

**TENBY TOWN COUNCIL**

**DE VALENCE PAVILION  
UPPER FROG STREET  
TENBY**

29<sup>th</sup> June 2022

Dear Councillor

You are hereby summoned to attend the next Meeting of the Tenby Town Council to be held on **Tuesday 5<sup>th</sup> July at 7.30 pm** to transact the business stated below.

This meeting will be held 'in person' at the De Valence Pavilion but access will be provided for members wishing to join remotely from another location

Members of the public wishing to access the meeting remotely are asked to contact the Town Clerk for details.

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. **Public Participation:** an opportunity for members of the public to ask questions and make representations about any item of business to be transacted during tonight's meeting and which is open for public discussion. Confidential items of business are excluded.
4. Open discussion with representatives of Dyfed-Powys Police present.
5. Open discussion with Mr. David Haynes, head and Mrs Heulwen Lear Chair of Governors, Ysgol Greenhill School.

6. To agree Items of Correspondence and Committee Minutes, except those marked private and confidential, be given to the members of the Press present.
7. To confirm the Minutes of the Tenby Town Council Adjourned Annual General Meeting held 10<sup>th</sup> June 2022
8. To consider any Matters Arising from the minutes for information only
9. To confirm the minutes of the meeting of Tenby Town Council held 14<sup>th</sup> June 2022.
10. To consider any Matters Arising from the minutes for information only.
11. To receive the minutes of the Planning Committee held 21<sup>st</sup> June 2022.
12. To consider the following items of correspondence and agree action in response to proposals:
  - a. South Pembrokeshire Rail Action Group – Aims and Objectives
  - b. De Valence Trust – Thank you letter
  - c. Kelly Morris, PCC – Proposals to change waiting restrictions on various roads, Tenby
13. To receive the Accounts for June (including scheduled payments, unpresented cheques, receipts, account balances, budget monitoring to date and bank reconciliations) and consider any issues arising (on the table).
14. To consider representations made by members of the public that they did not receive Polling Cards for the recent election and agree action in response to proposals – Cllr. Mrs. Lane.
15. To review parking in Tenby and agree action in response to proposals – Cllr Mrs Skyrme-Blackhall
16. To consider making a request to Pembrokeshire County Council that there be a change to the current dog restrictions. The proposal is to exclude dogs from Tenby North, Harbour and Castle beaches between 10am and 6pm from May 1<sup>st</sup> to September 30<sup>th</sup> – Cllr Whitehurst.
17. To consider making representations to Pembrokeshire County Council concerning trade waste collection arrangements within the town – Cllr. Ronowitz

18. To consider the Town Council taking over the provision of Town Maps previously provided by Tenby Chamber of Trade and Tourism – Cllr. Mrs. Lane

19. Children's Play Areas– Cllr Blackhall

At the recent 'walkabout with Councillors' we visited most of the play areas in Tenby. Although well maintained, they are somewhat limited in their scope and play value. These are maintained by PCC and would be expensive to upgrade. There would also be asset transfer issues. Nevertheless, there is no good quality play area other than the Jubilee. It is proposed to form a Play Areas Action Group. The Action Group should be tasked with the following:

- Obtain latest condition reports from PCC
- Ask PCC about ongoing costs of maintenance
- Consult with communities and residents to determine levels of demand/need
- Examine any funding opportunities that currently exist or may be available in the future
- Bring a report back to the Council with findings before the end of the year

20. Enhancing Pembrokeshire Grant Next Wave – Cllr Blackhall

We are currently awaiting details of the next EPF grant funding round. Early indications are that it will be similar to before.

Some ideas for the next phase have already been developed and discussed at Council. There will be further ideas to add. It will also be important that any bid shows that it is the successor to the current round and takes forwards the themes from the current round.

It is proposed to ask the Policy Committee to look at this and to form an Action Group to gather ideas and report back to full Council in September to outline progress and the next steps

21. To consider any Financial Officer/Clerk's Items and to agree action in response to proposals.

- a. Confirmation that urgent matters will be decided under the Town Council's Scheme of Delegation during the summer recess.
- b. New SLCC/One Voice Wales/Welsh Government Finance and Governance Tool Kit for Town and Community Councils

22. Date and Time of Next Meeting

Planning committee – Tuesday 12<sup>th</sup> July 2022 at 7 pm

Full Council - Tuesday 6<sup>th</sup> September 2022 at 7.30 pm

23. To propose any item for the next Agenda.
24. **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".**
25. To confirm the Private and Confidential Minutes of the Tenby Town Council Meeting held 14<sup>th</sup> June 2022.
26. Matters arising for information only.

**TENBY TOWN COUNCIL**  
**MINUTES OF THE TENBY TOWN COUNCIL ADJOURNED ANNUAL GENERAL MEETING**  
**HELD 10<sup>TH</sup> JUNE 2022**

**PRESENT**

Councillor Mrs Sam Skyrme-Blackhall  
Councillors Mrs Sue Lane  
Councillor Mr Tony Brown  
Councillor Mrs Tish Rossiter  
Councillor Mr Charles Dale  
Councillor Ms Lynn Attewell  
Councillor Mr Dai Morgan  
Councillor Mr Matthew Ronowitz  
Councillor Mr Trevor Hallett  
Councillor Mr Laurence Blackhall  
Councillor Mr Duncan Whitehurst

**IN ATTENDANCE:**

Mr A. Davies  
Mrs S Thompson

Clerk to the Council/Financial Officer  
Assistant to the Town Clerk

**21. TO SIGN THE REGISTER OF ATTENDANCE**

All present signed the Register of Attendance.

**22. REV CANON ANDREW GRACE OPENED THE MEETING WITH PRAYERS**

Rev Canon Andrew Grace was invited to open the evening's meeting with a prayer.

**23. TO RECEIVE APOLOGIES FOR ABSENCE**

The Clerk had received apologies from Councillor Paul Rapi and Councillor Jason Rossiter.

**24. TO ELECT THE MAYOR FOR THE YEAR 2022/23**

The Mayor asked all Councillors in turn if they wished to stand for the Election of Mayor for the ensuing year and all declined. Councillor Mrs Sam Skyrme-Blackhall told Councillors that she would be delighted to stand as Mayor for 2022/2023.

Councillor Mrs Sue Lane proposed Councillor Mrs Sam Skyrme-Blackhall.

Councillor Mr Duncan Whitehurst seconded the proposal.

**RESOLVED**

**That Councillor Mrs Sam Skyrme-Blackhall be elected Mayor for the ensuing year.**

**25. DECLARATION OF ACCEPTANCE OF OFFICE**

The Clerk congratulated Councillor Mrs Sam Skyrme-Blackhall on her appointment as Mayor of Tenby before asking her to perform the Declaration of Acceptance of Office followed by the Swearing of the Oath.

The Mayor's party then left the meeting to undertake the robing. On returning Councillor Mrs Sam Skyrme-Blackhall took the chair and thanked fellow Councillors for electing her and for their support.

**26. ELECTION OF DEPUTY MAYOR FOR THE YEAR 2022/22**

Councillor Mrs Sam Skyrme-Blackhall proposed Councillor Mrs Sue Lane as her Deputy Mayor for 2022/23.

It would be a pleasure and honour to have you as deputy, said the Mayor. Cllr. Mrs. Lane has been Mayor nine times and we both have Tenby at the forefront of everything we do.

Councillor Mrs Tish Rossiter seconded.

She congratulated Cllr. Mrs. Skyrme-Blackhall on her third term as mayor adding that Cllr. Mrs. Lane would be a 'great wing woman' with a wealth of experience

**RESOLVED**

**That Councillor Mrs Sue Lane be elected Deputy Mayor for the year 2022/23.**

The Mayor presented Councillor Mrs Sue Lane with the Deputy Mayor's Chain and Scroll.

**27. APPOINTMENT OF SERGEANT AT ARMS AND SERGEANT AT MACE**

Councillor Ronowitz congratulated the Mayor and Deputy Mayor on their appointments wishing them all the very best for the year ahead.

Councillor Ronowitz proposed Rev John Morgan as Sergeant at Arms and Mrs Denise Cousins as Sergeant at Mace.

Councillor Ms Attewell seconded the proposal.

**RESOLVED**

**That Rev John Morgan be appointed Sergeant at Arms and Mrs Denise Cousins as Sergeant at Mace.**

The Mayor presented Rev J Morgan and Mrs Denise Cousins with their Scrolls.

Rev J Morgan and Mrs Cousins congratulated Councillor Mrs Sam Skyrme-Blackhall on her appointment as Mayor of Tenby.

**28. APPOINTMENT OF MAYOR'S CHAPLAIN FOR THE YEAR 2022/23**

The Mayor was pleased to appoint Rev Canon Andrew Grace as her Chaplain for the coming year 2022/23 and presented him with a Scroll.

**29. APPOINTMENT OF MAYOR'S CONSORT**

The Mayor appointed Cllr Laurence Blackhall to be her Consort referring to him as her Rock. Cllr Blackhall was presented with his Chain and Scroll.

**30. APPOINTMENT OF DEPUTY MAYOR'S CONSORT**

The Mayor appointed Master Bobbie Waters to serve as Deputy Mayor's Consort with Miss Lottie Waters serving as assistant. Both were presented with their Scrolls.

**31. VOTE OF THANKS TO THE MAYOR**

Councillor Mr Dai Morgan proposed a vote of thanks to the Mayor, congratulating her on her third term in office as Mayor. The last few years may not have been all bright and beautiful in the face of the pandemic but Cllr. Mrs Skyrme-Blackhall has always put her all in for the benefit of the community, he said.

Councillor Mr Charles Dale seconded.

**32. RESPONSE BY THE MAYOR**

*The Mayor wished to thank some people for the last two years. It was a two years in which we all had to adapt to things being done differently. She too had to adapt, getting used to live radio and TV interviews to start with. Nor sure what was worse, the thought of live TV or answering questions at 6.30 am in the morning.*

*But keeping things going and making sure that we were able to support people in the town was the order of the day and this Council was supported in doing that by our excellent staff. Setting up new ways of meeting, supporting volunteer networks, being a centre for information, getting support to those that needed it, they did it all. Working in the office or remotely, or flexibly or smartly or differently, but working, working hard for this town and this Council. And all the time supporting me. So I want to say a big thanks to Andrew and Sharon. She then presented both staff members with a gift.*

*I was also supported throughout this time by my Deputy, Mrs Tracey Evans. She was not only a deputy but a friend. She went through a learning process with me and helped me all the way. Tracey, I could not have done it without you and I want to say thanks. I know you are committed to your work with schools and I look forward to working with you in the future. She then presented Mrs Evans with a gift.*

*I also want to say a thank you to our civic officials, mace bearers and stand in mace bearers and town crier, John, Denise, Sally-Anne and Jim. Thank you.*

*Also I want to thank fellow Councillors for their support, kindness and advice.*

*Elections often mean change and this year was no different. I do want to acknowledge that as a result of the election, Christine Brown is no longer on this Town Council but she had been a councillor for 27 years and has made a massive contribution – not least to this building. I am delighted she will be continuing with that work. She is not here tonight but thank you Christine.*

*And I want to thank everyone else, who helped me and one last thank you. For providing a distraction from COVID, a special visitor to Tenby. Yes, Wally the Walrus – wherever you are, we hope you are well, thanks for the smiles.*

**33. TO CONFIRM THE DATE OF MAYOR’S SUNDAY**

The Mayor confirm that the Mayor’s Sunday Civic Service will take place at St Mary’s Church on Sunday, 10<sup>th</sup> July 2022, at 10 am.

**34. ADJOURNMENT OF STATUTORY BUSINESS**

Proposed by Councillor Mr Tony Brown that all statutory business be adjourned, seconded by Councillor Mr Trevor Hallett. The proposition was carried.

**RESOLVED**

**That all statutory business be adjourned until the next Meeting of Council which would be held at the De Valence Pavilion on Tuesday, 14th June 2022 at 7.30 pm.**

**35. PRAYERS**

Rev Canon Andrew Grace closed the meeting in prayer.

Mayor \_\_\_\_\_

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

Date \_\_\_\_\_



**TENBY TOWN COUNCIL**  
**MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD**  
**14<sup>th</sup> JUNE 2022**

**PRESENT:** Cllr Mrs S Skyrme-Blackhall Mayor  
Cllr Mrs T Rossiter  
Cllr Mr D Morgan  
Cllr Mr M Ronowitz  
Cllr Ms L Attewell  
Cllr Mr P Rapi  
Cllr Mr J Rossiter  
Cllr Mr L Blackhall  
Cllr Mr C Dale  
Cllr Mr D Whitehurst

**IN ATTENDANCE:** Mr A Davies Clerk  
Mrs S Thompson Assistant to the Clerk

**36. TO RECEIVE APOLOGIES**

Apologies received from Cllr Mrs Lane, Cllr Brown and Cllr Hallett.

**37. 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**

None declared.

**38. PUBLIC PARTICIPATION: AN OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ASK QUESTIONS AND MAKE REPRESENTATIONS ABOUT ANY ITEM OF BUSINESS TO BE TRANSACTED DURING TONIGHTS MEETING AND WHICH IS OPEN FOR PUBLIC DISCUSSION. CONFIDENTIAL ITEMS OF BUSINESS ARE EXCLUDED**

No members of the public present.

**39. TO AGREE ITEMS OF CORRESPONDENCE AND COMMITTEE MINUTES, EXCEPT THOSE MARKED PRIVATE AND CONFIDENTIAL, BE GIVEN TO THE MEMBERS OF THE PRESS PRESENT**

Proposed by Cllr Blackhall and seconded by Cllr Mrs Rossiter.

**RESOLVED**

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

40. **CONFIRMATION OF MINUTES**

Resolved that the Minutes of the Tenby Town Council Annual General meeting held 13<sup>th</sup> May 2022 be confirmed and signed as accurate.

41. **CONFIRMATION OF MINUTES**

Resolved that the Minutes of the Extra-ordinary meeting of Tenby Town Council held 24<sup>th</sup> May 2022 be amended to add 'winter months specifically' to comments made by Cllr Morgan then confirmed and signed as accurate.

42. **CONFIRMATION OF MINUTES**

Due to the assistant being unwell, these Minutes of the Adjourned Annual General Meeting/Mayor Making were not ready to be presented before council this evening. Minutes of the Tenby Town Council Adjourned meeting held on 10<sup>th</sup> June 2022 will be confirmed at the next meeting.

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

**Page 5 Item 7 - Planning Committee:** The Clerk told councillors that a planning meeting had been scheduled to take place on 7<sup>th</sup> June but as there were no plans to discuss at that time, the meeting did not take place. Since then, two plans have been received which need to be considered and comments submitted to PCNPA by 30<sup>th</sup> June 2022.

Although given dispensation by the planning officer until after the next meeting scheduled for 12<sup>th</sup> July, would members like to have a meeting before then to deal with these two plans?

If so, what day and time would suit members of Planning Committee bearing in mind the Clerk needs 5 clear days to legally notify members of the meeting. Cllr Dale confirmed that any time after 5pm is convenient to him but Cllr Rapi was unable to attend at this time. It was agreed that the meeting of the Planning Committee take place at 7pm on Tuesday, 21<sup>st</sup> June 2022.

Also, in relation to TTC's Planning Committee, in her County Councillor capacity Cllr the Mayor, Cllr Mrs Skyrme-Blackhall has been appointed to the National Parks Committee, and would be attending, and making decisions at Development Control meetings.

As such, although she had been informed by PCC Monitoring Officer that she could still serve on TTC's planning committee, for openness and transparency and to avoid any 'pre-determination' she had decided to step away from TTC's planning committee.

The Chair of the planning committee would now be nominated and agreed at the meeting on Tuesday but the Clerk told councillors that the Mayor would have to be replaced on the planning committee as its membership was seven councillors. Cllr Dai Morgan said he would like to be considered.

## RESOLVED

That Cllr. Morgan be appointed to the planning committee to replace the Mayor.

44. **TO CONSIDER THE FOLLOWING ITEMS OF CORRESPONDENCE AND AGREE ACTION IN RESPONSE TO PROPOSALS (NOTE: A NUMBER OF LETTERS WERE RECEIVED DURING THE PRE-ELECTION PERIOD AND COULD NOT BE CONSIDERED EARLIER AS A RESULT)**

a. **Resident of Upper Hill Park – Mayor’s comments regarding ‘sustainability’**

With respect, said the Mayor, she does indeed understand the meaning of the word. She also has a great understanding of the word community - with no community we would have no lifeboat crews, no church congregations, no jobs and that was what she saw as ‘sustainability’ – the sustainability of our local community.

She felt that the letter should be noted.

## RESOLVED

That the letter be noted.

b. **Resident of St Mary’s Street – Policing of anti-social behaviour and Tenby’s reputation as a family resort (initial letter dated 28<sup>th</sup> March and follow-up letter dated 4<sup>th</sup> April)**

Cllr Ronowitz believes this to be an isolated incident adding that Tenby is marketing itself as a family tourist destination quite successfully. He suggested this is a policing matter.

Cllr Dale reiterated the importance of the communication between council and police with more frequency needed. The community must be informed. This information must get out into the community.

Cllr Mrs Rossiter agreed with fellow councillors. If visitors come to Tenby and stay in the centre of town, then there will be noise. Pubs get the blame for drinking and rowdy behaviour but people drink prior to actually going out. This gives us a black mark but it is out of our control.

The Clerk told members that he had noted comments previously made about communication and had liaised with the police. A conversation had been had and the Sergeant acknowledged that a police officer will be present at our next meeting on 5<sup>th</sup> July 2022 and such meetings would become more regular. Operation Lion had already started on Jubilee Bank Holiday, with 7 additional officers covering the area at weekends.

Cllr Rapi suggested inviting the letter writer to come along to that meeting and all members felt it was a good idea.

c. **PCNPA – Tree Planting to Commemorate the Pembrokeshire Coast National Parks 70<sup>th</sup> Anniversary**

Cllr Blackhall recalled that a conversation had been had on this during the time of the previous council and the Civic Society had suggested a joint meeting with us and others in order to take the matter forward.

Cllr Dale asked if it would be appropriate to put this in the Tenby Observer.

Cllr Dale would like to make a point about the Tenby Observer and their approach to the recent local elections. He was asked for £50 from them to print his picture and election address during the election campaign. He felt that a letter needed to go to the 'paper to say this was a highly inappropriate approach which could adversely affect the public profile of those candidates who were unable to pay the fee. He felt the press should be reporting on elections as news and not expect candidates to pay for it.

The Clerk told members that the Area Ranger indicated in his letter that he would be happy to meet with councillors to discuss the tree planting scheme.

**RESOLVED**

**That the area Ranger be contacted with the view to arranging a joint meeting with the town council and members of the Civic Society.**

d. **De Valence Trust Heating Boiler**

Cllr Rapi explained the situation and how the De Valence were struggling on and that assistance from TTC would be greatly appreciated. TTC had initially had the boiler fitted but it appeared that it had been signed off as in working order when it was not.

Cllr Blackhall said this was an ongoing partnership between the Trust and TTC and we should continue to support them.

Covid had effected all venues not just here, but no additional support had been given by TTC to the Trust during various lockdowns. As such he absolutely supports meeting this additional cost.

In the past, we and the Trust have not always gone through normal processes and there is a letter later on the Agenda in relation to the De Valence. We need council members and Trustees sitting down together to see where we are and the next stage of our success.

Cllr Blackhall proposed meeting the net cost of the boiler repair in full and also setting up a separate informal meeting with Trustees to talk about next stages and how we can continue to support them.

Cllr Dale and Cllr Ronowitz asked Cllr Rapi why the person who installed the boiler originally was not being pursued. The Clerk confirmed that he was no longer trading.

Cllr Ronowitz seconded Cllr. Blackhall's proposal.

**RESOLVED**

**That under S145 of the LGA1972 a one-off additional grant be given to the Trust to meet the net cost of the boiler repair.**

**e. PCC/PCNPA – Invitation to send a representative to an online Green Infrastructure Workshop Friday 1<sup>st</sup> July 2022**

The Mayor said she was already attending this and will represent TTC.

**45. TO RECEIVE THE ACCOUNTS FOR APRIL AND MAY (INCLUDING SCHEDULED PAYMENTS, UNPRESENTED CHEQUES, RECEIPTS, ACCOUNT BALANCE, BUDGET MONITORING TO DATE AND BANK RECONCILIATIONS) AND CONSIDER ANY ISSUES ARISING**

Cllr Ronowitz asked for an explanation of the various 100% budgets not spent? The Clerk explained that this was the total allocation for the year and, as the accounts only covered April and May, this had not been spent as yet.

Cllr Mrs Rossiter proposed accepting the accounts and Cllr Dale seconded.

**RESOLVED**

**THAT the accounts for April and May (including scheduled payments, unpresented cheques, receipts, account balances, budget monitoring to date and bank reconciliations) be approved.**

**46. TO CONSIDER REPRESENTATIVES ON OUTSIDE BODIES**

**i. Correspondence from the De Valence Trust to be taken into consideration during this item**

Cllr Rapi explained that fewer town councillors on the Trust Board would improve its move towards charity status. Cllr Paul Rapi and Cllr Tony Brown are on the Trust in their own right but the Charity Commission feel that they are still town councillors at the end of the day. The Trust suggested that Cllr. Brown be appointed as the town council's representative to maintain a balance of board members acceptable to the Commission.

Cllr Blackhall supported maintaining the status quo in relation to Board membership and proposed Cllr Brown be made town council representative. It had been suggested that Mrs Christine Brown be the town council's appointee to acknowledge all she has done, and continues to do, but as she is not a town councillor anymore, she does not feel this would be appropriate.

Cllr Blackhall proposed. Cllr Mrs Rossiter seconded and

**RESOLVED**

**That Cllr. Tony Brown be appointed at the Town Council's representative on the Trust Board.**

**ii. Correspondence from Tenby Museum Trustees to be taken into consideration during this item**

The Mayor said that, although Cllr Hallett is not here tonight, she proposes Cllr Hallett to be appointed vice-president as suggested and that Cllr Rapi be the Tenby Town Council representative.

However, she stressed that Cllr. Hallett should be kept fully informed of, and engaged with, museum activities as he is a font of all knowledge related to Tenby.

**RESOLVED**

**That Cllr Rapi be the Town Council's representative on the Museum Trustees.**

**iii. Outside Bodies continued**

**SEPCHN**

Cllr Blackhall and Cllr Whitehurst have taken over SEPCHN as Secretary and Chair. The Tenby Surgery Practice Manager is invited to attend the next meeting and this meeting will be held at 6pm in the evening in the hope that more will be able to attend. All are welcome to join.

The Mayor proposed Cllr Whitehurst and Cllr Blackhall to be Tenby Town Council Representatives and Cllr Mrs Rossiter seconded.

**RESOLVED**

**That Cllr Whitehurst and Cllr Blackhall be Tenby Town Council representatives on SEPCHN.**

**European Walled Town**

Cllr Blackhall proposed Cllr Hallett remain our representative and Cllr Rapi seconded.

**RESOLVED**

**Cllr Hallett remain our representative.**

### Tenby Chamber of Trade and Tourism

The Mayor proposed Cllr Rapi and Cllr Blackhall. Cllr Morgan seconded.

#### **RESOLVED**

**Cllrs Rapi and Blackhall remain our representatives.**

### Tenby Harbour Users

The Mayor proposed Cllr Rossiter. Seconded by Cllr Blackhall.

#### **RESOLVED**

**Cllr Rossiter be appointed as our representative.**

#### PLANED

The Clerk advised that no representative has been sought by this organisation for some considerable time.

### Tenby Church in Wales VC School

Mayor proposed Mrs Miranda Davies remain our representative and both Cllrs Mrs Rossiter and Rapi seconded.

#### **RESOLVED**

**Mrs M. Davies remain our representative.**

### Ysgol Hafan y Mor

Cllr Blackhall proposed Cllr Rapi and Cllr Ronowitz seconded.

#### **RESOLVED**

**Cllr Rapi remain our representative.**

### St Teilo's School

The Clerk told members that former councillor Mr Harry Whitehurst was appointed as our representative and, as a community governor, could continue in this role.

However, he was unsure if, as no longer a councillor, Mr. Whitehurst would be resigning and a replacement sought.

We need notification from Governors' Services as to the position.

As Cllr Rapi is an active church member and he is happy to take on the role if Mr Whitehurst has resigned.

**RESOLVED**

**That, should Governors' Services notify us of a vacancy, Cllr. Rapi be nominated without having to bring the matter back to council.**

**Tenby Charity Trustees**

Cllr Blackhall proposed Cllr Ronowitz to fill the vacancy. The Mayor seconded.

**RESOLVED**

**Cllr Ronowitz be appointed as one of TTC's representative on the Tenby Charity Trustees.**

**47. TO APPROVE THE END OF YEAR ACCOUNTS FOR 2021- 2022**

Cllr Blackhall said, just as a general comment, some time ago it was discussed what reserves we hold and it was advised that organisations hold a portion of their expenditure for a year as a contingency.

The Clerk commented that reserves have increased by £20,000 this year as there had been reduced expenditure from previous years as a few projects budgeted for had not been able to be undertaken. Some of this income had been allocated to earmarked reserves while some was unallocated.

Cllr Ronowitz asked as to where reserves need to be. The Clerk replied that Financial Regulations advised 6 months expenditure in reserves and TTC is there now.

Projects that have been earmarked already include things like election expenses, but there is now some slippage in reserves which we could look towards using as EPF match funding and how we can use that money.

Cllr Blackhall said investment advice in relation to reserves may be able to be provided and could form part of a future discussion within the Clerk's network.

Cllr Rapi asked how much we are being charged for the elections but the Clerk confirmed that no bill has been received as of yet. He however estimates about £8,000 per ward.

Cllr Blackhall proposed approval of the accounts and Cllr Rapi seconded.

**RESOLVED**

**That the Accounts for 2021-22 be approved.**



48. **TO CONSIDER THE COMMENTS OF THE INTERNAL AUDITOR IN RELATION TO THE ACCOUNTS ENDING 31<sup>ST</sup> MARCH 2022 AND AGREE ACTION IN REPOSE TO ANY RECOMMENDATIONS THEREIN**

No issues needed to be raised.

**RESOLVED**

**That the Internal Auditor's report be received and noted.**

49. **TO APPROVE THE ACCOUNTING STATEMENTS AND ANNUAL GOVERNANCE STATEMENT FOR SUBMISSION TO EXTERNAL AUDIT FOR END OF YEAR ACCOUNTS 2021-2022**

Cllr Blackhall proposed approval and Cllr Ronowitz seconded.

**RESOLVED**

**That the accounting statements and annual governance statement for submission to External Audit for end of year accounts 2021-2022 be approved**

50. **CONSIDER REPRESENTATIONS MADE BY MEMBERS OF THE PUBLIC THAT THEY DID NOT RECEIVE POLLING CARDS FOR THE RECENT ELECTION AND AGREE ACTION IN RESPONSE TO PROPOSALS – CLLR MRS LANE**

Item to be held over to next meeting as Cllr Mrs Lane not in attendance this evening.

51. **TO CONSIDER MAKING A REQUEST TO PEMBROKESHIRE COUNTY COUNCIL FOR THE INTRODUCTION OF TRAFFIC CALMING MEASURES ON THE GLEBE AND AGREE ACTION IN RESPONSE TO PROPOSALS – CLLR MRS ROSSITER**

Cllr Mrs Rossiter has been approached by residents of The Glebe asking if PCC could look at putting traffic calming measures in place and a 5-mph sign. Please let's not accept a reply from PCC that says it's not possible as there hasn't been an accident there, she continued. There are so many more cars about, the children are out playing and cars are driving way too fast. Let's stop the accidents before they happen.

Can we please contact Mr Darren Thomas and ask for a solution, suggested the Mayor? Let's propose he comes to look as this applies to all estates, not just The Glebe. There are so many more cars around now.

Cllr Dale reiterated a point from a previous meeting. What is the point of introducing laws if there is no one to enforce them, he asked? PCC Civil Enforcement Officers need to be around in the evenings too. There are vans that park on double yellow lines on a junction in the evenings and have been doing so for 5 months. Tickets need to be issued.

The Mayor commented that PCC have engaged 17 new CEOs. Maybe these new officers could be asked to focus on parking issues around the town. She proposed Mr Thomas be invited to look at these issues and consider traffic calming measures. There simply isn't enough parking spaces on any of the estates. Many families have more than two cars and they are all trying to park.

Cllr Blackhall said, aside from the suggestion of Cllr Mrs Rossiter for the Glebe, let's look at other estates, have a separate discussion around parking. We as a council need to have a discussion. Let's make it an agenda item for next meeting.

Cllr Dale referred to the vans not only parking on double yellow lines but also on the pavement, a pavement that has just been repaired because people were parking on it.

All this needs to be addressed.

Cllr Rapi recalls that a scheme was introduced in St Dogmael's last year to make it 20 mph and he believed that all towns were to have a 20 mph roll out through the Welsh Government.

Cllr Mrs Rossiter proposed TTC write a letter to PCC asking that traffic calming measures and a 5-mph sign be considered. The Clerk said he was unsure if a 5-mph limit was able to be imposed, but we could ask for the lowest possible limit.

Is it illegal to park on the pavement, asked Cllr. Dale? The Clerk said that it was not yet in Wales but Welsh Government were bringing forth legislation to make it so.

Cllr. Mrs Rossiter's proposal was seconded by Cllr Whitehurst who suggested traffic calming would give drivers less opportunity to speed.

#### **RESOLVED**

**That TTC write to Mr. Darren Thomas, PCC to invite him to meet with members on site to consider introducing traffic calming measures and reduced speed limits at The Glebe.**

**52. TO CONSIDER MAKING A REQUEST TO PCC TO LOOK AT THE INTRODUCTION OF ROAD SAFETY MEASURES ON HEYWOOD LANE FROM TUDOR WAY TO THE CLICKETTS INCLUDING IMPROVED VISIBILITY, TRAFFIC CALMING AND PROVISION OF A FOOTPATH AND AGREE ACTION IN RESPONSE TO PROPOSAL – CLLR MRS ROSSITER**

Cllr Mrs Rossiter has been approached by residents of Oakridge Acres. Visibility on pulling out of the estate is extremely limited and there is a suggestion that the 20 mph limit outside the schools on Heywood Lane should be extended down to The Clicketts for safety reasons.

Also it was suggested a mirror be placed opposite the Oakridge Acres junction to improve visibility. Residents are prepared to sign a petition in support of this.

Cllr. Mrs Rossiter also felt there needs to be a pavement to offer youngsters a safe route to walk from the rugby field to the Clicketts playing fields. PCC could work with the Tenby Rugby Club to look at funding possibilities to provide a safe walkway.

Cllr Ronowitz agreed, the possibility of a pavement could also alleviate parking problems if a deal between the Club and the schools were agreed whereby parents could park at the ground and walk safely to the schools to collect children. This would help solve the awful traffic and parking issues we continually get complaints about. A safe path and parking at Tenby Rugby Club could solve a lot of problems.

Cllr Dale agreed with Cllr Mrs Rossiter, adding that as a motorcyclist himself, when approaching the junction along the Marsh Road from the swimming pool and turning right up Heywood Lane, the speeds at which he noticed people come round that blind spot are unbelievable.

Cllr Rapi commented that the grass having grown is not helping matters.

### **RESOLVED**

**That TTC contact Mr, Darren Thomas, PCC to ask him to look at the introduction of road safety measures on Heywood Lane from Tudor Way to The Clicketts including improved visibility, traffic calming and provision of a footpath.**

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

#### **Street Care Trading Application**

The Clerk had received an application which needed a response before 20<sup>th</sup> June 2022. The usual caricaturist who had a pitch by the Five Arches was seeking to move to Tudor Square outside St Mary's Church. He was requesting a street trading licence for a 2m by 2m shelter with operational times from 11 am to 7 pm during pedestrianisation.

Cllr Ronowitz, although recognising that some councillors may feel very differently to him, believes it is good to have these sorts of activities around during the summer. It is good that PCC is taking some control and charging these traders as he considers them to be an attraction for the town. Many youngsters have a family holiday picture done to take home. He felt the same about the hair braiders.

Cllr Blackhall sees the point about attractions but it can be like the Wild West when they appear. They come from outside, take money and go away. There is an opportunity to create an attraction but he was not sure the current situation allows it.

He did sometimes wonder why we are asked for an opinion when quite often no notice is taken of our thoughts. He feels this is not an appropriate pitch and it is too long to be sited there every day. However, he did commend the applicant for actually going through the proper channels and doing it the right way, rather than just turning up.

Cllr Dale agrees with Cllr Ronowitz in theory but like Cllr Blackhall, he does not think it is the right pitch. He will even audition buskers if needed! Some are very good but

others are not. He was also concerned when they perform outside St. Mary's as he felt this was inappropriate.

The Mayor agrees with everyone, adding that there are already issues with a certain café encroaching further and further beyond the gates of St Mary's. There had been three funerals recently and one resulted in the family getting most upset as mourners were coming out. Some places are simply not appropriate for street trading.

A stall outside the church would be in poor taste agreed Cllr Ms Attewell.

Cllr. Blackhall felt the Five Arches was a 'cracking' spot for the caricaturist and he was not causing an obstruction. With regard to the environs of the church, some traders on the street have been unpleasant when approached.

Cllr Mrs Rossiter said that for years we have been trying to get rid of them. They don't pay rates and it was unfair on local businesses. The Clerk explained that this gentleman was not like the hair braiders, tattooists and the like. He was applying for a designated pitch which he would be paying a fee for.

Cllr Ronowitz proposed that Mr Marc Owen did not grant consent for a licence outside the church as it was inappropriate. He suggested an allocated area where these traders could go so some control could be enforced.

Cllr Blackhall agreed with the sentiment of creating pitches where we want them to go. However, there was still the fact that certain folk were not covered by street trading regulations and will still turn up. He had particular reservations about one group whose activity seemed to be a co-ordinated business based in England.

Cllr Rapi felt we should make it clear that the church is an area that should not be used. It is inappropriate to have entertainment there. There is a similar situation with St Teilo's Church and the Bush Inn having outside seating opposite, it is inappropriate.

Cllr Blackhall believes there are arrangements with the café previously referred to that, when there is a wedding or funeral at St Marys', the café does not have its chairs outside. There could be the possibility for a similar situation between St Teilo's Church and the Bush Inn. This may be worth exploring.

Returning to the street trading licence we consider that the proposed area is not an appropriate location for this enterprise. Why not leave it outside the Five Arches, proposed the Mayor.

Why is he wishing to move asked Cllr Attewell?

Cllr Rapi seconded the proposal.

## **RESOLVED**

**That PCC be informed that TTC would not be in favour of granting a street trading licence in this location as the close proximity to St. Mary's Church would be inappropriate.**

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

Resolved that the next meeting will take place on Tuesday, 5<sup>th</sup> July 2022 at 7.30pm.

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

To review parking in the town – Cllr. Blackhall

Cllr. Dale also wished to propose an agenda item to look at improved liaison with Greenhill to explore funding avenues which could also improve the car parking situation.

The Mayor said she had spoken to the new head who had introduced a youth forum/ junior Senedd, and he has invited her to attend their meeting and also encourage pupils to attend our meetings for the first few minutes to give an overview of what they are trying to achieve.

She was also aware that there were local businesses that could bring financial gain to the school.

Cllr. Blackhall felt we were straying into debating this issue and suggested that it be put on the next agenda. He suggested the headmaster Mr. Haynes be invited to the next meeting in July to give an opportunity for various matters to be discussed.

56. **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”**



**TENBY TOWN COUNCIL**  
**MINUTES OF THE PLANNING COMMITTEE MEETING HELD**  
**21<sup>ST</sup> JUNE 2022**

**PRESENT:** Cllr Mrs Sue Lane  
Cllr Mr Paul Rapi  
Cllr Mr Dai Morgan

**IN ATTENDANCE:** Mr A Davies Clerk  
Mrs S Thompson Assistant to the Clerk

**TO RECEIVE APOLOGIES**

Apologies received from Cllr Hallett, Cllr Mrs Rossiter and Cllr Brown.

**As the meeting was not quorate, meeting closed at 7.10pm.**





A



SPRAG, 4 East End Square, Pembroke, SA71 4DQ

Andrew Davies  
Clerk  
Tenby Town Council  
By e mail – [tenbytowncouncil@btconnect.com](mailto:tenbytowncouncil@btconnect.com)

9 June 2022

Dear Andrew,

Following a noticeable decline in the train service to South Pembrokeshire over the last few years a number of individuals have gathered together to form the 'South Pembrokeshire Rail Action Group' (SPRAG). The group plans to lobby both local and national politicians to campaign for improvements to the rail services provided by Transport for Wales in South Pembrokeshire (Whitland to Tenby and Pembroke Dock).

SPRAG is actively campaigning for the introduction of an hourly train service between Swansea and Pembroke Dock along with improvements to journey times and affordable ticket prices. These improvements would have a positive impact on the local economy, employment opportunities, climate change, social mobility and mental health. We believe that the only way to meet the transport climate change targets is to significantly improve public transport with an increased frequency of services the most important element. This will result in an increase in passenger numbers and a reduction in car journeys.

It would be greatly appreciated if you could bring this letter to the attention of the Tenby town councillors at their next meeting. If the councillors are in agreement with our aims and objectives (see below) we would appreciate a letter of support from the council. We are in the process of contacting all the community and town councils in South Pembrokeshire seeking their support. The more support we have the more likely our campaign will be a success.

Individual councillors are welcome to support our campaign by joining SPRAG free of charge. Send your name and closest train station to [allaboard@sprag.uk](mailto:allaboard@sprag.uk)

Thank you for your assistance. Working together we believe we can improve public transport for the benefit of locals and visitors.

Yours sincerely,

Neil Westerman

South Pembrokeshire Rail Action Group

[Neil@sprag.uk](mailto:Neil@sprag.uk)

## **South Pembrokeshire Rail Action Group –Aims and Objectives**

### **AIMS:**

To campaign for improvements and modernisation of rail services to and from Pembroke Dock in order to connect South Pembrokeshire to the rest of the country.

### **OBJECTIVES:**

1. To introduce an hourly train service between Pembroke Dock and Swansea
2. To improve line speeds on the South Pembrokeshire rail line, thus reducing journey times and putting the service on par with network provision on the Milford Haven and Fishguard lines
3. To reduce train connection times for onward journeys. To provide long distance through trains from/to Pembroke Dock to/from destinations such as Cardiff and Manchester
4. To provide an affordable and intelligent rail ticketing structure, in order to make train travel a viable option in comparison to using a car
5. To persuade the Welsh Government to allow the use of the 'All Wales Concessionary Travel Pass' on the route between Pembroke Dock and Swansea
6. To improve bus services in South Pembrokeshire with a focus on connecting with trains
7. To promote the use of the rail line by visitors to the area
8. To encourage Transport for Wales to work with Irish ferries to provide through ticketing opportunities, with services to connect with sailings and a bus connection from Pembroke Dock station to the port.

E mail: [allaboard@sprag.uk](mailto:allaboard@sprag.uk)

Facebook and Twitter: @allboardsprag



DVP Tenby Ltd  
Upper Frog Street  
Tenby  
SA70 7JD  
28/06/2022

Dear Tenby Town Council,

Thank you for your letter dated 20<sup>th</sup> June 2022. We are very grateful that you have decided to appoint Clr. Tony Brown as your representative on our Trust Board.

We would also like to thank you for your financial support regarding the emergency repairs needed for the boiler system.

We welcome an informal meeting with yourselves and the DVP representatives to arrange a possible improvement and enhancements for The Pavilion and its attendees.

We will communicate via Tony Brown to arrange a suitable date for said meeting.

Kind Regards

Rachel Hickman

Vice Chair DVP Tenby LTD

A handwritten signature in black ink, appearing to read 'Rachel Hickman', written over a horizontal line.

# CORRESPONDENCE C

The Council will shortly be advertising proposals to change waiting restrictions on various roads across the County. Please find attached a plan illustrating the proposed restriction changes which are outlined below and which are in your Community.

## Tenby

### **4.1 No waiting 8pm – 7am Caravan or Motor caravan**

#### **The Croft**

East side- from a point 82 metres north of the junction of The Norton, north to a point 16 metres south of the boundary of Harbour Heights and Richmond House.

Reason – to remove overnight parking by Caravan/Motor caravans

### **4.2 No waiting at any time**

#### **Southlands**

North, East & south side – From a point 3 metres south west of the north gable end of no. 4 Southlands around the turning area to the boundary of no. 8/9 Southlands.

Reason – to remove parking in turning area

#### **Upper Hill Park**

East side- from its junction with the estate loop road, south for 10 metres

Reason – to provide greater visibility from loop road

Should you have any comments regarding the proposals, I would be grateful to receive them by **20<sup>th</sup> July 2022** otherwise we will assume you have no adverse comments to make.

## **REPORT OF THE CLERK TO THE COUNCIL**

### **Finance and Governance Tool Kit for Town and Community Councils**

1. The Society of Local Council Clerks in conjunction with One Voice Wales and Welsh Government has produced a toolkit for Town and Community Councils in Wales to enable them to do a health check around finance and governance. The toolkit and health check covers a number of themed areas:
  - Theme A – Vision, purpose and community planning
  - Theme B – Leadership and people
  - Theme C – Community engagement and partnerships
  - Theme D – Business processes
  - Theme E – Resources and financial management
  - Theme F – Evaluating impact
2. The health check enables a Council to check its work against all of the statutory requirements and against good practice recommendations. This document is indicative of the higher level of requirements and standards that Town and Community Councils are going to be expected to meet in the future.
3. Members are asked to note the toolkit and to refer it to the Policy Committee for more detailed consideration.
4. The Policy Committee are asked to review the document and to complete the health check and paperwork where that is possible. Further that they produce a report for Full Council on the implications, stating what we already have in place and what we will need to do in the future. The Policy Committee are asked to report back to the September and October meetings of TTC.

