

TENBY TOWN COUNCIL  
MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD 29<sup>th</sup> September 2015

**PRESENT**

Councillor P Rapi	Mayor
Councillor Mrs Lane	
Councillor Mrs Brown	
Councillor H Johns	
Councillor Mrs Rossiter	
Councillor Dr P Easy	
Councillor L Blackhall	
Councillor W Rossiter	
Councillor M Evans	

**IN ATTENDANCE:**

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

**198. APOLOGIES**

Apologies received from Councillor Mrs Durham, Councillor Mrs Thomas and Councillor T Hallett.

**199. DISCLOSURE OF PERSONAL INTERESTS**

The Clerk highlighted that Item 6a related to a personal friend; however he felt no information he would be providing for councillors was of a prejudicial nature.

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**Resolved that items of Correspondence and Committee Minutes other than those items marked Not for Publication be given to members of the Press present.**

**201. CONFIRMATION OF MINUTES**

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

**Resolved that the Minutes of the Tenby Town Council held 15<sup>th</sup> September 2015 be confirmed and signed as accurate.**

**202. MATTERS ARISING**

158b – Planning Aid Wales – training workshop

The Clerk reported he had received no response as yet from Planning Aid. However when he attended the recent Society of Local Council Clerks roadshow he was informed by a colleague several larger councils west of Pembrokeshire have commenced draft local place plans. In light of this information he has a copy of a draft place plan in TTC office for any councillor to view prior to commencing discussion on a place plan for Tenby in the near future. He continued explaining the areas covered within a place plan document which is much more than just local development planning.

Councillor Mrs Brown asked if TTC would be likely to just go ahead with a meeting to commence a place plan or would it still be advisable to meet with Planning Aid.

Councillor Mrs Lane said following attending the PCC meeting to discuss the proposed cut backs PCC will have to make for their 2016/17 budget, she felt TTC needs to work very closely with PCC to endeavour to maintain the standard of services needed for Tenby.

The Clerk said he felt PCC were talking with more openness as they are working with a fifteen million pound deficit and need support from town and community councils to work collectively on maintaining non-statutory services. He highlighted PCC have prepared a draft charter to be circulated for consultation. The consultation outlines a holistic approach on how people can work together on service delivery.

Councillor Mrs Brown felt it was vital all councillors attend the PCC meeting scheduled for Monday 5<sup>th</sup> October at Greenhill School to meet and discuss with officers what PCC are going to do for TTC and not just what we can do for them. She added if TTC commence discussion on a 'Place Plan' for Tenby it would be better to have the meeting of full council rather than delegate the discussion to a few members. All councillors need to have a say on the best possible future plans for Tenby.

Councillor Mrs Lane said all individual councils have differing maintenance priorities as well as each councillor having personal priority ideals; therefore she felt the idea to have a PCC link officer for a specific area who can attend council meetings and act as a point of contact could be one way forward.

The Clerk said he brought up the fact no community councillors had been invited to the PCC finance discussion and he felt they should be involved in discussions to highlight their community priorities as some services in main towns were also utilised by neighbouring community council residents and visitors.

Councillor Mrs Lane proposed TTC write to Mr I Westley outlining that TTC needs to work with PCC to take any plan of action forward; therefore TTC would like to pursue the option of a delegated PCC link officer, seconded by Councillor Blackhall.

Councillor Blackhall supported the proposition as he felt the way ahead with all the financial cutbacks is a huge challenge and TTC should be responding to work in partnership with PCC.

Councillor Evans joined the meeting.

The Clerk clarified for councillors the Meet your PCC officers meeting is scheduled for Monday 5<sup>th</sup> October at Greenhill School, from 7-9pm.

#### 160d. Pembrokeshire County Council – Licensing Act 2003: Consultation on Review of Licensing Policy

The assistant clerk reported Mr M Elliott, Head of Public Protection, PCC had responded following the letter forwarded by TTC highlighting concerns relating to noise and antisocial behaviour outside a premises in Upper Frog Street. The officer said they had no records of reports about the specified premises during the last two years and advised that members of the public expressing concern should make them known direct to his department at County Hall.

The member of public expressing the concern has been informed of the recent communication from PCC to allow him the opportunity to reply. It was

**Resolved that the information be noted.**

### 159g. PCNPA – Park and Ride feedback

Councillor Evans asked if TTC had been asked for their feedback following this year's pedestrianisation scheme.

The Clerk said he was aware there had been a letter drop to all people living within the town walls to respond by way of filling in a questionnaire.

Councillor Evans felt the Clerk should send a formal response on behalf of TTC on this year's pedestrianisation scheme. It was

**Resolved that TTC Park and Ride feedback be placed on the next agenda.**

### 183a. David Rees, Pembrokeshire county Council – Battery Gardens

The Clerk reported the town regeneration meeting was not quorate and therefore has been rescheduled for a later date.

### 187 - Street Trading Policy

The Clerk explained TTC accepted to have a street trading policy to assess each application on its individual merit when following the criteria; however it was placed on the agenda for fine tuning of the draft policy prepared by Councillor Dr Easy.

Councillors discussed the amendments and inclusions needed to the document and the Clerk agreed to amend the document.

### 189 - Dead House Steps

The Clerk reported he had contacted PCC in relation to the condition of the Dead House Steps and unfortunately Mr Richard Brown was on annual leave and Mr Codd said it was no longer included in his remit. The e-mail had been forwarded on to the officer responsible. No further response has been received in relation to this concern as yet.

## **203. PLANNING APPLICATIONS**

a. NP/15/0513/FUL – Mr Joe Craig, Tenby Gymnasium Club, Former Christadelphian Hall, Lower Park Road, Tenby – New two storey building for community use and enlargement of existing parking area – Land to north of Christadelphian Hall, Lower Park Road, Tenby.

Councillor Mrs Brown proposed councillors take Item 7b at the same time as the planning application, seconded by the Mayor.

**Resolved that councillors take Item 7b into consideration during discussion on the planning application.**

Councillors discussed and reviewed the planning application and Civic Society letter.

Councillor W Rossiter noted the felling of some trees and asked if they would be replacing them with new ones.

Councillor Mrs Brown proposed approval as the improvement to the building will enhance the area. She agreed with Tenby Civic Society's letter noting the need for highways involvement on the road access, seconded by Councillor Mrs Lane.

Councillors agreed the impact of the build can be softened by replanting trees to replace the ones removed.

## **RECOMMEND**

**Approval as the improvement to the building will enhance the area. Councillors felt that the visual impact of the building could be reduced with a suitable tree planting and paint scheme.**

**It was noted while not directly related to this application, councillors concurred with the concerns expressed by Tenby Civic Society in relation to road and pedestrian safety at this point in Lower Park Road particularly as this application could considerably increase footfall in this area.**

b. NP/15/0507/LBA – Mr Clive Jones, 4 Lexden Terrace, St Julian Street, Tenby – Install 4 water heating solar panels on the inner roof void – 4 Lexden Terrace, St. Julian Street, Tenby.

Councillors discussed and reviewed the planning application.

Councillor Mrs Lane proposed approval as the solar panels will not be visually intrusive, seconded by Councillor W Rossiter.

## **RECOMMEND**

**Approval as the solar panels will not be visually intrusive.**

## **204. PLANNING CORRESPONDENCE**

a. Mr Phil Barlow, PCNPA – Evidence Base Local Development Plan for the Pembrokeshire Coast National Park.

Councillor Mrs Rossiter said following reading of the information from PCNPA the concluding list of facilities noted was inaccurate and required amending. Councillor Mrs Lane highlighted further inaccuracies.

Councillor Dr Easy agreed and proposed TTC ask PCNPA for a detailed breakdown of the facilities noted in the listing before amending the information, seconded by Councillor Mrs Brown.

**Resolved that the Clerk write to PCNPA and request a more detailed list of properties from the evidence based local development plan.**

b. Tenby Civic Society – Comments on Np/ 15/0513/FUL

Discussed earlier in the meeting.

## **205. CORRESPONDENCE**

a. Mark Edwards, via e-mail – Sea Gull Nuisance to holiday makers – drone

Councillors discussed the information relating to a drone to scare off seagulls.

Councillor W Rossiter objected to the reasoning behind scaring off seagulls as they are a protected species. He personally felt they are part of the seaside and people should be allowed to feed the gulls; therefore signage should be removed.

Councillor Mrs Rossiter felt the drone could be intimidating, intrusive and equally frightening to children; however she did not agree with feeding the seagulls.

Councillor Blackhall said the signage should remain, although he is aware of the differences of opinion on seagull feeding. He strongly felt attention needed to be given to Castle Hill from the lifeboat station to St Catherine's Island as it is littered with bird excrement. The birds can and should be allowed to find food themselves.

Following further discussion it was

**Resolved that the information be noted.**

b. Joanna Davies, via e- mail – Public conveniences in Tenby.

Councillor Mrs Brown noted the information but sadly felt there was little TTC could do about the situation. Charging for public conveniences was something that had to come into operation as it is in many other towns across the country.

Councillor Evans concurred with Councillor Mrs Brown and praised Danfro for the super task carried out keeping the toilets clean this year. He added the concern he had was the machines gave no change of any coinage inserted; therefore consideration could be made to install change machines like in the amusement arcades. Sadly in light of the present economic situation the only way of maintaining the toilet facilities is by having to charge to use them. Therefore it is better to pay a small fee and have the facilities open.

Councillor Mrs Lane felt it was not a practical solution to install change machines as they would be a target for vandalism.

Councillor Evans proposed TTC write back to Joanna Davies and explain the situation and that the cost is huge for Tenby to take on the public conveniences, seconded by Councillor Mrs Brown.

**Resolved that TTC write back to Joanna Davies and explain the situation and that the cost is huge for Tenby to take on the public conveniences and they are not a statutory service.**

Councillor Evans was aware people have mentioned the present gate system is not ideal for disabled or for some elderly peoples use. However he felt Tenby is fortunate to have several facilities that are available and extremely well used.

Councillor Evans proposed TTC contact Danfro and request consideration to installing coin change machines at the toilet blocks. It was

**Resolved that TTC write to Danfro and request consideration to installing coin change machines at the Tenby toilet blocks.**

c. Pembrokeshire South East Energy Group – Wales Together

Councillor W Rossiter felt after reading the information about areas working together to gain a reduction in their energy services, it would be an idea for all council properties to be considered under the scheme.

Councillor Evans said it is up to the individuals to collectively get together and take the scheme further; therefore it would not be for PCC to tell their tenants to take on the scheme.

He continued suggesting TTC office consider an area and run a pilot example so people can see the benefit before deciding to, or not to, undertake the scheme. It was

**Resolved that TTC office staff consider an area and run a pilot example so people can see the benefit of the scheme.**

d. Mike Cavanagh, PCC – Tenby Library provision

The Clerk outlined the information relating to Tenby library provision and the request for any financial funding support.

Councillor Blackhall felt TTC should be weary in light of the PCC proposed cutbacks as every department could individually write to suggest the ideal increase for TTC precept. TTC needs to look at the maintenance services holistically not case by case.

Councillor Mrs Lane said TTC needs to look at all areas and prioritise the non-statutory services being maintained and not maintained. PCC are planning several follow up meeting before actual figures are known later in the year.

The Clerk said it is unlikely the cutbacks will be known before Tenby sets the budget; however he was aware Mr K McDermont is trying to push back the date town and community councils are required to present their budgets.

Councillors discussed the changes made in the hours and if anyone had made representation if the hours had caused any problems.

The Clerk was unaware of any complaints relating to the library opening hours. He added that the community would need to be consulted before decisions were made relating to what services would be included for payment from their precept.

Councillor Evans said following attending both library meeting that were well attended he felt it appeared the opening hours changes had not been a problem. In relation to the suggestion for funding towards the library from the town precept, he personally felt it should be a multi-lateral approach as the Tenby library is used by the surrounding villages as well.

Following discussion it was

**Resolved that TTC respond to Mr M Cavanagh, PCC saying councillors are mindful of the information and keen to work with his department to maintain the present library services.**

e. Pembrokeshire Mind – One Stop Shop ( for information)

Councillor Blackhall said councillors should note the fantastic work Mind do for the community and the benefit clients get from the services provided. It was

**Resolved that the poster be displayed and the information noted.**

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

Councillor Mrs Lane reported that she had attended the Wales in Bloom awards ceremony and collected the winning award for our category again for the 30<sup>th</sup> time. Tenby was awarded Silver Gilt a very high achieving award and getting ever closer to the Gold award. She continued expressing her thanks to all the volunteers who help to achieve the award as without them Tenby would not look so spectacular. TTC and PCC worked together to maintain services; however

special mention was given to Kiln Park, the Beatification Team, Warren Street Landladies for tending the Railway Station, and Crockford & Co plumbing for planting up the station plants. Collectively everyone worked to enhance the authority's maintenance agreement.

Councillor Mrs Lane concluded by thanking every single person that has worked physically or given financially to maintain the pride in our town.

Councillor Evans said Tenby has looked vibrant all year and is still looking colourful when you look up to the gardens from the beach it is a credit to all who have worked so hard all year. He felt it was going to be a hard task to maintain the achievement but everything is possible with Councillor Mrs Lane driving the project with a passion and pride in the town.

Councillor Blackhall reported on the recent events held in the De Valence including the Arts Festival and the continued use of the hall by the Drama Scene who run a children's workshop weekly.

He continued outlining the De Valence committee are looking to get other groups of people to work together to put more activities on in the hall. Future events include the Blues Festival, a Coastguards retirement evening, Tenby Round Table beer festival, PCC Ironman Celebration and a wedding booking as it is an ideal venue to hold a reception.

The Mayor reported he had attended the Robert Recorde Event at Tenby Museum and had a very informative and enjoyable time. He was also present in the Mayor's parlour for the Heritage Day which proved to be a very popular day. Other events included the Hope centre, Neyland open day, judging the Arts Festival sandcastle competition and finally a walk around Tenby with Councillor Hallett where he learnt so much about Tenby. He concluded by thanking everyone who invites the Mayor to attend their function it is good to be involved in so many organisations' events.

### **MEDIA ITEMS**

Councillor Mrs Rossiter commented on the Nathan Spiller letter in the Tenby Observer. She stated it was an excellent article about Ironman which is a well-oiled machine that does not need to be spoiled. Ironman is a fantastic event that is so positive for tourism in Tenby.

The Mayor reported 80-90% of Ironman athletes commented on the fantastic town and the friendly Pembrokeshire people. He expressed how lovely it would be for Pembrokeshire to retain the event for many years to come.

Councillor Mrs Lane said the blog from the winner of the Ironman event was so positive for Tenby he said: 'Tenby was the best venue in Europe and the supporters were the best in the world'.

### **208. STREET TRADING POLICY**

The Clerk outlined for councillors that the Tenby Street Trading Policy process had been adopted and now councillors needed to fine tune the details in the draft document prepared by Councillor Dr Easy.

He continued saying he had discussed the possibility of removing some street trading consent areas with Mr M Owen, PCC. Mr Owen said consent streets give him the powers to enforce the laws and therefore it could be a negative move.

Councillor Blackhall felt the street trading policy should now be discussed with all parties with enforcement powers before it is taken any further. This would include PCC and the new Police Inspector.

Councillor Mrs Brown said she was happy with the wording of the policy as it stands.

Councillor Evans suggested it would be advisable to not change the street trading consents; however he felt Tenby can add areas to the document where TTC does not support street trading.

Councillor Blackhall proposed acceptance of the street trading document with the amendments and arrange a meeting with all enforcement authorities, seconded by Councillor Mrs Brown.

**Resolved that TTC accept the Street Trading Policy with the highlighted amendment and arrange a meeting with all enforcement authorities to discuss the document.**

**209. EUROPEAN WALLED TOWNS**

Postponed to the next meeting as Councillor Hallett is away.

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

a. Gateway signage – Mr D Rees

The Clerk reported he had met with Mr D Rees about the siting of the new 'Gateway Signage'. The idea came from PCC Regeneration Department to replace all the welcome signage to the main towns in Pembrokeshire. In conjunction with the signage the Trunk Road Services had funded VMS signs to be placed at the entrance to Tenby warning of traffic problems, e.g flooding in Gumfreston. However, as councillors were aware, the signage would be too large with the addition wording being present in Welsh and English. PCC therefore had come up with the new concept plan which the Clerk presented.

Councillor W Rossiter strongly felt the present signage welcoming people to Tenby is far superior to the proposed new signage.

Councillor Evans said he was dead against the VMS signage and wished to formally object to them being sited. He felt for the cost of the signage Tenby would benefit so much more from electronic car parking signage and it should have been incorporated into the original concept.

Councillor Mrs Rossiter felt if the Trunk Roads Service Department know there is a problem why not sort the problem rather than spend money on warning signage that is only used a couple of times a year.

Councillor Evans proposed TTC reject the siting of the VMS signage as it is not going to help Tenby, seconded by Councillor Mrs Brown.

**Resolved that TTC write to Mr D Rees, PCC rejecting the siting of the VMS signage at both entrance points to Tenby.**

b. SLCC Consultation on Boundary Commission - Unitary Authorities

The Clerk reported following the SLCC regional meeting the Welsh Government is working towards the Local Government Reorganisation and are planning to develop a draft bill for

consultation in November. In light of this they have prepared a consultation document on the Boundary Commission parameters for establishing the number of councillors on the new Unitary Authorities that needs to be completed by TTC.

Councillor Mrs Brown proposed the Clerk and Councillor Dr Easy complete the consultation document on behalf of TTC, seconded by Councillor Mrs Rossiter.

Councillor Dr Easy agreed to complete the document with the Town Clerk.

**Resolved that Councillor Dr Easy and the Town Clerk complete the Welsh Government Consultation on behalf of TTC.**

c. Bus and Community Transport Services in Wales – Consultation survey

The Clerk reported he had received a consultation survey relating to Bus and Community Transport services in Wales. Following discussion it was

**Resolved that the Town Clerk complete the survey on behalf of TTC.**

d. Economical Overview and Scrutiny Team

The Clerk reported he had been given two dates for the Tenby Regeneration Team to attend the Economy Overview and Scrutiny Team meeting on either the 16<sup>th</sup> or 23<sup>rd</sup> of October 2015. No decision was made as to the best date as events were already scheduled for both dates.

e. PCC Cabinet meeting

The Clerk provided information for councillors on the next PCC cabinet meeting on Monday 5<sup>th</sup> October where the disposal of land at Brynhir will be discussed. The land is to be declared surplus to PCC requirement and may be sold on for housing development.

f. Tenby Mayor's Civic Service

The Clerk reminded councillors of the Mayor's Civic Service taking place on Sunday 4<sup>th</sup> October at St Teilo's Church. He asked them to meet at the De Valence at 10.30 pm to form the march to St Teilo's Church for the 11am service.

Councillor M Evans gave his apologies for the Civic Service.

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

**Resolved that the next meeting will take place on Tuesday 13<sup>th</sup> October 2015 at 7.30pm.**

**212. ITEMS FOR THE NEXT AGENDA**

Tenby Park and Ride Scheme Feedback – All Councillors.

European Waleed Towns – Councillor Hallett

**213. 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.**

**214. MINUTES**

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

**Resolved that the Private and Confidential Minutes of Tenby Town Council Meeting held 15<sup>th</sup> September 2015 be confirmed and signed as accurate.**

**215. MATTERS ARISING**

None noted.

**216. TENBY LEISURE CENTRE**

Councillor Mrs Brown reported on information she had been made aware of relating to a management reshuffle at Tenby Leisure Centre. She personally felt this was not a positive move at this time for the manager as he has worked extremely hard to secure the new development and it is progressing well. He has been in post for 20 years and now the new development is near completion he had been transferred prior to seeing the fruits of his labour. She felt strongly about this situation and wondered if TTC could do anything about the situation.

Councillors discussed the matter and as they were unaware of the PCC strategy for the reshuffle it was

**Resolved that TTC write to PCC in support of Mr R Thomas, Manager of Tenby Leisure Centre, and expressing disappointment at the timing of the management reshuffle during the enhancement building program.**

**217. TENBY TOWN COUNCIL RESIGNATION**

Councillor H Johns sadly announced he would be standing down as a South Ward Town Councillor with immediate effect due to family commitments. He expressed how much he had enjoyed working with fellow councillors but the time is not right to continue at present.

Councillor Mrs Lane said it was very sad but it was understandable and hoped he would return to council one day in the future.

Councillor Mrs Rossiter proposed acceptance of Councillor Johns’ resignation with great sadness, seconded by Councillor Mrs Lane.

**Resolved that TTC accept the resignation of South Ward Councillor H Johns and the Town Clerk commence proceedings to advertise for a Casual Vacancy on Tenby Town Council.**

Mayor \_\_\_\_\_

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

Date \_\_\_\_\_