – Application for tree works TPO 4 (G23) St Mary’s Church, Tenby

b.PCNPA – Application for works to, and management of, trees St Mary’s Church, Tenby

Planning Correspondence (a) and (b) addressed together. The Clerk reported he and Cllr. Hallett had met on site with Mr M Higgins, Mr Brace and Mr. Webb to discuss the application prior to it being submitted. Mr Higgins had no objections but requested a tree survey which has been carried out. It was

**Resolved that Tenby Town Council have no objections to the works being undertaken.**

## **229. CORRESPONDENCE**

a. Mr William Rogers – Train services

Councillor Mrs Lane was allowed to raise her agenda item on Arriva Trains in connection with this letter. Having recently travelled on the train to Scotland; she witnessed first hand the state of the stations, from Crewe to Scotland the stations were pristine and a credit to the train companies but from Crewe to Tenby they were disgraceful. Unfortunately she had no camera so was unable to take photographs. As Tenby is a tourist resort and many people use the trains to holiday in the area or use the train to access other local towns Councillor Mrs Lane felt that Arriva Trains need to address the cleanliness and appearance of their stations as soon as possible and felt a stern letter should be sent from the Council. Even though many letters have been sent in the past, nothing ever seems to change but perhaps, as the 150<sup>th</sup> Centenary of the Railway between Tenby and Pembroke is in 2013, Arriva may take time to improve the station for that event.

Councillor Blackhall said Mr Rogers obviously has a passion for this matter and to receive such a response from Arriva Trains is a very sad outcome. He proposed to send a letter to Mr Rogers noting his continued concerns and the disappointment of the Council on the response to Mr Rogers from Arriva Trains Councillor Blackhall proposed a letter should be sent to Arriva Trains requesting improvement of Tenby Station, seconded by Councillor Mrs Lane.

**Resolved that a letter be sent to Mr Rogers noting his continued concerns for the Railway Station and a forthright letter be sent to Arriva Trains asking for them to address the appearance of Tenby Station.**

b. Tenby Chamber of Trade and Tourism – September minutes

The Clerk informed Councillors that Mr Marc Owen PCC would be attending the Chamber of Trade Meeting the following evening at 6pm to feedback on Street Trading during the summer season 2011. Councillor Mrs Brown, Councillor Evans would also be attending. Councillor Mrs Putwain asked if Mr Owen could be reminded that TTC asked to see an example of the street trading licence which has never arrived. She continued that the lady trading on the Esplanade is there all day everyday with her pictures tied to the railings and could this be addressed. Did she have a licence to trade in this area?

**Resolved for the Council representatives attending the meeting pass on TTC concerns and feedback information at the next TTC meeting.**

c. Mr Richard Brown, PCC – Refuse Collection arrangements

As Mr Watkins had addressed this issue earlier this evening, it was

**Resolved that the letter be noted.**

d. Bruno Peek – The Queen’s Diamond Jubilee Beacons

Councillor Mrs Lane asked if the old Millennium Beacon was still available, perhaps it could be used to save cost. After discussion it was proposed by Councillor Evans to discuss this matter at the Chamber of Trade meeting with a view to planning something jointly, seconded by Councillor Mrs Lane.

**Resolved that the Tenby Town Council representatives attending the Chamber of Trade meeting discuss the possibility of a joint venture for the Diamond Jubilee Celebration.**

**230. GRANT APPLICATIONS**

a. Mudiad Ysgolion Meithrin – Cylch Ti a Fi, Dinbych Y Pysgod

Councillor Evans outlined the aims of this new pre-school group to promote the advantages of Welsh stream education, explaining that books are bi lingual, so encouraging parents to consider all options. Councillor Mrs Putwain proposed that, as they were concerned at paying £15.00 per session for a room, TTC could offer Augustus Place as an alternative. Councillor Mrs Brown added that TTC support Tenby playgroup every year so she felt it was only fair to support them as well. Councillor Evans proposed TTC sponsor one session at £15.00 and offer the use of Augustus Place, seconded by Councillor Mrs Brown.

**Resolved that Under Section 19 LGA (Miscellaneous Provisions) 1976 TTC sponsor one session at £15 and offer the use of Augustus Place depending on availability.**

**231. DE VALENCE**

**a. Solar Panels**

Councillor Mrs Rossiter declared an interest and left the chamber.

The Clerk outlined the Government Scheme information explained to TTC by PCC, the solar panel scheme is a contract for 25 years with no maintenance costs, they are provided by the installer, TTC would receive free electricity and the provider would sell the excess electric produced back to the grid. Two quotes have been received, one from a firm suggested by PCC and another sourced by Mr. Paul Criddle, of a local company who undertook comparison searches. Mr. Criddle was willing to attend a Council meeting to explain in more detail the aims and benefits of the scheme. Discussion took place between Councillors and it was proposed by Councillor Mrs Lane, seconded by Councillor Mrs Brown to invite Mr Criddle to attend the next TTC meeting and commence at 6.30pm.

**Resolved that Mr Criddle be invited to attend the next TTC meeting and begin the meeting at 6.30pm to facilitate this presentation.**

Cllr. Mrs. Rossiter rejoined the meeting.

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

None reported.

**233. MEDIA ITEMS**

Councillor Blackhall commented on a letter in the Tenby Observer relating to the 150<sup>th</sup> Anniversary of Tenby to Pembroke Train Service in 2013. He hoped Arriva Trains would address the refurbishment of the station before the anniversary, proposing that TTC write to Pembroke Town Council to ask if they are planning to mark the occasion and perhaps a joint venture could be arranged, adding that this information be included in the letter to Arriva members that had resolved to send earlier in the meeting, seconded by Councillor Mrs Lane.

**Resolved that TTC write to Pembroke Town Council to discuss the possibility of a joint venture to mark the 150<sup>th</sup> Anniversary Celebrations of Tenby to Pembroke Train Service in 2013, and to include this information in the previously agreed Arriva letter.**

**234. FAMILY PLAY PARK**

The Clerk reported the chosen play park provider's representative Mr Widdas would be visiting on Thursday 20<sup>th</sup> October to meet with local children at schools and the youth club to gain information from the young people on what they envisage for the facility. His aim is to make flesh their vision. Councillor Evans expressed concerns from 6-12 year old who felt there would be too much skate

provision, he had visited Saundersfoot facility and felt Mr Widdas should include a visit to that park during his visit if possible.

**235. ROYAL GATE HOUSE**

Councillor Mrs Brown reported concerns around town that nothing appears to be happening with the Royal Gate House site, specifically relating to the hoardings, planning and contractors. Some businessmen felt a compulsory purchase should be considered. Councillor Morgan said the hoardings have been dented and look a real eyesore. Councillor Mrs Rossiter explained that Mr Fry had previously indicated work would commence in October, businesses situated at the same end of town feel they are suffering due to the delay. The Clerk informed Councillors he had spoken to Ms V Hirst from PCNPA who stated that she had been informed that contracts are out for tender at present, the project is very large and would take time to co-ordinate. She had no cause for concern at present.

Councillor Mrs Brown felt we should be having discussions with Mr R Scourfield PCNPA as we need to update the town on progress of this prominent development site. Councillor Blackhall proposed we ask the developer for a verbal or written update and secondly ask if the hoardings could be address to make the site more attractive, seconded by Councillor Morgan.

**Resolved that a letter be sent to Mr Fry requesting an update on the Royal Gate House Development.**

**236. PCC HOUSING**

Councillor Mrs Brown felt it had been a few years since TTC met with PCC Housing Department and Pembrokeshire Housing Association, and since that meeting procedures seem to have changed. To effectively represent locals this information needs to be available to Councillors. It was proposed by Councillor Mrs Brown to request a meeting with PCC Housing to provide information on present protocol and procedures when assessing and allocating social housing, seconded by Councillor Mrs Lane.

**Resolved that a letter be sent to PCC Housing Department inviting a representative to attend a TTC meeting to provide updated information on present protocol and procedures when allocating social housing.**

**237. ARRIVA TRAIN STATIONS**

Discussed earlier in the meeting.

**238. TAXIS IN TENBY**

In the absence of Councillor Mrs Evans this item to be placed on the agenda at the next meeting.

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

**a. Actions and updates from 4<sup>th</sup> October meeting**

The Clerk reported he had received a reply to TTC concerns related to St George Street cobbles, PCC are monitoring the cobbles and addressing safety issues but at present have no plans to carry out any major work.

No applications have been received for the Council Vacancy; Councillor Evans suggested a letter be sent to the Tenby Observer making the town aware of the vacancy again.

As no reply has been received from Scolton Manor to house the funeral bier it was suggested it should be moved from the foyer to the Mayors Parlour.

**Resolved to assess the possibility of moving the funeral bier to the Mayor's Parlour.**

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

**Resolved that the next meeting will take place on Tuesday 1<sup>st</sup> November 2011 at 6.30pm.**

Councillor Mrs Lane gave her apologies in advance for this meeting.

**241. ITEMS FOR THE NEXT AGENDA**

Welsh Tourist Board – Councillor Evans

Road signage – Councillor Rapi

**242. PRIVATE AND CONFIDENTIAL**

Proposed by Councillor Mrs Rossiter, seconded by Councillor Morgan.

**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.**

**243. MINUTES**

**Resolved that the Private and Confidential Minutes of the Tenby Town Council Meeting held 20<sup>th</sup> September 2011 be confirmed and signed as accurate.**

**244. MATTERS ARISING**

None noted.

**245. DE VALENCE**

Councillor Mrs Lane updated all Councillors present stating that the shadow De Valence Pavilion Tenby Trust had held an informal meeting held on 17<sup>th</sup> October. It was suggested that the TTC staff could undertake the day to day running of the admin side on behalf of the proposed De Valence Tenby Trust on a secretariat basis. Proposed by Councillor Mrs Lane, seconded by Councillor Evans that Tenby Town Council provides in kind secretariat services for the proposed De Valence Tenby Trust.

**Resolved that TTC provides in kind secretariat services for the proposed De Valence Trust.**

Secondly, to meet the legal requirements for the Trust to obtain Charity status, it was suggested that TTC could provide an interest free loan of £5000 to the Trust for 6 months as had been done for other bodies in the town in the past. This would be subject to the following safeguards:

- Money only allocated to obtain Charity status.
- three signatories on cheques, one to be the Mayor.
- Before spending any money the Trust would need to ask permission from TTC.

Councillor Morgan asked for legal clarification as to the position of those councillors sitting on the Trust in relation to voting on making such a loan to the Trust. The Clerk read out the legal advice provided by Mr L Harding PCC and the Ombudsman's clarification notes stating that if the councillor(s) concerned have been appointed to the Trust by the Council the interest is a personal one but not prejudicial. All Town Councillors appointed as Trust members by the Council should declare a personal interest but can still speak and vote at Council meetings on matters relating to any grants, loans or other financial assistance to the Trust. Although he accepted this advice Councillor Evans felt all Council appointed Trust members should write to the Standard Committee of PCC seeking dispensation. Councillors Blackhall, Evans, Rapi, Mrs. Putwain, Mrs. Rossiter, Mrs. Thomas, Mrs. Lane and Mrs. Brown therefore declared personal interests. Councillor Mrs Lane proposed TTC give a 6 month interest free loan of £5000 to the proposed DVP Tenby Trust subject to the proposed safeguards, seconded by Councillor Mrs Brown.

**Resolved that TTC give a 6 months interest free loan of £5000 to the proposed DVP Tenby Trust subject to the proposed safeguards.**

Councillors discussed that more Trust members are required to involve the community and also to target individuals on a voluntary basis to utilise their skills, knowledge and experience for the benefit of the town's facility, it was

**Resolved that letters are sent to 6 organisations initially to seek nominations to sit on the proposed De Valence Pavilion Tenby Trust.**

Councillor Evans reported that he had met at County Hall with Mr K Mc Dermott and was informed that all Community Halls in Pembrokeshire receive rate relief with the exception of two, the De Valence and Augustus Place. After full discussion with Mr Mc Dermott and the Valuation Office Agency (VOA) to request a visit to separate the building into individual rateable areas, it has been confirmed by the VOA that they will be visiting in due course to re assess the De Valence's rateable value.

Mayor \_\_\_\_\_

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

Date \_\_\_\_\_