

TENBY TOWN COUNCIL  
MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD 8<sup>th</sup> March 2016

**PRESENT**

Councillor P Rapi                      Mayor  
Councillor Mrs Lane  
Councillor L Blackhall  
Councillor Mrs Brown  
Councillor W Rossiter  
Councillor Dr P Easy  
Councillor Mrs Rossiter  
Councillor T Hallett  
Councillor Mrs Thomas  
Councillor Mrs Williams  
Councillor M Evans

**IN ATTENDANCE:**

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

**388. APOLOGIES**

Apologies were received from Councillor B James and Councillor Mrs Durham.

**389. DISCLOSURE OF PERSONAL INTERESTS**

Councillor Dr P Easy declared a personal interest in Item 16.

**390. ITEMS TO PRESS**

Proposed by Councillor Hallett, seconded by Councillor Mrs Lane and

**Resolved that items of Correspondence and Committee Minutes other than those items marked Not for Publication be given to members of the Press present.**

**391. CONFIRMATION OF MINUTES**

**Resolved that the Minutes of the Tenby Town Council meeting held 16<sup>th</sup> February 2016 be confirmed and signed as accurate.**

**392. MATTERS ARISING**

368. – Matters Arising - 347 - Tenby Avenue Centre Consultation

Councillor Mrs Thomas reported she had read a press release stating the Tenby Avenue Centre consultation had been withdrawn.

The Clerk said PCC are putting a resolution to Cabinet this week that they have completed the consultation and no changes will be made at present and they will be recommending a future review of all Pembrokeshire Social Activity Centre services. Including full assessments of all the attendees care needs. All these recommendations are in line with the items highlighted in

the letter of response from TTC.

367. – Re-naming of Crackwell Street Garden-Princess Diana Memorial Garden

The Clerk reported he had contacted PCC to discuss the idea of changing the name of Crackwell Gardens. PCC had no issues with a name change; however they felt TTC should consult the Cabinet Office to see if they have any objections to naming a garden in Tenby, Queen Elizabeth II to commemorate her 90<sup>th</sup> Birthday celebrations this year. In addition they advised TTC consult with the people of Tenby for their views on changing the garden name.

He continued explaining he used TTC social media site to gain local feedback on the garden name change. He reported the response has been a degree negative, with people preferring the garden to be named after a local Tenby person. Councillor Mrs Rossiter responded stating it would be impossible to open up the decision for town views as it would be impossible for everyone to agree.

Councillor Mrs Lane said in light of several events being planned for the Queen's 90<sup>th</sup> Birthday celebration, she felt a TTC sub-committee could be set up to discuss all associated matters, and she would be happy to sit on this committee.

Councillor Mrs Brown and Councillor Rapi put their names forward to be part of the TTC special event sub-committee.

Councillor W Rossiter felt the garden in question was a very small area to have such a grand name and it would not do justice to the title.

Proposed by Councillor Mrs Lane, seconded by Councillor Mrs Brown and

**Resolved that the Clerk arrange a TTC sub-committee to discuss matters associated with Her Majesty Queen Elizabeth II, 90<sup>th</sup> birthday celebrations.**

Councillor Evans joined the meeting.

350e - Dr S Jones, PCC - Support for Town Councils

The Clerk said he had received a response from Dr S Jones, PCC following TTC's letter requesting the PCC Senior Officer allocated to support Town Councils, have autonomy over decisions for the towns they are allocated to. Unfortunately Dr Jones felt it would not be appropriate for the manager to make decisions on matters under other officers' budgetary control.

The Clerk outlined the trial will run from April – December 2016, with evaluation of the trial taking place early 2017. He reported PCC would like confirmation from the 10 town councils involved if they wish to be part of the trial process ASAP.

Councillor Evans said TTC should be welcoming the trial, to enhance the positive working relationship TTC has with PCC. The opportunity should be taken to highlight ideas that will improve Tenby and create a 'Can Do' attitude within financial practicalities. He strongly felt the PCC officer will be a link to find avenues of funding for worthwhile projects.

Proposed by Councillor Evans, seconded by Councillor Mrs Brown and

**Resolved that TTC respond to Dr S Jones, PCC, positively, welcoming the Support for Town Councils scheme.**

378 – Tenby Town Walls

Councillor Blackhall asked if any response had been received from Cadw following TTC request for information on town wall surveys and recent work undertaken.

The Clerk reported no response had been received as yet.

376. – Beach Parking

The Clerk reported he had received a response from the Harbourmaster clarifying, PCC policy states no un-authorized parking allowed on Tenby beaches and it is strictly monitored.

380 – Heywood Court play area

The Clerk reported he had drafted a letter with Councillor Evans to seek the views of Heywood Court about their play area. The letters were hand delivered to the 88 properties and so far he had received two responses from people wishing to see the play equipment enhanced.

Councillor Mrs Brown expressed caution to the survey as Tenby has several play areas on other estates and each will want their park updated. She said the concern is not just the cost of the equipment, it is the ongoing maintenance, inspections and insurance. In her personal view she would like to see the area used for alternative use like parking as many of the people on the estate are now private owners or the older generation.

She felt PCC are putting pressure on local councils to take over the play areas but questioned what will happen to the land if they are financially unable to do so. Tenby Town Council had always thought to invest in one play area at the Jubilee. Trying to do other smaller play parks and choosing one may just be opening a can of worms.

Councillor Evans responded saying PCC have already decided to wash their hands of play parks; however they have set up a fund for people taking on play parks to put in match funding bids.. He personally felt many of the housing areas have very little green space for children to play; therefore he felt TTC should be looking to being an active council and putting forward projects to better the town from the council precept. He welcomed other councillors putting forward alternative ideas for consultation..

Councillor Rapi felt the concerns with play areas are mainly the health and safety issues, especially if they are run down. His said if TTC go in and start to repair or maintain the equipment we then take on the full responsibility.

Councillor Mrs Lane said taking on all the play parks would certainly be opening a can of worms, in respect of all the play equipment checks that need to be performed on a daily basis to meet regulations.

Councillor Evans said all properties pay a precept and it is better to try and look at what TTC can do for areas rather than do nothing.

### 382 c. Tenby New Cemetery – Dog Fouling

The Clerk said he had received a quote back in relation to the gate and fencing for Tenby New Cemetery and wished the item to be discussed in private.

Proposed by Councillor Hallett, seconded by Councillor Mrs Rossiter and

**Resolved that the Tenby New Cemetery dog fouling/ fencing issue be discussed under private matters.**

### **393. CONFIRMATION OF PLANNING COMMITTEE MINUTES**

Councillor Mrs Lane and Councillor Evans declared an interest on the Planning Application minutes; however the Clerk explained they did not need to leave the chamber as the decisions had already been taken and the information was just being reported back to council.

Councillor W Rossiter felt only five councillors being present on a planning meeting was not an adequate representation of the council.

Councillor Blackhall asked the Clerk for confirmation that all councillors are allowed to attend any sub-committee meeting. The Clerk confirmed all councillors are permitted to attend any sub-committee meeting; however they do not all have voting powers.

Councillor Evans thanked the Clerk for sending out e-mail's to all councillors outlining the planning being discussed, so all councillors have the opportunity to review plans or attend if they so wish.

### **394. REPORT OF TENBY REGENERATION TEAM MEETING**

The Clerk reported on information he had received in relation to the Battery Gardens Project following the regeneration meeting.

He explained Ms Henahan, PCC had responded to the questions posed by the regeneration committee. It is likely PCC will lease the land to TTC for either 25 years at £1 a year or a peppercorn rent; however this would have to be agreed.

Secondly the present costings for maintenance, management and insurance etc. would be immaterial as it would be up to TTC as lessees to set the level of maintenance they would want to provide following the enhancement.

He continued explaining the memorial benches that are presently in situ will need to be preserved in the same place unless permission is granted from the owners of the land ie. PCC or the owners of the benches.

Councillor Mrs Brown asked if TTC took on the Battery Gardens would they be entitled to the Section 106 money promised from the proposed new builds in the area. Councillor Evans affirmed that any 106 money that has been documented in planning applications would be allocated to the authority responsible for the garden/recreational area.

### **395. REPORT OF GARDENS, MAINTENANCE AND GENERAL PURPOSE MEETING**

Councillor Mrs Lane noted that only six councillors, out of thirteen turned up for the Gardens,

Maintenance and General Purpose meeting walk about.

Councillor Blackhall said the meeting was worthwhile and several concerns were raised about the condition of the railings and street furniture.

He noted the positivity of the good working relationship in existence between the Clerk and the PCC maintenance team. Following the cost of replacing the North Beach/Norton railings he felt TTC needed to be looking at preserving, repairing and maintaining the existing railings and street furniture now rather than waiting till others need replacing.

Councillor Evans said PCC have a maintenance schedule in place and following a grim winter TTC can and should benefit from the implementation of the new PCC officer allocation pilot scheme.

Councillor Mrs Lane said all the issues highlighted during the walk about meeting are important for Britain in Bloom, not just flowers. She continued explaining the Tenby in Bloom launch will be held in the next few weeks to invite as many people as possible, to encourage voluntary support, and in kind help for the benefit of the town.

The Clerk reported following discussion with PCC maintenance team, the shelter on the Paragon will be pressure washed and painted and Brother Thomas gates will be replaced this week.

Councillor W Rossiter asked if consideration could be given to benches being moved from areas like Castle Hill to replace poor quality benches elsewhere.

The Clerk said the benches with plaques are all purchased in memory of family members and they have been sited where they are at the purchaser's request. We cannot just move them to alternative places as relatives visit year in year out to view the benches.

He continued highlighting all the benches TTC maintain following a clarification request from Councillor Hallett.

### **396. CORRESPONDENCE**

#### **a. Tenby Chamber of Trade and Tourism – January minutes**

Councillor Mrs Lane highlighted the discussion in the minutes on Christmas Festivities and explained the idea had been for each group to do a different weekend.

The Clerk said he had another Christmas Festivities meeting scheduled for the 24<sup>th</sup> March. Councillor Mrs Lane asked if the Chamber of Trade minutes could be brought to that meeting for further discussion.

#### **b. Claire Jones, PCC – Code of Conduct for members training**

Councillor Evans felt it was good practice for councillors to upskill and refresh knowledge with training sessions. He explained he asked the Clerk to look into training at regular intervals during the last meeting; however if PCC are willing to do refresher training session for councillors, TTC should take up this offer.

Proposed by Councillor Evans, seconded by Councillor Rapi and

**Resolved that TTC write to Ms Claire Jones, Monitoring Officer, PCC and express TTC interest in councillor training sessions.**

c. Martin Stephens, via e-mail – Second Home Premium Tax

The Clerk reported Mr M Stephens had submitted a letter to TTC for consideration; however he was present in the Public Viewing Gallery and had asked if he could address councillors.

The Mayor asked if councillors wished to make a resolution to allow Mr Stephens to address the council.

Proposed by Councillor Mrs Brown, seconded by councillor Blackhall and

**Resolved that TTC meeting be suspended to allow Mr M Stephens to address TTC on Second Home Premium Tax.**

Mr Stephens outlined to councillors why he felt the Second Home Premium Tax was specifically targeting 3,000 home owners. He was aware TTC did not have any say in the matter; however he asked if they would consider his information and discuss whether they would write in support of the second home owners who visit and spend their money like anyone else, but just choose not to let out their properties for tourists as a business.

He also outlined an alternative suggestion to increase all council tax by £5 which he felt would be a much fairer way of gaining further funds for PCC.

Councillor Evans explained that County Councillor Williams had submitted several motions of notice and the freedom of information request only referred to one, this being the tripling of the Second Home Premium Tax; however he explained the Cabinet will meet later this week to discuss other motions of notice.

Mr Stephens thanked councillors for their time before leaving the chamber.

Proposed by Councillor Mrs Brown, seconded by Councillor Blackhall and

**Resolved that TTC resume the meeting.**

Councillor Evans declared a prejudicial interest before any discussion or vote was taken on the subject in light of his position as a County Councillor.

Councillor Mrs Lane said she fully supported Mr Stephens as Tenby thrives on Tourism and she continued outlining that the Esplanade was built specifically as second homes for the tourist trade. It was this trade that did, and still keeps Tenby tourism going.

Councillor Mrs Brown added her support to Mr Stephens and hoped it would be taken into consideration by PCC.

Councillor W Rossiter strongly felt that local houses should be used by local people. During the winter many houses are in darkness and not being used; therefore he felt he could not support Mr Stephens.

Councillor Blackhall said it is a very difficult issue and if all the money from the Second Home Premium Tax was going into a social housing fund to build more affordable homes for Tenby

everyone would be thinking differently. However, the money will just be going into the PCC general fund and filling a hole in another budget.

Councillor Mrs Lane proposed TTC write to PCC in support of Mr Stephens's letter, seconded by Councillor Mrs Brown.

The Mayor took a vote, resulting in 4 votes for, 2 votes against and 4 abstentions; therefore it was

**Resolved that TTC write to PCC in support of Mr Stephens's letter.**

Councillor Evans re-joined the meeting.

d. Eastend Flyover Company – Proposal re: 100<sup>th</sup> anniversary of the birth of Roald Dahl

Councillor Mrs Thomas felt, following the reading of the Eastend Flyover Company information, she would like TTC to meet with the group and see how the council can support them. Councillor Mrs Brown agreed with her fellow councillor and also felt Mrs Marion Davies should be made aware of the group's ideas and be invited to attend on the evening they meet with TTC.

Councillor Evans noted that the Roald Dahl holiday home was still owned by a family member and asked if the Clerk could find out any additional information as it is the 100<sup>th</sup> anniversary of Roald Dahl's birth.

Proposed by Councillor Mrs Brown, seconded by Councillor Mrs Thomas and

**Resolved that TTC invite Eastend Flyover Company and Mrs Marion Davies to the next council meeting on Wednesday 30<sup>th</sup> March at 7pm.**

e. Mr Ben Blake, PCC (via e-mail) – Resident Permit Parking Trial – Tenby (for information)

Councillor Mrs Brown praised Mr B Blake, Senior Traffic Engineer, PCC, for implementing a proposed trial of shared residents parking areas in Culver Park and Southcliffe Street, Tenby.

Councillor Mrs Lane praised the scheme as not all residents in Tenby have the option to park outside their property or in residents parking permit areas. It was

**Resolved that the information be noted.**

### **397. ACCOUNTS FEBRUARY 2016**

The Clerk and Councillors discussed various aspects about the February 2016 accounts which included scheduled payments, un-presented cheques, receipts, account balances, budget monitoring to date and bank reconciliations.

Proposed by Councillor Dr Easy, seconded by Councillor Mrs Brown and;

**Resolved that the accounts for February 2016 including scheduled payments, un-presented cheques, receipts, account balances, budget monitoring to date and bank reconciliations be accepted.**

Councillor Hallett thanked the Clerk for his efficient and accurate book keeping.

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

County Councillor Evans reported PCC are writing to Knowling Mead residents to ask for their views on putting tarmac over the turning circle area. His second report outlined the PCC Cabinet papers on the internet included the Avenue Centre report, stating the consultation process had concluded with no changes to the service being actioned at present; however it outlined criteria for review of all Social Activity Centres in Pembrokeshire at a later date.

The Mayor reported he had attended the Pembrokeshire Radio Local Heroes awards with Councillor Blackhall. Both councillors were pleased to be part of the evening, where awards were presented to local people for outstanding achievements.

**399. MEDIA**

None noted.

**400. ELECTION OF MAYOR FOR 2016 – 2017**

The Mayor asked every Councillor in turn if they wished to be considered to stand for Mayor. Councillor Blackhall said he would be honoured if councillors would consider him to fulfil the role.

Councillor Mrs Brown was delighted to propose Councillor Blackhall for Mayor. She said since the day he was elected he had worked hard and been a valued team member during his five years on council. He has always proved to be a dedicated and hardworking member of TTC.

Councillor Evans seconded Councillor Blackhall for Mayor of Tenby saying he had brought many attributes to TTC over the last five to six years. He had worked hard as a councillor and brought a lot to the table, including a valuable link with the Church. He had given energy, time and commitment to the work of the council; therefore he was delighted to see him undertake the role as Mayor of Tenby for the coming year.

Councillor Blackhall responded saying he felt it was a huge honour to be Mayor of Tenby. Many times he had viewed the board of past Mayors who have held the position and hoped with TTC support he would continue the good work in Tenby, a truly beautiful place.

**Resolved that Councillor Blackhall be elected as Mayor for 2016/17.**

**401. REVIEW OF TENBY TOWN CCTV PROVISION – FUNDING WITHDRAWAL**

The Clerk outlined CCTV was re-scheduled on the agenda following the visit of Inspector Bower, Sergeant Lewis and Mr R Brown, PCC who all outlined the valuable use the CCTV plays in Tenby in supporting the community policing team. Collectively the three gentlemen had asked if TTC would reconsider their decision to withdraw financial support towards CCTV for 2016-17.

Councillor Dr Easy explained all councillors understand why the decision was made to cut the CCTV funding, due to the squeeze on the budget. However following the meeting with representative of Dyfed Powys Police who provided evidence of usage of the CCTV, he personally was convinced the value the equipment had and the way it is used for the benefit of the town.

He felt TTC needs to admit they sometimes make mistakes, and therefore, somehow the CCTV funding should be re-instated into the budget.

Councillor Evans said he too was impressed with the officers' reports and explanations on the value of CCTV, and especially how they justified the TTC expenditure.

The Clerk explained the CCTV funding of £2255 is not included in the TTC budget for 2016-17; however it can be allocated from reserves.

Following further discussion, it was

**Resolved that, under Section 31 of the Local Government and Rating Act, 1997 a supplementary estimate be met from TTC reserves to fund CCTV provision in the town for 2016/17.**

One councillor abstained from the vote.

#### **402. REVIEW OF TENBY TOWN COUNCIL THREE WEEKLY MEETINGS TRIAL**

All Councillors gave their views on the recent TTC trial of three weekly and planning committee meetings. Discussion covered negative and positive feedback, as well as feedback from the Town Clerk on how the council meetings have evolved over the years and how he felt a three week schedule may affect signing off of statutory documentation around External Audit time. It was difficult to monitor the effect on office functions as this was a quiet period of the year,

In light of all the information and views put forward, the Mayor proposed the trial period be extended until the Annual General Meeting on 6<sup>th</sup> May to give time for a more accurate assessment, seconded by Councillor Evans.

The Mayor took a vote on the proposal resulting in 6 votes for, 4 votes against; therefore it was

**Resolved that the three weekly TTC meeting and planning committee meeting trial be extended until the Annual General Meeting in May.**

#### **403. BRYNHIR**

Councillor Mrs Rossiter asked if there had been any discussion or information provided in relation to Brynhir.

Councillor Evans said he was pleased TTC had written to Mr B Cooke to re-affirm the information discussed and agreed in relation to the affordable housing aspect on the site. He too had written and received a response from Mr Cooke.

He continued stating if the proposed taxation on second homes went directly into a fund for social housing, TTC would have no argument about the taxation. In addition he felt if PCC had the total funding from second home taxation purely for social housing, he would suggest PCC do not sell the land but build all affordable houses. He concluded by stating the PCC cabinet meeting discussion on second homes taxation would be taking place later this week and everything could change following the outcome of the cabinet meeting.

Councillor W Rossiter's personal view was that the purpose of the double second home tax was not to raise money but to force people to not have second homes and encourage people to live in them, instead of leaving them empty.

Councillors were reminded that a resolution of TTC had been passed on Brynhir to support the proposed development; therefore discussion on the item cannot take place for a further six months unless new information is brought to the table.

**404. OFF STREET PARKING– FOR RESIDENTS WITHIN THE TOWN WALLS OR IN CLOSE PROXIMITY WHO DO NOT HAVE EITHER ON STREET OR OFF STREET PARKING PROVISION**

Councillor Evans asked for councillors to view appendix A within the agenda documentation. As County Councillor for Tenby South Ward he had been arguing for 10 years to have residents parking in certain streets, and for a scheme for residents living within the town walls who have limited options of parking. In addition he proposed 8 years ago for PCC charges to be imposed in all Pembrokeshire car parks not just Tenby; however this resulted in some areas like Tenby incurring winter charges as well as summer.

He explained recently PCC had brought in a scheme where residents without the ability to park outside their properties or within their street can purchase a permit to park in the local car park. In light of this scheme he had been monitoring Tenby Car Parks and discovered our car parks are only actually full to capacity for 50 days a year, and on these days there was a successful park and ride scheme running. Therefore if residents within the town walls having no access to parking or resident parking permit areas, they could be offered a facility to purchase a permit at a reduced fee at one of the PCC car parks. The added positive outcome would mean less cars belonging to town walled residents being parked in side streets outside the town walls.

Councillor Evans hoped TTC would support his proposal as he would be taking to PCC council meeting later that week.

**405. BEACH PATROLS**

Councillor Evans said he would be taking the following Notion of Motion to PCC Cabinet later this week. "In order to support our County's Blue Flag beaches – trial a scheme utilising the services of our Civic Enforcement Officers in respect of enforcing dog bans on beaches, which

would help meet the criteria attached to such prestigious awards. This trial could start with those beaches which have a PCC-owned/controlled car park adjacent or in close proximity where CEOs are already deployed.” He felt it was self-explanatory and hoped for TTC support on the matter.

#### 406. FINANCIAL OFFICER/CLERK’S ITEMS

##### a. Tenby Civic Society – Thank you letter

The Clerk reported he had received a thank you letter from Tenby Civic Society for the donation towards the Allen’s View project.

##### b. Simon Hart MP – Superfast Broadband

The Clerk reported for councillors’ information he had been invited by Simon Hart MP to attend a follow up meeting following the roll out of superfast broadband across the County. The meeting is to be held at 6pm on Wednesday 6<sup>th</sup> April at Whitland Memorial Hall.

##### c. Planning Aid Wales – Free Workshops

The Clerk explained Planning Aid Wales have organised several dates and venues for workshops on Local Community, Local Development Plan issues. Three councillors are permitted to attend the workshops, therefore he asked any councillor interested in attending to liaise with the TTC office to book them a place on the relevant workshop.

##### d. Planning Committee meeting

The Clerk explained a Tree Works that has been sent into the office and he asked for councillors views on calling a separate planning committee meeting when there was only one item for discussion. He felt it was difficult to hold planning meetings as per the schedule agreed under the terms of the three week meeting trial due to the piecemeal way in which applications are received in the office. He had considered asking the council to determine the tree works at this meeting rather than call a planning committee but had received further applications that day. However this did not now give him the statutory period to call a planning meeting in line with the agreed schedule.

Following discussion it was

**Resolved that the Clerk has the powers to call a Planning Committee meeting as and when one is required rather than as outlined under the terms of the three week meeting trial on the proviso that the meeting date still allowed time for response to consultation deadlines.**

##### e. Welcome to Tenby Signage

Councillor Mrs Rossiter reported she is very pleased with the new welcome to Tenby signage and all the detail on it; however the poles for the flood warning signage are enormous. She wondered if poles that size were really needed as they look an eyesore in the lay-by leading to Upper Hill Park, Tenby.

#### 407. DATE AND TIME OF NEXT MEETING

**Resolved that, due to the extra statutory holiday for Easter, the next meeting will take place on Wednesday 30th March 2016 at 7.00pm. Representatives of the Eastend Flyover Company will be in attendance to give a presentation.**

**408. ITEMS FOR THE NEXT AGENDA**

Brynhir – Councillor Mrs Rossiter

**409. PRIVATE AND CONFIDENTIAL**

Proposed by Councillor Hallett, seconded by Councillor Mrs Rossiter and

**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.**

**410. MINUTES**

**Resolved that the Private and Confidential Minutes of Tenby Town Council Meeting held 16<sup>th</sup> February 2016 be confirmed and signed as accurate.**

**411. MATTERS ARISING**

None noted.

**412. TENBY NEW CEMETERY**

The Clerk reported he had met with a company to discuss the possibility of a kissing gate and fencing at the Blind Lane entrance to the cemetery; however the provisional costings exceed the amount that could be authorised under Financial Regulations without going out to tender.

The Clerk asked if councillors would agree for him to obtain three tenders for the proposed gateway and fencing at the Blind Lane end of the cemetery rather than awarding the contract now. It was

**Resolved that the Clerk obtain three tenders for 19 meters of fencing with a kissing style gate at the Blind Lane entrance to Tenby New Cemetery.**

Mayor \_\_\_\_\_

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

Date \_\_\_\_\_