# TENBY TOWN COUNCIL MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD 28<sup>th</sup> April 2015

**PRESENT** Councillor Mrs Lane Mayor

Councillor Mrs Rossiter Councillor W Rossiter Councillor Dr P Easy Councillor Mrs Putwain Councillor L Blackhall

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

Mrs L Hensman Assistant Clerk

## **OPENING PRAYER**

Father Michael Fewell as the Mayor's Chaplain opened the quarterly meeting with prayers.

## 457. APOLOGIES

Apologies received from Councillor Mrs Brown, Councillor Mrs Thomas, Councillor Mrs Durham, Councillor P Rapi, Councillor T Hallett and Councillor H Johns.

# 458. DISCLOSURE OF PERSONAL INTERESTS

Councillor Dr P Easy declared a personal interest on item 11; however Councillor Mrs Rossiter withdrew the agenda item at this time.

## 459. ITEMS TO PRESS

The Clerk reported he had received two additional planning applications NP/15/0224/FUL/NP/15/0225/LBA and NP/15/0199/FUL, which needed to be responded to before the next scheduled meeting. Councillor Mrs Rossiter proposed to accept the additional planning applications NP/15/0224/FUL/NP/15/0225/LBA and NP/15/0199/FUL, seconded by Councillor W Rossiter.

Resolved that items of Correspondence and Committee Minutes other than those items marked Not for Publication be given to members of the Press present with the additional planning applications NP/15/0224/FUL/NP/15/0225/LBA and NP/15/0199/FUL.

# 460. CONFIRMATION OF MINUTES

Resolved that the Minutes of the Tenby Town Council held  $14^{th}$  April 2015 be confirmed and signed as accurate.

## **461. MATTERS ARISING**

<u>430 – Media – Delphi Project/War Memorial Bench Land</u>

Councillor W Rossiter asked if any additional information had been received in relation to the War Memorial Bench land adjacent to the Delphi building project.

The Clerk reported the area of land where the bench was sited is not part of the development site and PCC will ensure it is returned to the site on completion of the Delphi development.

<u>446b. Mr B Blake, PCC – Tenby Pedestrianisation – Consultation on Proposed Extension of Scheme</u>

The Clerk reported he had not received any answers from Mr B Blake, PCC to the questions raised by Councillor Mrs Putwain on pedestrianisation. However, he had attended a meeting with Mr B Blake, Mr M Owens, PCC, Mrs S Middleton PCNPA and Councillor M Evans to discuss the next steps for pedestrianisation following the consultation process.

Councillor Mrs Putwain and Councillor Blackhall joined the meeting.

The Clerk reported at the recent PCC cabinet meeting it was agreed to extend Tenby pedestrianisation scheme, for the trial period from Monday 6<sup>th</sup> July to Friday 11<sup>th</sup> September 2015, from 11am till 5.30pm on a daily basis. Following this trial period the scheme will be subject to a full review. The Clerk noted that Ironman road closures will be in place the Sunday following pedestrianisation finishing on the Friday.

Councillor Mrs Putwain felt PCC were being very short sighted agreeing to the trial pedestrianisation scheme when the future of the park and ride scheme is uncertain.

The Clerk said during the recent pedestrianisation meeting the Park and Ride Scheme was discussed. He was not able to discuss full detail in public due to commercial confidentiality issues but outlined the present situation.

PCC had received costings from a local provider to run the park and ride service for the 2015 season. To maintain the service they propose to increase the price for customers to use the buses as well as receiving a subsidy towards the running costs of the scheme. He reported PCC and PCNPA felt they could contribute some funding towards the scheme; however they would not be able to fund it all. Councillor Evans said at the pedestrianisation meeting a price increase for users of the park and ride service was unacceptable.

The North Beach service was reported to be underused last year; however the Salterns service had better usage figures.

The Clerk said the plan of action following the meeting was for PCC to go back to the local service provider and request the following alternative detailed costings.

- 1) Costing for just the Salterns park and ride scheme.
- 2) Costings for total subsidiary for a free service.

It was suggested as a lot of users of the Salterns car park and ride scheme were caravan park holidaymakers; perhaps the caravan parks would consider some sort of sponsorship to the scheme. Discussion took place if PCC reduced the north beach service to one vehicle and provided a double car parking ticket; perhaps one part could be used as proof of parking for the free service.

The Clerk said Mr M Owen agreed to obtain costings for a double ticket parking system. He also reported the additional staffing costs for the trial extension period of pedestrianisation would be met from the existing budget.

Councillor Mrs Rossiter felt a lot of locals use the North beach park and ride service to be able to access town; therefore if the service is withdrawn many will be penalised and many of these people are mature residents.

The Mayor reported there is a town service bus that runs regularly and people could make use of this facility. She continued asking the Clerk when PCC would be providing further feedback on the park and ride scheme, as the summer is fast approaching and people need to know what service will be in place.

The Clerk said Mr Blake hoped he would have feedback on the park and ride scheme for the 12<sup>th</sup> May 2015 TTC meeting.

Councillor Mrs Putwain said if the park and ride scheme does not run it will impact on the extension to pedestrianisation. The scientific approach says only one variable should be changed at a time; therefore changing the park and ride provision and pedestrianisation trial extension period should take place during separate years. In addition she felt the north beach park and ride service was used by people leaving the town to go to the doctors etc as well as for people coming into town.

#### 451b. Mr Laurence Harding – Registration of Births and Deaths

The Clerk reported he had received further correspondence from PCC about the possibility of Tenby undertaking the outstation duties for registration of births and deaths. PCC had invited him as Town Clerk to meet Mrs L Evans, PCC to discuss the service in more detail.

## 462. REPORT OF GARDENS, MAINTENANCE & GENERAL PURPOSE COMMITTEE

The Mayor highlighted the main concerns raised from the council walkabout was the state of street furniture in Tenby. Some benches are in a dire state and some better benches need to be swapped over to areas that receive more usage. She felt the way ahead to ensure Tenby remains at its high standard of tidiness, is to address manpower issues and to allocate the schedule of work needed. Therefore she asked to discuss town maintenance in private matters.

Councillor W Rossiter had several concerns relating to maintenance including excess of bins in some streets, dead man steps leading to the harbour beach are dangerous and the jubilee play park walkway is uneven with chipped away areas of tarmac. The Mayor said at the last meeting it was not possible to view the whole of the town and therefore if Councillors wish to attend the next meeting in the next two weeks the harbour area can be reviewed in detail. She felt the more Councillors attending the walkabouts would mean more things will be noticed.

The Mayor arranged the next TTC gardens, maintenance and general purpose meeting for Thursday the May 14<sup>th</sup>, leaving from the TTC offices at 11am.

Resolved that the next TTC gardens, maintenance and general purpose meeting for Thursday the May 14<sup>th</sup>, leaving from the TTC offices at 11am

# 463. PLANNING APPLICATION

<u>a. NP/15/0224/FUL – NP/15/0225/LBA – TCW Property Partnership, 100 Mill Road, Lisvane, Cardiff – Ballustrade enclosure to area of flat terrace adjacent to 1<sup>st</sup> floor flats 1 & 3 Northcliffe House, 46, High Street, Tenby</u>

#### RECOMMEND

Councillors viewed and discussed the planning application. Councillor W Rossiter proposed approval as the proposal will introduce an important safety feature with no adverse effect on neighbouring properties, seconded by Councillor Dr P Easy.

Approval as the proposal will introduce an important safety feature with no adverse effect on neighbouring properties.

Councillor Mrs Rossiter, Councillor Mrs Putwain and Councillor Blackhall abstained from the vote.

<u>b. NP/15/0199/FUL – Mrs Carol Jones, Tilford Road, Waterlooville, Hampshire – Part retrospective application for low level garden fence, Flats 1 & 2, Waters' Edge, South Beach, Tenby</u>

#### **RECOMMEND**

Councillors viewed and discussed the planning application. Councillor W Rossiter proposed approval of the planning application. Councillor Mrs Putwain added to the proposal concern over the piecemeal alterations being made to this site by individual applicants as it may alter the architect's original concept design for the building. Councillor W Rossiter amended the proposal to approval with concern over the piecemeal alterations being made to this site by individual applicants as it could have an adverse effect on the aesthetics of the architect's original concept design for the building, seconded by Councillor Mrs Putwain.

Approval with concern over the piecemeal alterations being made to this site by individual applicants as it could have an adverse effect on the aesthetics of the architect's original concept design for the building.

c. EC15/0051 – Change of use from Jewellers shop to food outlet A3 - Seren, 3, St George Street, Tenby.

The Clerk reported it had been brought to the attention of TTC that the proposed change of use occurring at Seren, 3 St George Street may have been contrary to their planning permission.

He had received confirmation from PCNPA who had investigated the planning concern and have now stated the proposed end use of the premises will fall within the properties usage class already allowed.

Councillor Blackhall expressed how he felt this concern re-highlights that planning permission on a building is for life. He strongly felt TTC should look at the planning range in detail and talk to PCNPA, as clear conditions need to be attached to each planning application for the purpose it is intended. TTC has had in depth discussion on three recent applications where planning has been so broad.

Following discussion it was

Resolved that at a future meeting TTC look at planning concerns in detail to consider developing a policy with strict conditions on planning applications.

## 464. CORRESPONDENCE

#### a. Tenby Chamber of Trade and Tourism – March minutes

Councillors viewed the information. Councillor Mrs Putwain felt the street markets decision had already been made to not go ahead with them this year. The Mayor highlighted that the Chamber of Trade minutes being viewed were for March and a meeting had taken place in April, where the decision was made to not continue with arranging Tenby street markets. Therefore it was

#### Resolved that the information be noted.

#### b. Mr Richard Brown, PCC – Introduction of charging mechanisms, public toilets, Tenby

Councillor Blackhall said he did not have a problem with charging for the use of toilets if the level of service is enhanced to a higher level of cleanliness than at present. He felt TTC needs to be assured by PCC that the service in Tenby will be enhanced and the revenue raised by charging will be spent on Tenby toilets.

He continued expressing concern that sites in Tenby have been chosen again due to the high volume of revenue it will potentially generate and not necessarily introduced to improve our Tenby facilities. Therefore he would like to see the specification of the proposed improvements that will be made to Tenby facilities and not see the money supporting facilities elsewhere in the county.

Councillor Mrs Rossiter agreed with her fellow Councillor; however she thought when the toilet cleaning service was taken over by Danfro the service would improve, but sadly this has not been the case. Therefore if a charging system is to be imposed Tenby needs to see a positive return and evidence of the improvements.

Councillor Blackhall proposed TTC write to Mr Richard Brown, PCC and ask for clarification how charging for public conveniences will improve the quality of provision in Tenby and not

just be used for funding other public facilities in Pembrokeshire, seconded by Councillor Mrs Rossiter.

Resolved that TTC write to Mr Richard Brown, PCC and ask for clarification how charging for public conveniences will improve the quality of provision in Tenby and not just be used for funding other public facilities in the Pembrokeshire.

c. Mrs Bunker (via e-mail) – Electric/hybrid vehicle charging points

The Clerk outlined Mrs Bunker had written to TTC providing additional information following the report on a recent council discussion about hybrid cars.

Councillor Mrs Putwain felt PCC appear to not be giving anything that might be useful. It was

Resolved that the information be noted.

## 465. REPORTS BY COUNCILLORS ON OUTSIDE BODIES

Councillor Blackhall reported on the De Valence meeting with Activity Wales, organisers of the Long Course Weekend. The discussion was very positive with the intention to use the De Valence building over six consecutive days.

Activity Wales reported on how the event has grown and improved over the years, with this year being no exception. The cycle event on the Saturday will start from The Green to reduce congestion in the centre of town. The whole weekend is a collection of fantastic events benefiting Tenby, with an increase in entrants again this year. He asked if volunteers to man the De Valence building during the event could be discussed at a future meeting.

The Clerk said he was aware 6,000 competitors will be taking part during the weekend. In addition to the half and full marathon there will be a 10k race, allowing shorter distance competitors to finish on the red carpet.

The Mayor reported on a very positive week, she has a new granddaughter, Lottie May. In addition she had spent an enjoyable evening at the new Tenby Rainbow's, being the first Mayor to present their individual pin badges. The Rainbows sent the Mayor a hand made thank you card which she showed to the councillors present. She also attended the launch of the Sea Wives, a group for the wives/partners of Merchant Navy servicemen and women. It has been set up as a business for families all over the world to communicate and feel part of one big family. Since the launch it has gone world wide just as they had hoped and planned. The Mayor said how pleased she was to have been part of the launch.

## 466. MEDIA ITEMS

Councillor Blackhall reported on a recent article in the Mail on line, where it talked about the planning application for St Catherine's Island. One comment stated the concept of the bridge to the island is already approved; it is just a matter of design. He continued saying it needed to be made clear there is no planning in place for a bridge, it is a myth. If there is to be a bridge it

will be viewed as a planning application; therefore it appears they are preparing the ground for the future.

The Clerk reported he had been contacted by the Tenby Observer who is running a feature on 'Local Newspaper Week'. In the past TTC has inserted an advert to support the work of the local paper and therefore they are asking if TTC will consider placing an advert this year. He outlined the previous advert and gave an idea of the proposed cost involved. Following discussion it was

# Resolved that the Clerk arrange a TTC advert for the feature 'Local Newspaper Week'.

Councillor Blackhall congratulated the Clerk on his recent TV appearance, reporting TTC views prior to the PCNPA committee meeting review of the St Catherine's Island planning application.

## 467. BLIND LANE

Withdrawn earlier in the meeting by Councillor Mrs Rossiter.

## 468. FINANCIAL OFFICER/CLERK'S ITEMS

a. Temporary Road Closure, High Street & Tudor Square, 1pm to 8pm Saturday 9<sup>th</sup> May 2015 (CARTEN)

The Clerk outlined the proposed temporary road closure of High street and Tudor Square for CARTEN event on Saturday 9<sup>th</sup> May, between 1pm-8pm.

## b. Ombudsman - Revised Guidance on the Code of Conduct

The Clerk reported that following several case studies of complaints, the Ombudsman had revised the two stage test he uses when deciding whether to investigate a complaint when the code has been breached or to continue with the investigation to the stage of referring the matter to a standards committee or the Adjudication Panel for Wales. Other changes include further guidance on the use of social media and political expression and a flowchart which has been designed to provide members with assistance and clarity on the issue of interests.

The clerk suggested Councillors view the document by visiting www.ombudsman-wales.org.uk

Councillors noted the information provided.

## c. New Local Government Legislation – Register of Members Interests

The Clerk outlined a new piece of legislation that will be effective from 1<sup>st</sup> May 2015. Along with the electronic publication of Minutes and Agenda's, Councils will now be required to electronically display the Annual Audited Accounts and a declaration of members interests on line.

Previously it has been the discretion of the Monitoring Officer, PCC, with the option to opt in or out; however now it no longer is an option and therefore a pro-forma will be drawn up for completion by all members.

#### d. WI donation – Thank you letter

The Clerk reported he had received a thank you letter from the WI in response to the donation TTC gave towards the expenses being incurred by the visit of Irish Countrywomen Association.

## 469. DATE AND TIME OF NEXT MEETING

Resolved that the next meeting will be the Annual General Meeting and take place on Friday 8<sup>th</sup> May 2015 at 6.30pm.

# 470. <u>ITEMS FOR THE NEXT AGENDA</u>

None noted.

## 471. PRIVATE AND CONFIDENTIAL

Proposed by Councillor Mrs Putwain, seconded by Councillor Dr Easy.

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.

# 472. MINUTES

Resolved that the Private and Confidential Minutes of Tenby Town Council Meeting held 14<sup>th</sup> April 2015 be confirmed and signed as accurate.

## 473. MATTERS ARISING

# 474. STAFFING

Councillor Blackhall said following the gardens, maintenance and general purpose walkabout it was felt that TTC could tackle maintenance tasks slightly differently and dedicate more time to certain aspects of the maintenance needs. In light of the observation made it was felt a review of how our present staffing works and how best to use the resources TTC has was needed.

The Mayor said money had been allocated within the precept budget for town maintenance and therefore TTC should be keen and actively start to address the concerns that have been highlighted on the committee walkabout.

Councillor Blackhall proposed a small staffing sub-committee be formed to meet with the Clerk to evaluate and review the present staffing workload, create a proposed plan to meet the towns' maintenance needs and report back to full council, seconded by Councillor Mrs Rossiter. He said he would be willing to sit on the staffing sub-committee with the Mayor and Councillor

Mrs Brown. The Clerk suggested as Councillor Dr P Easy was chair of the previous staffing review perhaps he could be part of the sub-committee.

The Mayor reported Mr Richard Brown, PCC had previously discussed TTC sharing the use of certain town equipment to carry out tasks not presently under PCC jurisdiction. Once TTC has assessed the town maintenance needs discussion should be recommenced with Mr Richard Brown, PCC.

Councillor W Rossiter said several benches need attention as well as rubbish bins need reallocating to places where they are needed.

The Mayor felt many subjects will require further discussion under the gardens, maintenance and general purpose committee heading, like the winter beach bin collections; therefore if all councillors can attend the walkabout meetings, lists can be formed and everyone work for the benefit of the town.

Resolved that staffing sub-committee be formed to meet with the Clerk to evaluate and review the present staffing workload, create a proposed plan to meet the towns' maintenance needs and report back to full council.

## 475. EUROPEAN WALLED TOWN

The Clerk reported following TTC decision to renew the European Walled Towns membership he had received new information regarding the organisation.

There appears to be a disagreement within the main committee, resulting in two senior officers resigning and the cancellation of the executive committee meeting at very short notice.

Councillors discussed the new information and it was

Resolved that the Clerk monitor the situation of the European Walled Towns organisation and report back to full council any further developments before TTC renew their membership.

Mayor	 	
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Town Clerk	 	
Date	 	 