

**TENBY TOWN COUNCIL**  
**MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD 5<sup>th</sup> SEPTEMBER 2017**

**PRESENT**

Councillor Mrs S Lane                      Mayor  
Councillor Mrs C Brown  
Councillor Mr P Rapi  
Councillor Mr L Blackhall  
Councillor Mr T Brown  
Councillor Mrs T Rossiter  
Councillor Mrs S Williams  
Councillor Mr T Hallett  
Mr Steven Richard-Downes   PCC Link Officer

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

**131.    TO RECEIVE APOLOGIES**

Apologies received from Cllrs Mrs Ward, Mrs Thomas, Mr James and Mr Griffiths.

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

Cllrs Mrs Rossiter, Mrs Williams and Mr Brown declared personal and prejudicial interests in item 7k. Cllr Hallett declared a personal interest in 7e.

**133.    TO AGREE ITEMS OF CORRESPONDENCE AND COMMITTEE MINUTES OTHER THAN THOSE MARKED NOT FOR PUBLICATION BEING GIVEN TO MEMBERS OF THE PRESS PRESENT**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 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**Resolved that items of Correspondence and Committee Minutes other than those items marked Not for Publication be given to members of the Press present.**

**134.    CONFIRMATION OF MINUTES**

**Resolved that the Minutes of the Tenby Town Council meeting held 18<sup>th</sup> July 2017 be confirmed and signed as accurate.**

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

106. South Parade

The Clerk had met with Richard Brown and Sinead Henehan from PCC to discuss the way forward regarding the trees and works required on the South Parade. Floodlighting had been suggested to Mr Brown and he was going to speak to his 'techies' for their thoughts suggesting that perhaps street lighting could be increased. Also speaking with Mel Stevens. Ms Henehan was taking a look at possible grants available including Heritage Lottery Fund. The Mayor asked that this item be kept on the Agenda saying that it was important to keep the matter open to discuss the future. The Clerk told Councillors that the Museum had given the Town Council a display of town walls over the years showing how things have changed.

107c. Jubilee Play Park

The Clerk asked that this matter be moved to private.

120a. Mr Marc Owen, PCC – Parking Charges Review

Cllr Blackhall asked if there had been any response from PCC. The Clerk confirmed that he had, saying that PCC were to look at the disparities in more detail.

121. The Three Mariners – Variation of Premises Licence

The Mayor had attended the hearing which, in the end, was adjourned due to incomplete documentation. The Clerk had been unable to attend on this occasion but the Mayor asked that the Clerk attend the re-scheduled hearing in order to represent the Councillors' views. Cllr Hallett seconded this proposal.

**Resolved that the Clerk attend the next scheduled Licensing committee in relation to this application.**

**136. TO RECEIVE THE MINUTES OF THE TENBY TOWN COUNCIL PLANNING COMMITTEE MEETING HELD 10<sup>TH</sup> AUGUST 2017**

Recommendations noted.

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

**The Mayor had previously requested that Councillors view the planning applications prior to the meeting due to the large number.**

- a. NP/17/0460/TPO - Mr. Will Howells, Park Hotel, Tenby – Works to trees - Park Hotel, Tenby
- b. NP/17/0463/TCA – Miss Margaret Hughes, Fairfield, North Cliff, Tenby – works to trees – Faire Field, North Cliff, Tenby

It was agreed to take items 137a and 137b as one.

Cllr Hallett stated it was very important this work be carried out as it helps to stabilise the trees. The Mayor commented that the applications were very good with supporting pictures clearly showing intended works. Cllr Mrs Rossiter seconded the proposal.

## **RECOMMEND**

### **Approval**

- c. NP/17/0469/FUL – Mr. Nick Smith, Forge Cottage, Forge Lane, Lichfield – New dwelling with detached garage and multi gym above and reinforced concrete retaining wall to the western boundary of the plot – Plot 3, The Paddock, Haytor Gardens, Tenby

Cllr Brown proposed accepting the proposal as it does not appear to be overlooking another property. Cllr Hallett's only concern was that there needs to be adequate drainage for water run-off. Cllr Mrs Brown seconded the proposal.

## **RECOMMEND**

**Approval. Tested against all relevant policies of the LDP, particularly 30 and 53, the proposal does not have an adverse impact on amenity or the appearance of the building and its immediate neighbourhood. However, members feel that mitigation measures should be in place to deal with excessive storm water run-off which could potentially affect lower lying properties as per Policy 32 of the LDP.**

- d. NP/17/0137/ADV – 2 no. fascia signs and 2 no. projecting signs - Units 1-3, South Parade, Tenby – amended plans

Cllr Brown had attended the planning meeting along with the Clerk at which planning for this outlet had been refused and questioned why, after refusal, had this proposal for the sign be put forward, commenting it was a waste of time. Cllr Mrs Rossiter agreed with Cllr Mrs Brown asking if there is possibly a hidden agenda as it seems strange putting an application in for signage on an outlet that has been refused. Cllr Blackhall suggested refusal as inconsistent with building planning outcome. Cllr Mrs Brown seconded the proposal.

## **RECOMMEND**

**Refusal. Members feel that this is inconsistent with planning in that they cannot approve advertising signage for a food outlet that does not have planning permission.**

- e. NP/17/0362/ADV – 1 internally illuminated Co-Op projector, 1 set of non-illuminated 'Welcome To' text, 2 non-illuminated Co-Op logos

(retrospective) – Co-Op Convenience Store, The Green, Tenby – amended plans

The Clerk had received an email from Matt Dash confirming that the illuminated sign had been removed from the application. Cllr Blackhall, having spent some considerable time over the last summer months queuing to get in and out of or attempting to pass the Co-op, wondered if their monies would be better off being spent on improved parking and a traffic management plan to improve the traffic flow around Tenby. Cllr Mrs Brown proposed no objections and Cllr Blackhall seconded the proposal. Cllr Hallett took no part in the discussion.

### **RECOMMEND**

**Having been informed that the applicant has now withdrawn the internally illuminated projector sign, members can support the application.**

- f. NP/17/0487/FUL – Mr. Oliver Booth, Fern Cottage, St. Florence – Demolition of existing dwelling and storage structure and provide new replacement dwelling together with ancillary structure and associated works – The Dunes, Battery Road, Tenby

Cllr Mrs Rossiter recommended approval saying how absolutely brilliant it was to have had the foresight to buy the land and seeing the potential was very exciting. Cllr Blackhall's only concern was that there be no further development leading to an over development of the area. Cllr Blackhall seconded the proposal.

### **RECOMMEND**

**Approval. Tested against all relevant polices of the LDP, particularly 30 and 53, the proposal does not have an adverse impact on amenity or the appearance of the building and its immediate neighbourhood. However, members hope that this does not lead to further development of this area of the town.**

- g. NP/17/0490/LBA – Mr Bill James, Atlantic Hotel Limited, Atlantic Hotel, The Esplanade, Tenby – Construction of new lift shaft. Two storey extension over existing rear wing to accommodate 2 self-catering apartments. Conversion of basement to 2<sup>nd</sup> floor to create 4 new self-catering apartments. Alterations to existing flats on 3<sup>rd</sup> and 4<sup>th</sup> floors to create self-catering apartments – Atlantic Hotel, The Esplanade, Tenby

The Mayor had been informed that the Atlantic and the neighbouring Clarence Hotel were involved in a meeting with PCNPA over this application. Cllr Brown thought it was a shame that another hotel was going this way, losing more hotel bed space. The Clerk advised that they were looking to develop hotel apartments and would not be losing bed

space. The Mayor was concerned about the loss of light to the Clarence and proposed that Council approaches PCNPA to ask that they attend the meeting along with the Atlantic and Clarence.

### **RECOMMEND**

**Deferral. Members are aware that officers are meeting with the applicant and the owners of the neighbouring hotel and would like to have representation at that meeting due to concerns over potential effects on the light amenity of the neighbouring hotel contrary to Policy 30 of the LDP.**

- h. NP/17/0495/FUL – Mr. Shannon, Windmills Caravan Park, Old Narberth Road, Tenby – Change of use of 15 camping pitches to 15 static caravans and ecological enhancement – Windmills Caravan Park, Old Narberth Road, Tenby

The Mayor could see no problem with this application. Cllr Hallett raised concern over waste. Cllr Mrs Brown proposed accepting the application and Cllr Brown seconded the proposal.

### **RECOMMEND**

**Approval. Tested against all relevant policies of the LDP, particularly Policies 38 and 39 members feel that this is an acceptable upgrading of tourist facilities.**

- i. NP/17/0489/FUL - Mr Bill James, Atlantic Hotel Limited, Atlantic Hotel, The Esplanade, Tenby – Two storey extension over existing rear wing to accommodate 2 self-catering apartments. Conversion of basement to 2<sup>nd</sup> floor to create 4 new self-catering apartments. Alterations to existing flats on 3<sup>rd</sup> and 4<sup>th</sup> floors to create self-catering apartments. Construction of new lift shaft – Atlantic Hotel, The Esplanade, Tenby

Decision as previous.

### **RECOMMEND**

**Deferral. Members are aware that officers are meeting with the applicant and the owners of the neighbouring hotel and would like to have representation at that meeting due to concerns over potential affects on the light amenity of the neighbouring hotel contrary to Policy 30 of the LDP.**

- j. NP/17/0502/FUL – Mr. John Argent, Scotsborough House, Heywood Lane, Tenby – Proposed new roof window over existing bathroom – Scotsborough House, Heywood Lane, Tenby

Cllr Hallett had no objection and proposed accepting the application commenting that the work improves the building. Cllr Mrs Rossiter seconded the proposal.

### **RECOMMEND**

**Approval. Tested against all relevant policies of the LDP, particularly Policy 30, members feel that this is an acceptable proposal with no adverse effect on neighbouring properties.**

- k. NP/17/0486/FUL – Mr Neil Duffy, 14 Lamack Vale, Tenby – First floor extension above kitchen comprising of two bedrooms and WC – 14 Lamack Vale, Tenby

Cllr Hallett approved stating it was improving the standard for the size of family. Cllr Blackhall seconded this saying it was consistent with development in the area. Cllrs Mrs Rossiter, Mrs Williams and Brown took no part in the discussion.

### **RECOMMEND**

**Approval. Tested against all relevant policies of the LDP, particularly Policy 30, members feel that this is an acceptable proposal consistent with similar developments in this location with no adverse effect on neighbouring properties.**

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

- a. Tenby Chamber of Trade and Tourism – Minutes of the June meeting  
Noted. Thank you to the TCTT for keeping TTC up to date.
- b. Tenby Chamber of Trade and Tourism – Minutes of the July meeting  
Noted. Thank you to the TCTT for keeping TTC up to date.
- c. PCC – Consultation on options to regulate Horse Drawn Omnibuses

Cllr Mrs Brown is frequently around town and regularly hears complaints against the Horse Drawn operators in Tenby. There is concern over animal welfare, many people were talking about it and the actual vehicle was 'atrocious'. Cllr Mrs Brown congratulated PCC in proposing to bring in a bye law saying that she supports them totally. There have been enough complaints already and Council must be seen to stick up for those who have registered complaints. The Mayor advised Council that Councillors can go on line to complete the form. Cllr Hallett asked if they came under the Hackney Carriage License which he knew includes horse drawn vehicles but Clerk advised that that this carriage is too big to be under the Hackney Carriage Licence. Cllr Rossiter agreed with Cllr Mrs

Brown and added that the horse smells, the area smells, the area looks untidy and the people who run it look untidy too, questioning if they are DBS checked. Cllr Blackhall commented that any action should be properly regulated and that if PCC introduce byelaw that it must include all street trading activity. It is important that anything occurs is licensed as it protects people Cllr Mrs Brown asked Councillors to support PCC. Cllr Mrs Rossiter seconded. Cllr Mrs Williams asked if street trading could be included in the new byelaw. Cllr Hallett said that animal welfare must also be considered.

**Resolved that TTC respond to the consultation stating that they support the introduction of a byelaw to regularise horse drawn omnibuses. Further that PCC consider extending the byelaw to include all street trading activity which currently falls outside of the licensing regime.**

- d. PCC – Consultation on proposals to make changes to Council Tax arrangements for long-term empty properties in Pembrokeshire

The Mayor commented that it makes sense and Cllr Mrs Brown thanked PCC once again. Many properties in Tenby remain unoccupied. Tenby is short of affordable long term housing and many younger residents leave the area as there is no long term accommodation available. Cllr Mrs Brown supports PCC in putting forward changes and agrees totally with the changes. Cllr Hallett seconded.

**Resolved that TTC respond to the consultation stating that they support the proposals in relation to Council Tax arrangements for long term empty properties.**

- e. PCC - Additional Community Governor – St Teilo’s School

Cllr Blackhall proposed Cllr Mrs Williams as Additional Community Governor at St Teilo’s School and Cllr Rapi seconded the proposal.

**Resolved that Cllr. Mrs. Sarah Williams be put forward as TTC’s nominee as additional community governor for St. Teilo’s School.**

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

140. TO RECEIVE THE ACCOUNTS FOR AUGUST (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 Mayor asked that the two items above be taken as one. Cllr Mrs Brown congratulated the Clerk, remarking that it had been a quiet couple of months. Cllr Hallett thanked the Clerk for his work and proposed accepting the accounts. Cllr Mrs Brown seconded the proposal.

**Resolved that the accounts for July and August (including scheduled payments, unrepresented cheques, receipts, account balances, budget monitoring to date and bank reconciliations) be accepted.**

**141. TO RECEIVE REPORTS BY COUNCILLORS ON OUTSIDE BODIES**

De Valence Pavilion

Cllr Mrs Brown told Councillors how busy the DVP had been with events such as wrestling, family nights, weddings and other events saying that it had been a good summer season. Ironman was taking place this coming weekend and Cllr. Mrs. Brown asked for volunteers to help out if anyone had a few hours spare. Cllrs Brown and Blackhall offered their time. Future events include the Hunt Ball, Round Table Beer Festival and Tenby Blues Festival. Accounts were being prepared and would be available for Councillors shortly.

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

Cllr Hallett reported that there had been considerable walking and sailing activities recently in Tenby. Cllr Blackhall said that he'd seen a television programme featuring a local publican who was receiving parking fines on a regular basis. The Clerk told Councillors that BBC2 were airing Saving Lives at Sea of which 4 episodes include members of Tenby Lifeboat Crew.

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

The Clerk confirmed that he had not heard anything at all and asked the PCC Link Officer if he could follow up and see if there were any updates to report.

**144. CONDITION OF OLD TENBY CEMETERY**

As Cllr Mrs Ward was not in attendance it was agreed to defer this item until the next Council meeting. However, the Clerk did inform Councillors that work on cutting back had commenced.

**145. CONDITION OF TENBY POST OFFICE BUILDING**

As Cllr Mrs Ward was not in attendance it was agreed to defer this item until the next Council meeting.

**146. TO CONSIDER A REQUEST FROM THE DE VALENCE TRUST RELATING TO THE OPENING OF THE PUBLIC TOILET FACILITIES WITHIN THE PAVILION**

Cllr Mrs Brown advised Councillors that the toilets at the DVP are offered as a courtesy and are not public toilets. Due to various reasons including the costs involved in running the toilets, closure for private events, cleaning, inspection, checklists, insurance and abuse of use in the summer months, the Trust are asking that the toilets be closed to the public. Three years ago a decision was made to make the toilets available to the public during Tenby Town Council office hours but the Trust are now asking that this decision be reversed. The Mayor suggested installing a pin code entry for use by café users. Cllr Blackhall said it had to be a Trust decision. Cllr Rapi is concerned for the wear and tear of the carpets and overall supervision suggesting that perhaps the disabled toilet could be used by café customers by key. Cllr Blackhall proposed that the initial decision be reversed to allow the DVP Trust to make operational decisions in relation to the toilets. Cllr Brown seconded the proposal.

**Resolved that TTC's original decision that the toilets be available for general use during TTC office hours be rescinded and operational matters in relation to the opening of the facilities be left to the Trust to determine.**

#### **147. TO REVIEW THIS YEAR'S PEDESTRIANISATION SCHEME**

The Mayor has great concerns that there is now no bus access in to or around town since the town bus stopped running. Elderly, disabled or residents with mobility problems are unable to come in to town and all would benefit from a park and ride bus service leading to the Harbour. The Mayor asked if the buses could be brought back. Cllr Mrs Rossiter says it is discriminating against those who wish to get to the Harbour asking if there is any chance of getting the park and ride bus from North Beach Car Park to the harbour/castle beach reinstated now that there is a new bus company operating in town. The Clerk could contact Mr Blake and cost having a bus to town. Cllr Hallett said that finance would be the biggest problem as PCC have no funding. Those elderly residents who live on the outskirts of Tenby can't get in to town. Taxis are expensive and consequently residents are taking to having items delivered allowing no social interaction. Cllr Mrs Brown seconded. People with blue badges would not suffer if they could at least part at the Salters or North Beach and then catch a bus in to town. Cllr Blackhall said that when Silcox had folded PCC had been unable to find an operator that the route – it is still a designated route but not utilised. Cllr Mrs Brown said we need to offer feedback on this year's pedestrianisation scheme as the current system is not proving to be as good as it used to be – the youngsters manning the entrance of the pedestrian area were seen to be playing bat and ball on the roadside on one occasion. Cllr Mrs Brown had also noted removal lorries and questioned why they were allowed in during the pedestrianised time. The Clerk commented that more complaints had been received than previously recorded. Cars and vehicles towing boats had been seen to move the barriers to drive through Tudor Square. Cllr Brown asked if the Imperial Arch was still manned and the Clerk confirmed that it was. Cllr Rapi suggested that maybe the hydraulic barrier idea should be revisited as this could be used then there was an event.

Resolved that the Clerk write to Mr. Darren Thomas, PCC to ask if a meeting could be arranged between town councillors and relevant PCC officers to review this year's scheme. Further that the Clerk ask what efforts PCC were making to find an alternative operator to provide bus services from estates like Upper Hill Park.

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

- a. 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

The Clerk informed Councillors of the work being undertaken by Cllr Griffiths in compiling a list of names to be added to the War Memorial and suggested that a sub-committee be set up to consider the list of proposed names. The project will then be able to move forward to PCC and National Park in relation to any necessary planning applications needed. The sub-committee could also discuss other ways to commemorate the end of First World War such as a beacon lighting ceremony. In addition to councillors, the Clerk felt that the sub-committee should also include representatives of the British Legion and local armed forces cadet units. Cllr Blackhall suggested inviting a representative from the church to join the sub-committee too.

**Resolved that the Clerk arrange the setting up of a sub-committee.**

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

Resolved that the next meeting will take place on Tuesday, 19<sup>th</sup> September 2017 at 7.30pm.

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

Tenby Gardens proposed by Cllr Mrs Brown.

Area to the rear of Tenby Swimming Pool proposed by Cllr Brown.

**151. 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"**

**152. MINUTES**

Jubilee Play Park

The Clerk informed Councillors that he had been advised that the whole bearing unit needed to be replaced as the bushes could not be replaced individually. The cost quoted was £1,000. The Clerk also informed Councillors that this particular type of unit is no longer supplied by our usual suppliers due to this very reason.

Cllr Blackhall suggested replacing the bearing unit for now and to then look at 106 monies to replace the entire swing in the future. Cllr Mrs Brown seconded this proposal. The Clerk informed Councillors that, as the slightly buckled roundabout was still under guarantee, that work to install a replacement will be undertaken at the same time.

**Resolved that the repair work for replacing the worn mountings of the basket swing be commissioned at a cost of £1000 under S19, Local Government (Misc. Prov.) Act 1976.**

Mayor \_\_\_\_\_

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

Date \_\_\_\_\_