

**TENBY TOWN COUNCIL**  
**MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD**  
**30<sup>th</sup> JANUARY 2018**

**PRESENT**

Councillor Mrs C Brown      Deputy Mayor  
Councillor Mr L Blackhall  
Councillor Mr T Brown  
Councillor Mrs A Rees  
Councillor Mrs T Rossiter  
Councillor Mrs C Thomas  
Councillor Mr T Hallett  
Councillor Mrs S Williams  
Councillor Mrs S Skyrme-Blackhall

**IN ATTENDANCE:**

Mr A Davies                      Clerk to the Council/Financial Officer  
Mrs S Thompson              Assistant to the Clerk  
Cllr Michael Williams      County Councillor for the North Ward

In the absence of the Mayor, under Section 12 of the Local Government Act 1972, the deputy Mayor chaired the meeting.

Cllr Mrs Brown welcomed new Councillor Mrs Alex Rees to Tenby Town Council and congratulated her on her being voted in.

**338. TO RECEIVE APOLOGIES**

Apologies received from the Mayor Cllr Mrs Sue Lane and Cllr Rapi.

**339. TO DISCLOSE ANY PERSONAL INTERESTS IN ITEMS OF BUSINESS LISTED BELOW**

Cllr Mrs Williams declared a personal interest in item 7D.

**340. TO AGREE ITEMS OF CORRESPONDENCE AND COMMITTEE MINUTES OTHER THAN THOSE MARKED NOT FOR PUBLICATION BEING GIVEN TO MEMBERS OF THE PRESS PRESENT**

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**Resolved that items of Correspondence and Committee Minutes other than those items marked Not for Publication be given to members of the Press present.**

**341. CONFIRMATION OF MINUTES**

**Resolved that the Minutes of the Tenby Town Council meeting held 16<sup>th</sup> January 2018 be confirmed and signed as accurate.**

**342. MATTERS ARISING FROM THE MINUTES FOR INFORMATION ONLY**

139. Tenby Brewing Company – Change of use application

The Clerk had received a letter from PCNPA who had reviewed the application. A decision had been made that change of use was not required as the proposal falls under the existing B1 category. Therefore the application had been cancelled.

325. b. Pembrokeshire County Council – Budget Consultation 2018-19

Cllr Mrs Brown asked when the closing date for the consultation was but this is something that needed to be confirmed.

**343. TO RECEIVE THE NOTES OF THE CHRISTMAS FESTIVITIES MEETING HELD 15<sup>th</sup> JANUARY 2018**

This was a ‘mop up exercise’. Noted.

**344. TO CONSIDER THE FOLLOWING PLANNING APPLICATIONS AND TO AGREE ACTION IN RESPONSE TO PROPOSALS:**

a. NP/18/0014/FUL – Mr. Greg Powell, Pleasure Lawns Ltd., 1-12 St Mary’s Court, Cresswell Street, Tenby – Re-clad gable ends of buildings with slate – St. Mary’s Court, St Mary’s Street, Tenby

The structure and elements having been considered, Cllr Hallett proposed accepting this application for safety and protection of assets. Cllr Mrs Rossiter seconded the proposal.

**RECOMMEND**

**Approval. When considered against all the relevant policies of the Local Development Plan, members can see no adverse effect on the amenity of the neighbours or the area.**

b. NP/18/0019/FUL – Mr. Kim Walker, 39A Cefn Coed Road, Cyncoed, Cardiff – Construction of dormer extension to north elevation – Shore View, 1 Crackwell Street, Tenby

AND

c. NP/18/0020/LBA - Mr. Kim Walker, 39A Cefn Coed Road, Cyncoed, Cardiff – Construction of dormer extension to north elevation – Shore View, 1 Crackwell Street, Tenby

The Clerk had received correspondence from the Civic Society and this was read to Councillors. Concerns were raised that the style of dormer and uPVC windows would not be in keeping with the surrounding Conservation area. Cllr Mrs Rossiter felt that, while it was interesting to hear the Civic Society’s views, the Council should make their own decision and should be advised by the National Park who will either follow up concerns, approve or refuse the applications. She added that she could see no

problem with this application. Cllr Blackhall said he didn't have a problem with the design but that the uPVC windows should be changed, suggesting that maybe this issue should be looked at county wide. Cllr Hallett felt sure that the cliff is fairly stable in the vicinity but was concerned that not too much weight should be added. Cllr Mrs Rossiter proposed approval accepting the suggestions made by Cllr Blackhall on the use of uPVC windows be added. However she again added that the Council would be advised by PCNPA on this. Cllr Mrs Thomas seconded the application.

#### **RECOMMEND**

**While members have no objection to the construction of the dormer, they feel that the applicant's proposal to utilise uPVC fenestration would be contrary to LDP Policy 15 and Conservation Area status. They would prefer fenestration to be wooden.**

- d. NP/18/0021/FUL – Mr. Shannon, Windmills Caravan Park, Old Narberth Road, Tenby – Change of use of 10 camping pitches to 10 static caravans and ecological enhancement – Windmills Caravan Park, Old Narberth Road, Tenby

Cllr Mrs Williams left the chamber.

The Clerk informed Councillors that there had been an application last year for 15 units but this had later been withdrawn. This is now a reduced scheme. Cllr Hallett has concern as to how the surface and soak away water would be dealt with as the field below is already sodden and that there could be water contamination to Waterwynch. Cllr Mrs Brown proposed approval and Cllr Mrs Thomas seconded.

#### **RECOMMEND**

**While members have no objection to the proposal, feeling that it complies with LDP Policies 35a and 39b, members would like attention given as to how surface water runoff will be dealt with following the creation of new hard standings to avoid contamination of local water courses.**

Cllr Mrs Williams returned to the chamber.

#### **345. TO DISCUSS THE FOLLOWING ITEMS OF PLANNING CORRESPONDENCE AND AGREE ACTION IN RESPONSE:**

- a. Lesley Griffiths, Cabinet Secretary for Energy, Planning and Rural Affairs, Welsh Government – Retrospective Planning Applications
- b. Angela Burns AM – Copy of letter sent to her by Lesley Griffiths, Cabinet Secretary for Energy, Planning and Rural Affairs, Welsh Government regarding retrospective Planning Applications
- c. Eluned Morgan AM - Copy of letter sent to her by Lesley Griffiths, Cabinet Secretary for Energy, Planning and Rural Affairs, Welsh Government regarding retrospective Planning Applications

Cllr Blackhall felt these were well crafted letters from a Civil Servant's point of view! He said everyone is required to abide by rules regarding planning and deliberately going ahead without going through the process should attract a penalty. This needs to be looked at as a whole issue or else what is the point in having rules? There is a clear process and there should be a penalty for those who do not comply.

Cllr Hallett appreciated the letters but felt there should be a law to impose a financial penalty as retrospective planning applications are happening far too often. Cllr Mrs Brown did not agree with letters saying there should be enforcement and penalties.

The Clerk said that PCNPA could undertake enforcement if a retrospective application is refused but there is no recourse if the application is deemed to be acceptable. Cllr Mrs Rossiter said that in certain areas people had been made to pull buildings down.

Cllr Hallett felt we should reiterate what was initially asked for. Members appreciated that there were instances where people had inadvertently undertaken development not realising that permission was required but there is a planning application process and people should check with their planning authority first. PCNPA have powers to remove buildings if they are refused retrospective permission, but Cllr Blackhall said the issue is hugely expensive and the development would have to be completely out of keeping to go down this route.

He felt the fees for people making retrospective applications should be at least double normal fees to ensure that proper planning process was adhered to. He was aware that planning law was being reviewed and proposed writing back to Mrs Griffiths asking that a penalty through higher application fees for retrospective applications be considered for inclusion. Cllr Hallett seconded the proposal.

## **RESOLVED**

**That TTC reply to Mrs. Griffiths asking that a penalty through higher application fees for retrospective applications be considered for inclusion in the review of planning laws in Wales.**

- d. Tenby Civic Society – Society's' comments on NP/18/0014/FUL

Noted.

## **346. TO DISCUSS THE FOLLOWING ITEMS OF CORRESPONDENCE AND TO AGREE ACTION IN RESPONSE:**

- a. St. John's Church – Events to mark the 150th anniversary of the church

Cllr Mrs Brown thanked St John's for keeping Council informed of their upcoming events adding she thought it was a lovely idea.

- b. Tenby Chamber of Trade and Tourism – December minutes

Cllr Mrs Brown addressed the last paragraph feeling that it may have been 'mis-minuted' as at no time during the planning of the event had stalls been mentioned as

going to be located inside the De Valence Pavilion (other than if weather on the day had been bad). Cllr Blackhall had attended this meeting and confirmed that this was indeed a slightly inaccurate minute of the discussion.

c. Appeal Decision Units 1- 3, South Parade, Tenby

The Clerk explained that PCNPA had advised council that the Planning Inspector has passed the appeal to allow the change of use of these units from A1 to A3. A copy of the full determination was available in the office for members to read. An email had also been received from County Councillor Michael Williams outlining his disappointment over the decision and the fact that the residents' amenity and highways concerns had been disregarded.

The Clerk said that conditions imposed by the Inspector included opening times (Sundays to Thursday open for walk-in 10pm and 10-midnight phone/email orders and Fridays/Saturdays walk-in until 11pm and until 12 for phone/email). Cllr Mrs Brown asked if any mention was made of the restaurant. The Clerk said that the restaurant element had not been directly referred to but it was assumed that the same times stood for this too.

Cllr Mrs Rossiter noted that the Highway and Traffic Department of PCC had offered no objection. Had they considered that the South Parade is a busy area of town, the main road in and the Fire Station is also located there? Hold ups on this road could mean the difference between life and death. She felt the decision was absolute madness and felt TTC should question PCC as to why they had come to it.

Cllr Hallett asked which town had been surveyed by the applicant to create their traffic management plan and questioned whether the delivery drivers really were going to walk to the multi-storey and back. He added that a local lady had offered to plant 11 Leylandii trees to screen the war memorial from the building.

Residents above the development were concerned over the extractor unit proposed, he added. The Clerk explained that, according to the proposals, there would only be a small external vent. There were questions as to whether the building owners considered the applicant would need to make structural alterations to the building to facilitate this but the Inspector considered that this was a matter to be resolved between them and the applicant. She was happy the mitigation measures proposed would reduce the negative affect on the amenity of residents.

Cllr Blackhall stated that the Traffic Survey had been carried out in November which, in Tenby, was laughable. He felt the Inspector failed to understand the difference in summer traffic flows. He commented that it was a bizarre decision and felt that planning enforcement would have to closely monitor the requirement to use the multi-storey car park for deliveries.

He questioned the response PCC Highways had made, commenting that this was another situation where he felt not enough attention had been given to future use in relation to traffic congestion like The Green. He suggested that we ask PCC Highways to look at future applications with more vigour.

Cllr Blackhall proposed that TTC write to PCNPA expressing disappointment at the Inspector's decision and ask how they intended to enforce the conditions imposed and that TTC have sight of the Service Management Plan and code of conduct for drivers prior to it being signed off by officers. He also asked for PCC to exert more vigour in assessing the traffic management implications of future applications of this nature. Cllr Mrs Rossiter seconded

### **RESOLVED**

**That TTC write to PCNPA expressing disappointment at the Inspector's decision and ask how they intended to enforce the conditions imposed; that TTC have sight of the Service Management Plan and code of conduct for drivers prior to it being signed off by officers and to write to PCC asking them to exert more vigour in assessing the traffic management implications of future applications of this nature.**

### **347. TO RECEIVE REPORTS BY COUNCILLORS ON OUTSIDE BODIES**

#### Tenby Harbour Users Association

Cllr Blackhall explained that funding had been awarded for a Feasibility Study to look at ways of improving the harbour for all users and he had attended a meeting that morning looking at proposals to create more space for dinghies, provide new sluice gates and other issues. The Clerk had also attended and said that a scoping meeting had been held last November to run through initial ideas. The consultants had presented some options and the meeting had been an opportunity to feedback and tweak the ideas before any formal presentations were made. Cllr Hallett felt that any ideas that were considering widening the North Walk to enlarge the dinghy park would need close scrutiny due to cliff stability.

#### SEPHCN Walk in Centre

Cllr Mrs Thomas didn't go to the recent update meeting on the Walk in Service as unfortunately she was not invited. She had since emailed to express her disappointment over not being invited and had requested the report from the meeting.

The new chair of SEPCHN, Cllr. Preston, had attended the meeting and is hoping to organise a meeting to include our AMs and senior members of the Health Trust for a transformation of Health Service meeting to hear what is going on.

Cllr Mrs Thomas urged everyone to take part in the consultation on what is now being proposed as we must have a voice. Printed copies and response forms can be obtained for those who cannot respond to the consultation online.

#### De Valence Pavilion

Cllr Mrs Brown reported on the recent Judge Jules event that had been held saying it was the best one off single event nights hosted by the Trust. Feedback had been tremendous. The De Valence is now closed until 3<sup>rd</sup> March for refurbishment of the toilets and dancefloor. The

Town Council office and Caffi Pura are open for business as usual. Cllr Hallett said public feedback on recent events was very good.

**348. TO CONSIDER ANY MEDIA ITEMS RELATING TO TENBY TOWN COUNCIL OR TENBY AND AGREE ACTION IN RESPONSE**

Cllr Mrs Rossiter was glad to see Cllrs Williams, Preston and Rapi on the front of the Tenby Observer highlighting the flood problems being experienced at Gumfreston. At a cost of £80K, warning signs were installed but why this money was not actually put towards fixing the problem at Gumfreston instead she asked? Cllr Hallett said the problems are caused as development over the years had led to blocking of the flood plain over 18 square miles. The more development there is the more problems there will be – water has got to go somewhere. Cllr Mrs Brown thanked those who had brought the matter up.

**349. TO RECEIVE UPDATES AS TO THE SALE OF LAND AT BRYNHIR (IF ANY)**

The Clerk had heard from PCC saying that there were several interested parties and that negotiations were ongoing.

**350. TO RECEIVE UPDATES ON SOUTH PARADE (IF ANY)**

The Clerk told Councillors that a suggested lighting design was awaited before the next meeting was to be arranged but the firm undertaking this had been delayed due to an overrun on another project.

**351. TO CONSIDER A PROPOSAL BY THE TENBY (DVP) TRUST FOR ALTERATIONS TO THE DE VALENCE AND AGREE ACTION IN RESPONSE TO PROPOSALS**

Cllr Hallett said he was aware of the proposals and felt the Council should allow them. It was essential work and it was nice to see the De Valence being used.

For the benefit of other members Cllr Mrs Brown explained that work previously agreed by the council had started on altering the toilets to create a new kitchen. The plan had changed slightly and there was now a need to move the access door to the office being used by Tenby in Bloom. This would require a new opening being made in the corridor wall leading to the Mayor's Parlour.

Cllr Hallett proposed accepting the proposals and Cllr Brown seconded the proposal.

**RESOLVED**

**That TTC has no objections to the works being carried out.**

**352. PLASTIC FREE INITIATIVES**

Cllr Blackhall told Councillors that he had received the Toolkit on how Tenby could work towards being a Plastic Free town and a hard copy was available in the office for members to study. Feedback has been very good so far and an open meeting is planned for Wednesday, 7<sup>th</sup> February, at Caffi Pura at 5pm.

Some businesses were already making positive changes and the meeting would be able to give more information to the many interested parties.

Cllr Mrs Skyrme-Blackhall has followed the idea up with various organisations including youth clubs, Brownies, Guides and others and she will also be approaching schools taking the Eco approach. The forthcoming meeting will be open to all parents, children, businesses and organisations. She was also planning to contact the Darwin Centre with a view to arranging workshops to raise awareness.

The idea was to launch the initiative with a Big Clean and any suggestions would be welcomed. We needed to form a group in town to take this forward. It was a huge project and all needed to work together to make it a success.

Cllr Mrs Brown said that the local Friendship Group would be delighted to have someone come and speak to them at one of their meetings. Cllr Blackhall said he would be pleased to do so.

Cllr Hallett said local milkman Mr. Tim Evans is being inundated with requests after announcing that he will make doorstep deliveries in glass bottles. The Clerk said that there did appear to be growing momentum with many businesses getting on board.

The Local ATC are organising a beach clean in March and The White Stuff, who support Tenby Surf Lifesaving Club, were also planning one on 18<sup>th</sup> February. He had liaised with Mr. Neil McCarthy, PCC, who was happy to assist both Beach Cleans.

Cllr. Blackhall hoped that all will join in with the Big Event and change how we look at our environment. Those interested should liaise with the Clerk.

**353. TO CONSIDER ANY FINANCIAL OFFICER/CLERK'S ITEMS AND TO AGREE ACTION IN RESPONSE TO PROPOSALS**

a. General Data Protection Regulation

The Clerk told Councillors that new EU legislation comes into force on 25<sup>th</sup> May this year. The Government had indicated that these regulations will be carried forward on Brexit. There was still little clarity on how the new legislation would affect town and community councils but the matter will be raised at a SLCC meeting he is attending on 15<sup>th</sup> February. All personal data holders have to be aware of their responsibilities and a specific Data Processing Officer must be appointed. This post cannot be held by the Clerk. He hoped that more detail on how to protect information held would be forthcoming following the meeting. Cllr Blackhall asked if this would affect the Tenby WiFi project and the Clerk replied that it might.

b. Hope and Anchor

Cllr Mrs Rossiter took no part in this due to personal interest.

This application is now being reported to the PCNPA Development Management Committee as the building is owned by a committee member. TTC had been invited to



attend the meeting but the Clerk confirmed that the officers proposed conditions in line with TTC's suggestions and representation shouldn't be necessary.

c. Upgrade on Pathway

The Public Right of Way path to the rear of Serpentine Road and Scotsborough View is due to be upgraded. The work will take approximately 6 weeks to complete and is due to commence on 26<sup>th</sup> February 2018.

d. Save the Children

The Clerk had received a Certificate on behalf of Tenby Town for monies raised during Christmas Jumper Day.

e. Future of Councils in Wales

A meeting is being held on 13<sup>th</sup> March 2018 in Carmarthen to discuss the future of town and community councils in Wales. The Clerk asked if any Councillor would like to join him as there are two places allocated to each council. Cllr. Blackhall indicated he would join the Clerk.

f. Mayoral Chains

The Clerk told Councillors that the Deputy Mayor's chain had not been updated since 2010 and the quote received to have all the names engraved together with the new name plates and renovation work was £1,282. He had spoken to the Mayor who authorised that the work should proceed but not be left so long next time. He was reporting the Mayor's decision in accordance with Section 11.1.j of Financial Regulations.

Cllr Mrs Brown suggested getting the chains done annually to avoid such a large expense in the future.

The Clerk explained that this amount exceeds the current regalia maintenance budget and asked if Councillors agreed to the balance coming from reserves. Cllr Hallett moved that sufficient funds be transferred to enable the work to be undertaken and Cllr Mrs Rossiter seconded.

**RESOLVED**

**That, under Section 11.1.j of Financial Regulations the decision of the Mayor and the Clerk to undertake the expenditure on the Deputy Mayor's chain be noted and that sufficient funds be transferred from TTC Reserve accounts to the Regalia budget to enable the work to be carried out.**

The Clerk also had one matter to bring to Council's attention but he felt it would not be in the public interest to disclose it in open session until Cllr. Michael Williams had been given an opportunity to discuss the matter with members.

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

**Resolved that the next meeting will take place on Tuesday, 13<sup>th</sup> February 2018 at 7.30pm.**

**355. TO PROPOSE ANY ITEM FOR THE NEXT AGENDA**

None

**356. TO RESOLVE TO EXCLUDE THE PUBLIC FROM THE MEETING DURING CONSIDERATION OF THE FOLLOWING ITEM(S) OF BUSINESS UNDER THE “PUBLIC BODIES (ADMISSION TO MEETINGS) ACT OF 1960”**

**357. MINUTES**

**Resolved that the Private and Confidential Minutes of 16<sup>th</sup> January 2018 be confirmed and signed as accurate.**