

TENBY TOWN COUNCIL  
MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD 1<sup>st</sup> April 2014

**PRESENT**

Councillor Mrs Lane	Mayor
Councillor Mrs Rossiter	
Councillor H Johns	
Councillor Mrs Thomas	
Councillor W Rossiter	
Councillor Mrs Brown	
Councillor Mrs Durham	
Councillor T Hallett	
Councillor Mrs Putwain	
Councillor P Rapi	
Councillor L Blackhall	

**IN ATTENDANCE:**

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

**429. APOLOGIES**

Apologies received from Councillor Dr P Easy.

**430. DISCLOSURE OF PERSONAL INTERESTS**

The Mayor and Councillor Mrs Rossiter declared a personal interest in item 5a and 11. Councillor Mrs Brown declared a personal interest in item 6d and 11. Councillor Hallett declared a personal interest in item 11 De Valence.

**431. ITEMS TO PRESS**

The Clerk reported he had received two letters during the day in relation to Planning Application NP/14/0113 and asked if Councillors wished to consider the information during discussion on the application. Councillor Hallett proposed the two letters be taken in relation to planning application NP/14/0113, seconded by Councillor Mrs Thomas.

**Resolved that items of Correspondence and Committee Minutes other than those items marked Not for Publication be given to members of the Press present with the additional two letters in relation to Planning Application NP/14/0113.**

**432. CONFIRMATION OF MINUTES**

**Resolved that the Minutes of the Tenby Town Council meeting held 18<sup>th</sup> March 2014 be confirmed and signed as accurate.**

**433. MATTERS ARISING**

415c – Signage outside former Rowe’s Butcher, High Street, Tenby.

Councillor Mrs Rossiter asked if any decision had been made in relation to the signage in situ outside the former Butchers shop, High Street, Tenby.

The Clerk reported Mr R Scourfield, PCNPA, had met with the owner of the premises and discussed suitable revised signage; therefore the owner will be submitting the appropriate planning application. However removal of the present signage has been passed to PCNPA Enforcement Officer to ensure it is removed within the given time scale. Unfortunately TTC has not been informed of the details relating to removal of the signage.

Councillor Mrs Brown expressed how upset locals and adjacent shop keepers are that this matter to resolve the signage has taken so long.

#### 416b – Off Street Parking Charges

The Clerk said he had received the following conformation from PCC in relation to TTC concerns about the multi storey car parking charges:

- i) - Ground floor charge will remain 40 pence for 2 hours
- ii) - Disabled drivers will still receive the extra hours grace when paying for a 2 hour ticket.
- iii) - The winter parking period will not be free.
- iv) - PCC will be introducing a 24 hour ticket. It will run for 24 hours from the time of purchase. (This will replace the present daily ticket that expires at midnight).

Councillor Rapi asked if any feedback had been received in relation to a fairer car parking payment scheme throughout Pembrokeshire. The Clerk said no response had been given on this matter.

Councillor Mrs Brown asked if perhaps both Tenby County Councillors could be asked to get involved with matters like parking charges. The Clerk reported he had contacted both County Councillors to request a special meeting to discuss various items following the last TTC; however sadly neither County Councillor had responded to the request to date.

Councillor Blackhall felt the coach parking charge increase needed to be discussed and in addition TTC needs to ascertain if PCC are proposing to allow free parking during the Christmas period again this year. He felt in light of all Tenby is trying to do to increase Christmas Festivities; free parking would be an asset in encouraging people to come into Tenby.

The Mayor felt it was vital to meet with Tenby County Councillors and expressed her disappointment at the fact neither have responded to the request from TTC.

The Clerk brought to Councillors attention the written responses received from PCC in relation to items flagged up at the last TTC meeting. It was

#### **Resolved that Councillors note the information.**

Councillor W Rossiter remarked on the recent Welsh Government comments stating Local Councils should continue to own and be responsible for providing Public Toilets. The Mayor said Local Councils are not selling the toilet blocks; however they are exercising a tendering process for management of public toilets.

#### 434. **PLANNING APPLICATION**

a. NP/14/0095 – TCW Property partnership, 185 Cyncoed Road, Cardiff – Conversion, extension and change of use to provide 4 residential units (2 houses and 2 flats), rear of 46 High Street, Tenby.

Councillors discussed and viewed the planning application. Councillor Hallett felt the applicants appear to have addressed all the comments made previously by TTC. Therefore he proposed approval of the application.

Councillor Blackhall expressed concern in relation to affordable residences being replaced by private dwellings. He wondered if an alternative provision had been considered as Tenby has limited affordable housing without some being removed.

Councillor W Rossiter said the garage area is an old cellar and appears to have archaeology features; therefore it should be preserved.

Councillor Mrs Rossiter proposed deferral of the application for a site meeting with PCNPA, the applicant and TTC as it is felt the parking turning angle to access the garages still causes TTC concern, seconded by Councillor Mrs Putwain.

Councillor W Rossiter felt TTC should not have to call for a site meeting as local knowledge should suffice. The Mayor explained that TTC are consultees on planning to provide local knowledge to support PCNPA.

Councillor Rapi felt someone from Tenby Museum or PCNPA could attend the site meeting to provide information on any archaeology aspects in relation to the garage. The Clerk felt Mr R Scourfield PCNPA would provide any information in relation to any possibility of listed building status.

#### **RECOMMEND**

**Deferral of the application, to call for a site meeting to discuss the concerns relating to the narrow turning angle to park in the garages, Crackwell Street, Tenby.**

b. NP/14/0133 – Mr Brian Jones, 6 Clareston Court, Station Road, Tenby – One bedroom owner/manager accommodation above existing single storey café, Stumble Café, Gas Lane, Tenby.

Councillors discussed and viewed the planning application. Councillor Mrs Durham felt if the applicant works in the café it would make sense to live on site.

Councillor Mrs Brown proposed approval as it enhances the amenity of the business and would improve security of the area, seconded by Councillor Mrs Thomas.

#### **RECOMMEND**

**Approval as it enhances the amenity of the business and would improve security of the area.**

Councillor Mrs Putwain declared a personal interest on the following item.

c. NP/14/0113 – Mr Crispin Cutting, Rectory Point, Rectory Road, Llangwn – Change of use from fishmongers to small scale art gallery selling work from local artists and offering locally sourced and made snacks and hot/cold refreshments such as cream teas, Penniless Cove Hill, Tenby.

Councillors discussed and viewed the planning application, taking into consideration the two additional letters received from local residents' objecting to the application. Councillor Mrs Thomas felt the reasons for objection outlined in the letters were reasonable and required consideration. Councillor Mrs Durham said the fishmonger moved out of the property being considered due to the fact it had no mains water within the property.

Councillor Mrs Brown felt the arches ceilings have a degree of natural rain leakage and therefore it would not be advisable to exhibit art work that would get damaged. She continued expressing concern for pedestrians and customers entering and leaving the premises directly onto the narrow access roadway for the working harbour.

Councillors discussed all aspects relating to the application before Councillor Mrs Brown proposed refusal of the application on the grounds of pedestrian safety due to the narrowness of the vehicular access road to the working harbour which could cause problems when people are entering or leaving the premises, seconded by Councillor Mrs Rossiter.

#### **RECOMMEND**

**Refusal of the application on the grounds of pedestrian safety, due to the narrowness of the vehicular access road to the working harbour which could cause problems when people are entering or leaving the premises.**

Councillor Rapi abstained from the vote.

Councillor Mrs Putwain re-joined the meeting.

Councillor Hallett and Councillor Mrs Brown declared a personal interest on the following item.

d. NP/14/0157 – Mr and Mrs G Hughes, Fairfield, North Cliff, Tenby – Change of use of A1 shop with accommodation above to C1 guest house, Squibbs Studios, Napleton House, Warren Street, Tenby.

Councillors discussed and viewed the planning application. Councillor Mrs Thomas proposed approval as it would enhance and restore the property for residential use, seconded by Councillor Mrs Durham.

#### **RECOMMEND**

**Approval as it would enhance and restore the property for residential use.**

Councillor Mrs Brown and Councillor Hallett re-joined the meeting.

The Clerk informed Councillors he had an additional planning application that required a decision before the next TTC meeting. Councillor Hallett proposed TTC review the additional planning application NP/14/0151 at this meeting, seconded by Councillor Mrs Rossiter.

**Resolved that TTC review the additional planning application NP/14/0151 at this meeting.**

e. NP/14/0151 – Mr P McFee, 6 Lamack Vale, Tenby – Single storey conservatory extension to rear of the property, 6 Lamack Vale, Tenby.

Councillors discussed and viewed the planning application. Councillor Mrs Rossiter proposed approval as the application is increasing the living space to improve the quality of family life, seconded by Councillor Hallett.

## **RECOMMEND**

**Approval as the application is increasing the living space to improve the quality of family life.**

### **435. PLANNING CORRESPONDENCE**

Councillor W Rossiter felt TTC tend to take and give tree maintenance requests approval on the recommendations of Tree Surgeons or the Tree Warden. However he felt a little more research and consideration to the applications should be carried out before a decision is made. He continued by stating that rarely did applications say they would replace a felled tree with a new specimen; therefore the amount of trees are just being reduced in towns and the countryside.

Councillor Hallett responded stating trees are surveyed by professionals. He personally as tree warden reviews all the applications. Inspection of trees needs to be carried out from underneath the tree and assessment is maintained under strict law guidelines. Logs are left where possible to encourage bug life; however safety of the general public needs to be considered on public rights of way to prevent trip hazards. Where possible unauthorised tree felling is monitored and fines can and are imposed where appropriate.

a. PCNPA – Application for tree works – The Green, Tenby.

Councillor W Rossiter said no specific reason has been given to support removal of the fir tree on health and safety grounds, it appears they just wish the tree to be felled. He did feel it was not the best specimen of tree; however this was not a valid reason for removal.

Councillor Mrs Rossiter said TTC do not always agree with tree work applications; however following bad weather causing damage to trees in close proximity to properties, it is understandable home owners will be worried and therefore express requests for trees be removed or managed.

Councillor Hallett reported this tree in question is not stable. It has 2-3 underneath branches that are split and therefore it requires removal on health and safety grounds.

Councillor Mrs Putwain proposed no objection to the tree works, if the applicant plants another tree specimen in its place, seconded by Councillor Mrs Thomas.

**Resolved that TTC has no objection to the tree works, if the applicant considers planting another tree specimen in its place.**

b. PCNPA – Application for tree works – Butts Field Car Park, Tenby

Councillor W Rossiter felt this application was problematic. The trees are all older and coming into full bud, with a lot of bird life present. The application appears to be giving the Tree Surgeon a free hand to selectively manage thinning of all the trees and extract the timber from the site.

Councillor Blackhall felt confirmation of the schedule and degree of works planned requires further discussion and explanation prior to a TTC decision.

Councillor W Rossiter proposed a site meeting with PCC and Mr M Higgins, PCNPA, to discuss and view the proposed selective thinning of trees at Butts Field, seconded by Councillor Blackhall.

**Resolved that TTC are concerned that the application would give uncontrolled felling of trees and therefore request a site meeting to discuss the schedule and degree of work to be undertaken.**

436. CORRESPONDENCE

a. Cllr. Johnathan Nutting – Town Regeneration

The Mayor expressed concern with all local towns proposing to meet together to discuss regeneration plans, as we are all competing for the same grant funding. Councillor Blackhall understood the Mayor's concern; however he felt initial collective discussion was a positive move and proposed he would be happy to attend. Following discussion it was

**Proposed that Councillor Blackhall meet with Councillor Mrs Lane and discuss Tenby regeneration projects prior to attending the united towns' regeneration meeting.**

b. Radio Beca – Community radio station

Councillor Mrs Brown felt that sadly in light of PCC recent withdrawal of certain funding TTC needs to be prudent with money and therefore decline the request at present, seconded by Councillor Hallett.

**Resolved that a letter is sent to Radio Beca explaining unfortunately TCC are unable to provide monetary support at this time.**

c. Mr David Ross (via e-mail) – Gull proof bags

The Clerk reported during his meeting with Mr P Watkins and Mrs T Wornham, Refuse Department, PCC about gull proof bags, he mentioned the request from the Croft residents to be included in the pilot scheme. Mr Watkins had no objections to the Croft being included in the trial. The Clerk showed Councillors the proposed bag logo with bilingual wording. It is proposed the pilot scheme will be in place by June 2014, before the main season commences. A letter drop of the 400 eligible properties will take place, followed by allocation of the gull proof bags on a first come first serve basis.

Councillor Blackhall praised the Clerk and PCC colleagues for the prompt and fast action on the gull proof bag issue.

c. Department for Education and Skills, Welsh Government – Education provision, Tenby.

The Clerk outlined the information received is confirmation of the Education Minister's report on the Tenby Welsh/English Primary School provision. It was

**Resolved that the information be noted.**

**437. FINANCIAL RISK 2014/15**

The Clerk outlined the information contained in the annual financial risk assessment for 2014/15.

Councillor Hallett proposed acceptance of the Financial Risk Assessment for 2014/15, seconded by Councillor Mrs Thomas.

**Resolved that TTC accept the Financial Risk Assessment for 2014/15.**

**438. GRANTS**

a. Tenby Talking Newspaper

The Mayor felt the Tenby talking newspaper is a very worthwhile cause and TTC should be supporting the work they do in the community. Councillor Hallett proposed a donation of £100 be given to Tenby talking newspaper, seconded by Councillor Mrs Brown.

**Resolved that under Section 137 Local Government Act 1972, TTC donate £100 to Tenby talking newspapers.**

**439. DE VALENCE**

Councillor Blackhall reported confirmation of a booking for 1<sup>st</sup> August 2014. This will be a vocal group concert in aid of Air Ambulance.

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

Councillor Rapi reported Greenhill School's Inspection will take place week commencing 12<sup>th</sup> May 2014.

**441. MEDIA ITEMS**

None noted.

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

a. Christmas Festivities meeting

The Mayor reported the Christmas Festivities meeting was positive with many ideas discussed and items highlighted for members to work on and report back at the next meeting in six weeks. These ideas will then be turned into a plan of action for the Christmas period.

The Clerk reported St Mary's Church had been given a permanent Christmas tree for the Church grounds and it has already been planted. The Rector had said it is smaller at present;

however he hoped it would grow to a suitable height to be used for the Christmas Tree Lighting, providing a feature for the Church yard and a future saving for Tenby Town Council.

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

**Resolved that the next meeting will be on Tuesday 15<sup>th</sup> April 2014 at 7.30 pm.**

**444. ITEMS FOR THE NEXT AGENDA**

Social Housing Allocation – Augustus Place – Councillor Mrs Brown.

Dog waste bags – the Mayor.

**445. PRIVATE AND CONFIDENTIAL**

Proposed by Councillor Blackhall, seconded by Councillor Hallett.

**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.**

**446. CONFIRMATION OF MINUTES**

**Resolved that the Private and Confidential Minutes of Tenby Town Council Meeting held 18<sup>th</sup> March 2014 be confirmed and signed as accurate.**

**447. MATTERS ARISING**

428b – Bench plaque in memory of Mr John ‘Yobbler’ Thomas – Tenby Town Crier

Councillor Mrs Durham thanked the Mayor for dedicating the public bench along the Parade in memory of her late Father, Mr John Thomas. Councillor Mrs Thomas explained she made enquires if it was possible for her to fund a bench dedicated in memory of her late husband, John Thomas. She expressed her thanks to Councillors for providing and enabling this to happen and for generously funding the cost of the plaque. The Mayor said she was pleased to dedicate the bench and expressed how happy she was TTC agreed to fund the plaque as John was a fantastic ambassador for Tenby both locally and abroad.

**448. FINANCIAL OFFICER/CLERK’S ITEMS**

a. Christmas Lighting

The Clerk explained unfortunately due to the horrendous weather conditions last Christmas, multiple fittings, bulbs and three cross road displays failed. Therefore these will now require repair or replacement at a cost greater than the allocated budget for 2014/15. The company that assessed the repair costs felt it may be more cost effective to purchase their ex demo displays; however this would still come in over budget.

The Mayor felt it was a shame the damage occurred this year when finances are tight and TTC are mindful of needing to fund some services PCC are unable to maintain.

Councillors discussed finances in detail and options of allocation to finance the Christmas Lighting displays. Councillor Hallett proposed virament of £1600 from TTC reserve account to cover the additional repairs and replacement bulbs, seconded by Councillor Blackhall.

**Resolved that, under Section 144, LGA 1972, TTC vire £1600 from the reserve account to cover Christmas lighting repairs.**

Mayor \_\_\_\_\_

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

Date \_\_\_\_\_