

TENBY TOWN COUNCIL
MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD 29th November 2011

PRESENT

Councillor T Hallett Mayor
Councillor Mrs Thomas
Councillor Mrs Rossiter
Councillor Mrs Brown
Councillor L Blackhall
Councillor M Evans

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

ALSO PRESENT Mr Simon Fry – Royal Gate House Development Representative.

The Mayor welcomed Mr Simon Fry to the Council Meeting. Mr Fry was grateful for the opportunity to offer feedback on the Royal Gate House Development.

The Development progress included:

- Planning Consent obtained March 2011.
- Formalised Planning Consent was then achieved.
- Further detailed drawings prepared for tendering process.
- Discussions with the architect and engineers on the project, to prepare the tender package
- Out to Tender August 2011.
- Tenders submitted early November 2011

Since the tenders have been submitted:

- Liaison ongoing with the authorities to ensure the development meets all the standards within the Code 4/ Sustainable Homes Criteria.
No social housing grant is going into this scheme, it will be privately financed and subsidised by the development.
- Discussion with the Utility providers to carry out major ground works during the gas pipe line replacement scheme in White Lion Street.
- Estate Agents involved both local and national to market the development.
- Community Benefits will include working on schemes with Pembrokeshire College and Local Businesses to maximise local people involvement.
- Proposed start date early 2012.
- Expected duration of the total project 2 years.
- The Royal Gate House site will commence first
- Reassurance given that the Delphi will not be demolished until work is ready to commence on that site.
- The sale of units on the Gate House Site will allow fund to be released to commence the start of work on the remaining sites of the development.
- Some changes were made from the initial plans viewed by TTC including fact that the Royal Gate House building will be moved back by 2 metres from the road to increase the access sweep into White Lion Street.
- The Cinema has been marketed but no commercial interest has been expressed.

Councillor Evans declared an interest as a member of PCNPA planning committee but expressed concerns directed to him from members of his ward as a County Councillor.

Councillor Evans concerns are related to the general condition of the site over the last 2 years which was felt to have had a detrimental impact on local businesses. He urged the owners to do something to the standard of the sites to increase the support of the local town people. He continued that these are minor points to a developer but major to the local residents. Mr Simon Fry did not disagree with the facts but admitted that he had anticipated the process would have moved forward much faster than it has. Now they are pleased to be making good progress and hope to allocate the tender early in 2012.

Mr Simon Fry concluded that he will be happy to answer any further questions and will visit when needed to provide updates in the New Year and during construction. The Mayor expressed the Council's appreciation for the informative update and Mr Fry left the Chamber.

291. APOLOGIES

Apologies received from Councillor Mrs Lane, Councillor Mrs Williams, Councillor Mrs Putwain, Councillor D Morgan, Councillor Mrs Evans and Councillor P Rapi.

292. DISCLOSURE OF PERSONAL INTERESTS

Item 9 and 22 the De Valence, Councillor Mrs Brown, Councillor Blackhall, Councillor Mrs Rossiter, Cllr. Mrs. Thomas, Cllr. Evans and Councillor Hallett declared a personal interest as members of the DVP Tenby Trust, but they did not feel it was a prejudicial interest as they had been appointed by TTC to the DVP Tenby Trust.

293. ITEMS TO PRESS

Proposed by Councillor Evans, seconded by Councillor Mrs 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.

294. CONFIRMATION OF MINUTES

Resolved that the Minutes of the Tenby Town Council held 15th November 2011 be confirmed and signed as accurate.

295. MATTERS ARISING

None noted.

296. CORRESPONDENCE

a. Pembroke Town Council (via e-mail) – 150th anniversary of the first passenger train between Pembroke and Tenby.

The Clerk explained he had received a copy of a letter sent to Mr Dobbing The Railway Touring Company from Pembroke Town Council, asking if they would consider a Steam Train visit to mark the anniversary. The Mayor invited any information relating to the history of the first passenger train between Pembroke and Tenby be forwarded to the Town Council office. It was proposed by Councillor Mrs Brown, seconded by Councillor Mrs Rossiter that the Clerk contacts Pembroke Town Clerk Mr H Colley to arrange a joint meeting to discuss and plan this celebration.

Resolved that the Clerk liaise with Mr H Colley, Pembroke Town Clerk to arrange a joint meeting to discuss and plan this 150th anniversary celebration.

b. Planed – Open Day 7th December 2011.

The Clerk reminded Councillors of the Planed Open Day. It was

Resolved to note the information.

297. GRANT APPLICATION

a. Augustus Place residents – Christmas dinner

Discussion took place on last year's donation. Councillor Mrs Brown reported that the Augustus Place Residents committee had purchased a replacement second hand fridge for Augustus Place Community Centre which could be used by all hirers of the Hall. It proposed by Councillor Mrs Rossiter to offer Augustus Place free of charge for the Christmas Lunch and reimburse the Augustus Place residents committee the £45.00 cost of the fridge, seconded by Councillor Mrs Thomas.

Resolved that Augustus Place be offered free of charge for Augustus Place residents Christmas luncheon and, under Section 133 of the LGA 1972, to reimburse the cost of the fridge £45.

298. DE VALENCE

a. Hire dates

The Clerk presented a list of new hire dates received since the last meeting. It was

Resolved to agree all hire dates.

Councillor Mrs Brown requested to hire the De Valence to raise funds for the Jubilee Park; the event will be a family fun night. She continued that as the Play Park project is fully supported by TTC could the hall hire be waived as all entertainers are also giving their time free of charge. Following discussion it was proposed by Councillor Blackhall, seconded by Councillor Mrs Rossiter that no charge is levied.

Resolved that no charge is levied for the Jubilee Family Play Park Fun Night on 4th January 2012 at the De Valence.

299. REPORTS BY COUNCILLORS ON OUTSIDE BODIES

The Mayor reported he had been pleased to represent the town at various events around the county during the last few weeks.

300. MEDIA ITEMS

Councillor Mrs Rossiter wished to comment on the article in the Tenby Observer referring to the reduced number of Tenby Town Councillors attending the Remembrance Day Service. Several Councillors had genuine reasons for not being able to attend and she was very disappointed herself not to be able to attend as it has a very personal importance to her for family reasons.

Councillor Mrs Brown also explained that several Councillors had joined the Mayor when laying a wreath at 11 am on the 11th November at the War Memorial.

301. JUBILEE FAMILY PLAY PARK

The Clerk reported that the Friends of the Jubilee Park are officially formed with very enthusiastic parents, grandparents and youth club members. The AGM has been held and the Constitution adopted. Fund raising has commenced with various events arranged including the Buy a Bolt scheme at £1.00 each, a Quiz night at the Bowling Club and the youth club are running a stall during the Christmas Market. The Vice Chairman of the Friends of the Jubilee Park is also taking part in the Boxing Day Swim to raise funds.

Mr Widdas from Urban Recreation has forwarded the amended Play Park Design which will be on display in the De Valence foyer.

The Clerk reported he has submitted the Big Lottery; Awards for All grant application and is in the process of submitting an application to PCC for grant funding.

The Mayor thanked everyone for working so hard and showing that Tenby Community is bonding together for the benefit of others.

302. ROYAL GATE HOUSE

The Clerk explained he had received a reply from Ms V Hirst PCNPA in response to the concerns expressed by TTC about the safety of the Delphi Building, stating she was giving the matter her attention.

303. FORMER COTTAGE HOSPITAL SITE

Councillor Blackhall raised the situation of the former Cottage Hospital Site that TTC had expressed an interest in using as a temporary car park; this application was refused as PCC anticipated marketing the site at the end of the summer. As it was now November and the site had not been marketed he proposed TTC write to PCC again and request to take on the site permanently or temporarily for parking by local residents, seconded by Councillor Mrs Rossiter.

Resolved that the Clerk write to Mr I Westley PCC to request if PCC would consider transferring the Old Tenby Cottage Site permanently or temporarily to TTC.

304 TENBY CONNECT

Councillor Mrs Thomas attended a meeting entitled Vision for Tenby held by the Historical Society. It outlined that Tenby needed to work together collating ideas and take the vision collectively forward. It was suggested that TTC take the lead and call a Connect Meeting to encourage the town to think together. After discussion it was proposed by Councillor Evans, seconded by Councillor Mrs Thomas for the Clerk to action a Tenby Connect Meeting in the New Year.

Resolved that the Clerk action a Tenby Connect Meeting.

305. FINANCIAL OFFICER/CLERK'S ITEMS

a. Actions and updates from 15TH November 2011

Discussion took place between Councillors in relation to the clearing of weeds from the Town Walls. It was recognised that accessing the inside of the town walls was difficult but areas like the inside of the Five Arches was possible. Concern was expressed over the tree growing into the square section of the walls on the way to Belmont Arch. It was

Resolved that the Clerk liaise to obtain the exact details of the position of the tree and discuss TTC concerns with Peter Nicholas PCC.

b. Tenby Town Rates Issue

The Clerk reported he had received a letter from Mr Simon Hart MP expressing his support for the local Tenby rate payers and that he had requested consideration of this matter from the Welsh Assembly and the UK Government. He will be back in touch when he has further information. The Clerk also reported he had received a further e-mail from Mr Dewi Davies, expressing further concerns from traders due to further disruption planned to take place in High Street and Tudor Square between January and March. Business was already down and this would increase the adverse effect the disruption was having on businesses.

The Clerk reported that he had been invited to a meeting held between Pembrokeshire County Council, Capita Symonds and Wales and West Utilities to work out how the enhancement work to Tudor Square would fit in with the gas main replacement in High Street. A plan had been devised to reduce disruption as far as possible. The idea was for a one way diversion route for vehicles less than 7 tons via Belmont Arch and 3 designated loading bays allocated for vehicles over 7 tons to park, unload and deliver their goods. All works were planned to be completed by Easter 2012.

Councillor Blackhall felt the situation is causing major disruption to so many people. He felt something should be done as it is an exceptional case and support for the local businesses and residents needed to be considered. He proposed TTC write to PCC to ask them to consider providing free parking in the multi storey during the major road work disruption, seconded by Councillor Mrs Thomas.

Resolved that a letter be sent to Mr I Westley to request consideration be given to providing free parking in the multi storey car park during the major road work disruption in High Street and Tudor Square.

c. Annual Audit Return

The Clerk circulated copies of the Annual Audit Return which had now been reviewed by the External Auditor. There were no actions required. The Clerk clarified the comments relating to the assets before it was proposed by Councillor Evans, seconded by Councillor Mrs Brown to approve the Audit. The Mayor thanked the Clerk for all his hard work.

Resolved that External Auditors comments be noted and that the Annual Audit Return for 2010/11 be approved.

Councillor Mrs Thomas left the chamber.

306. DATE AND TIME OF NEXT MEETING

Resolved that the next meeting will be a Finance Committee meeting on Tuesday 6th December 2011 at 7.30pm.

Resolved that the next meeting of Full Council will be on Tuesday, 13th December 2011 at 7.30 pm.

307. ITEMS FOR THE NEXT AGENDA

None noted.

308. PRIVATE AND CONFIDENTIAL

Proposed by Councillor Mrs Brown, seconded by Councillor Mrs Rossiter.

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.

309. MINUTES

Resolved that the Private and Confidential Minutes of the Tenby Town Council Meeting held 15th November 2011 be confirmed and signed as accurate.

310. MATTERS ARISING

290 – Review of internal audit contract

The Clerk reported he had negotiated a reduction in this year's internal and end of year accounts audit. TTC had been offered a fixed rate for the internal and end of year accounts audit for the next 2 years of £1650 per annum. Proposed by Councillor Evans, seconded by Councillor Mrs Brown to accept the offer.

Resolved that the Clerk contacts our internal auditor to confirm a two year contract at the specified rate.

290 – Reserve Account interest rates

The Clerk reported he had investigated higher rates of interests achievable on Town Council reserves but higher rates tended to money up for a fixed term. Instant access was needed for reserves to finance initial expenditure on the Jubilee Park as most grants are paid retrospectively. The Clerk suggested that members look at the issue at the Finance Committee meeting when considering the Council's budget for 2012/13. After discussion by all Councillors it was

Resolved to consider the options for achieving a high rate of interest on Town Council reserves at the Finance Meeting scheduled for 6th December 2011 and that under Section 101 of the LGA 1972, plenary powers be granted to the committee to action any decision made with immediate effect to maximise opportunities.

311. DE VALENCE

a. PCC Food Hygiene visit

Discussion took place relating to the hygiene report. Several of the issues have been address and the remainder would be address within the 3 month allocated period. It was

Resolved that documentation be maintained recording the work carried out and updating as issues are addressed.

Councillors noted that the cooker filters were removed at some time before the cafe was handed back to TTC. These have not been found and, as they are highlighted in the hygiene report, it was proposed by Councillor Mrs Brown, seconded by Councillor Evans that the Clerk action the purchase of replacements.

Resolved that the Clerk action the purchase of replacement cooker filters for the De Valence Cafe.

b. De Valence Cafe window displays

As the De Valence is now being used for many different functions it was felt that the advertising within the cafe windows should showcase the events taking place at the venue. It was proposed by Councillor Mrs Rossiter, seconded by Councillor Evans to offer the ability for locals to display their canvas pictures in the foyer of the De Valence rather than the windows of the cafe. They need to be made aware they display them at their own risk as no responsibility is undertaken by TTC or the DVP Tenby Trust.

Resolved that the Clerk inform local photographers/artists of the opportunity to display their canvases in the De Valence Foyer at their own risk as an alternative to the Cafe windows.

312. PRINCE OF WALES WALKWAY

The Mayor allowed Councillor Mrs Brown's request to discuss the Prince of Wales walkway as a matter of urgency because of concern over the safety of local residents due to the poor lighting present. The Clerk had contacted Ms S Oliver PCC Licensing Department after being informed by the police of the problem. The police had followed up that the problem was to be addressed by the owners of the Prince of Wales by 25th November but unfortunately the matter has not been rectified. It was proposed by Councillor Mrs Brown seconded by Councillor Evans for the Clerk to contact Ms S Oliver PCC again expressing TTC concerns relating to the safety of the walkway due to the lack of lighting.

Resolved that the Clerk write to Ms S Oliver PCC again expressing the concerns of TTC for the safety of local residents using the Prince of Wales walkway due to the lack of lighting.

Mayor _____

Town Clerk _____

Date _____