

**TENBY TOWN COUNCIL**

**DE VALENCE PAVILION  
UPPER FROG STREET  
TENBY**

24<sup>th</sup> November 2021

Dear Councillor

You are hereby summoned to attend the next Meeting of the Tenby Town Council to be held on **Tuesday 30th November 2021 at 7.30 pm** to transact the business stated below.

Due to the continued coronavirus situation, this meeting will be held remotely.

Members of the public wishing to access the meeting to listen (but not speak) are asked to contact the Town Clerk for access details.

**MEMBERS: PLEASE NOTE THAT PCNPA HAVE SWITCHED TO AN ONLINE SYSTEM FOR VIEWING PLANNING APPLICATIONS. NO PAPER COPIES ARE AVAILABLE. APPLICATIONS TO BE CONSIDERED AT THE MEETING CAN BE VIEWED ONLINE IN THE COUNCIL OFFICES DURING NORMAL HOURS OR BY VISITING THE FOLLOWING LINK**  
<http://planning.pembrokeshirecoast.wales/>

Yours faithfully



**A. J. DAVIES**  
**FINANCIAL OFFICER/CLERK TO THE COUNCIL**

**AGENDA**

1. To receive Apologies.
2. To disclose any personal interests in items of business listed below.  
  
Members are requested to identify the nature of the interest and indicate whether it is personal or prejudicial
3. To agree Items of Correspondence and Committee Minutes, except those marked private and confidential, be given to the members of the Press present.
4. To confirm the Minutes of the Tenby Town Council Meeting held 16th November 2021.
5. To consider any Matters Arising from the minutes.

6. To receive the notes of the Christmas Festivities meeting held 23rd November 2021 and consider any recommendations or proposals therein.
7. To discuss the following Planning Applications and to agree action in response to proposals:
  - a. NP/21/0554/FUL – Conversion of existing Bed and Breakfast Hotel into 5 self-contained flats whilst retaining existing Owner's accommodation – Myrtle House Hotel, St. Mary's Street, Tenby.
  - b. NP/21/0569/FUL – Replacement of existing wooden and uPVC windows with new uPVC windows – Flat 7 Islay Court, 21-22 Victoria Street, Tenby.
  - c. NP/21/0714/S73 – Variation of Condition 2 of NP/20/0208/FUL – 2 Lexden Terrace, St. Julian Street, Tenby.
  - d. NP/21/0715/S19 – Construction of external wrought iron staircase (S19 variation of Condition 2 of NP/18/0209/LBA - 2 Lexden Terrace, St. Julian Street, Tenby.
8. To consider the following items of planning correspondence and agree action in response to proposals:
  - a. Tenby Civic Society – Tree planting scheme and comments on recent applications.
9. To discuss the following Grant applications and agree action in response to proposals:
  - a. The De Valence Trust – Annual Grant
  - b. Tenby Sea Cadets – Minibus project
10. To consider any updates on Tenby Town Walls and agree action in response to proposals.
11. To consider any updates on the proposed development at Brynhir.
12. To receive an update on Dementia Friendly Tenby and agree action in response to any proposals – Cllr. Mrs. Skyrme-Blackhall
13. To consider any Financial Officer/Clerk's Items and to agree action in response to proposals.
14. Date and Time of Next Meeting  
Tuesday 7<sup>th</sup> December 2021 at 7.30 pm – Finance meeting  
Tuesday 14<sup>th</sup> December 2021 at 7.30 pm – Full Council

15. To propose any item for the next Agenda.
16. **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".**
17. To confirm the Private and Confidential Minutes of the Tenby Town Council Meeting held 16th November 2021.
18. Matters arising for information only.



**TENBY TOWN COUNCIL**  
**MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD**  
**16<sup>TH</sup> NOVEMBER 2021**

<b><u>PRESENT:</u></b>	Cllr Mrs Skyrme-Blackhall	Mayor
	Cllr Mrs T Evans	
	Cllr Mr J Cornwell	
	Cllr Mrs T Rossiter	
	Cllr Mr P Rapi	
	Cllr Mr L Blackhall	
	Cllr Mrs S Lane	
	Cllr Mr H Whitehurst	
<b><u>IN ATTENDANCE:</u></b>	Mr A Davies	Clerk
	Mrs S Thompson	Assistant to the Clerk
	Cllr Michael Williams	County Councillor

The Mayor welcomed councillors and thanked those who sent messages of condolences on loss of her Uncle Tony.

**199. TO RECEIVE APOLOGIES**

Apologies received from Cllr Mrs Brown and Cllr Morgan.

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

Cllr Mrs Rossiter declared interest in item 13.

**201. 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 Mrs Evans.

**RESOLVED**

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

**202. CONFIRMATION OF MINUTES**

**Resolved that the Minutes of the Tenby Town Council meeting held 2<sup>nd</sup> November 2021 be confirmed and signed as accurate.**

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

- a. **Page 97 Item 189b – Belgian Forces Commemoration:** Lt Col. Le Hardy is coming to Wales next week and is hoping to call in to update on the event. The Mayor asked when and was advised that Lt Col L Hardy was thinking about the Wednesday and he hoped to be able to meet with the Mayor, Lt Col Le Hardy is trying to work out his diary regarding timings.
- b. **Page 97 Item 189d – Remembrance Sunday:** The Clerk thanked all for attending the Remembrance Service. He gave his particular thanks to Mr Peachy, Mr Broxham, Mr Roberts and Mr Graham Phillips for all their help. The Mayor seconded the Clerks sentiments and thanked all for attending adding that it was wonderful to see so many there.
- c. **Page 97 Item 190 a & b – 3 and 4 Upper Frog Street:** The Clerk said he had spoken to Mr Andrew Richards at PCNPA who is the officer dealing with this application. He is more than happy to have a site meeting but is still awaiting CADW's response and feels it is prudent to wait until this is received so that all are better informed at any meeting. Mr Richards will contact the Clerk once he has heard from CADW.
- d. **Page 99 Item 192 - Newell Hill Parking:** The Mayor asked if there were any updates on this matter. Cllr Mrs Evans told members that she not managed to speak to Cllr Evans this week but hoped to catch up with him in the near future.

204. **TO RECEIVE THE NOTES OF THE CHRISTMAS FESTIVITIES MEETING HELD 10<sup>TH</sup> NOVEMBER 2021 AND CONSIDER ANY RECOMMENDATIONS OR PROPOSALS THEREIN (SENT VIA SEPARATE EMAIL)**

The Clerk had sent out these Minutes and was happy to answer any questions members may have.

All is in hand with just a few things needing to be checked up on.

The Clerk told members that the lights have started to go up, Shelly Webb will commence installing the trees around St Mary's this weekend and the big Christmas Tree should arrive on Sunday morning. With regard to dressing the tree, he has liaised with our lighting contractor Mr Percival and Mr Thomas of Smart Gardens and plans are in hand.

An issue has arisen in relation to some of the main Christmas crossroad lights as scaffolding works are blocking anchor points in High Street. He is meeting with Mr Percival tomorrow to see what can be done in that area.

The Mayor commented that she can see some trees already starting to go up at businesses in the town and felt it was going to look fantastic.

She thanked the Clerk for all his work liaising with the various people involved.

**205. DISCUSS THE FOLLOWING PLANNING APPLICATIONS AND TO AGREE ACTION IN RESPONSE TO PROPOSALS:**

**a. NP/21/0563/FUL – Resurfacing of front parking area – 1 Frogmore Villas, Lower Frog Street, Tenby**

Cllr Mrs Lane proposed acceptance as this is much needed work and would definitely be an enhancement. Cllr Mrs Rossiter seconded.

**RECOMMEND**

**Approval. Considered against all the relevant policies in the LDP members feel that this would enhance the amenity of the property with no adverse effect on neighbouring properties.**

**b. NP/21/0594/CAC – Demolition of existing building and construction of residential development incorporating class A1/A2/A3 and D2 floorspace at ground level and all associated development – Former Royal Mail Delivery Office, Warren Street, Tenby**

Members have already determined and made a resolution on the Full planning application reminded the Clerk. This application is purely related to how the development will sit in the conservation area. Members need to look at this development in terms of its location within the conservation area and the potential impact.

Cllr Mrs Lane proposed accepting this planning application saying that the town will be very pleased to see what is currently there demolished. She looked forward to a sympathetic design. She was seconded by Cllr Rapi.

**RECOMMEND**

**Approval. Considered against all the relevant policies in the LDP members feel that the design is sympathetic to the site's location within the Conservation area.**

**c. NP/21/0634/FUL – Changing existing garage and porch roof from flat to pitched construction – Sea Horses, North Cliffe, Tenby**

Cllr Mrs Rossiter proposed acceptance as she believes it will enhance the property and will be an improvement within the streetscape. Cllr Mrs Lane seconded commenting that it was nice to see a flat roof being replaced with a pitch roof.

Cllr Blackhall abstained as he had not had a chance to study the plans before the meeting

## **RECOMMEND**

**Approval. Considered against all the relevant policies in the LDP members feel that this would enhance the amenity of the property with no adverse effect on neighbouring properties or the streetscape in this location.**

- d. **NP/21/0664/FUL – Single storey flat roofed rear extension – 14 Trafalgar Road, Tenby**

Cllr Mrs Rossiter asked if any comments had been received from neighbours.

None had been received said the Clerk.

The Mayor proposed accepting and Cllr Mrs Rossiter seconded.

## **RECOMMEND**

**Approval. Considered against all the relevant policies in the LDP members feel that this would enhance the amenity of the property with no adverse effect on neighbouring properties.**

### **206. TO CONSIDER THE FOLLOWING ITEMS OF PLANNING CORRESPONDENCE AND AGREE ACTION IN RESPONSE TO PROPOSALS:**

- a. **Tenby Civic Society – NP/21/0594/CAC**

Cllr Mrs Rossiter asked if these comments could be noted. Cllr Mrs Lane seconded.

## **RESOLVED**

**That the comments on the Civic Society be noted**

### **207. TO CONSIDER THE FOLLOWING ITEMS OF CORRESPONDENCE AND AGREE ACTION IN RESPONSE TO PROPOSALS:**

- a. **Dafydd Llewellyn, Police and Crime Commissioner – Draft Police and Crime Plan**

The Mayor suggested that members respond to this consultation individually

However, Cllr Rapi said he is concerned about things that are happening within our town at present. The night-time economy in the town at weekends was as busy as ever; anti-social behaviour seemed to be on the increase but there were no policemen to be seen.

He said he would like to meet with the Commissioner to ask if we can have more police and asked that TTC invite him to a future meeting to discuss the issues that we have within the town.



Town was as busy now as it was in the summer but we no longer had the same levels of policing, Cllr Rapi continued. He was aware that, even when the police were called to incidents none would turn up for at least 20 minutes. This was not the way it should work.

Cllr Rapi feels it is the job of the police to police the streets and fears that it will get out of hand if we do not ask for assistance.

The Mayor seconded the proposal to invite the Commissioner to a meeting.

Cllr Mrs Lane abstained on vote due to the discussion on the night-time economy that took place.

### **RESOLVED**

**That the Police and Crime Commissioner be invited to meet with TTC to discuss concerns over policing in the town.**

b. Emma Thornton, Visit Pembrokeshire – Developing a sustainable future for tourism in Pembrokeshire

Cllr Blackhall said he was delighted to see Visit Pembrokeshire moving forward with a designated management plan. He suggested inviting Mrs Thornton to a future meeting of TTC to talk about the plan so that Tenby, as the county's premier resort could be a full partner in future.

However, turning to the specifics of them seeking to access grants, Cllr. Blackhall felt they needed to be looking at a bid to the strategic Enhancing Pembrokeshire fund, not localised allocations.

While he recognised all the strategic fund had been allocated for this year there would be opportunities for the next round.

He believed that Tenby's allocation for this year looked to be fully committed and any underspend carried over into the new financial year and determined alongside strategic bids. As such he was not sure we should consider allocating Tenby's allocation towards a countywide endeavour but was happy to discuss other ideas with Mrs Thornton.

Cllr Cornwell seconded the proposal to invite Mrs. Thornton to a future meeting.

### **RESOLVED**

**That Mrs. Thornton be invited to a future meeting to discuss Visit Pembrokeshire's plans for the future.**

**208. TO RECEIVE THE ACCOUNTS FOR OCTOBER (INCLUDING SCHEDULED PAYMENTS, UNPRESENTED CHEQUES, RECEIPTS, ACCOUNT**

**BALANCES, BUDGET MONITORING TO DATE AND BANK RECONCILIATIONS) AND CONSIDER ANY ISSUES ARISING**

The Clerk doesn't have issues to report but was happy to answer any questions that members may have. Proposed by Cllr Mrs Rossiter that the accounts be accepted and Cllr Rapi seconded. The Mayor thanked the Clerk and Mrs Thompson.

**RESOLVED**

**That the accounts for October (including scheduled payments, unrepresented cheques, receipts, account balances, budget monitoring to date and bank reconciliations) be approved.**

**209. TO DISCUSS THE FOLLOWING GRANT APPLICATIONS AND AGREE ACTION IN RESPONSE TO PROPOSALS:**

a. Tenby Round Table – Annual Senior Citizens' Christmas Dinner

Tenby Round Table had again had their fund-raising activities curtailed by Covid-19 this year and asked for a grant of £3000 again this year to assist with the staging of the annual Senior Citizen's Christmas dinner.

Cllr. Mrs. Rossiter asked as to how much TTC donated last year. The Clerk replied that it was £3000. Cllr. Mrs Rossiter then proposed that the amount requested be agreed.

She felt it has been a particularly hard couple of years for local organisations like Round Table and TTC should support them. The Mayor seconded.

Cllr Blackhall agreed saying it is really important that TTC are able to support organisations like this who have had a hard time fundraising due to Covid.

The Mayor commented that Round Table had done a fantastic job delivering the Christmas dinners under difficult circumstances and all the local senior citizens had been delighted.

**RESOLVED**

**That under Section 137 of the LGA 1972, a donation of £3000 be made to Tenby Round Table to assist with the staging of the annual Senior Citizens Christmas dinner.**

b. Wales Air Ambulance

The Clerk told members that Wales Air Ambulance are asking for a contribution, not a particular amount. This is a privately funded charity.

The Mayor was in favour, they do an amazing job and are seen often in this area. Have we given in the past, she asked?

Cllr Mrs Lane reminded councillors before a decision is made that we can give all make an individual contribution.

Cllr. Mrs Evans said that the work of the Air Ambulance benefits all of the county and is needed all year round. She strongly believes that TTC should make a contribution every year. It is a charity and all can donate individually but we must consider how well used it is in our area.

The Clerk told councillors that there were 77 call outs in Pembrokeshire last year.

He confirmed that TTC had made a contribution of £1000 last year.

The Mayor proposed matching TTC's previous contribution and Cllr Hallett seconded.

### **RESOLVED**

**That under Section 137 of the LGA 1972, a donation of £1000 be made to Wales Air Ambulance.**

### **210. TO CONSIDER ANY UPDATES ON TENBY TOWN WALLS AND AGREE ACTION IN RESPONSE TO PROPOSALS**

With regard to the weeding said the Clerk, Mrs Susie Adams visited the Parlour last week to look at the damp problem and, noticed that work still hadn't been carried out to the weed growth inside the walls.

PCC's arborist team are still too busy on ash die back around the county but she will try to get alternative contractors to deal with growth within town wall.

In relation to the damp problem in the parlour, Mrs. Adams was surprised that the town walls had been covered internally with plasterboard. It is natural that moisture will seep through walls of this age but the plasterboard was not allowing the walls to breathe and the moisture to evaporate.

She felt removing the plasterboard to leave the walls in their natural state, coupled with additional airing and heating would resolve the problem.

She would however prefer that a specialist stone mason remove the plasterboard and assess the situation beneath. She would send the Clerk contact details of a couple of suitable firms.

Cllr Hallett is concerned that leaving the wall in its natural state would make that area of the parlour quite dark and suggested the possibility of limewashing to reflect light.

The Clerk said he would update after further investigation by a specialist stone mason.

211. **TO CONSIDER ANY UPDATES ON THE PROPOSED DEVELOPMENT AT BRYNHIR**

Although Cllr Mrs Rossiter had declared her interest in this matter, she would like to take this opportunity to inform Tenby residents of the work being undertaken by PCC on the pathway known as Blind Lane. PCC are making an excellent job creating an easy access path for all to walk in to town.

With regard to the proposed development, the Clerk had written to Mrs Gaynor Toft, Head of Housing at PCC, for an update and had received the reply as follows:

*“We have recently appointed a multi-disciplinary design team, the lead consultant for which is MACE Group, who have been tasked with developing the scheme through to construction. A series of design team meetings will be held in the coming weeks with our consultants to set our aspirations for the development. We also intend to hold a series of meetings with stakeholders, such as yourselves, to hear what your thoughts are on the development. We are currently preparing a communications strategy to ensure that all interested parties are kept informed of the progress being made on the scheme and to ensure that all stakeholders have an opportunity to engage with us at various stages of the project. The dates of these meeting will be confirmed in due course.”*

The Mayor thanked the Clerk for the update.

212. **TO CONSIDER ANY FINANCIAL OFFICER/CLERK’S ITEMS AND TO AGREE ACTION IN RESPONSE TO PROPOSALS:**

a. **Cost of Summer Floral Displays 2022 (Appendix A)**

The Clerk and Cllr Mrs Lane had met with Neil McCarthy, Nicky Young and Mark Wright to discuss floral bedding requirements for next year as the order needed to be placed soon.

Although changes are being planned to the gardens, Mr. McCarthy was wary as to whether works would be done by next Easter. If we wanted bedding plants as a fallback option, the nurseries needed the order soon.

The cost for this year’s plants would be £9108.55, a £508.45 increase on last year.

Cllr Hallett proposed acceptance of the costing. Cllr Mrs Lane was hopeful that after this year, with the planned works to the gardens, costs will be reduced. Cllr Rapi seconded the proposal.

**RESOLVED**

**That Mr McCarthy be informed that TTC are happy with the costings for floral bedding for next year.**

b. MOU – Tenby and Frankston

The Clerk had received an email from Frankston City Council which he had sent on to members as they required a decision by tomorrow. He asked if members were happy to look at this matter this evening.

Following on from the agreed decision to move progress with the Friendship City idea, Frankston had prepared a draft Memorandum of Understanding (MoU) and they were now seeking our views on it. If we were happy, could the Mayor sign it?

Cllr Mrs Lane was surprised at the speed this is going. Whether you call it Twinning or Friendship it is a form of social agreement and generally these are between towns of a similar demographic size.

However, Frankston has a population of approximately 151,000 while we are touching on 5000. Looking at Frankston in more detail she feels a cultural exchange may prove challenging, not just because of the distance between us, and also feels that this matter seems to be being ploughed through in a few short weeks by Frankston.

Tenby is a member of the Walled Town Society, Cllr. Mrs. Lane continued, perhaps, friendship with a wall town may be more appropriate; commenting that, in the past, we had considered Gibraltar as a walled town with established links to Tenby due to visiting service men and similar traffic problems.

She felt this proposal needed a closer look at the similarities between Tenby and Frankston. It should not just be a case of because there were Tenby ex-pats living there as there were thousands of expats from Tenby living all around the world.

Cllr Cornwell fully supports Cllr Mrs Lane's comments on this as he too does not see how it could work. He too had done some research on Frankston and felt there as an imbalance between the two areas.

He used to be on town twinning committees and a friendship arrangement should be with an equal. Why are they asking to sign so quickly, he asked?

Cllr Blackhall agreed that this all seemed a bit hasty suggesting that perhaps there is a priority in Frankston that we don't know about.

In terms of moving forward TTC had made a certain commitment to exploring a friendship arrangement but having seen the terms suggested in the MoU we will look at what this means and then decide whether we sign.

He felt any agreement would not preclude us entering into a relationship with anyone else but we needed to look at this in more detail and come back to them in due course.

The Mayor agreed that this arrangement appeared to be going at a considerable rate of knots. It was only three weeks since we agreed to look into it.

Cllr Blackhall suggested, as Cllr Cornwell has some experience in twinning matters, that he looks into it. Cllr Mrs Lane said that, in the past, she had been chair of our twinning committee and would also like to be involved.

The Mayor asked that the Clerk pass on the message to Frankston that we would like to study the MoU in more detail before we could consider signing.

#### **RESOLVED**

**That a sub-committee be set up to study Frankston' proposal and the MoU in more detail.**

Cllr Mrs Rossiter then said, if the Town Clerk had finished with his items, she wanted to raise something.

Cllr Mrs Rossiter went on to say that people asked her why we are not meeting. She believed this was due to the fact that we were not meeting face to face and there was no coverage in the local press.

She pointed out that even a small council like St Mary Out Liberty were meeting face to face, what was preventing Tenby?

In relation to press coverage she wondered if the Clerk could provide a report of our meetings to the press, to enlighten the town that we are still active and that we are still meeting.

The Mayor said that there are already stories on the town council's debates and decisions in the local press following every meeting.

The Clerk said that, having worked on the local newspaper other councils used to send in the minutes of their meetings. Very often they were not sent until ratified at the following meeting which meant decisions were often two months old.

Although the press was not in attendance at our online meetings, they usually contacted the Clerk the following day to follow up on agenda items. Under new legislation draft minutes of the meeting had to be posted on line within seven days of the meeting and the local press also used this information to formulate stories.

He felt that office staffing arrangements would need to be looked into if he would also be required to write a report of the meeting from our extensive minutes in addition to his other responsibilities.

Cllr. Mrs. Rossiter, while appreciating we could not use the Parlour at present, then asked why we could not have face-to-face meetings in the main hall of the De Valence.

Cllr. Blackhall commented that TTC had already resolved, due to the presently still high Covid-19 infection rate to continue to meet remotely and to reassess the situation in the New Year.

He also commented that, just skimming through last week's edition of the Tenby Observer he has spotted TTC stories on a number of pages.

Cllr Mrs Lane said that TTC could review resolutions if provided with new information and asked if changes to Covid-19 guidance by the Welsh Government constitutes new information.

Cllr. Blackhall raised a point of order in that members appeared to be trying to re-open a debate without following Standing Orders.

He felt a resolution had been made and this decision could not be revised unless a written request had been received signed by five councillors.

Cllr. Mrs. Lane commented that she had been invited to speak by the Mayor and Cllr. Blackhall had interrupted her while speaking. She asked that that this be noted in the minutes.

The Mayor reminded members to be civil to each other.

The Clerk said that, as per Standing Orders, both councillors were correct in how past resolutions could be re-debated within six months.

However, he did not think that any changes in Covid-19 guidance from the Welsh Government could constitute new information as legislation had already been in place to allow 'hybrid' meetings when the decision was taken.

If we decide to go back to meeting face-to-face we still have to provide facilities for those who choose to remain at home to still be able to join the meeting. This legislation was not just for Covid-19 but was seen as the way forward by Welsh Government for all future meetings so that more people could be encouraged to become councillors.

We are not yet in a position to hold this type of meeting in the Parlour which was why the decision was taken to continue to hold meetings remotely only and reassess the situation in the new year.

Cllr. Cornwell asked the Clerk whether we could have hybrid meetings. The Clerk said that we could not use the parlour and we would have to liaise with the Trust as to availability of the hall.

Cllr. Rapi said that different councils, even at county level, had different views with some not happy for face-to-face meetings to go on. At Carew they are meeting in the hall with the door open!

The De Valence Trust now has new WIFI in the building and he feels there could be a possibility to hold hybrid meetings if the main hall was available. He will look into this.

Cllr. Mrs. Evans said she was not sure what the rush is to get back around the table. Several councillors and council staff have had Covid including her, and she certainly did not want to run the risk of catching it again.

Her elderly Aunt, who was poorly with Covid, yesterday sat outside hospital for 12 hours before being able to be admitted. We are still in a pandemic and the pressure on our health service is not going away.

If we returned to face-to-face meetings she would still want to access remotely at the moment and would feel disenfranchised if this option was not available to her.

Cllr. Blackhall commented that we have an existing resolution to take us up to the New Year. Cllr. Rapi had offered to look at the possibilities of using the main hall if the parlour was not ready in January.

Cllr. Hallett agreed that we should keep arrangements as per our previous resolution as Covid is still here.

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

Resolved that the next meeting will take place on Tuesday 30<sup>th</sup> November 2021 at 7.30 pm.

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

Cllr Rapi asked why there were still red and white blocks left in town as they looked very messy. The Clerk told councillors that these had been delivered by Forest Traffic Management as part of the Covid Management Scheme and perhaps no one has contacted them for collection. Cllr Rapi said he will email Marc Owen at PCC and asked that the Clerk do so too.

**215. 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"**



**NOTES OF CHRISTMAS FESTIVITIES MEETING HELD**  
**23<sup>RD</sup> NOVEMBER 2021**

<b><u>PRESENT:</u></b>	Cllr Mrs S Skyrme-Blackhall Cllr Mr L Blackhall	Mayor
<b><u>IN ATTENDANCE:</u></b>	Mr A Davies Mrs S Thompson  Rhys Thomas	Clerk Assistant to the Clerk  Tenby Firefighters/RNLI

**TO RECEIVE APOLOGIES**

Cllr Mrs Evans and Cllr Ronowitz.

**EVENT UPDATE**

The Mayor thanked all for attending and asked the Clerk for an update.

The Clerk felt that all was set up ready to go, we just needed to clarify a few outstanding items.

The road closures were in place and the Mayor had confirmed with Mrs Fisher and Mr Vickery that the sweets would be delivered ready for bagging up by Friday.

LB confirmed that we will be able to access Church House for chairs and tables.

The Clerk said that MR has arranged for the character costumes to be delivered to him on Saturday morning, the only drawback was that they could not be used if it was raining.

The Mayor told us that although TE had given her apologise she had confirmed that she had spoken to the acting head of Greenhill who was keen to get involved.

It looked like they would be able to provide at least 10 volunteers it was just a matter of confirmation of timings.

The Clerk confirmed that Cllr. Cornwell had offered to assist in the set up/take down and TTC's handyman was also available. The Clerk estimated that set up would start at 10.30 am. The Harbourmaster had already dropped off barriers required.

Mr Robins had confirmed that Tenby's Coastguard team would be at Castle Square by 4.30 pm ready to lead the parade.

RT confirmed that there would be a minimum of five firefighters in attendance and the fire engine would also be ready to go in Castle Square by 4.30 pm. He had also confirmed that Father Christmas would be ready and waiting for the Mayor to greet him.

He would also confirm that members of the RNLI crew would be available to walk alongside the fire engine.

There would be room for Father Christmas, the Mayor and the Mace Bearers on the fire engine on the proviso that they all wore masks to comply with Fire Service Covid risk assessments.

Discussion took place as to where the vehicles would park up after the parade – High Street near Tesco.

As previously mentioned, the sweets would be bagged this year. They would be handed out by the volunteers.

The Clerk added that he had been contacted by Abbie Easterlow. Her two-year-old daughter Maisie, recently won Miss Beauty UK Tiny Miss and part of the role is that she has to make two public appearances per month.

Abbie has asked if Maisie can participate in some way on Saturday. Some discussion took place and it was agreed that, while the Fire Service Covid risk assessment would not allow her to participate in the parade, she was welcome to attend the event.

# PLANNING CORRESPONDENCE

**Sent:** 22 November 2021 23:05  
**To:** TenbyTownCouncil@btconnect.com  
**Subject:** Park Tree Scheme  
**Attachments:** Park 70+ trees schemev TCSv3.docx

The Executive Committee are anxious to see tree planting in Tenby so in view of the National Parks new 70 trees per community Council scheme recently announced I attach a short report with potential types of locations that, to stimulate discussion as to which are most suitable.

On some recent applications the Committee's views are below for your information.

-NP/21/0634/FUL Re roofing at Sea Horses North Cliffe is welcome as a better form of roof.

The new SPG on Hotels will apply to some current applications still awaiting a decision.

-NP/21/0554/FUL Change from hotel to flats Myrtle Hotel St Marys Street - Though it doesn't appear to conform to the new SPG for Hotels the inclusion of two socially rented flats on the ground floor may be seen as a positive balancing gain.

- NP/21/0168/FUL Panorama Hotel, given this year's high % occupation of hotels this may not be seen as complying with the new SPG on Hotels or may have to wait for the official returns for 2021 for a decision.

Harry Gardiner  
Chair Plan sub committee Tenby Civic Society.



**Tenby Civic Society's Executive Committee welcome the National Park's initiative to plant at least 70- trees in each community council area.**

*( note prepared by Harry Gardiner after liaison with Executive Committee members, 14.11.21 And Phil Spence, newly PCNP's Tenby Tree Warden )*

**The Executive Committee have been anxious to see tree planting in Tenby for some time and welcome initiatives like this.**

Tenby has many attractive well treed suburban areas, but the old town lacks trees to soften what is often a hard townscape. Planting costs may well be higher there. There may well be practical reasons why many sites may not happen, but 70 trees could be a lot of trees to find spaces for or, if popular, more might be needed and may not be difficult to source.

To start the ball rolling we list some types of sites that **might** be suitable if site owners and residents to want to take part, but a list of suggestions will help decide priorities and practicalities.

**Clearly trees will actually go to locations where owners say " Yes" !**

**Finding locations will involve a variety of land owners.**

- Green spaces or gardens will be simpler and less costly for planting.
- Most locations in Tenby will only suit smaller 'lighter canopy' trees which will incur land owners less long term costs in tree surgeon management, especially beside public highways.
- Some locations with a harsh hard surfaces and setting would benefit from the visual softening of suitably sized trees but may need other grants to create planting spaces.
- **Some open areas atop slopes with fine views should not have trees planted that would grow to block these views as the views are a feature** Tenby is much treasured for and views to and from the coast are protected in LDP2 policies ( e.g. Cliff side slopes along the North and South beaches, and at Battery Gardens ).

**A potential list of suitable locations could be include**

- a) some **areas of incidental open space, identified in the LDP2 town map** ( mostly owned by the County ) which trees ( perhaps apple) could enhance ( e.g. the grassed area of Rosemount Gardens inside the roadway, areas by Southcliffe Street, the Glebe garage court area.)
- b) the trees lost along the Town Walls should be replaced near or in the Conservation Area to maintain the character of the Conservation Area. ( St Marys green frontage with Upper Frog Street, for example to match its attractive frontage to St Georges Street.
- c) Suitable smaller trees could **soften the harsh visual environment of car parks**, particularly along their street boundaries and as avenues lining the main access routes within them. Clearly there could be reduction/loss of parking spaces and costs of creating the planting space for each tree and protectors from vehicle damage. The landscaping condition for the Ford motors site Car park has not been agreed – so offers such an opportunity.
- d) **School playing fields**, either on boundaries that could also serve as green links for wildlife, or for mini orchards.
- e) **Some streets would benefit from a similar softening** and have front gardens of sufficient size for smaller trees, but take up would be up to house owners and care is needed to avoid existing services in gardens. The contrast between the Narbeth Road and Maidlins/Broadwell Hayes entries to Tenby suggest the latter's townscape would

benefit, but only if owners were enthusiastic. Sections of Marsh Road could benefit - wide verges along east from the Leisure centre.

- f) Replacements are needed where **ash trees have been felled due to die back.**
- g) **Replace some TPO trees that have gone** through age or other reasons - St David's Close and along the Town Walls, not necessarily on the same locations.
- h) **Trees screening development sites** , say south and west sides of Bryn Hir, south side of Meadow Farm camp site pitches, Tenby Golf Course building north side.
- i) Replacing lost Ash die back fellings or other tree losses.



Upper Frog Street

Tenby

Pembrokeshire

SA70 7JD

[info@devalencepavilion.co.uk](mailto:info@devalencepavilion.co.uk)

01834 218228

Dear Councillors,

We are writing to you, to ask if a grant for the period of 2022/2023 could be considered for the De Valence Pavilion Trust.

We are asking for the sum to continue at £26,000 to help us with the improvements and running costs for the financial year.

We have strived to upgrade and improve the facilities at the De Valence Pavilion each year, to which we have had a great response from the public and visiting acts on their arrival to the venue. This has been helped by the Pembrokeshire Second Home Grant scheme which has helped us upgrade the stage lighting and audio system to make the De Valence Pavilion one of the most technically up to date venues in South West Wales.

We believe that we have really helped bring some exciting events and weekly local projects to Tenby, and have delivered a great experience and service for locals and tourist, which include the big act names such as Martin Kemp and the smaller events like the Craft Fair and the Films4Tenby cinema club.

The De Valence Pavilion has a good reputation and has been reached by over 225 thousand people on our Facebook and Website with events still booking in for a potentially busy 2022 if Covid restrictions allow.

The Trust is always moving forward with our business model to do the very best that we can for the Town to have such a great Venue. But we have a lot of work to do with regards to improvements and upkeep of the building and unfortunately have been unable to trade from February 2020 to October 2021. Even now our trade is not to its full potential as we have to follow current Covid guidelines and passport checks. This has had a

knock-on effect with a lot of events rescheduling until 2022.

This has meant that we have had to scale back the rate in which we upgrade and repair due to uncertain times due to Covid 19 rules constantly changing meaning money has to be

spent to fit in with regulations to stay open e.g., new air circulation system to deliver fresh air into the hall and remove old stagnant air.

So, we would be great full if you will consider to continue to support us for the future.

Kind Regards

DVP Trust





## TENBY TOWN COUNCIL

### Application for Grant for Voluntary Organisations

Please note that this application will not be considered unless it is accompanied by a copy of the latest set of annual accounts showing the organisations income, expenditure and level of balances. If the organisation does not prepare annual accounts, copies of the bank statements covering the previous six months must be enclosed.

1.	Name of Organisation	Tenby Sea Cadets
2.	Name, Address and Status of Contact	Tenby Sea Cadets, The Harbour Store, Tenby, Pembrokeshire, SA70 7BW.
3.	Telephone Number of contact	Lt (SCC) William Elliott RNR Commanding Officer 07747141019
4.	Is the organisation a Registered Charity?	Yes – 524451.
5.	For what purpose or project is the grant requested?	<p>The purpose of the grant is to support our ambition of purchasing a unit minibus for use by the Tenby Sea Cadets. We are a growing youth charity within the town, having gone through a downward period over the past few years; however, we are now stable and aiming high. As of the 21<sup>st</sup> November 2021, we have 32 cadets and 10 adult volunteers, in addition to 5 trustees.</p> <p>The minibus will allow us to access activities and participate in competitions and residential training that the Sea Cadets offer further afield, without the need to hire</p>

and loan another unit minibus. Currently, we have been fortunate to utilise Milford Haven's minibus but that is getting harder since returning to some sort of normality following the pandemic, as they need to for the same events.

This project will be for the initial purchase of the minibus and ongoing costs will be met by the unit fundraising efforts, as and when required.

**Organisation information:**

The aim of the Sea Cadet Corps is to inspire young people through nautical adventure and challenge to help give them a head start in life, whilst enabling them to become better citizens of the community.

Our Core values are:

Commitment  
Self-Discipline  
Honesty and Integrity  
Loyalty  
Respect  
Courage

We train cadets from the age of 9 to 18 years old, and also adults, who volunteer their time of all ages to the Unit. We carry out soft skill training, which our Core Values (as above) help us to, such as communication skills, presentation skills, fundraising, value for money, commitment to events or competitions and teamwork to name but a few. We then have the specific subjects, qualifications and skills that we deliver, including BTEC qualifications and Duke of Edinburgh Award Schemes. Our subject are of course the water based disciplines, including Sailing, Windsurfing, Powerboating, Rowing (Sliding Seat and Fixed Seat) and Paddlesport. With our shorebased subjects being Marine Engineering, Ropework and Rigging, First Aid, Meteorology, Communications Information Systems, Piping, Weapons Handling, Catering, again to name but a few.

We aim to deliver and gain qualifications in Royal Yachting Association in Navigation, First Aid, Windsurfing, Sailing and Powerboating. To the British Rowing, for Go Row and Explore Rowing qualifications in Sliding Seat Rowing and Fixed Seat Rowing. To the British Canoe Union for kayaking and canoeing qualifications to the British Heart Foundation Heartstart Awards.

At regular points throughout the year, we take part in competitions, events and training opportunities across the

		County, Wales and across the United Kingdom too.
6.	What will be the total cost of the above project?	£10,000.00
7.	If the total cost of the project is more than the grant, how will the residue be financed?	£2,000.00 The Marine Society & Sea Cadets HQ gives grants for 50% of the minibus purchase cost and we have applied for this. The remaining amount will come from Unit funds.
8.	Have you applied for grant for the same project to another organisation?  If so, which organisation and how much?	The Marine Society & Sea Cadets HQ gives grants for 50% of the minibus purchase cost and we have applied for this
9.	Who will benefit from the project?	All current and future members of Tenby Sea Cadets.
10.	Approximately how many of those who will benefit live in Tenby?	Current Numbers : Cadets – 32 Adult Volunteers - 10 Trustees – 5

You may use a separate sheet of paper to submit any other information which you feel will support this application.

Signed *W. D. Elliott*

Date 21<sup>st</sup> November 2021



The Charity Registration Number is :- 524451

**Tenby Unit 453 Of The Sea Cadet Corps**

**Report and Accounts**

**31st March 2021**

## **Tenby Unit 453 Of The Sea Cadet Corps**

### **Trustees' Annual Report for the year ended 31 March 2021**

The Trustees present their Report and Accounts for the year ended 31 March 2021.

#### **Reference and administrative details**

##### **The charity name**

The legal name of the charity is:- Tenby Unit 453 Of The Sea Cadet Corps

The charity is also known by its operating name, Tenby Sea Cadets.

##### ***The charity's areas operation and UK charitable registration.***

The charity is registered in England & Wales with the Charity Commission in England & Wales (CCEW) with charity number 524451.

##### ***Legal structure of the charity***

The charity is constituted as an unincorporated charity, established by a written constitution. The governing document of the charity is the written constitution approved by the members and endorsed by the Charity Commission in England & Wales (CCEW) .

There are no restrictions in the governing documents on the operation of the Charity or on its investment powers other than those imposed by Charity Law.

The trustees are all individuals.

## Tenby Unit 453 Of The Sea Cadet Corps

### Trustees' Annual Report for the year ended 31 March 2021

#### The principal operating address is:-

The Harbour Store  
Tenby Harbour, Tenby  
Pembrokeshire, SA70 7BW

#### Trustees

Gary Coburn (Chairman)  
Sharon Britton (Treasurer) (appointed 15/07/2020)  
Catherine 'Maudie' Hughes (Secretary)  
Lieutenant (SCC) William Elliot BA QTS RNR (Commanding Officer)  
Mara Coburn (Parents and Supporters Association Chairperson)

#### Objects and activities of the charity

##### *Events and charitable activities for the public benefit*

The charitable purpose of the Unit (the purpose) is to promote the development of young people in achieving their physical, intellectual and social potential as individuals and as responsible citizens by the provision of education and leisure time activities using a nautical theme and in accordance with the principles, ethos and practices of the Marine Society & Sea Cadets (MSSC),

#### Achievement and Performance

##### Charitable activities

The past financial year has provided a year of difficulty and challenge to the world, which clearly has impacts at a local level, due to the pandemic. It has been particularly challenging for Tenby, as at the beginning of the year we were facing a merger or closure of the Unit due to low cadet numbers, very few adult volunteers and a reducing team of trustees. However, we have fought through all these challenges and grown a strong level of support and commitment to our young people, adult volunteers and their families.

The trustees are grateful for the enthusiasm, expertise and support provided by Commanding Officer Will Elliott who kindly volunteered to lead Tenby alongside his existing role as Commanding Officer of Milford Haven.

Whilst an unusual year, training through the lockdowns didn't cease but took the form of virtual training, which was well received by those who wished to take it up. This gave an opportunity for regular check ins and to continue the Sea Cadet experience that we offer. We also gained funding to support a number of activity and welfare packs.

Despite the lack of face-to-face contact, we were still able to celebrate (once again) the award of a Pennant from the Marine Society & Sea Cadets for performing satisfactorily as a Sea Cadet following this uncertain period.

Thanks to all the generous support we have received from grant funders (with particular thanks to COVID19 specific funding) and the local community, we have been able to continue virtually, providing opportunities and equipment; as well as stabilising and ensuring the future of the Tenby Sea Cadet Unit for all to enjoy.

#### Risk Management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.



## Tenby Unit 453 Of The Sea Cadet Corps

### Trustees' Annual Report for the year ended 31 March 2021

#### Statement of the Directors Trustees' Responsibilities

The Trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### Details of The Independent Examiner

Adam John Thorne  
MAAT, ATT  
Lewis Ballard BBB Ltd  
County Chambers, Warren Street  
Tenby  
Pembrokeshire  
SA70 7JS

This report was approved by the board of trustees on 26 October 2021.

Gary Coburn  
Chair



## **Tenby Unit 453 Of The Sea Cadet Corps**

### **Report of the Independent Examiner to the Trustees of the charity on the accounts for the year ended 31 March 2021**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2021.

#### **Respective responsibilities of the Trustees and the Independent Examiner and the basis of the report**

As the charity's trustees of Tenby Unit 453 Of The Sea Cadet Corps you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act')

I report in respect of my examination of the Tenby Unit Of the Sea Cadet Corps accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### **Independent Examiner's Statement, Report and Opinion**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:-

accounting records were not kept in respect of Tenby Unit 453 Of The Sea Corps as required by section 130 of the Act; or

the accounts do not accord with those records; or

the accounts do not comply with the accounting requirements concerning the form and content of the accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an Independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this respect in order to enable a proper understanding of the accounts to be reached.

**Signed:-**

Adam John Thome MAAT, ATT - Independent Examiner

Lewis Ballard BBB Ltd  
County Chambers, Warren Street  
Tenby  
Pembrokeshire  
SA70 7JS

This report was signed on 26 October 2021

**Tenby Unit 453 Of The Sea Cadet Corps**

***Statement of Financial Activities for the year ended 31 March 2021***

	Note	Current year Unrestricted Funds	Current year Restricted Funds	Current year Total Funds	Prior Year Total Funds
		2021	2021	2021	2020
		£	£	£	£
<b>Income &amp; Endowments from:</b>					
Donations and grants	10	57,362	-	57,362	2,116
Charitable activities		148	-	148	1,040
Other trading activities		-	-	-	-
Investments	2	-	-	-	82
<b>Total income</b>		<u>57,510</u>	<u>-</u>	<u>57,510</u>	<u>3,238</u>
<b>Expenditure on:</b>					
Charitable expenditure		16,469	-	16,469	5,339
<b>Total expenditure</b>		<u>16,469</u>	<u>-</u>	<u>16,469</u>	<u>5,339</u>
<b>Net income for the year</b>		<u>41,041</u>	<u>-</u>	<u>41,041</u>	<u>(2,101)</u>
<b>Net income after transfers</b>		<u>41,041</u>	<u>-</u>	<u>41,041</u>	<u>(2,101)</u>
<b>Net movement in funds</b>		<u>41,041</u>	<u>-</u>	<u>41,041</u>	<u>(2,101)</u>
<b>Reconciliation of funds:-</b>					
<b>Total funds brought forward</b>		4,571	-	4,571	6,672
<b>Total funds carried forward</b>		<u>45,612</u>	<u>-</u>	<u>45,612</u>	<u>4,571</u>

## Tenby Unit 453 Of The Sea Cadet Corps

### Analysis of prior year total funds

	Note	Prior Year Unrestricted Funds 2020 £	Prior Year Restricted Funds 2020 £	Prior Year Total Funds 2020 £
<b>Income &amp; Endowments from:</b>				
Donations and grants	10	2,116	-	2,116
Charitable activities		1,040	-	1,040
Other trading activities		-	-	-
Investments	2	82	-	82
<b>Total income</b>		<b>3,238</b>	<b>-</b>	<b>3,238</b>
<b>Expenditure on:</b>				
Charitable expenditure		5,339	-	5,339
<b>Total expenditure</b>		<b>5,339</b>	<b>-</b>	<b>5,339</b>
<b>Net income for the year</b>		<b>(2,101)</b>	<b>-</b>	<b>(2,101)</b>
<b>Transfers between funds</b>		<b>-</b>	<b>-</b>	<b>-</b>
<b>Net income after transfers</b>		<b>(2,101)</b>	<b>-</b>	<b>(2,101)</b>
<b>Reconciliation of funds:-</b>				
<b>Total funds brought forward</b>		6,672	-	6,672
<b>Total funds carried forward</b>		<b>4,571</b>	<b>-</b>	<b>4,571</b>

## Tenby Unit 453 Of The Sea Cadet Corps

### Balance Sheet as at 31 March 2021

	Note	2021 £	2020 £
<b>Fixed assets</b>			
Tangible assets	6	19,260	-
<b>Current assets</b>			
Cash at bank and in hand		26,352	4,571
<b>Total current assets</b>		26,352	4,571
<b>Creditors: amounts falling due within one year</b>	7	-	-
<b>Net current assets</b>		26,352	4,571
<b>The total net assets of the charity</b>		45,612	4,571

The total net assets of the charity are funded by the funds of the charity, as follows:-

<b>Restricted funds</b>			
Restricted funds	3	-	-
<b>Unrestricted Funds</b>			
Unrestricted Funds	8	45,612	4,571
		45,612	4,571
<b>Total charity funds</b>		45,612	4,571

The financial statements were approved by the Board of Trustees and authorised for issue on 26 October 2021 and were signed on its behalf by:

Gary Coburn  
Chair

## Tenby Unit 453 Of The Sea Cadet Corps

### Notes to the Accounts for the year ended 31 March 2021

#### 1 Accounting policies

##### *Policies relating to the production of the accounts.*

##### **Basis of preparing the financial statements**

The accounts have been prepared on the accruals basis, under the historical cost convention, and in accordance with the Financial Reporting Standard 102, (effective 1st January 2016) and 'FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2016 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), published by the Charity Commission in England & Wales (CCEW) , effective January 2016, , and in accordance with all applicable law in the charity's jurisdiction of registration, except that the charity has prepared the financial statements in accordance with the FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), in preference to the previous SORP, the SORP 2005, which has been withdrawn, notwithstanding the fact that the extant statutory regulations, the Charities (Accounts and Reports) Regulations 2008 refer explicitly to the SORP 2005. This has been done to accord with current best practice.

##### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Grants are included in the Statement of Financial Activities when the charity has unconditional entitlement to the resource

##### **Expenditure**

A liability, and the related expenditure, is recognised when a legal or constructive obligation exists as a result of a past event, and when it is more likely than not that a transfer of economic benefits will be required in settlement, and when the amount of the obligation can be measured or reliably estimated..

##### **Tangible fixed assets**

Depreciation has been provided at the following rates in order to write off the assets to their anticipated residual value over their estimated useful lives.

Equipment	20 % reducing balance
Fixtures and fittings	20 % reducing balance

##### **Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

##### **Taxation**

The charity is exempt from tax on its charitable activities

#### 2 Investment Income

	2021	2020
	£	£
Deposit account interest	-	82

#### 3 Net surplus before tax in the financial year

	2021	2020
	£	£

The net surplus before tax in the financial year is stated after charging:-

Depreciation of owned fixed assets	4,815	-
------------------------------------	-------	---

**Tenby Unit 453 Of The Sea Cadet Corps**

**Notes to the Accounts for the year ended 31 March 2021**

**4 Salary costs and emoluments**

	2021	2020
	£	£
Gross Salaries excluding trustees and key management personnel	-	-
<b>Total salaries, wages and related costs</b>	-	-

**Numbers of full time employees or full time equivalents**

	2021	2020
The average number of total staff employed in the year was	-	-

**5 Remuneration and payments to Trustees and persons connected with them**

No trustees or persons connected with them received any remuneration from the charity, or any related entity.

**6 Tangible fixed assets**

<b>Current Year</b>	<b>Freehold property</b>	<b>Equipment</b>	<b>Fixtures &amp; Fittings</b>	<b>Total</b>
	£	£	£	£
<b>Cost</b>				
At 1 April 2020	-	-	-	-
Additions	-	21,899	2,176	24,075
<b>At 31 March 2021</b>	-	21,899	2,176	24,075
<b>Depreciation</b>				
At 1 April 2020	-	-	-	-
Charge for the year	-	4,380	435	4,815
<b>At 31 March 2021</b>	-	4,380	435	4,815
<b>Net book value</b>				
<b>At 31 March 2021</b>	-	17,519	1,741	19,260
<b>At 31 March 2020</b>	-	-	-	-

**7 Creditors: amounts falling due within one year**

	2021	2020
	£	£
Trade creditors	-	-
Accruals	-	-
	-	-

Tenby Unit 453 Of The Sea Cadet Corps

Notes to the Accounts for the year ended 31 March 2021

8 Movement in Funds

	Funds brought forward from 2020	Movement in funds in 2021	Transfers between funds in 2021	Funds carried forward to 2022
	£	£	£	£
<b>Unrestricted and designated funds:-</b>				
Unrestricted Funds	4,571	41,041	-	45,612
<b>Total unrestricted and designated funds</b>	<b>4,571</b>	<b>41,041</b>	<b>-</b>	<b>45,612</b>
<b>Restricted funds:-</b>				
Restricted Funds	-	-	-	-
<b>Total restricted funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Analysis of movements in funds over the year

	Income	Expenditure	Other Gains & Losses	Movement in funds
	2021	2021	2021	2021
	£	£	£	£
<b>Unrestricted and designated funds:-</b>				
Unrestricted Funds	57,510	(16,469)	-	41,041
<b>Restricted funds:-</b>				
Restricted Funds	-	-	-	-
	<b>57,510</b>	<b>(16,469)</b>	<b>-</b>	<b>41,041</b>

9 Related party transactions

There were no related party transactions to report within the year.

## Tenby Unit 453 Of The Sea Cadet Corps

Detailed analysis of income and expenditure for the year ended 31 March 2021

### 10 Donations, Grants and Legacies

	Current year Unrestricted Funds 2021 £	Current year Restricted Funds 2021 £	Current year Total Funds 2021 £	Prior Year Total Funds 2020 £
Donations	896	-	896	1,282
Grants	56,466	-	56,466	834
<b>Total donations and grants</b>	<b>57,362</b>	<b>-</b>	<b>57,362</b>	<b>2,116</b>

### 11 Revenue grants from government and public bodies

	Current year Unrestricted Funds 2021 £	Current year Restricted Funds 2021 £	Current year Total Funds 2021 £	Prior Year Total Funds 2020 £
Pembrokeshire County Council	19,400	-	19,400	-
Community Foundation in Wales	10,000	-	10,000	-
Reardon Smith Nautical Trust	4,800	-	4,800	-
Sport Wales	4,400	-	4,400	-
MSSC	3,722	-	3,722	-
PAVS	2,700	-	2,700	-
Moondance	2,000	-	2,000	-
Tenby Working Together	2,000	-	2,000	-
CFIW Resilience	2,000	-	2,000	-
Other	5,444	-	5,444	834
<b>Total grants</b>	<b>56,466</b>	<b>-</b>	<b>56,466</b>	<b>834</b>

### 12 Expenditure on charitable activities

	Current year Unrestricted Funds 2021 £	Current year Restricted Funds 2021 £	Current year Total Funds 2021 £	Prior Year Total Funds 2020 £
Clothing and accessories	1,774	-	1,774	46
Events	1,150	-	1,150	136
Boats and maintenance	2,113	-	2,113	-
Equipment expenses	2,664	-	2,664	-
Courses	260	-	260	991
Equipment depreciation	4,380	-	4,380	-
<b>Total direct spending</b>	<b>12,341</b>	<b>-</b>	<b>12,341</b>	<b>1,173</b>



## Tenby Unit 453 Of The Sea Cadet Corps

Detailed analysis of Income and expenditure for the year ended 31 March 2021

### 13 Expenditure on support costs

	Current year Unrestricted Funds 2021 £	Current year Restricted Funds 2021 £	Current year Total Funds 2021 £	Prior Year Total Funds 2020 £
<b>Premises expenses</b>				
Utilities	472	-	472	2,893
Premises repairs	514	-	514	-
<b>Administrative overheads</b>				
Telephone, fax and internet	1,386	-	1,386	-
Stationery and printing	451	-	451	213
Insurance	870	-	870	1,060
Fixtures and fittings depreciation	435	-	435	-
<b>Financial costs</b>				
Bank charges	-	-	-	-
<b>Total support costs</b>	4,128	-	4,128	4,166

The Statement of Financial Activities for the year shows total expenditure of £16,469, a breakdown of this is shown in notes 12 and 13. In addition, the Charity spent £24,075 on fixed assets such as new boats and equipment which will be used over a number of years. This is shown in note 6 and in the balance sheet.

