

TENBY TOWN COUNCIL  
MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD 26<sup>th</sup> June 2012

**PRESENT**

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

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

**ALSO PRESENT**    Mr Peter Prosser – St Catherine’s Island proposal.

The Mayor welcomed Mr Peter Prosser who attended to present his proposals for St Catherine’s Island. Mr Prosser thanked Tenby Town Council for the opportunity to share his plans for the project and welcomed their feedback on thoughts, concerns and ideas. He commenced with information on his background and family.

At present the pre planning stage has been completed, meetings with Structural Engineers, CCW, Cadw, Marine Specialist, Ecologist, PCC and PCNPA have all taken place. The next stage is to finalise information before submitting a planning application.

The aim of the project is to provide a family attraction for all, from the young children to the older generation, with equal opportunities for disabled visitors, allowing different activities to be undertaken. An example could be astronomy, looking at the surface of the sun through a telescope.

The military connection to the fort would be evident with the history documented for all to experience in costume or actively working replica cannon.

Visitors coming to St Catherine’s Island would access the fort after walking through the town, using local shops and staying at local accommodation, benefiting many local businesses. Proposed employment would consist of 10 full time and 28 part time posts depending on the season. Projected figures are for 150,000 visitors in the first 12 months.

Within the proposal is a bridge to allow access to the Island by visitors of all abilities and ages. Many other ideas have been discussed including a pontoon, causeway, undersea tunnel, cable car and a tractor unit but all have their problems or concerns, which were all explained by Mr Prosser. The bridge would be designed to have minimum impact on the area, the light shines through the bridge and it is wide enough for a golf type buggy to transport anyone who needs that type of assistance, meeting all the criteria for full disabled access. Two cranes would be sited on the Island to handle supplies on and off. These would be like ones housed on the back of lorries, allowing them to be folded away when not in use.

A landing station will be sited to replace the one that was previously in situ, with a boat also on the Island. The only accommodation on the Island would be to house the night security guard, which would become the first aid station during the day.

Following information on the proposal Mr Prosser welcomed questions and comments.

Councillors expressed their concerns relating to the bridge, understanding that from a business point of view access to the Island could not just be when tidal access allows. Mr Prosser would welcome any other ideas to allow access without having to use a bridge but as he explained all other avenues had been explored but they all have draw backs. Clarification was requested that the bridge would withstand the extremes of weather, including the harsh winter winds experienced in this area as well as ensuring the rock formation is stable to support the bridge. Geological engineers will be involved once a bridge has been decided on.

The gate to the bridge will be 1.2 m high, alarmed and monitored on CCTV, by the security guard situated on the Island.

Councillor W Rossiter expressed concern that a website referred to the Island as ‘Tenby Island’ and it is St Catherine’s Island. Following an explanation why so many websites are in operation due to recent publicity, Mr Prosser assured Councillors the name of the Island would not be changed.

Historical photographs are being sort for the venture; Civic Society Members are meeting with the developer this week. Rare plants have been noted along with so much information from the marine specialist, this will only add to the exciting prospect of a new attraction for Tenby.

Councillor Blackhall requested if Mr Prosser could provide TTC with regular updates as and when new information is available. Mr Prosser offered his e-mail address for Councillors if they had any further concerns or ideas and he would endeavour to inform TTC of any progress as and when it is available.

The Mayor thanked Mr Prosser for his interesting and honest proposal, wishing him well for the project although he too had reservations relating to the bridge. Mr Prosser left the chamber.

**85. APOLOGIES**

Apologies received from Councillor P Rapi and Councillor A Brown.

**86. DISCLOSURE OF PERSONAL INTERESTS**

Councillor Mrs Putwain declared a personal interest on item 7b Planning Application.

**87. ITEMS TO PRESS**

Proposed by Councillor Mrs Thomas, seconded by Councillor Mrs Rosssiter.

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

**88. CONFIRMATION OF MINUTES**

**Resolved that the Minutes of the Tenby Town Council held 12<sup>th</sup> June 2012 be confirmed and signed as accurate.**

## 89. MATTERS ARISING

### 66 – Blind Box, the Esplanade

The Clerk reported he had received a letter from the Tenby Rotary explaining the box provides much needed revenue for the RNIB; which is emptied every day by the owner of the Esplanade Hotel. Their plan will be to paint the box for the summer season. Following the season they have arranged for the Young Offenders Unit in Pembroke Dock to repair the box during the winter.

Councillor Mrs Lane appreciated all the hard work that has been put in by Tenby Rotary but felt it is too little too late as the box looks 60 years old and needs more than just painting, if it is such a good income why haven't the RNIB improved it before.

Councillor Mrs Brown agreed that they have delayed on making any decisions but was pleased that some painting of the blind box will take place very soon.

### 76 - Delivery lorries in Tudor Square

Councillor Mrs Rossiter requested an update on delivery lorries turning and entering Tudor Square during restricted hours. The Clerk reported he had spoken to Mr Ben Blake PCC regarding the re instatement of signage restricting lorry access to Tudor Square between 10 -4pm. He plans to be in Tenby to deal with pedestrianisation matters and will review the concerns expressed during this time. Councillor Mrs Rossiter relayed an incident that occurred this week during a funeral at St Mary's Church resulting in the family being caused unnecessary distress due to traffic congestion with caravans, this issue was now becoming a matter of urgency.

Councillor Mrs Brown asked if a telephone number for the enforcement officers could be made available for Tenby Town Councillors so they could request assistance to deal with incidents that occur when they are working else where in the town.

Councillor W Rossiter reported the enforcement officers have a telephone in the Office adjacent to the multi storey car park. Following further discussion it was

**Resolved that the Clerk contact Mr G Sutton PCC for information on how to contact enforcement officers if an incident occurs in an area during their absence.**

### 77 - Market Hall and Market Hall steps

The Clerk reported he has a meeting arranged with Mr Kingston on Wednesday 4<sup>th</sup> July at 10.30am, to discuss the matters raised by Councillors relating to the décor and safety of the steps in the indoor market.

### 78 – Street trading within the Five Arches

The Clerk outlined information received from Mr M Owen PCC in relation to requesting a bye law to prevent trading within the historical monument. He felt it would be difficult to authorise as all Tenby streets are consented trading streets. The people using the Five Arches area are also service providers' not street traders so they are not regulated by PCC, so the use of gazebos cannot be controlled either. He suggested TTC contact PCC, local AMs and MPs outlining the problems that are occurring with street service providers in Tenby.

Councillor Mrs Thomas suggested that the Five Arches area is taken out of the street trading consent as it is a historical area not a street.

Councillor Blackhall expressed his thanks to Mr M Owen PCC for all his co-operation and help, but felt we really need to take this matter higher in PCC and to the Cabinet.

Councillor W Rossiter requested to remove street trading permission from all the town walled areas. Councillor Mrs Brown felt this was asking too much and could cause more problems, agreeing to just specify the Five Arches area.

Councillor Mrs Lane reported lifeboat and firemen have expressed concern when on a call out as they have difficulty running through the Five Arches to reach their stations when service providers are blocking the area

## **90. PLANNING APPLICATIONS**

a. NP/12/0246 – Mr Russell and Miss Bates, Pear Tree Cottage, The Norton, Tenby – Extension to rear to provide additional living space and work studio, Pear Tree Cottage, The Norton, Tenby.

Councillors discussed and viewed the planning application. Approval proposed by Councillor Mrs Lane, seconded by Councillor Mrs Rossiter.

### **RECOMMEND**

**Approval as it provides additional space and living accommodation.**

Councillor Mrs Putwain left the chamber before the next agenda item.

b. NP/12/0257 Listed Building – Mrs May Ishikawa, Carregeen, Heywood Lane, Tenby – Repair of existing fabric, new bathroom and five roof lights, Bide A Wee, Bridge Street, Tenby.

Councillors discussed and viewed the planning application. Approval proposed by Councillor W Rossiter, seconded by Councillor Mrs Lane.

### **RECOMMEND**

**Approval as they have researched and addressed the history of the building in great detail.**

Councillor Mrs Putwain rejoined the meeting.

c. NP/12/0300 – Dr Richard Ewen, 2 St Mary’s Hill, Heywood Lane, Tenby – Removal or variation of condition five of NP/07/130 to allow for holiday letting of annexe, 2 St Mary;s Hill, Heywood Lane, Tenby.

Councillors discussed and viewed the planning application. Approval proposed by Councillor Mrs Lane seconded by Councillor Mrs Durham.

### **RECOMMEND**

**Approval to lift condition five of previous planning application.**

**91. PLANNINGCORRESPONDENCE**

a. PCNPA – Tree works –one pear tree to be removed, Southsea House, Lower Frog Street, Tenby.

The Mayor outlined the work that is proposed as this Pear tree is a poor specimen and, growing towards the town walls, has the potential to cause damage to the historic wall. He explained the owner has suggested they would be willing to replace the tree with a new pear tree specimen.

Clarification on tree assessment for health and safety reasons was given by Councillor Hallett who is a tree warden.

**Resolved that the work be carried out.**

**92. CORRESPONDENCE**

a.Tenby Chamber of ~Trade and Tourism – May minutes

Councillors thanked Tenby Chamber of ~Trade and Tourism for the information.

**Resolved to note the information.**

b. Tenby Retained Firemen – Firemen’s Carnival 1st August.

The Mayor informed Councillors he will be on holiday for the Fireman’s carnival. In his absence Deputy Mayor Councillor Mrs Thomas would be pleased to take his place if Tenby Fire Brigade agrees.

**Resolved that the Clerk write and offer the Deputy Mayor’s services for the Fireman’s Carnival.**

**93. DE VALENCE**

a. Hall hire – 19<sup>th</sup> September 2012 – Silcox Coaches, brochure launch

Councillor Mrs Brown requested to move Silcox brochure launch into private discussion. Proposed by Councillor Mrs Brown, seconded by Councillor Mrs Lane to move De Valence Hall hire discussion into private matters.

**Resolved that De Valence Hall hire be discussed in private matters.**

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

Councillor Mrs Thomas attended Tenby Junior School Governors meeting, reporting that the preliminary consultation review arrangements, for Primary and Welsh medium provision in Tenby VC and Tenby Junior School will go to PCC Cabinet meeting next month.

Councillor Mrs Thomas reported she attended, along with fellow Councillors, the open day at Greenhill School. She said how impressed she was by the art department and how beneficial it would be for the people of Tenby to see their work too. She proposed the Clerk write to Greenhill School Art Department and offer the De Valence cafe area for an art exhibition, seconded by Councillor Mrs Lane.

**Resolved that a letter is sent to Greenhill School Art Department offering the De Valence Cafe area for an art exhibition.**

Councillor Blackhall reported he attended Tenby Infant School Governors meeting and received the same information as Councillor Mrs Thomas.

Councillor W Rossiter reported on Augustus Place Residents Association meeting where they discussed planting trees around the community hall, a request to resurface Jones Terrace tarmac due to potholes and the lamppost at the back of the fire station is casting an orange glow over the residential houses all night, they request it to be used only as and when needed.

Councillor Mrs Lane reported she had attended the 47<sup>th</sup> Regiment cocktail party at Thorney Island on behalf of the Mayor. They were very pleased to retain the links with Tenby and commented on the distance travelled by the representatives. She requested the link be maintained and return the hospitality invite to the 47<sup>th</sup> Regiment when they visit Tenby.

Councillor Mrs Lane gave a Tenby in Bloom update, 1400 posters were distributed to the Tenby family of schools, 1<sup>st</sup> and 2<sup>nd</sup> places have been awarded and winning posters have been distributed to local shops for display. Sixty small floral baskets have been planted and will be delivered this week to also be displayed in High Street and Frog Street. The school involvement has been very exciting with them all being so helpful. One hundred and twenty two small prizes will be presented to the winners of the school poster competition.

Greenhill School have created a new web site with a Tenby in Bloom link this too will be up and running next week. Pupils working for their Welsh Baccalaureate are giving voluntary hours to help weed, wash bins and paint benches for the Tenby in Bloom project.

Due to the increase in resources needed for Tenby in Bloom this year, the funds have totally been used; replenishment of the funds occurs by running a stall at various fund raising events, this will not take place until after the judging. As this is a community initiative for the town and gaining any achievement is for Tenby Councillor Mrs Lane requested if any financial funding could be considered for this cause.

The Mayor allowed a proposition to be made and considered as the funding required consideration as a matter of urgency.

Councillor Mrs Lane and Councillor Mrs Rossiter left the chamber.

Councillor Mrs Brown proposed a donation of £500 to Tenby in Bloom to support them through to Britain in Bloom, seconded by Councillor Blackhall.

**Resolved that £500 be donated to Tenby in Bloom.**

Councillor Mrs Lane and Councillor Mrs Rossiter rejoined the meeting.

The Mayor reported he had attended the Greenhill School Open day and was very impressed with their website, praising the teaching staff for the standards pupils are achieving and setting. In turn he invited any group of pupils to sit in and attend a Tenby Town Council meeting.

## **95. MEDIA ITEMS**

Councillor Mrs Thomas had found an article offering funding to communities for sustainable projects and wondered if our solar panel project could be considered. It was

**Resolved that the Clerk discuss this funding for sustainable projects with PCNPA.**

Councillor Mrs Putwain reported following an in depth internet search for what's on in Tenby for her recent visitors, she discovered how difficult it was to find an easy access site and requested through the media if anyone knows of an informative site.

Councillor Mrs Brown reported that Tenby Chamber of Trade and Tourism are changing their website provider at present, so they will be functioning again soon.

**96. JUBILEE FAMILY PLAY PARK**

The Clerk reported things are progressing to a conclusion on the Jubilee Play Park. The issues with the floor of the skate plaza are being addressed by Urban Recreation. When PCC are satisfied with this floor they will sign off the Play Park for use. Unfortunately skaters are becoming impatient and have used the ramps despite being told by the Clerk and Mayor that it is not safe to use and they will not be covered by insurance yet, as work is still in progress. The local police put barrier tape around the area to prevent access, this was ripped away. Consequently ruts have been made in the concrete from skate board wheels and so this will delay the project while it is repaired. The Clerk said if the skaters are a little bit more patient they will have it opened as soon as possible, meanwhile to prevent any further delays the youngsters should keep off the ramps.

Friends of the Jubilee have set a date for the official opening on Sunday 22<sup>nd</sup> July 2012, from 2 – 5pm. This will include a skateboard and BMX bike display on the plaza with many other stalls as Councillor Mrs Brown reported funds still need to be raised so please support and make every effort to raise the £16,000 still owed.

The Clerk reported, as Councillors are aware, the welcome to the Jubilee Park sign had many translations but no Welsh. Urban Recreation is making a specific Welsh welcome sign.

**97. ROYAL GATE HOUSE**

The Clerk reported he has been trying to arrange a quarterly meeting with representatives from PCC, PCNPA, TTC and the developers of Royal Gate House site but to no avail. A letter from the site owner had been received stating that 3-4 panels of the hoardings had recently been damaged by a refuse lorry turning and vandalism by youths. Mr Tucker inspects them daily and feels they are in a good condition.

Councillor Mrs Brown expressed that these hoardings are a real concern as no one can say this area is pleasant to look at. We need help from someone to improve the area or move the project along. She requested we contact PCC and PCNPA representatives again to arrange a meeting, or go higher to the local MP and AM's again for advice. The Clerk explained we have written previously and as Councillors are aware this is a live planning application.

Councillor Mrs Brown felt if the area was tidied up further it would install faith in the project by the general public. Tenby residents are being hurt as they feel very little information is being passed on to them and they stop Councillors regularly to ask for more information. Following the summer season hopefully more information will be available on the project's progress for the Tenby residents. Visitors to the town expressed that they did not think what they witnessed by watching BBC Wales, Tenby 24/7 was the same place in reality.

Councillor Mrs Lane said as we are the only seaside town within the National Parks, surely special allowances can be made and greater consideration given to assist with advice when projects like this are delayed and we rely heavily on tourism for our livelihoods.

Councillor Blackhall reported he has sympathy with anyone trying to develop in this financial climate, especially when you have affordable housing clauses and restrictions to consider as well, it makes development very difficult. Pembrokeshire Coast National Parks Authority is restricting development because of these additional clauses; they really need to consider the impact it is having on the area as well as individuals. They promised quarterly meetings at a previous TTC meeting and we look forward to them confirming a date.

The Mayor added that we have commented on the artistic hoardings in Saundersfoot and asked again why Tenby cannot have something similar to improve this area for the tourism season.

Councillor W Rossiter said it is 'crazy' that National Parks impose vast restrictions on windows etc, and then report they feel the unsightly fence is acceptable. We need to meet with them and assess the way forward.

Following further discussion it was

**Resolved that TTC write to the Chief Executive PCNPA and request help and support to move this project forward.**

**98. DEAD HOUSE STEPS**

Councillor Mrs Thomas reported that Dead House steps are the main access route for the inshore lifeboat crew to the boat house and they are dangerous, uneven and extremely slippery when wet. The lifeboat crew use them at speed when on a call and she felt they required attention as soon as possible. She proposed that when the site meeting to view Quay Hill steps is arranged Dead House steps can be reviewed at the same time.

**Resolved that TTC write to PCC and request assessment and review of Dead House Steps Tenby.**

Councillor W Rossiter also expressed concern about the steps on South Beach adjacent to the zig zag ramp.

The Mayor expressed concern that the street lighting is still out on the steps leading from the railway station to Greenhill Road. The Clerk reported he has been trying to get someone to accept responsibility for the lighting in this area for twelve months. Following further discussion it was

**Resolved that the Clerk clarify who pays the electricity bill for the lighting in this area to ascertain responsibility.**

**99. WALLED TOWN CIRCLE**

The Mayor explained about the next Walled Town Circle AGM and felt a representative should attend if possible as a vast amount on the agenda is relevant.

Councillor Mrs Brown requested clarification of what benefits Tenby receive from being a member of the Walled Town Circle and proposed that we consider withdrawing our membership.

The Mayor explained that grants are available for projects and various events are organised but since it dropped the word Friendship from the title and moved to Holland changing the name to European Walled Towns, Britain has less impact and ease of involvement.

At this time Councillor Mrs Brown proposed that we do not need to send anyone to the symposium as we are not really benefiting, seconded by Councillor Mrs Rossiter. Councillor Mrs Lane felt we needed to remain for this year as our membership is paid, meanwhile research into any benefits Tenby could look into and gain from. Following further discussion it was proposed by Councillor Mrs Lane for TTC to investigate benefits during this year before making a firm decision on future membership, seconded by Councillor Mrs Thomas.

Councillor Mrs Brown withdrew her proposal to withdraw from the Walled Towns Circle while research is carried out to clarify the benefit of membership.

**Resolved that TTC investigate and clarify benefits to belonging to the European Walled Town Circle.**

**Resolved that TTC do not fund a representative to attend the Symposium in Austria 2012.**

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

The Clerk clarified items within the report and added that Mrs J Gibson PCNPA will be running a workshop as requested pre election on planning matters and clarifications on Tuesday 3<sup>rd</sup> July at 7.30pm. Confirmation received today it will be Vicki Hurst PCNPA providing a power point interactive session, instead of Jane Gibson PCNPA.

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

**Resolved that the next meeting will take place on Tuesday 10<sup>th</sup> July 2012 at 7.30pm.**

**102. ITEMS FOR THE NEXT AGENDA**

Yellow lines St Florence Parade – Councillor Mrs Thomas.

Promotional magazine for Japanese Tourists – Councillor Mrs Lane.

Councillor Mrs Lane explained that a local resident would like to promote Pembrokeshire to the Japanese tourist and was trying to arrange a visit to the area by a group of Japanese journalists. The Clerk advised Councillor Mrs Lane suggest the lady contacts Mr L Mullens PPC Press and PR Officer direct.

**103. 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.**

**104. MINUTES**

**Resolved that the Private and Confidential Minutes of Tenby Town Council Meeting held 12<sup>th</sup> June 2012 be confirmed.**

**105. MATTERS ARISING**

83 – (61a) – Proposal for leasing the café

The Clerk reported he is awaiting discussion on the formal terms and conditions he has presented to the lessee.

83 – (61b) – Heating and Electrical survey

The Clerk reported urgent electrical work to the dimmer rack is in progress.

**106. CONFIRMATION OF DE VALENCE COMMITTEE MINUTES**

Councillor Mrs Thomas proposed all De Valence committee recommendations be accepted, seconded by Councillor Blackhall.

**Resolved that recommendations of the De Valence committee meeting held 19<sup>th</sup> June 2012, be accepted and implemented.**

Councillor Mrs Lane reported she is awaiting confirmation of arrangements to meet with the local advisor, to draw up a priority action plan of necessary work within the De Valence.

**107. DE VALENCE**

a. Hall hire – 19<sup>th</sup> September 2012 – Silcox Coaches, brochure launch

Councillor Mrs Brown explained the hire needed to be discussed in private matters, due to financial issues. Charity hires should be only hired by the charity and not on behalf of charities with a donation made to them.

Councillor Mrs Lane agreed and proposed Charity hire means the charity only can run the event, seconded by Councillor Mrs Rossiter.

Councillor Mrs Putwain suggested we ask confirmed hirers for clarification as to how much they are donating to the registered charity. She felt it should be at least equal to the amount saved by benefiting from the charity hire rate.

**Resolved that in future, to qualify for the charity hire rate, the event must be booked and run by the benefiting charity or community interest company.**

Mayor \_\_\_\_\_

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

Date \_\_\_\_\_