

TENBY TOWN COUNCIL
MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD 24TH MAY 2011

PRESENT

Councillor T Hallett Mayor
Councillor Mrs Evans
Councillor Mrs Lane
Councillor Mrs Rossiter
Councillor Mrs Putwain
Councillor D Morgan
Councillor L Blackhall
Councillor Mrs Williams
Councillor Mrs Thomas
Councillor M Evans

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

ALSO PRESENT David Perry Pembrokehire Business Hub
Inspector Kath Griffiths
PC Nigel Lewis

Information presented on Pembrokehire Business Hub from Mr David Parry

The Mayor welcomed Mr David Perry from Pembrokehire Business Hub on behalf of Tenby Town Councillors.

David Parry introduced himself and gave a brief background on himself before continuing with providing background information about Pembrokehire Business Hub. Part of Pembrokehire County Council they are based in Pembroke Dock; their aim is to provide support to new business ventures and existing businesses requiring advice for any reason. There is no charge to businesses for this advice and support at present due to Pembrokehire Business Hub currently receiving funding to facilitate the service, also they are working closely along with PBI (Pembrokehire Business Initiative), Job Centres and Work ways.

The Business Hub are receiving approximately 60 referrals a month at present and would like Tenby Town Council to be aware of their aims so they in turn can pass on the information available to local businesses who they feel may benefit in Tenby area. Also employed are two designated advisors Barry Griffiths and Darren Thomas.

Services available include advice, guidance, support and information where small amounts of start up funding may be accessible from as none available from them. For existing businesses also helpful advice on management, staffing and other human resources issues is available.

Questions were asked by Councillors including had Tenby Chamber of Trade and Tourism been contacted as their knowledge of local businesses would be helpful? They will be looking to meet with them in due course but have already worked well with Pembrokehire Tourism. Information Packs were distributed to every Councillor and the Mayor thanked Mr Perry for coming and providing everyone with information, hoping to see in the future businesses successfully helped by this venture. Mr David Perry left the Chamber.

43. **APOLOGIES**

Received from Councillor P Rapi, Councillor Mrs Brown and Councillor D Stock.

44. **DISCLOSURE OF PERSONAL INTERESTS**

Councillor Mrs Rossiter disclosed a personal interest in item 8b.

45. **ITEMS TO PRESS**

Proposed by Councillor Mrs Putwain, seconded by Councillor 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.

Councillor Mrs Thomas joined the meeting.

46. **CONFIRMATION OF MINUTES**

Resolved that the Minutes of the Tenby Town Council held 10th May 2011 be confirmed and signed as accurate with the following amendments:

22. Planning Applications

It was omitted from the minutes that Councillor Mrs Rossiter left the Chamber before discussion took place on item 22a and 22b and returned after the decision was voted on, minutes to be amended accordingly.

25. Grant applications

Councillor Mrs Putwain requested a change to the minutes to read, Councillor Mrs Putwain felt it should be modified and proposed that applications obviously falling out of the TCC policy/remit be filtered by the Clerk.

47. **MATTERS ARISING**

552 (514 – Notice Board on the Croft

Councillor Mrs Rossiter was pleased to see the situation resolved with the successful removal of the notice board, she also thanked the Clerk for chasing the contractors. The Clerk said PCC had already suggested a bench could be placed on the site. He also read out a letter received from a member of the public thanking the Town Council for listening to all views and seeing the situation through to the end result. Councillors then proceeded to discuss any ideas for the future of the notice board, it was

Resolved to agenda the future of the Notice board for the next TTC meeting.

Inspector Kath Griffiths and PC Nigel Lewis arrived at the meeting to deliver their monthly police update.

Proposed by Councillor Mrs Rossiter, seconded by Councillor Morgan to suspend the Council Meeting to receive the Inspector's report.

Resolved to temporarily suspend the Town Council Business.

TENBY POLICE UPDATE

Councillor M Evans joined the meeting.

The Mayor welcomed Inspector Kath Griffiths and PC Nigel Lewis and invited them to the table. They explained that as they were attending the meeting prior to the end of the month they had no official statistics but no assaults had been recorded, one burglary and a few minor thefts had occurred. Officers had been preparing for the forthcoming summer season detailing their Action Plan to visit licensed premises regularly and also police presence during arrival of trains at strategic times of the day. Also the Inspector had negotiated another sergeant and 3 PCs for the season. In addition to this a double shift pattern was already in operation on Thursdays, Fridays and Saturdays but she felt during the summer something was needed for the Sunday to Wednesday period. Assistance of 2 extra police officers from other services will be available at designated times along with an extra PCSO. PC Lewis explained the police are compiling a detailed list of events planned for Tenby so the right amount of police cover is in situ and ready for any eventualities that may occur. Councillors then had the opportunity to ask questions; firstly it was asked are the police patrolling Upper Frog Street in the early hours of the morning due to high noise levels and concerns for people's safety with anti social behaviour. The Police explained they are addressing this issue and trying to gain funding for additional measures to assist with monitoring the area. Secondly it was mentioned that speeding will be brought to their attention by residents of Narberth road at the next PACT meeting, specifically from Bells corner to the Doctors' surgery, details will be forwarded to the police outlining times when the problem is serious. Also St John's Hill has some speeding issues. These concerns were noted for attention by the police present. The Mayor thanked them for attending and Inspector Kath Griffiths and PC Nigel Lewis left the Chamber.

Councillor Mrs Rossiter proposed that Tenby Town Council move back into Council Business, seconded by Councillor Mrs Lane.

Resolved to reconvene meeting.

557b – Artwork display in De Valence Café

The Clerk reported he had spoken to Art Matters. They had the word around of the availability of space to local artists and photographers. Some had indicated an interest, but to date none had come into the De Valence.

25 – Grant Applications

Councillor Mrs Putwain proposed if the Clerk could inform Councillors at TCC meetings regularly of any Grants he has filtered out giving the reasons, seconded by Councillor Mrs Lane.

Resolved for the Clerk to list and report back to Councillors all Grant Applications filtered with reason for not meeting TTC criteria.

33 – Sign on Castle Hill

The Clerk reported he had sent a letter relating to this concern but had received no response. Request made by Councillors present to chase this matter to gain some feedback.

Resolved for the Clerk to chase this matter.

32 – Parking Signage

Councillor Evans reported that Mr Ben Blake PCC was happy to meet with Councillors to discuss the signage. Councillor Evans would like all Car Parks included in this signage system. It was

Resolved for the Clerk to arrange a meeting with Mr Ben Blake PCC.

36c – Five Year Framework of the NHS Trust

Councillor Mrs Thomas attended the meeting along with Councillor Mrs Evans and reported back to Councillors the following information. Mr Chris Martin and Mr Chris Wright called the meeting to put a balance to the points expressed at the recent SWAT meetings held in Pembrokeshire.

They claimed Withybush would remain as a General Hospital but due to reduced funding changes would have to be made. This may include patients/clients travelling further for specialist treatment but with back up care provided nearer home. Proposed changes hopefully would be available within the next 6 months, as consultations are ongoing at present. They envisage more care being provided at patient/clients homes so reducing duration of stay in hospital.

A & E along with core services will stay at Withybush Hospital but interdependence between the hospitals will be necessary for specialist services. Specialists will need to work as a team.

A leaflet will be produced with proposed new service provision and sent to every household during a consultation period for all to have an opportunity to feedback on the information.

35 – Pigeons/Town Walls

Councillor Mrs Putwain reported that the problem is not just associated with the town walls but also a problem down the harbour, Bridge Street and also other

areas. Proposed by Councillor Mrs Putwain, seconded by Councillor Mrs Lane to write to PCC for help with this increasing problem throughout the town.

Resolved to write to PCC Pest Control Department for advice on the increasing problem with Pigeons throughout the town.

48. PLANNING APPLICATIONS

a. NP/11/192 – Mr S Wilson, 13 Harries Street, Tenby – Proposed demolition of outbuildings and construction of utility room extension, 13 Harries Street.

Councillors discussed this application after viewing the plans. Proposed approval by Councillor Mrs. Lane, seconded by Councillor Mrs Rossiter.

RECOMMEND

Approval

49. PLANNING CORRESPONDENCE

a. PCNPA – Tree works TPO 61 Noe Acre, Gas Lane, Tenby.

The Mayor outlined information on this tree preservation order. Proposed removal of these trees in line with proposed plan of action by Councillor Mrs Lane, seconded by Councillor Mrs Williams.

Councillor Mrs Rossiter declared an interest and left the chamber.

b. PCNPA – Planning Appeal, Egypt House, Queens Parade, Tenby.

Discussed by Councillors present. Proposed to note this letter by Councillor Mrs Lane, seconded by Councillor Mrs Thomas.

Resolved to note this letter.

Councillor Mrs Rossiter rejoined the meeting.

c. PCC – Local Development Plan, consultation on the Site Allocation Representations.

Councillors read through the document, the Clerk outlined that the first consultation document has been amended and now they are asking if Councillors agree with the amendments.

Resolved to note this document.

50. CORRESPONDENCE

a. Mr Marc Owen (via e-mail) – Street Trading (including copy of related e-mail sent to County Councillor Mike Evans).

Councillor Mrs Lane abstained from discussion on this matter.

Discussions on all aspects of street trading took place between all remaining Councillors. Councillor Evans asked if prior to permits being issued consultation could take place through the Chamber of Trade and Tourism. He also explained that the police were working with Marc Owen to enforce the regulations. Several Councillors wished for the Five Arches be kept clear of all traders as it is a historical attraction. Councillors were reminded that not only PCC issue licenses; peddler licences are issued by the police at any station allowing them to trade anywhere in the country. Councillors expressed many concerns and also support for local shop owners paying their business rates, in many cases considerably higher than the fees paid by Street Traders. It was felt that this situation needed some guidance so it was proposed by Councillor Blackhall to put forward suggestions, no trading within the Five Arches, including a 2/3 metre area surrounding the arches and no new permanent licenses be issued this year 2011/12. Councillor Evans informed Councillors a meeting is being arranged between Marc Owen PCC and Chamber of Trade and Tourism representatives. An invite had also been extended to him and the Clerk. Councillor Mrs Putwain felt it was not satisfactory that the seller using a tent by the five arches has a 90 day licence every year and this should be reviewed for next year, all Councillors present agreed.

Resolved for Cllr. Evans and the Clerk to attend this meeting when arranged and put the TTC concerns/proposals to Mr Marc Owen PCC.

b. Mr William Rogers – Tenby matters

Mr. Rogers put forward proposals for a Farmers' Market in Tenby and improvements to rail services and asked to consultation to be held on the ideas.. It was pointed out that Tenby Councillors are the representatives of the local people and consider these and many other proposals suggested. The possibility of a Farmers Market would be discussed at the meeting with Mr Marc Owen PCC. The Youth Club was very active and had provided artwork to enhance the railway station TCC have written to Aviva Trains in the past and are still liaising with them. Proposed by Councillor Mrs Lane seconded by Councillor Mrs Evans, for the Clerk to send a letter of reply to Mr W Rogers, with a copy of Mr Rogers letter forwarded to the Chamber of Trade and Tourism.

Resolved for the Clerk to send a letter in reply to Mr W Rogers plus a copy of Mr Rogers letter forwarded to the Chamber of Trade and Tourism.

c. Mid and West Wales Fire and Rescue Authority – Draft Annual Action Plan 2011-13

Draft action plan to be noted, it was also unanimously requested to send a letter praising the work and dedication of Tenby Retained Firemen. Proposed by Councillor Evans, seconded by Councillor Mrs Thomas.

Resolved for the Clerk to send a letter from TTC praising the work and dedication of our Firemen in Tenby, with the draft action plan to be noted.

d. Mr M Jones – Welsh Walled Towns

Discussed by Councillors with full agreement. It was proposed by Councillor Mrs Lane, seconded by Councillor Morgan for the Mayor to take the lead in any further discussions on involvement with forming a Welsh Walled Towns association.

Resolved for the Mayor to take the lead with discussions on forming a Welsh Walled Towns association.

51. DE VALENCE

Initially discussion took place between Councillors on whether to discuss the De Valence issues/matters in private or public. Many views were expressed. The Clerk informed Councillors that at any time during discussions they have the option to move any item into private. Proposed by Councillor Mrs Evans, seconded by Councillor Morgan to discuss all issues in public.

Resolved to discuss De Valence issues in public.

The Clerk said he had received an enquiry relating to a hire for a disco DJ night in December 2011, also Tenby Junior AFC Presentation Evening 12/6/11. Both events were noted and await hire agreements being completed and returned.

The Clerk also reported back on the meeting held with Dr Jones PCC, Neville Henstredge, PCC, Councillor Mrs Evans and Councillor Blackhall beginning with a resume of the background relating to the covenant placed on the De Valence when it was bought back from SPDC. The building can only be used as a Function/Conference Centre and Administration centre for the Town Council. To provide unrestricted freehold, PCC would have to lift this covenant. PCC had indicated that they would require 35 % of the gross capital receipt on the sale of the building to do this. The meeting had been held to negotiate if there was any possibility of reducing or amending this covenant. During discussion it was asked if this money would be re invested in Tenby but PCC policy is that all money has to go into the main funds. However it was suggested that the covenant may be amended to facilitate a tourist attraction.

PCC were under the impression that the offers were no longer on the table and wondered if this is was the best time to be marketing the building. Councillors expressed concern that some members of the public appeared to be confused as a what was happening with the building and the fact that a new Trust is being formed to temporarily run the De Valence.

As discussion started to centre around the specific offers on the table, Councillor Evans, Councillor Mrs Rossiter and Councillor Mrs Lane felt they should declare an interest and left the chamber.

Councillors continued to discuss matters relating to the future of the De Valence and specifically its value, the expressions of interest and the situation relating to the application for Trust status. It was

Resolved for the Clerk to request 3 valuations on the De Valence, to include one commercial valuation from out of county.

Proposed by Councillor Mrs Evans, seconded by Councillor Morgan for the Clerk to contact Silent World to see if they are ready to make their presentation to the Council.

Resolved for the Clerk to contact Silent World to invite them to make a presentation on their expression of interest to TTC at their next meeting.

Councillor Evans, Councillor Mrs Rossiter and Councillor Mrs Lane returned to the chamber.

The Clerk brought an e-mail he had received from County Councillor M Williams to the attention of Councillors present. It contained questions relating to the De Valence and the new Trust. Councillor Mrs Thomas said that County Councillor Williams is aware he is always welcome to attend TTC meetings. Discussion took place between all Councillors present and it was proposed by Councillor Mrs Evans, seconded by Councillor Mrs Lane that the Clerk answers the questions and send a reply to County Councillor M Williams.

Resolved for the Clerk to send a reply by e-mail to County Councillor M Williams answering the questions posed.

52. REPORTS BY COUNCILLORS ON OUTSIDE BODIES

Councillor Mrs Thomas reported on the Community Health Network Meeting. They are considering setting up a newsletter with the support of Planed. This will be discussed and decided during July's meeting. The plan is to develop a working party/group to obtain information from GP surgeries and Cottage Hospital ward to be included in the newsletter.

Councillor Blackhall reported on the additional items discussed in the meeting with Dr Jones PCC:

The County Council proposed to market former Cottage Hospital site in September 2011. They may open it as a temporary car park during the summer but promised to maintain the site in the interim.

Dr Jones had no objections to using the vacant shops windows in town for displays advertising the museum. He suggested TTC make the approach again to the relevant department at PCC. Proposed by Councillor Mrs Putwain, seconded by Councillor Mrs Thomas to go back to the museum with TTC plans for the shop window displays.

Resolved for the Clerk to contact PCC for permission to use the vacant shop windows for display purposes and liaise with the museum once permission is granted to commence the displays.

The Clerk reported Britain in Bloom judging will take place on 3/8/11 between 9.30-12.30am. TTC have also entered Wales in Bloom, judging will take place some time between 27/6/11 – 15/7/11.

Councillor Mrs Lane made an appeal for support from everyone as last year we were only a couple of points off gold and this would be a fantastic achievement to reach gold this year. The Youth Club were on board. Businesses do well with baskets and boxes but perhaps they could be encouraged to do a window display this year, a trophy is available for the best window display. Also as a reminder the BBC will be filming 24/7 during the Britain in Bloom week.

53. MEDIA ITEMS

Councillor Mrs Lane had an application form relating to nominating a local resident who had made an outstanding contribution to the community in which they live to carry the Olympic torch during its journey. She proposed Mrs Rosie Swale Pope, seconded by Councillor Mrs Thomas.

Resolved for the Clerk to complete and submit the application form nominating Mrs R Swale Pope

54. FAMILY PLAY PARK

The Clerk met with Councillor Evans and PCC employees who are enhancing the Play area. TTC handyman has helped out by painting the shelter wall covering over the graffiti. New bins have been provided but no finances are available from PCC for play equipment at the moment. Councillor Mrs Evans explained about information given at the last Family Play Park Meeting to establish a constitution and form an independent group to access funding to provide extra equipment and improve the facility further. So it was

Resolved to arrange the next meeting for early June to prepare a draft constitution and commence forming a working group/committee.

55. PARKING

Councillor Evans informed Councillors a meeting was arranged for Thursday 26/5/11 and he would feed back the outcome via the Clerk as he is not available for the next TTC meeting on 7/6/11.

56. CROSSING ON THE NORTON

Councillor Mrs Williams had picture evidence to support the concerns that the crossing is sited in a bad position. The stone pillar shields children from the approaching traffic and also adults have reported that this was a situation waiting for an accident to happen. Councillor Mrs Rossiter informed Councillors a

former Councillor and Mayor had express this exact concern in the past. The Clerk read out the outcome letter from 2008 when the last expression of concern was noted. Councillor Evans said pass on the concern expressed by the Mayor to have the crossing globes cleaned and suggested raising the issue of the position of the crossing during the meeting with Mr. Blake. Proposed by Councillor Mrs Lane, seconded by Councillor Mrs Rossiter to send a letter with the photographs to PCC.

Resolved for the Clerk to bring the concerns of TTC regarding the crossing to the attention of PCC.

57. SOUTH BEACH DEVELOPMENT

Councillor Blackhall expressed concerns on behalf of many Councillors that the ramp promised to be open by Easter was still not open and it is slippery and dangerous. Children have been observed swinging and climbing on it. Also there is still rubble evident when the sand shifts. Councillor Evans explained he had met with the developers and invited the Clerk along too. They hoped to have the ramp opened by 5pm on Friday 27/5/11, but would be closing the zigzag for the day to facilitate this. They have also invested in a sand scoop bucket to sift the sand. They have had several delays on materials. Also the site manager informed them that the Festival of Britain Beacon will be removed and put into storage shortly. It will be re-sited in due course. In view of this recent information it was

Resolved to not write a letter at this time but to wait and see if the information given at the site meeting was adhered to.

58. CASTLE HILL LIGHT POLLUTION

Councillor Mrs Putwain informed Councillors about the state of the lighting on Castle Hill. They are Victorian bases with modern globes. Also the light is being diffused upwards and they should have shades on the top to defuse the light downwards. They are badly in need of painting and one is twisted and full of water which is a hazard. After further discussion it was

Resolved that County Councillor Evans will view the situation and take this matter directly to Pembrokeshire County Council.

59. TENBY CEMETERY

The Mayor raised a concern of an area in the cemetery that needs attention and enhancing, so it was

Resolved to arrange a site meeting of the Cemetery Committee next week.

60. FINANCIAL OFFICER/CLERK'S ITEMS

a. Actions and updates from 10th May 2011

The Clerk updated Councillors and explained there is a vacancy on the Tenby Charities Trustee's Committee, it was

Resolved to agenda and discuss this item at the next TTC meeting.

Councillor Mrs Putwain thanked those involved for amending the mural information panel in the Indoor Market.

The Clerk said he had received a quote from Sign Box who had provided the "do not feed the seagulls" signs in the past. Plastic signs in the same design would cost £14 plus vat each. Proposed by Councillor Mrs Rossiter, seconded by Councillor Morgan for the Town Council to purchase 10 English and 2 Welsh signs.

Resolved to purchase 10 English and 2 Welsh signs in a sturdy plastic format.

The Clerk had also received a letter from Mrs Ruth Webb inviting Councillors to attend the Bosom Pals Walk taking place on 12/6/11. This is a charity event for Cancer Laboratory at Cardiff University and involves a 3 mile walk around Tenby.

The Poppy Appeal Picnic on Castle Hill has been arranged for 18/6/11 at 2pm. Cost £5 per pitch with live music being provided by Greenhill School.

61. DATE AND TIME OF NEXT MEETING

Resolved that the next meeting will take place on Tuesday 7th June 2011 at 7.30pm.

Councillor Evans will be unable to attend.

62. ITEMS FOR THE NEXT AGENDA

None added, the Mayor asked Councillor to let the Clerk know if they have any prior to the next agenda.

63. PRIVATE AND CONFIDENTIAL

Proposed by Councillor Morgan seconded by Councillor Mrs Lane.

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.

64. MINUTES

Resolved that the Private and Confidential Minutes of the Tenby Town Council Meeting held 10th May 2011 be confirmed and signed as accurate.

65. **MATTERS ARISING**

De Valence Press Release

The Clerk asked in view of the Covenant relating to the De Valence being discussed in public, did the Councillors still require the press release? It was

Resolved that the press release was no longer required as the press were present during public discussion on De Valence matters.

66. **DE VALENCE**

Request for a Hall Hire made by Tenby Junior AFC. Hire charge discussed between councillors and permission given for them to hire the hall on 12/6/11 at a reduced rate with TTC offsetting the remaining cost as a donation. Proposed by Councillor Mrs Lane, seconded by Councillor Morgan for the Clerk and Councillor Mrs Lane to liaise with Mr P Kidney to run the bar and negotiate a percentage of takings to the Town Council.

Resolved for Tenby AFC to hire the De Valence and the Clerk, along with Councillor Mrs Lane, negotiate with Mr P Kidney to run the bar with a percentage of takings for TTC.

The Clerk expressed a concern at the times noted in the Tenby Observer for the opening of the De Valence for the Expo associated with the Long Course Event. Volunteers agreed to open the De Valence and a record book will be commenced to log the good will volunteer hours given by Councillors. This can be used in due course as evidence when funding applications are filled in. Payment for this weekend was discussed and it was

Resolved for the Clerk to chase payment from the event organiser for this weekend event.

The Clerk informed Councillors he had had several requests for the Bunting in the Town to be removed it was

Resolved that Councillor Evans would arrange for this to be removed the same way as it was erected.

Mayor _____

Town Clerk _____

Date _____