

TENBY TOWN COUNCIL  
MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD 6<sup>th</sup> January 2015

**PRESENT**

Councillor Mrs Lane	Mayor
Councillor Mrs Thomas	
Councillor Mrs Rossiter	
Councillor Mrs Brown	
Councillor H Johns	
Councillor W Rossiter	
Councillor T Hallett	
Councillor Dr P Easy	
Councillor P Rapi	

**ALSO PRESENT**

Carten - Fundraising Cycle ride representatives.

**IN ATTENDANCE:**

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

The Mayor welcomed all Councillors back from the Christmas recess and wished everyone a Happy New Year.

The Clerk reported representatives from Carten had requested at the last meeting to discuss their forthcoming event with TTC. However as they were delayed the Mayor commenced the meeting pending their arrival.

**303. APOLOGIES**

Apologies received from Councillor Mrs Putwain, Councillor L Blackhall and Councillor Mrs Durham.

**304. DISCLOSURE OF PERSONAL INTERESTS**

None noted.

**305. ITEMS TO PRESS**

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**Resolved that items of Correspondence and Committee Minutes other than those items marked Not for Publication be given to members of the Press present.**

The Mayor proposed TTC meeting was adjourned as Carten representatives arrived to discuss their fundraising event with Councillors, seconded by Councillor Mrs Brown.

**Resolved that TTC meeting be adjourned to receive information relating to the forthcoming 10<sup>th</sup> Carten event on 9<sup>th</sup> May 2015.**

The Mayor welcomed the five Carten representatives and Mr Milward, Tenby Lions representative. She said the town welcome their event and therefore asked how TTC can be of support.

Mr Palmer gave a brief history of how the event initially commenced and has expanded over the last nine years. He highlighted that Carten have raised and donated £339,777 to various charities. The event has grown in numbers every year and they expected approximately 2000 entrants for 2015. This year the chosen charity is Velindre, however in addition they would like to consider a local Tenby charity as well. Councillors were asked if they could put forward suggestions of a local charity to benefit from the event. The Mayor asked if they would consider H.O.P.E as it is a local Pembrokeshire charity. She continued explaining a little background to the people with various conditions who gain from attending this specialised unit. The organisers had heard of the charity and agreed to look into the possibility of adding them to their charity benefactors list.

Following discussion on logistical details, the organisers took the opportunity to thank locals that support and enhance the event, the Tenby Lions who provide entrants with refreshments on completion of the ride, PCC safety advisory group and entrants for regularly taking part.

TTC initially contacted Carten as it was felt the recognition following the efforts made by the entrants should be enhanced by the town by staging the finish in Tudor Square. In addition the safety of the riders and spectators needed to be considered with larger numbers taking part and their relatives supporting. Following the finish participants could then make their way down to the harbour for refreshments once met by their family members.

Everyone was aware of the financial gain to the town by accommodation, restaurant establishments and local shops whilst relatives are awaiting the entrants return.

Councillors expressed their personal views including total support and admiration for the efforts made by the organising team and entrants’.

They were pleased to hear TTC fully supported the event and thanked Councillors for the offer of support either written or verbal during PCC meetings in relation to road closures etc. It was

**Resolved that Tenby Town Clerk will be available to attend meetings, liaise with PCC and Carten organisers, to provide TTC view points on all aspects to enhance the present successful event.**

The Mayor thanked the Carten representatives for meeting with TTC to discuss enhancement of a very successful event, before they left the chamber.

The Mayor took the chair and recommence TTC meeting.

**306. CONFIRMATION OF MINUTES**

**Resolved that the Minutes of the Tenby Town Council held 9<sup>th</sup> December 2014 be confirmed and signed as accurate.**

**307. MATTERS ARISING**

231 –(183) – Tenby Town Walls

Councillor W Rossiter asked if the Town Wall Survey document had been collected from PCC. The Clerk reported he was aware County Councillor Evans had collected the document and was reviewing the survey first before delivering it to TTC office.

272 – Retrospective Planning Applications

Councillor Mrs Brown noted Councillor Hallett's comments relating to the increase in retrospective planning applications being submitted. She felt PCNPA should be providing clear guidelines and information on what needs planning permission and what does not require permission. Once people are aware of all the criteria for planning applications, consideration could then be given to imposing a fine for people who file a retrospective planning application. This idea had been discussed on council many years ago when the same problem was occurring.

Councillors discussed the present PCNPA information relating to planning application and the increase in retrospective planning applications, before Councillor Mrs Brown proposed TTC write to PCNPA and suggest they provide detailed public information on criteria for planning application and consider the possibility of imposing a fine for people who do not follow the correct procedure and file a retrospective planning applications, seconded by Councillor Hallett.

**Resolved that TTC write to PCNPA and suggest they consider providing detailed public information on planning application criteria, with consideration to imposing a fine for people who do not follow the correct procedure, and file a retrospective planning application.**

273a – PCNP – Update on Local Development Plan Land Allocation

Councillor Mrs Thomas asked if any reply had been received from the owner of the Old Tenby Cottage Hospital site.

The Clerk reported he had received a response from the owner of the Old Cottage Hospital site, who is willing to meet with TTC; however he currently is processing a proposal at present and therefore he would like to await the outcome before commencing alternative discussions. Councillors understood the circumstances and would await any further correspondence from the site owner.

290b – PCC – Variation of Pembrokeshire County Council (Off Street Parking Places) (Consolidation) Order 2011

The Clerk reported he had received a response from the NCP Car Park customer services department, in relation to a 24 hour ticket at Tenby Railway Station Car Park. They reported that the system presently in operation dispenses a 24 hour ticket. Therefore a ticket purchased at 14.00 hours will expire at 13.59 hours the following day.

292a – Mrs Lesley Fisher – Contribution to insurance costs of New Years Eve festivities

The Clerk reported he had received a thank you letter from Mr Fisher for TTC's contribution to the New Years Eve firework insurance.

The Mayor said what a wonderful display was provided in Tudor Square to welcome in the New Year and she personally knew how hard Mrs Fisher and her team work to make the celebrations a success. She commended the efforts of all those who worked to provide a spectacular annual New Years Eve event in Tenby.

**308. CORRESPONDENCE**

a. Tenby Chamber of Trade and Tourism – November minutes

Councillor Hallett asked if the town maps supply was a revised edition. The Clerk reported TTC office has a supply of the maps and they are the revised edition. It was

**Resolved to note the information.**

b. Dr Stephen Jones, PCC – Town Team conference

The Clerk outlined the concept behind the town team conference. The Mayor stated the people targeted to attend seemed be the Tenby Regeneration Committee members. The Clerk was aware that the Mayor and Mrs J Merrony were both unable to attend the scheduled meeting for Monday 26<sup>th</sup> January at 6.15pm in County Hall. However he would be attending the meeting and agreed to contact all other members of the committee to check their availability. It was

**Resolved that Tenby Town Clerk contact all Tenby Regeneration Committee members to ascertain their availability to join him at the Town Team Conference on Monday 26<sup>th</sup> January 2015.**

c. PCC – Review of Policy for rate Relief for Registered Charities and Community Amateur Sports Clubs

The Clerk explained that Registered Charities are eligible for mandatory 80% Business Rate Relief however the remaining 20% is at the discretion of PCC to give the building total rate relief. PCC have launched a review of the discretionary element of the policy for Registered

Charities and Community Amateur Sports Clubs and therefore have requested views from all the eligible groups documented on the list supplied.

Councillor Mrs Brown felt disappointed that there are only two facilities in Tenby eligible for rate relief, being Tenby Museum and Tenby Leisure Centre, therefore she felt both should be supported by TTC to maintain 100% rate relief due to the local public usage of the facilities.

The Mayor proposed TTC write to support Tenby Museum and Tenby Leisure Centre efforts to maintain their full rate relief, seconded by Councillor Mrs Brown.

**Resolved that TTC write to support Tenby Museum and Tenby Leisure Centre efforts to maintain their full rate relief.**

d. Police and Crime Commissioner – CCTV

The Clerk clarified that TTC contribute £2250 towards the PCC maintained CCTV service in Tenby.

Councillors expressed their views on the Tenby CCTV.

Councillor Hallett asked if the local police could be asked how much they actually monitor and value the CCTV footage in Tenby.

Councillor Mrs Rossiter felt the CCTV footage was a valuable resource that the police could use as and when needed, even if it is only used retrospectively.

Councillor Mrs Thomas enquired if Tenby CCTV images are the right calibre and acceptable for use in court proceedings.

Councillor Rapi wished to see all the CCTV cameras remain for use by the police as they are presently used.

Councillor Mrs Brown felt that many licensed establishments have their own CCTV equipment that monitors onto the pavements outside their premises. Therefore she felt the main cameras were not required anymore.

Councillor Mrs Rossiter and Councillor Johns both reported on the use of the CCTV camera footage during a recent incident on South Parade, Tenby, therefore they both felt it should be maintained.

The Clerk explained the Police Commissioner had independent survey evidence that determined the CCTV funded by local authorities should be continued, as they are of value within the community; however he has recommended that CCTV equipment is of a certain standard.

Councillor Dr Easy felt TTC should liaise and discuss the value of the present CCTV equipment with the local police force.

The Mayor summarised the debate by stating TTC funding towards running costs of the CCTV has been precepted in the 2015/16 budget; therefore TTC should monitor and liaise with the local police discussing the CCTV situation during the year and re visit the viability of the equipment prior to the 2016/17 budget. It was

**Resolved that TTC monitor and liaise with the local police, discussing the CCTV situation during the year prior to re visit the viability of the equipment before setting the 2016/17 budget.**

e. Mrs Mary Lou Clewett - Grit bin at North Cliffe.

The Clerk outlined that TTC had previously funded the purchase of grit bins for two areas in Tenby. The price of £120 has remained unchanged over the years and PCC will refill the bin twice a year at no additional cost. However a resident in the specified area is requested to be a key holder to monitor access and usage.

Councillor Hallett proposed TTC fund the purchase of a grit bin to be sited at North Cliffe, Tenby on health and safety grounds, seconded by Councillor Mrs Rossiter.

**Resolved that TTC purchase a grit bin from PCC at a cost of £120, for North Cliffe, Tenby.**

**309. ACCOUNTS DECEMBER 2014**

Councillors reviewed and discussed the accounts. Councillor Dr Easy proposed acceptance of the accounts for December 2014, seconded by Councillor Hallett.

**Resolved that the accounts for December 2014 be accepted.**

Councillor Mrs Rossiter thanked the Town Clerk for his efficient account keeping.

**310. CONFIRM THE BUDGET FOR 2015 – 2016 & SET THE PRECEPT FIGURE**

The Mayor reported that all Councillors had discussed the proposed budget for 2015/16 at length. Councillor Hallett proposed acceptance of the Budget for 2015/16 and set the precept figure for 2015/16, seconded by Councillor Mrs Thomas.

**Resolved that TTC accept the budget for 2015/16 and set the precept for 2015/16 at £154,296.20, an increase of £4873.59 (3.26% increase on last year). This represents a Band D equivalent of £58.42, a £1.65 increase on last year.**

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

The Mayor reported on a very busy December where she attended Christmas dinners with Tenby Fire Brigade, Tenby Rotary, Tenby & District Lions, PCC luncheon and Tenby Round Table Senior Citizens. She attended Deer Park Baptist Church Carol Service, visited four Residential/Nursing Homes on Christmas Eve, presented medals at Tenby Boxing Day Swim,

judged St Teilo's Bake off and FB Masons Christmas tree competition. She expressed how every event was enjoyable and special to be part of. She took the opportunity to say thank you to the organisations for the invitations and wished the community of Tenby Best Wishes for 2015.

**312. MEDIA ITEMS**

None noted.

**313. CHRISTMAS FESTIVITIES**

The Mayor reported on the successful Christmas Festivities Events that were organised to build and boost Tenby's trade during the run up to Christmas. The Cartoon Characters proved very popular along with the RNLI bringing Father Christmas into town and the Tenby Fire Brigade Indoor Market. She expressed her thanks to everyone who planned, attended or was involved in the successful events in any way. A follow up meeting has been arranged for the Christmas Festivities committee next week to reflect and plan any enhancements that can be made to build on the success for this December.

**314. 'A' FRAMES**

The Mayor declared a personal interest on the following item. While she would not vote on any resolution she did not feel it precluded her from remaining in the chair.

Councillor W Rossiter felt at the beginning of a New Year, TTC should be setting out a clear focus in relation to 'A' frames. He had walked around town and witnesses several other obstacles placed on the footpaths other than 'A' frames. He discussed with pedestrians their views about the obstructions and it became clear to him that the public accept the 'A' frames are in situ and step into the roadway to avoid them. He expressed concern in relation to the safety aspects of the process of avoiding obstacles on the footpaths. Mr M Owen, Street Care, PCC has discussed the issues several times and carried out a softly softly approach requesting removal of the 'A' frames; however it has not solved the issue.

Councillor W Rossiter continued saying he felt PCC should consider requesting businesses take insurance out on their 'A' frames, this would then allow the option of firmer monitoring. The Clerk said it is against the law to obstruct the highway; therefore insurance for 'A' frames would be unobtainable. Mr Owen has a legal duty on behalf of PCC to ensure public safety; however evidence shows there is no legal test case in the UK relating to prosecution of the offence of placing 'A' frames on the public footpath. If PCC remove the frames they need to give them to the owners as they are legally their property.

Councillor Mrs Brown asked for clarification of TTC's policy on 'A' frames as various discussions have taken place with no solutions achieved. The Clerk commented that it had been the town council's policy for a number of years to seek a solution to the situation. However

enforcement comes under PCC jurisdiction and could be included within the remit of Civil Enforcement Officers.

Councillor W Rossiter proposed TTC write to Mr M Owen and request his stance on the future plan on 'A' frames in Tenby, seconded by Councillor Mrs Brown.

Councillor Dr Easy proposed TTC write to Mr M Owen, PCC and request consideration be given to monitoring and enforcement of 'A' frames being placed under the Civil Enforcement Officers remit, seconded by Councillor Hallett.

The Mayor felt that the street care issues in Tenby is wider reaching than just 'A' frames. She asked Councillor W Rossiter and Councillor Mrs Brown if they wished Councillor Dr Easy's proposal be added as an amendment to the initial proposal. They had no objection. It was

**Resolved that TTC write to Mr M Owen, Street Care, PCC requesting his views on the future plan for 'A' Frames in Tenby and that consideration be given to monitoring and enforcement of 'A' frames being placed under the Civil Enforcement Officers remit,**

Councillor Mrs Rossiter declared an interest on the previous item and took no part in discussion or the vote.

### **315. TENBY COBBLES**

Councillor Hallett reported that initially cobbles were installed in Tenby to make the town look aesthetically pleasing to the eye; however over the years some have been dug up and tarmac put in their place. Others have sunk and many are loose due to minimal grouting remaining in situ. Therefore he felt it was now a health and safety concern for people walking through the town as well as being unsightly in places where they have not been replaced properly following utility works. He proposed TTC write to PCC and request a review of maintenance of the cobbles within Tenby, seconded by Councillor Rapi.

**Resolved that TTC write to PCC and request a review of cobble maintenance in Tenby due to areas of concern.**

### **316. FINANCIAL OFFICER/CLERK'S ITEMS**

The Clerk informed Councillors that Tenby Police are still holding monthly PACT meeting on the last Wednesday of every month, at Augustus Place. The next meeting is scheduled for Wednesday 28<sup>th</sup> January 2015 at 7pm.

The Mayor felt consideration should be given to Councillors being allocated to attend PACT meetings during this year's review of TTC representatives on Outside Bodies.

The Clerk added that the community policing team are offering a free power tool marking service for security. All residents wishing to take advantage of the service should ring 101 to express their interest.

The Clerk reported that the meeting scheduled to take place with Mr D Evans to discuss a Tenby Transition Town Initiative scheme had been cancelled as Mr Evans would be moving to Porthcawl in the near future.

The Seagull Proof bag certificate of recognition had been received in TTC office and will be framed and displayed in a prominent position.

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

**Resolved that the next meeting will take place on Tuesday 20<sup>th</sup> January 2014 at 7.30pm.**

The Mayor and Councillor Mrs Brown gave their apologies in advance for the next meeting.

**318. ITEMS FOR THE NEXT AGENDA**

Wifi/use of electronic devices in the council chamber – Councillor Rapi

Narberth Road Crossing – Councillor Rapi and Councillor Johns

South Beach Bins – Councillor Johns

The Mayor allowed the Councillor Mrs Thomas to ask for another Councillor to accompany her to the Health meeting in Pater Hall, Pembroke Dock on Thursday 22<sup>nd</sup> January 2015 from 3-5 pm as Any Other Business rather than put it on the agenda for the next meeting due to the date of the Health meeting. Councillor Mrs Rossiter agreed to attend the meeting.

**Resolved that Councillor Mrs Thomas and Councillor Mrs Rossiter will attend the Health meeting being held at Pater Hall, Pembroke Dock on Thursday 22<sup>nd</sup> January 2015.**

**319. PRIVATE AND CONFIDENTIAL**

Proposed by Councillor Hallett, seconded by Councillor Mrs Brown.

**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.**

**321. MINUTES**

**Resolved that the Private and Confidential Minutes of Tenby Town Council Meeting held 9<sup>th</sup> December 2014 be confirmed and signed as accurate.**

**322. MATTERS ARISING**

301 Cllr Jamie Adams, PCC – Savings Consultation – Town and Community Council Sessions

Councillor Hallett asked if any further information had been received from PCC in relation to the savings consultation. The Clerk reported no further information had been received as yet.

302 – Confirmation of Finance Committee Minutes

The Mayor said following discussion previously relating to money spent on providing dog waste bags she felt the money itemised for Town Maintenance could be utilised more effectively in the town. Discussion on re-channelling funds for services or projects within the town will commence during the new financial year.

Mayor \_\_\_\_\_

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

Date \_\_\_\_\_