

**TENBY TOWN COUNCIL**  
**MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD**  
**3<sup>RD</sup> OCTOBER 2017**

**PRESENT**

Councillor Mrs S Lane                      Mayor  
Councillor Mrs C Brown  
Councillor Mr L Blackhall  
Councillor Mr T Brown  
Councillor Mrs T Rossiter  
Councillor Mr M Evans  
Councillor Mrs C Thomas

**IN ATTENDANCE:**    Mr A Davies                      Clerk to the Council/Financial Officer  
   Mrs S Thompson                      Assistant to the Clerk

**174.    TO RECEIVE APOLOGIES**

Apologies received from Cllrs Hallett, Rapi, Griffiths, Mrs Ward and Mrs Williams. Apologies also received from PCC Link Officer, Mr Steven Richard-Downes.

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

Cllr Blackhall declared a personal and prejudicial interest in items 6c & 6d and Cllr Evans declared a personal interest in 6e.

**176.    TO AGREE ITEMS OF CORRESPONDENCE AND COMMITTEE MINUTES OTHER THAN THOSE MARKED NOT FOR PUBLICATION BEING GIVEN TO MEMBERS OF THE PRESS PRESENT**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 Mrs Rossiter and seconded by Cllr Blackhall.

**Resolved that items of Correspondence and Committee Minutes other than those items marked Not for Publication be given to members of the Press present.**

**177.    CONFIRMATION OF MINUTES**

**Resolved that the Minutes of the Tenby Town Council meeting held 19<sup>th</sup> September 2017 be confirmed and signed as accurate.**

**178.    MATTER ARISING FROM THE MINUTES FOR INFORMATION ONLY**

The Clerk advised Councillors that PCC had sent out Notices declaring the Council Vacancy and the residents of the North Ward have until 12<sup>th</sup> October 2017 to petition the Council for an election. If no election called for then co-option will be initiated.

121. The Three Mariners – Variation of Premises Licence

The Clerk had attended the Sub-committee and the Panel had yet to determine the outcome. The Mayor had heard and read that the application had been allowed for the Friday and Saturday nights and for Bank Holiday Sundays but the rest remains as is.

147. To Review this Year's Pedestrianisation Scheme

The Clerk said that full notes of the meeting held with PCC to review the scheme would be available at the next meeting. However, he had received a further email from Owen Roberts at Pembrokeshire County Council on the 380 service which read:

*The 380 bus service was operated commercially by Silcox Motors with no subsidy from the Council. When Silcox ceased trading on 5<sup>th</sup> June 2016, this service was not replaced as the Council did not have additional funding to provide this service. This is not the only service that was not replaced, there were 5 altogether including the Pembroke Dock Town Service (357).*

*There was no decision by the Council to cancel this service and there was no consultation as it was not a Council subsidised service and there was insufficient time as Silcox went into liquidation at very short notice.*

The Mayor had discussed the idea with PCC and the fact there was no service to the harbour and this was detrimental to the disabled as they denied access this part of town. The Clerk and Mayor had spoken with Mr Fry regarding land trains as a possible alternative to a park and ride service. Mr Fry said that PCC were totally against the idea however the Mayor had asked the Clerk to look into costings for provision of 4 month service (although it would probably be for a shorter period). This had come in at £60,000 inclusive of all that would be needed to operate the service. The Operator has agreed to visit Tenby for an initial survey and consultation and the Mayor had invited members of PCC to join in on the meeting. Both Ben Blake and Darren Thomas, from PCC had some concerns and had contradicted some of the things the gentleman had told the Clerk but Mr. Thomas had indicated a willingness for officers of PCC to join the consultation meeting to further discuss the matter. Cllr Mrs Rossiter was concerned that we are not getting through to PCC what we're trying to achieve. The Mayor was, she said, attempting to highlight the problems of those who live in town and although there are some disabled bays in town this does not help residents. Cllr Mrs Rossiter felt she observed irritation by some officers of PCC regarding the recent account in the press. Cllr Mrs Brown added she was happy to look into land trains as long as it does not stop PCC providing the Salterns Park and Ride scheme.

The Mayor pointed out that the consultation with the landtrain operator would cost £495. Members agreed that this should be undertaken.

148a. To Establish a Sub-committee to Consider Proposals for ‘Battle’s End’ – the 100th Anniversary of the End of the First World War, November 2018

Cllr Mrs Brown put forward Dave Stewart Walvin, of Tenby Male Choir and Dave Jones, of the De Valence Trust, for the sub-committee, asking would it be Council lead. The Clerk advised councillors that part of the proceedings would be to add names to the War Memorial which will be Council lead but other aspects of any commemoration will be community lead. Rev Andrew Grace has also expressed a wish to be added to the Sub-Committee. The Mayor suggested that it would be good to have all churches represented and also that it would be quite nice if not all aspects were Council lead. Councillors would be welcome to join the Sub-Committee.

165. Condition of Old Cemetery

The Clerk had written to Mrs Powling who had replied that she had spoken with PCNPA and advised that the cuts took place in spring and summer. Another meeting was to take place so that rough dates could be sorted. The Mayor said she had been approached as some graves could not be identified. Mrs Powling will be contacted again.

166. Condition of Tenby Post Office Building

The Clerk wished to clarify that it was in fact the Royal Mail Sorting Office and not the Post Office Counters side which was coming in for comment. It had been established that the whole Royal Mail building was owned by a multi-million pound property management company based in London with registered offices in the British Virgin Islands. The operators of the PO Counters are trying desperately hard to enhance their entrance and business. Penally and St. Mary Out Liberty County Councillor Jon Preston has offered to assist in this matter as he had previous connections with the Royal Mail Post Office. The Mayor suggested that there were be no harm in writing to the property agent asking if the premises could be tidied up.

168. To consider the condition of the environs of Tenby Leisure Centre

The Clerk had received a reply from Michael Harries as follows:

*The site has been inspected and I can appreciate the concerns raised, although we do not believe the fence was damaged when the construction of the extension was undertaken due to the work being carried out to the front of the leisure centre and the fence being at the rear and side of the centre.*

*We also have question marks over the ownership of the fence, it is our belief that it was constructed upon the building of The Clicketts, therefore PCC would not have responsibility for the maintenance of it and at present time we do not intend to undertake further work.*

Cllr Brown said he would feed back.

169d. Skateboarding

The Clerk mentioned that the Park had recently been subject to petty incidents of vandalism including signs on the verges being kicked over, graffiti on picnic tables, etc. Cllr Mrs Brown believes that skateboarders are there during daylight hours and that the vandalism is being caused by another group who used the beach and other gardens previously. This is the responsibility of the Police and we need to write to them asking for their help in solving vandalism at the Jubilee Park, she said. The Clerk has arranged for a Play Park Consultant to attend the park in relation to the possible extension of the skate area and movement of play equipment. Having spoken to Sinead Henahan of PCC Community Regeneration, she said that Section 106 monies remaining once the path upgrade had been paid for, could be used to seed fund grant funding bids for any further works. The basket swing is due to be repaired on Thursday.

**179. TO CONSIDER THE FOLLOWING PLANNING APPLICATIONS AND TO AGREE ACTION IN RESPONSE TO PROPOSAL:**

- a. NP/17/0537/FUL – Mr. and Mrs. Brian Maggs, 6 Seascape, Tenby – Retrospective application for new boundary fence – 6 Seascape, Tenby

Cllr Blackhall asked if there had been any complaints from neighbours and the Clerk confirmed that had been none. Cllr Blackhall approved and Cllr Mrs Rossiter seconded the proposal.

**RECOMMEND**

**Approval as this does not appear to have an adverse effect on the amenity of neighbouring properties.**

- b. NP/17/0553/FUL – Ms Patricia Murray, 10 Park Place, Tenby – Two storey rear extension – 10 Park Place, Tenby

Councillors commented that the property looks in keeping with the area. Cllr Mrs Brown suggested approval and Cllr Brown seconded the proposal.

**RECOMMEND**

**Approval as this does not appear to have an adverse effect on the amenity of neighbouring properties.**

- c. NP/17/0564/TPO – Mr. Clive Webb, St Mary’s Church, Tenby – Works to trees – St. Mary’s Church, High Street, Tenby
- d. NP/17/0565/TCA - Mr. Clive Webb, St Mary’s Church, Tenby – Works to trees – St. Mary’s Church, High Street, Tenby

Cllr Blackhall left the Chamber and the Mayor suggested that the above two items be taken together.

Cllr Mrs Thomas commented that this was necessary work and proposed approval. Cllr Brown seconded the proposal.

**RECOMMEND**

**No objection as the work is necessary to maintain the integrity of the trees.**

Cllr Blackhall returned to the Chamber

- e. NP/17/0465/FUL – Proposed alterations and extension to include increase in height to provide ancillary ground floor level accommodation for disabled person – 1 Queens Parade, Tenby – amended plans

It was noted that previous plans had been deferred as Councillors had wished for more detailed information to be available. Cllr Blackhall commented that it was not a case of over development and it would be beneficial to the current occupant. Cllr Mrs Brown proposal approval and Cllr Brown seconded the proposal.

**RECOMMEND**

**Approval. Tested against all relevant polices of the LDP, particularly 30, the proposal does not have an adverse impact on amenity or the appearance of the building and its immediate neighbourhood.**

- 180. **TO RECEIVE THE ACCOUNTS FOR SEPTEMBER (INCLUDING SCHEDULED PAYMENTS, UN-PRESENTED CHEQUES, RECEIPTS, ACCOUNT BALANCES, BUDGET MONITORING TO DATE AND BANK RECONCILIATIONS) AND CONSIDER ANY ISSUES ARISING (ON THE TABLE)**

The Clerk explained that unfortunately the bank statements had not been received and therefore preparation of accounts at this time was not possible.

- 181. **TO RECEIVE REPORTS BY COUNCILLORS ON OUTSIDE BODIES**

De Valence Pavilion

Cllr Brown confirmed that there were numerous bookings for late October, November and December. Girls boxing lessons had started – Tenby Sharks! She was anticipating that the building would close for February for electrical works to be finished. Currently they were busy painting the hall and then it was anticipated that the foyer and toilets would be decorated. The Mayor congratulated the volunteer team.

## Council Second Homes Premium and empty Properties

Cllr Evans updated members on PCCs new policies regarding Second Home and Empty Home Council Tax.

Revenue from the introduction of a Second Home premium had been anticipated at £1.3 million when in fact it will be £1.9 million, a further 50% more than estimated. This additional revenue was to be divided 50/50 between affordable housing and community schemes. The affordable housing money was ring fenced and would be spent in the community in which it was raised (although some neighbouring communities could be pooled together to create a more beneficial scheme).

Community project funding went into a pot to be spent on the strength of project - need not want – for the benefit of the community. There was £950,000 per annum available but this was to be spent in any of the 60 wards of the county council, not just in the wards in which it was raised.

The Clerk asked if this funding would be subjected to a bidding process. Cllr. Evans confirmed that this would be the case. Cabinet would meet in November to establish the panel for considering bids and lay down the eligibility criteria. First funding from this year's pot would probably be available in April.

Cllr Blackhall questioned what you need to back proposals but Cllr. Evans said this would not be known until the criteria was established. Churches, Schools, charities and even PCC would all be able to submit project bids and they did not have to be huge projects. Cllr Brown commented on lots of organisations now having to do things themselves and was aware of some small projects that need funding.

Cllr Evans suggested that the Clerk study the Act to gain a better understanding of what the Welsh Government felt could be supported. This funding was not for subsidising existing services but could be used for things like reintroduction of a Park and Ride or improvement of library/leisure centres that would bring additional benefit to the community. An extension to the skate park could be something that could be supported as another example.

Cllr. Evans felt it was a good opportunity to look at what Tenby needs to further benefit the community. Cllr Blackhall said he will approach Regeneration Town Team to get ideas to get bid together ready for April. The Clerk added that the BE Group were ready to consult with the public on their Masterplan and the conclusion of this process may give a good idea of what our town needs.

Cllr Mrs Thomas asked if business plans were needed but Cllr Evans said there was no real rush as this would be an annual income until a change in policy, but Tenby needed to start thinking now to access funding.

Cllr Evans said that the County Council had also agreed to scrap council tax relief on empty properties. Presently they benefit from 100% rate relief but this would

end in 2019 and all would have to pay council tax as if occupied. If they remained vacant for 3 years and 1 day the penalty would be that council tax increased to 150% and after 5 years and 1 day to 200%. The three year period started from 1<sup>st</sup> April 2016. This additional money would be used for affordable housing provision. There were approximately 1280 properties in Pembrokeshire, a lot of which were in Tenby. It was an incentive to get properties back into habitation.

#### Walk-in Service

Cllr Mrs Thomas attended a meeting to review the Walk in Service at Tenby Cottage Hospital on Wednesday 26<sup>th</sup> September. The review was positive with a report of 986 patients being seen in the first two months. There will be another meeting at the end of October when there may be news of additional services for the winter. The nurse led Walk in Service is open on week days between 10 and 6, with the last patient being seen at 5pm. It was also noted that Mr Mansel Thomas had stood down as Chairman of SEPCHN and Cllr Preston had taken up the position. Cllr Blackhall suggested that a letter of thanks and congratulations be sent to Mr. Thomas for all the tireless work he has put in to the project. Cllr Mrs Brown seconded the proposal.

**Resolved to write to Mr. Mansel Thomas noting his retirement as Chairman of SEPCHN and congratulating him on all his hard work over the years.**

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

None noted.

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

No further information at this time.

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

No further information at this time.

**185. TO CONSIDER ATMS, SUPPLY OF CASH AND CARD USE BY BUSINESSES AND TO AGREE ACTION IN RESPONSE TO PROPOSALS**

Cllr Blackhall highlighted to Councillors the problems experienced over the last two Bank Holidays with cash points either running out of money or actually breaking down. That was when the town centre actually had 6 cash machines, soon there will only be three available for use in town. The Post Office did a sterling job over the Bank Holiday to provide people with cash but at a cost to them as the commission they get from this extra volume of work does not cover the extra member of staff needed to man the counters. They are considering closing on Bank Holidays in the future. Cllr Blackhall said that there are still

businesses in town not offering card facilities (unsure as to whether they cannot or will not) so making people more reliant on cash. He suggested TTC consult with Chamber of Trade to discuss the availability of cash being a problem and if they could suggest any alternatives. Cllr Brown confirmed that at the end of October Sainsburys will be have a cash point installed inside the entrance. Cllr Mrs Brown also commented that Sainsbury's are the only business in town who offer cash back and she felt more national outlets could offer cash back.

Cllr Evans said that the Co-op on the Green offer both a cash machine and cash back. Cllr Blackhall commented that he was aware of this, and it was a great service. Cash back was also available at Kiln Park garage, and there was a cash machine at the petrol station on The Green but he was concerned about provision in the town centre.

It was revealed that a cash machine is available at the Arcade in Tenby while Cllr Mrs Brown said that Barclays actually kept a member of staff available on call after the problems of the first bank holiday weekend. Cllr Blackhall asked if there were any alternatives and whether the Chamber could encourage more businesses to take cards and offer cash back. He proposed a letter be written to Chamber and Cllr Mrs Brown seconded.

**Resolved that a letter be written to the Chamber of Trade and Tourism to establish their thoughts on increasing the availability of cash and other payment methods in the town.**

**186. TO DISCUSS MAINTENANCE OF CASTLE HILL AND PREVIOUS REQUESTS FOR A LONG TERM MAINTENANCE PLAN FROM THE COUNTY COUNCIL**

Cllr Mrs Thomas what like to know what PCC have in store? She would like to ask PCC to come to Tenby and have a walk around. Some of the walls are leaning and look very dangerous. There is also the wishing seat which has been forgotten about. The Mayor said she is hoping to meet with Richard Brown of Pembrokeshire County Council as she wanted to discuss the issues raised at the previous meeting. The Mayor reiterated her comments that she felt we were unfortunately not getting value for money and low maintenance does not mean no maintenance. However, some councillors commented that Tenby looked stunning compared to some areas of the county.

Cllr Blackhall mentioned that the cliff area of Castle Hill where the pigeons/seagulls are fed is looking suspect and that cliff safety should also be a real concern. PCNPA and PCC need to assess coastal areas around Tenby including the South Beach, Castle Hill and North Walk as if there were to be several heavy bouts of rain, the amount of growth could cause major slippage. Cllr Mrs Brown questioned who would take responsibility and noted that the North Walk area is still falling. It was commented that some time ago the former Tatler restaurant situated over the North Walk lodged an appeal saying that it was



not their responsibility to maintain the cliff below it after they had been ordered to repair the area following a landslide. They had won their case.

Cllr Evans agreed that PCC have a duty of care and the situation should be assessed but added that PCC cannot and will not spend money unreasonably. Areas of concern included South Beach, The Paragon and below Brother Thomas' Garden. Cllr Blackhall would like to invite officers to meet and risk assess the situation. Cllr Mrs Brown, going back to the issue of Castle Hill, reminded Councillors that several signs are still in need of attention and the Clerk confirmed that he was awaiting permission from PCC to proceed. Cllr Evans commented that a former PCC Area Maintenance manager, Rhodri Jenkins had devised an enhancement scheme for Castle Hill some years ago. It was not undertaken as funding had run out but he felt it may be worth revisiting. The mayor asked if the Clerk would look into obtaining quotes for refurbishing the stone signs around the town including Castle Hill, the Jubilee and St John's Well.

**Resolved that Castle Hill be included on the agenda for the proposed meeting with Mr Richard Brown.**

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

- a. Youth Club Leaders had received funding for the Greater Heights Project which is to provide activities for the 14 plus age group. This is due to start at the end of October and go through to the end of March – sessions will include climbing, fitness, self-defence to name but a few. The Youth Club have also offered to assist in the upgrade of the skateboarding facilities. The Clerk commented on the safer environment that will be created for our skate boarders and parkour enthusiasts. Cllr. Mrs. Brown suggested the possibility of a steward or perhaps a little group to look at improvement who will be keen and proud to look after the new park. The group interested in being involved consists of scooter users and skateboarders who practice in Tenby then, once they've improved, go over to Haverfordwest skatepark. Tenby's park is too small to accommodate both at present.
- b. PCC are currently consulting on proposals to increase charges for some services– there will be a public consultation at Tenby Library on Tuesday 24<sup>th</sup> October at 7pm.
- c. PLANED have a Community Forum Network event on 2<sup>nd</sup> November 5.30 – 9pm at Bloomfield Community Centre, Narberth. PLANED officers would also like to come and talk to Councillors 31<sup>st</sup> October 2017.
- d. Welsh Government had set up an Independent Panel to review the Community and Town Council Sector in Wales. The Panel are keen to hear all views from Community and Town Councils. Cllr Blackhall and the Mayor volunteered to work with the Clerk to feedback TTC's views.

- e. The Clerk has been invited by PCC to sit in on a Mop Up meeting with the organisers of June’s Street Food Festival. There had been an impressive footfall of 26,000 attending over the three days with only a couple of issues raised by PCC i.e. waste management and disabled access. Organisers propose coming back 15-17 June 2018. It had proved most popular the Clerk explained. Cllr Mrs Brown had attended the Food Festival said it was a fabulous event and the organisers seemed exceptionally keen to help wheelchairs access. They couldn’t keep up with the rubbish initially but that was sorted. Next year there are plans for demonstrations and workshops.
- f. A Road Closure Notice had been received for Crackwell Street on 17<sup>th</sup> November for gas installation work.

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

**Resolved that the next meeting will take place on Tuesday, 17<sup>th</sup> October 2017 at 7.00pm. Firefighter Lee Simmons will be attending to discuss plans to celebrate the 100<sup>th</sup> anniversary of Tenby Firemen’s Carnival.**

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

Tenby Surgery – Cllr Blackhall

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

**191. MINUTES**

Battery Gardens/Jubilee Play Park

Cllr Mrs Brown asked if we had heard anything further regarding an alternate proposal but nothing had been received as yet.

Poppies

The Mayor asked that Richard Brown be contacted to establish what can and cannot be done with regard to the scattering of the poppy seeds.

Mayor \_\_\_\_\_

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

Date \_\_\_\_\_