

TENBY TOWN COUNCIL

**DE VALENCE PAVILION
UPPER FROG STREET
TENBY**

23rd December 2022

Dear Councillor

You are hereby summoned to attend the next Meeting of the Tenby Town Council to be held on **Tuesday 3rd January 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. To agree Items of Correspondence and Committee Minutes, except those marked private and confidential, be given to the members of the Press present.
5. To confirm the minutes of the meeting of Tenby Town Council held 6th December 2022.

6. To consider any Matters Arising from the minutes for information only.
7. To receive the minutes of the Planning Committee held 13th December 2022
8. To consider the following items of correspondence and agree action in response to proposals:
 - a. Kelly Morris, PCC – Change of waiting restrictions, Narberth Road, Tenby
 - b. Lieutenant (SCC) William Elliott, Tenby Sea Cadets – Commanding Officer Succession – Tenby Sea Cadets
9. To confirm the budget for 2023/24 and set the precept figure.
10. To receive any updates from Council representatives on Outside Bodies
11. To request an update on the redevelopment of the former Post Office building, Warren Street - Cllr. Mrs. Rossiter
12. To request an update on the redevelopment of the former patrol station site, Deer Park – Cllr. Dale
13. To query the position of whether provision of tables and chairs within the Greggs premises in Tudor Square requires change of use to A3 – Cllr. Dale
14. Provision of grit bins on Tenby estates – Cllr. Mrs. Rossiter
15. Decisions of Council Tracker update – Cllr. Blackhall
16. To consider any Financial Officer/Clerk's Items and to agree action in response to proposals.
17. Date and Time of Next Meeting

Planning committee – Tuesday 10th January 2023 at 7 pm

Full Council - Tuesday 7th February 2023 at 7.00 pm? Kelly Jordan, of Welsh Water is due to be in attendance as is Superintendent Craig Templeton, Dyfed-Powys Police.

18. To propose any item for the next Agenda.
19. **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".**

20. To confirm the Private and Confidential Minutes of the Tenby Town Council Meeting held 6th December 2022.
21. Matters arising for information only.
22. Office accommodation and community hub – Cllr Blackhall

TENBY TOWN COUNCIL
MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD
6TH DECEMBER 2022

PRESENT: Cllr Mrs S Skyrme-Blackhall Mayor
Cllr Mrs T Rossiter
Cllr C Dale
Cllr Ms L Attewell
Cllr L Blackhall
Cllr J Rossiter
Cllr D Whitehurst

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

The Mayor thanked councillors for attending an early start.

157. TO RECEIVE APOLOGIES

Apologies received from Cllr Mrs Lane, Cllr Rapi, Cllr Morgan and Cllr Ronowitz.

158. 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

Cllr Mrs Rossiter declared her personal interest in item 12.

159. 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.

160. 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 Mrs Rossiter and seconded by Cllr Ms Attewell.

RESOLVED

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

161. **CONFIRMATION OF MINUTES**

Resolved that the Minutes of the Tenby Town Council meeting held 1st November 2022 be confirmed and signed as accurate.

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

Item 143 Friends of Greenhill - Outdoor Gym Equipment: Cllr Blackhall had looked at the application further and had a discussion with the Clerk regarding the outdoor play equipment for Greenhill. Pembrokeshire County Council have approved the grant application but the Friends of Greenhill are seeking to raise some of the money as they are still looking at shortfall. Cllr Blackhall feels it is a reasonable request and suggested £2k in order to assist them securing the grant, Cllr Dale seconded.

RESOLVED

That under Section 19a LGA (Misc Provs) 1976, a donation of £2000 be made to the Friends of Greenhill school.

Item 146 Enhancement Works to the Paragon Gardens: The Clerk had some disappointing news to share with councillors as the gardens had been the victim of some minor vandalism last week. The poppy bench had been upended and dropped down in the lower garden. The new shelter had been graffitied. Fortunately, Smart Gardens had put the bench back in place and the Clerk had removed the graffiti using special spray. The police have been made aware of the vandalism and photos have been shown to authority. Cllr Rossiter mentioned the new railings which were loose on Iron Bar Sands and was concerned that this was part of the same incident. The Mayor confirmed that the railings have been reported to PCC and that they are being fixed this week.

Item 149 Sewage Spills from the Castle Beach Overflow: The Clerk told members that he had tried to arrange a visit from Dwr Cymru as suggested by Cllr Whitehurst at the last meeting but he had been passed from department to department and had not yet found the right person! He will continue to pursue this.

Item 150d Remembrance Sunday: Cllr Mrs Rossiter felt that the timing had been very tight for the service, acknowledging that it was the Rector who had wished for the proceedings to be held in reverse. She felt it put whole parade under pressure to get around and Mr Peachy had taken a fall. The Mayor acknowledged that timing was a bit tight but said it was a trial and timings would be looked at for next year. She hoped Mr Peachy was ok.

Cllr Whitehurst arrived.

150e Training for Councillors: The Clerk had been in touch with One Voice Wales who could offer modular training remotely with an on-screen mentor for £420 per module, there are 3 modules. Cllr Mrs Rossiter feels it is a rip off having been a councillor for a long time. Cllr Blackhall suggested this option was more affordable than individual sessions for each councillor and it would be good if all councillors went through the process together. This is the way forward and we have no choice as it is now part of statutory guidance for being a councillor.

Cllr Dale asked if we can do it in an evening, the Clerk confirmed he will arrange evening sessions in the New Year. Cllr Whitehurst seconded.

163. TO RECEIVE THE MINUTES OF THE PLANNING COMMITTEE HELD 8TH NOVEMBER 2022

Noted.

164. TO CONSIDER THE FOLLOWING ITEMS OF CORRESPONDENCE AND AGREE ACTION IN RESPONSE TO PROPOSALS:

a. Mr J Cornwell – Town Crier

The Mayor asked if all had had the chance to read the correspondence. Any comments with regard to Mr Cornwell's letter, she asked. Cllr Mrs Rossiter thanked him for his letter and for his years of service.

RESOLVED

That the letter be noted.

b. Mr and Mrs Mckellar – Dog restriction changes on North Beach

Cllr Blackhall referred to the correspondence in relation to the North Beach highlighting that it was TTC and not just Cllr Whitehurst who had agreed on a consultation, he wished it noted that this was a council decision and Cllr. Whitehurst should not be singled out.

Cllr Whitehurst had met Mr and Mrs Mckellar on the beach and had a lovely long chat.

Cllr Mrs Rossiter suggested it may be because of the letter in paper, if the letter had just been from Mr Duncan Whitehurst instead of Councillor it would have made a difference.

Cllr Dale had received complaints that the Iron Bar signage is negligible.

Members agreed that signage needed addressing.

Cllr Mr Rossiter queried if there could there be more dog litter bins. The Mayor said that, as county councillor, she has asked repeatedly asked this question of Richard Brown. His response was that all bins are suitable for dog waste and advisory stickers were suggested.

The Mayor told councillors that she and the Community Engagement officer are to look at obtaining dog waste bins with EPF for the gardens. PCC will not supply so we're looking for another way round the issue, she said.

Cllr Dale had received a complaint regarding a rubbish issue inside a lane leading onto South Parade, but the Clerk confirmed that the lane is private and gated off so there is little TTC can do.

Cllr Whitehurst confirmed that our local morning sea swimmers have suggested a bin at the bottom of 'Heart Attack Steps' and on the slip off North Beach.

Cllr Dale said he had recently been in a town in England where they had four-foot-high bins with 4 slots which were seagull proof. Perhaps PCC could look into supplying some of these.

The Mayor then spoke about the new commercial seagull proof bags which can hold 12 plastic bags of rubbish which cost about £20. This was not the solution to all the problems but it was a start as anything to help with rubbish issues in the town was a positive. She was open to any suggestions at the moment.

c. Cllr Neil Prior – Working Better Together seminar

Seminar on offer if members wished to attend.

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

The Mayor asked if councillors had any questions. There were none. Cllr Mrs Rossiter proposed accepting the accounts and Cllr Whitehurst seconded.

RESOLVED

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

166. TO CONSIDER THE FOLLOWING REQUESTS FOR GRANT AID AND AGREE ACTION IN RESPONSE TO PROPOSALS:

a. Pembrokeshire Vikings

Cllr Mrs Rossiter said that TTC support Tenby for grants and feels that having just given £2K to Greenhill School, we should just stick to Tenby.

Cllr Whitehurst wondered if there were any members from Tenby playing on the team.

The Clerk said that there appeared to be around five team members for the local area.

Cllr Mrs Rossiter said that TTC do tend to look at grant applications later in the mayoral year and we should not use up all our budget yet as other applications may come in. We are already supporting our own school.

Cllr Dale suggested we respond saying that unfortunately we are not able to support this request at present but the application may be considered at a later date.

RESOLVED

That TTC are unable to provide grant support at this time but may reconsider later in the financial year.

167. TO RECEIVE ANY UPDATES FROM COUNCIL REPRESENTATIVES ON OUTSIDE BODIES

SEPCHN: Cllr Whitehurst told councillors that it was all quiet at the moment but meetings had been rescheduled for February/March.

Heating Fund: Cllr Dale had spoken with Chris Hughes, Chair of the Tenby Charities, who will be taking the idea suggested by the Beynon family to the Trustees of the Tenby Charities. This fund is from those who are fortunate enough to not need the rebates etc offered by the utility companies and who wish to donate to those less fortunate. This may help also with the Warm Room initiative at Augustus Place.

The Clerk believes there is a meeting of the Trustees tomorrow.

Round Table Santa Run: The Mayor had attended the Santa Run on Sunday, the first in 3 years. It was really good and well done to all those involved.

Festive Saturday: The Mayor thanked Dave Jones, of the De Valence Trust and Cllr Dai Morgan for their swift organising of the event after the horrendous weather forecast.

They arranged to do it in the De Valence and it went like clockwork. The hall was very festive, Steve Briers kept everyone entertained as did Emma Sax. Everyone was so grateful. Well done to all involved, including Sharon and Anne.

Remembrance Sunday: As mentioned earlier, the Mayor acknowledged that there had been a few glitches but it had been a wonderful occasion. For the Poppy trail there were six organisations with about 70 children in comparison to last year with 12 children. All went down well; it was really lovely and humbling.

168. UPDATE ON THE BRYNHIR DEVELOPMENT

Cllr Mrs Rossiter asked if she could remain in the chamber.

Before discussing the update from PCC, Cllr Blackhall wished to refer to the advert that had been placed in the local newspaper by the 'Greenspace' campaign. He feels that it is important that, when things are published in the media, we counter things that are not correct.

Firstly, there is no pot with £40m of money for spending on other services in Tenby if the development does not go ahead. This is HRA money and the only reason this figure quoted is because Cllr Williams asked a question. This money is only available for housing, it is earmarked.

Yes, the original plan was for 144 homes. The reason it is now going to be less is because PCC have listened to concerns and created a 10-metre buffer zone and walk way.

There is also a SUDS system which is in response to people who are concerned with flooding.

Some of the claims are unfair and it is important they are countered, he said.

The reason for the allocation of one bed dwellings is that it is in accordance with demand across the county. The greatest demand is for single person dwellings.

In response to the update from PCC, Cllr. Blackhall continued that there is a concern that this timetable has slipped slightly. We have people being made homeless now, and being sent to live further afield. The local need is now.

We should respond that we welcome the updated information, but we are concerned and would like to have some discussion with PCC to ensure that we will be back on track said Cllr. Blackhall

Cllr Whitehurst said the SUDS plan is an improvement but there is still an issue with drainage.

However, the plans are totally different from those originally provided and shows they have listened. It is looking positive, he said.

RESOLVED

That TTC write and thank PCC for the update and ask them for a catch-up meeting in the New Year.

169. TRAFFIC ON ESTATES IN TENBY – CLLR MS ATTEWELL

Cllr Ms Attewell showed members photographs of the parking situation around Tudor Way and Heywood Lane junction.

This is a busy crossing area for children and parents and there is a huge problem. Vehicles including 4x4's are parking right up to the junction. The junction is chaotic, and visibility is appalling. Something needs to be done to stop cars parking as double yellows are not working.

The Mayor advised councillors that she recently received a message to say that the police would like to come to the next meeting (January).

Discussion took place about the schools' car park. Cllr Mrs Rossiter recalled a previous meeting, adding that this is a hard issue to resolve. St David's Close is another that is always clogged. There is now no crossing person on this junction. They cannot seem to enforce double yellow lines.

The Clerk noted that when he had gone to pick up his granddaughter one day last week there had been plenty of parking in the car park yet people still chose to park on the two junctions.

Cllr Dale asked if this is only a pick-up and drop off occurrence, and if the parking problem is at specific times, then why not use traffic wardens?

Problems are also caused by parents talking outside the cars and children running around instead of just collecting and going, said Cllr. Ms Attewell.

Cllr Dale asked if PCC's traffic wardens could have a blitz. Cllr Blackhall agreed with Cllr Dale.

Cllr Rossiter asked if something like a zebra crossing could be placed at this point.

Cllr Blackhall feels the only other option, as in the Greenhill School side, is to look at extending the raised sections of road as this does help to slow people down. People would be more aware if they knew there was a pedestrian crossing too, he added.

The Clerk said he would raise the matter with Mr Marc Owen in the morning.

170. CONSULTING WITH THE COMMUNITY FOR NEXT EPF BID – CLLR BLACKHALL

Cllr Blackhall felt his briefing note is self-explanatory. Cllr Mrs Lane and he, as outlined at the last meeting, had been looking at future EPF bids. There was an amount of consultation needing to be put in place prior to putting in a bid. He asked for agreement to go ahead with consultation prior to putting the bid together. All agreed.

RESOLVED

That TTC start a community consultation exercise on the proposals for the next EPF bid.

171. REPORTING ON DECISIONS AND ACTIONS OF THE COUNCIL – CLLR BLACKHALL

Again, Cllr Blackhall said the information is all there in his briefing. Previously we said we would have decision tracker. It will help all members to see progress, used on a continuous basis to see where things go. This will be an action plan to follow each meeting. Hopefully show what is being done and would be useful for next annual report. He would have the first ready for next meeting.

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

The Clerk had no items at this time.

173. DATE AND TIME OF NEXT MEETING

The Mayor said that she had been contacted by the police who would like to attend the next full council meeting.

RESOLVED

That the next planning meeting will take place on Tuesday, 13th December 2022 at 7pm. Full Council on Tuesday, 3rd January 2023 at 7.00pm to allow for the attendance of the police.

174. TO PROPOSE ANY ITEM FOR THE NEXT AGENDA

Cllr Mrs Rossiter – Progress report on the planning application for the old post office site.

Cllr Dale – Progress on the approved plans for the Royal Lion and former petrol station in Deer Park.

Cllr Dale - Query the use of tables and chairs in Greggs under A1 use.

175. 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
13th DECEMBER 2022

PRESENT: Cllr Mrs Sue Lane
Cllr Charles Dale
Cllr 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 Rapi.

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

Cllr. Mrs Lane suggested, as responses were due to PCNPA before the end of the month, the Clerk seek councillors' views via email to respond using delegated powers.

Good Morning

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

6. Tenby

6.1 No waiting at any time

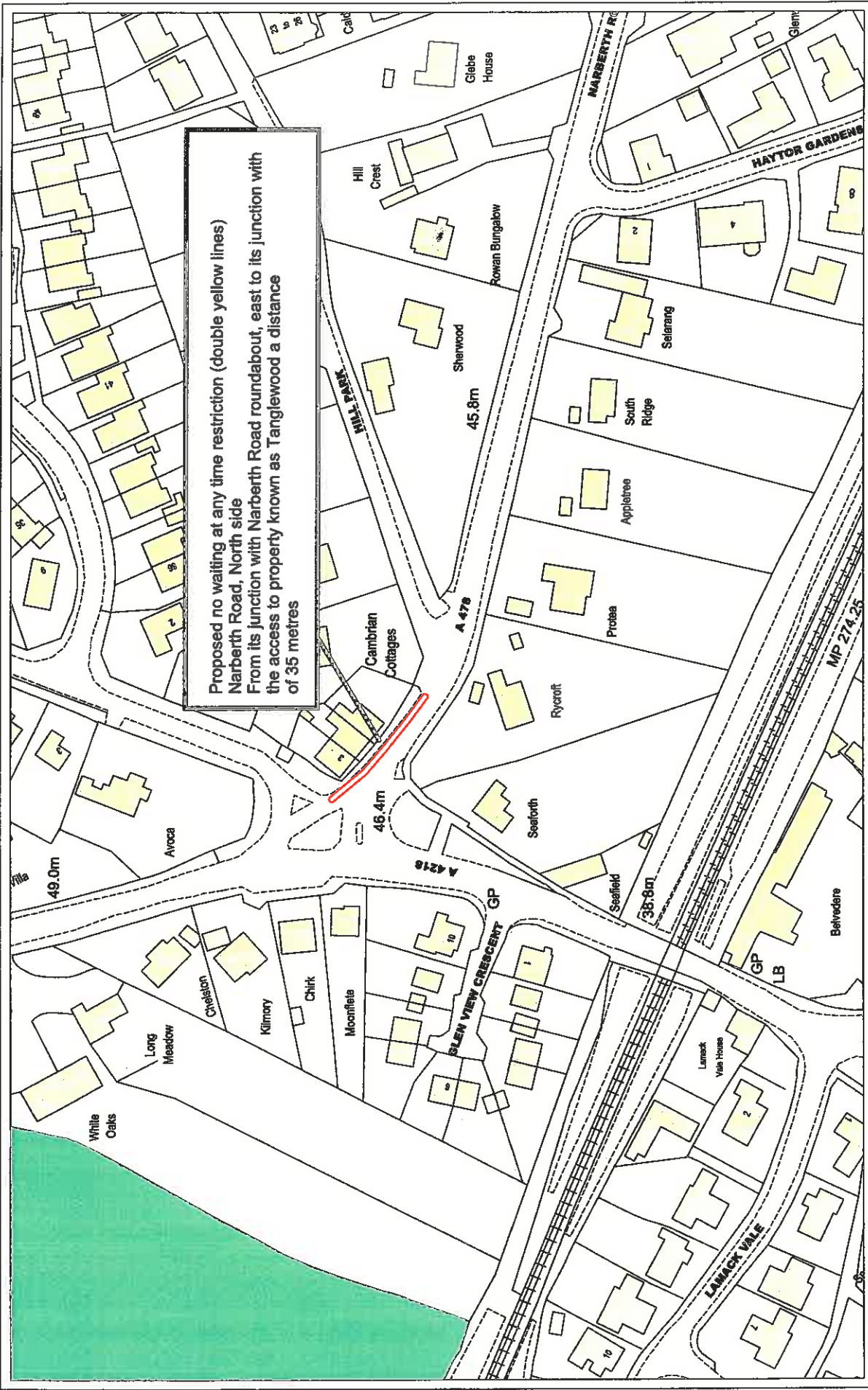
Narberth Road

Reason – To remove indiscriminate parking and visibility issues near Narberth Road roundabout

Should the Town Council have any comments regarding the proposals, I would be grateful to receive them by **13th January 2023** otherwise we will assume you have no adverse comments to make.

Regards





Proposed no waiting at any time restriction (double yellow lines)
 Narberth Road, North side
 From its junction with Narberth Road roundabout, east to its junction with
 the access to property known as Tanglewood a distance
 of 35 metres

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Narberth Road, Tenby

Pembrokeshire County Council
 Directorate of Transportation and Environment
 County Hall
 Haverfordwest
 SA61 1TP





Tenby Sea Cadets
Harbour Store,
Tenby Harbour,
Tenby, Pembrokeshire,
SA70 7BW.

Telephone
07747141019
Email
co@tenbyscc.org.uk

sea-cadets.org/tenby

B

Our Ref: TSC (Successor Update)

19th December 2022

Dear Madam Mayor, Town Councillors and Town Clerk,

COMMANDING OFFICER SUCCESSION – TENBY SEA CADETS

Tenby Sea Cadets (T.S. Tenby) has grown from strength to strength over the past few years; however, before that I am sure you know it hasn't always been plain sailing. In early 2020, I was asked to step in and become the Commanding Officer of Tenby Unit, whilst being the Commanding Officer of Milford Haven. This agreement was to ensure that Tenby didn't close but would have a Sea Cadet provision for years to come; originally looking at becoming a satellite division of Milford Haven Unit. However, thanks to the support of the team at Milford Haven and our fantastic trustees now at Tenby, we have been able to stabilise and grow T.S. Tenby.

This agreement was for two years in post to merge or in this case, continue operations but the global pandemic unfortunately delayed several improvements, although allowed us time to develop. As a result, I requested an extension by an additional year, which will run out in February 2023.

However, I am delighted to announce, on behalf of the Unit Trustees, that following a rigorous advertisement and interview process with them and the District Officer, that my successor nomination has been approved by the Area Officer, Commander Gary Mills RN. The pencilled date for handover is the 2nd March 2023; which is when the Area Officer is likely to conduct our annual inspection. The date is currently pencilled and may move a week.

Therefore, from 3rd March 2023, the new Officer in Charge of Tenby Sea Cadets will be Sub Lieutenant (SCC) Lloyd Jones RNR. He will be an Officer in Charge for a period of 6 months, as per the Sea Cadet Regulations and will then be formally appointed as the Commanding Officer, having met the pre-requisites then. He is currently a member of Milford Haven Unit but transfers in due course to formally concentrate on Tenby Unit.

Between now and then, we will start a gradual handover, so you will have a mix of communication from us both as a result. I wish him all the best in settling into the new role and have no doubt that you will be happy to welcome him into this post and working together for the coming years.

I would like to thank you all for the support you have shown me and the Tenby Sea Cadets through my time and I look forward to my last few months, as a formal part of Tenby Unit. I won't be stranger to the Unit and will continue to embrace the strong partnership between Tenby and Milford Haven Sea Cadet Units moving forward.



Patron: HM The Queen
A charity registered in England and Wales
524451

Yours sincerely,

A handwritten signature in black ink, consisting of the letters 'W.' followed by a stylized, cursive name that appears to be 'Elliott'. The signature is written on a white background.

Lieutenant (SCC) William Elliott BA QTS RNR
Commanding Officer
Tenby Sea Cadets
Training Ship TENBY, Unit 453.

TENBY TOWN COUNCIL

Estimates of Income and Expenditure



For The Year
1st April 2023-
31st March 2024

SUMMARY

Council will see that when the Revenue and Capital budgets are combined the total planned gross expenditure proposed is **£389,674.86**

Income is being estimated this year to be **£17,447.50** and grant aid through the Enhancing Pembrokeshire Fund of **£96,000**. With underspent earmarked reserves of **£26,156** we are left with a net precept requirement of **£250,921.36**

At the last meeting, when the draft budget was considered, members resolved to look to an increase of the Band D equivalent of not more than 6%. This would mean an increase of the Band D equivalent from last year's £69.95 to £74.15.

Based on the Council Tax base for 2023/24, this would generate a precept of **£225,143.12** leaving a shortfall of **£25,778.24** which members determined should be met through an allocation from unearmarked reserves.

This will give the council a cushion of **£53,153.74** of unearmarked reserves for any unforeseen expenditure.

RECOMMENDATION

That the council accept the budget as proposed and consider utilising £25,778.24 of unearmarked reserves to set the precept at £225,143.12.

TENBY TOWN COUNCIL
ESTIMATES OF INCOME AND EXPENDITURE 2023/24

SUMMARY SHEET

	<u>Estimate</u> <u>2022/23</u>	<u>Probable</u> <u>2022/23</u>	<u>Estimate</u> <u>2023/24</u>
REVENUE EXPENDITURE			
Administration	£33,277.90	£24,531.27	£25,029.00
Augustus Place	£6,252.25	£2,211.00	£2,510.00
Civic	£9,440.00	£7,833.20	£11,290.00
Advertising and Publicity	£400.00	£60.00	£200.00
Section 137	£3,000.00	£3,055.00	£3,500.00
Tenancies	£10,740.00	£10,740.00	£10,740.00
Tourism/Regeneration	£35,269.07	£19,685.18	£28,500.00
Town Maintenance	£28,600.00	£20,922.50	£25,600.00
Wages/PAYE/NI/Pension	£102,799.92	£109,555.51	£113,283.86
De Valence	£26,000.00	£26,000.00	£26,000.00
Cemetaries	£3,784.00	£3,294.00	£3,804.00
Christmas Lighting	£22,180.00	£16,680.00	£20,068.00
	£281,743.14	£244,567.66	£270,524.86
INCOME			
Administration	£100.00	£0.00	£100.00
Augustus Place	£1,500.00	£3,465.00	£3,000.00
Civic	£0.00	£0.00	£0.00
Advertising and Publicity	£0.00	£0.00	£0.00
Section 137	£0.00	£0.00	£0.00
Tenancies	£0.00	£0.00	£0.00
Tourism/Regeneration	£0.00	£8,700.00	£0.00
Town Maintenance	£0.00	£1,664.50	£0.00
Wages/PAYE/NI/Pension	£26,044.00	£16,480.50	£9,563.50
De Valence	£0.00	£0.00	£0.00
Cemetaries	£4,124.00	£7,296.50	£4,684.00
Christmas Lighting	£0.00	£0.00	£0.00
Interest	£30.00	£150.00	£100.00
	£31,798.00	£37,756.50	£17,447.50
NET REVENUE EXPENDITURE	£249,945.14	£206,811.16	£253,077.36
CAPITAL EXPENDITURE			
Jubilee Play Area	£33,000.00	£33,931.54	£0.00
Town Wall Lighting	£0.00	£0.00	£0.00
Tenby Places and Spaces	£117,281.53	£117,281.53	£120,000.00
TOTAL CAPITAL EXPENDITURE	£150,281.53	£151,213.07	£120,000.00
CAPITAL RECEIPTS			
Jubilee Play area	£29,183.00	£22,911.54	£0.00
Town Wall Lighting	£0.00	£0.00	£0.00
Tenby Places and Spaces	£93,825.00	£93,825.00	£96,000.00
TOTAL CAPITAL RECEIPTS	£123,008.00	£116,736.54	£96,000.00
NET CAPITAL EXPENDITURE	£27,273.53	£34,476.53	£24,000.00
NET BUDGET	£277,218.67	£241,287.69	£277,077.36

Account balances 1st April estimated		£189,612.75		£237,732.05
Account balances 1st April actual		£253,886.58		
Earmarked reserves				
	Earmarked 2022	Used	Earmarked 2023	Used
Regeneration EPF	£20,000.00	£20,000.00	£14,000.00	£14,000.00
Town Wall lighting	£10,000.00	£0.00	£10,000.00	£0.00
Working Contingency	£102,000.00	£0.00	£102,000.00	£0.00
Augustus Place	£4,000.00	£0.00	£4,000.00	£0.00
Jubilee	£2,687.59	£5,093.59	£0.00	£0.00
Councillor remuneration	£6,786.00	£0.00	£6,786.00	£6,786.00
Election expenses	£8,649.00	£9,225.79	£2,306.21	£0.00
Cemetery maintenance	£10,335.36	£0.00	£14,337.86	£0.00
New office equipment	£1,400.00	£0.00	£1,400.00	£1,400.00
Ironman	£6,000.00	£5,000.00	£1,000.00	£1,000.00
Consultancy fees	£3,000.00	£1,530.00	£1,470.00	£1,470.00
Civic Entertainment	£3,000.00	£0.00	£0.00	£0.00
Promoting Tenby	£700.00	£700.00	£0.00	£0.00
Mayor's Rembursement budget	£3,500.00	£2,000.00	£1,500.00	£1,500.00
Jubilee CCTV	£2,000.00	£2,000.00	£0.00	£0.00
Earmarked reserve	£184,057.95	£138,508.57	£158,800.07	£132,644.07
Unearmarked reserve	£69,828.63	£99,223.48	£78,931.98	£53,153.74
Reserve balances 31st March (Est)	£253,886.58	£237,732.05	£237,732.05	£185,797.81
PRECEPT		£224,098.81	£224,098.81	£225,143.12
Band D equivalent		£69.95	£69.95	£74.15

GENERAL ACCOUNT - ADMINISTRATION

	<u>Actual</u> <u>2021/22</u>	<u>Estimate</u> <u>2022/23</u>	<u>Probable/</u> <u>Actual</u>	<u>Estimate</u> <u>2023/4</u>
<u>Expenditure</u>				
Salaries, Superannuation, NI etc	£55,594.13	£92,379.44	£98,635.51	£101,708.25
Courses/Conferences/Training	£0.00	£1,000.00	£900.00	£1,000.00
Travel Expenses	£0.00	£150.00	£125.00	£150.00
Office and Council Office Accom.	£10,740.00	£10,740.00	£10,740.00	£10,740.00
Phones and Broadband	£335.80	£340.00	£525.00	£750.00
Postage	£430.00	£350.00	£385.00	£400.00
Stationery	£284.99	£200.00	£300.00	£300.00
Subscriptions	£1,269.15	£1,319.90	£1,370.54	£1,580.00
Insurance	£5,486.20	£5,500.00	£5,401.94	£5,500.00
Copy Charges	£247.18	£300.00	£253.00	£300.00
Equipment Maintenance	£225.75	£300.00	£403.00	£450.00
Tools and Equipment	£0.00	£1,500.00	£1,500.00	£500.00
Audit Fees	£2,105.00	£2,400.00	£2,590.00	£2,800.00
Office Council tax	£1,572.90	£1,600.00	£1,552.00	£1,630.00
Councillor remuneration	£0.00	£6,786.00	£0.00	£6,786.00
Election fees	£0.00	£11,532.00	£9,225.79	£2,883.00
<u>Total Expenditure</u>	£78,291.10	£136,397.34	£133,906.78	£137,477.25

<u>Income</u>				
Precept	£197,746.29	£224,098.81	£224,098.81	
Interest received	£26.01	£30.00	£150.00	£100.00
Photocopying	£114.00	£100.00	£140.00	£100.00
Community Engagement Officer EPF	£0.00	£26,044.00	£16,480.50	£9,563.50
Subscription refund (Amazon)	£0.00	£0.00	£16.64	£0.00
<u>Total Income</u>	£197,886.30	£250,272.81	£240,885.95	£9,763.50

Breakdown of subscriptions

Society of Local Council Clerks		£270.00	£270.00	£300.00
Accounts software		£600.00	£648.00	£700.00
Information Commissioner (GDPR)		£40.00	£40.00	£40.00
Webhosting		£80.00	£80.00	£90.00
Anti-virus package		£100.00	£96.00	£100.00
Payroll software		£110.00	£100.00	£220.00
Zoom Licence		£119.90	£119.90	£130.00
Amazono Prime		£0.00	£16.64	£0.00
	£0.00	£1,319.90	£1,370.54	£1,580.00

GENERAL ACCOUNT - CIVIC

	<u>Actual</u> <u>2021/22</u>	<u>Estimate</u> <u>2022/23</u>	<u>Probable/</u> <u>Actual</u>	<u>Estimate</u> <u>2023/24</u>
<u>Expenditure</u>				
Mayor's reimbursement budget	£203.21	£3,500.00	£2,000.00	£3,000.00
Honoraria	£0.00	£150.00	£110.00	£150.00
Entertainment	£0.00	£3,000.00	£3,083.20	£3,500.00
Courses/Conferences/Travel	£0.00	£600.00	£450.00	£600.00
Subscriptions	£0.00	£40.00	£40.00	£40.00
Publicity	£399.20	£400.00	£60.00	£200.00
CCTV	£0.00	£0.00	£0.00	£0.00
Civic Regalia etc.	£0.00	£150.00	£150.00	£1,000.00
Plaques Purchased	£0.00	£0.00	£0.00	£0.00
S137 Grants	£4,050.00	£3,000.00	£3,055.00	£3,500.00
Grants	£3,000.00	£2,000.00	£2,000.00	£3,000.00
Maintenance of Historic Assets	£1,162.87	£0.00	£0.00	£0.00
<u>Total Expenditure</u>	<u>£8,815.28</u>	<u>£12,840.00</u>	<u>£10,948.20</u>	<u>£14,990.00</u>
<u>Income</u>	£0.00	£0.00	£0.00	£0.00
<u>Total Income</u>	<u>£0.00</u>	<u>£0.00</u>	<u>£0.00</u>	<u>£0.00</u>

GENERAL ACCOUNT - AUGUSTUS PLACE

	<u>Actual</u> <u>2021/22</u>	<u>Estimate</u> <u>2022/23</u>	<u>Probable/</u> <u>Actual</u>	<u>Estimate</u> <u>2023/24</u>
<u>Expenditure</u>				
Salaries and Wages	£3,199.34	£3,368.94	£3,822.00	£3,858.40
Rates and Water Rates *	£951.20	£952.25	£876.00	£960.00
Utilities	£851.50	£950.00	£1,080.00	£1,200.00
Property Maintenance	£0.00	£250.00	£200.00	£250.00
Tools and Equipment	£16.67	£100.00	£55.00	£100.00
Building Contingency Fund	£0.00	£4,000.00	£0.00	£0.00
<u>Total Expenditure</u>	<u>£5,018.71</u>	<u>£9,621.19</u>	<u>£6,033.00</u>	<u>£6,368.40</u>
<u>Income</u>				
Letting Income	£1,620.00	£1,500.00	£3,465.00	£3,000.00
Maintenance	£0.00	£0.00	£0.00	£0.00
Water rebate	£71.91	£0.00	£0.00	£0.00
Council Tax rebate	£1,885.76	£0.00	£0.00	£0.00
<u>Total Income</u>	<u>£3,577.67</u>	<u>£1,500.00</u>	<u>£3,465.00</u>	<u>£3,000.00</u>

* NOTE: Rates and Water Rates are made up as follows:

Council tax	£789.70	£808.25	£684.00	£720.00
Water rates	£161.50	£144.00	£192.00	£240.00

Utilities

Electricity		£450.00	£560.00	£600.00
Gas		£500.00	£520.00	£600.00

GENERAL ACCOUNT - MAINTENANCE COMMITMENTS WITHIN THE COMMUNITY

	<u>Actual</u> <u>2021/22</u>	<u>Estimate</u> <u>2022/23</u>	<u>Probable/</u> <u>Actual</u>	<u>Estimate</u> <u>2023/24</u>
<u>Expenditure</u>				
Salaries	£6,662.44	£7,051.54	£7,098.00	£7,717.21
Floral displays	£9,303.70	£16,500.00	£14,333.65	£16,500.00
Tools and Equipment	£558.03	£600.00	£486.85	£600.00
Jubilee Play Area	£646.17	£1,500.00	£1,102.00	£1,500.00
Specialist maintenance projects within the community	£3,110.00	£10,000.00	£5,000.00	£6,000.00
Jubilee Play Area CCTV	£0.00	£0.00	£0.00	£1,000.00
<u>Total Expenditure</u>	<u>£20,280.34</u>	<u>£35,651.54</u>	<u>£28,020.50</u>	<u>£33,317.21</u>
<u>Income</u>				
Floral displays	£0.00	£0.00	£500.00	£0.00
Play Area maintenance	£0.00	£0.00	£23.00	£0.00
Regeneration projects	£0.00	£0.00	£1,070.54	£0.00
Bench compensation	£115.46	£0.00	£70.96	£0.00
<u>Total income</u>	<u>£115.46</u>	<u>£0.00</u>	<u>£1,664.50</u>	<u>£0.00</u>

GENERAL ACCOUNT - TOURISM/REGENERATION

	<u>Actual</u> <u>2021/22</u>	<u>Estimate</u> <u>2022/23</u>	<u>Probable/</u> <u>Actual</u>	<u>Estimate</u> <u>2023/24</u>
<u>Expenditure</u>				
Promoting Tenby (inc Christmas)	£446.49	£1,000.00	£2,155.18	£1,500.00
Park and Ride provision	£1,000.00	£1,000.00	£1,000.00	£1,000.00
Special Projects within the Community	£1,032.93	£24,269.07	£10,000.00	£15,000.00
Consultancy fees and specialist project support	£0.00	£3,000.00	£1,530.00	£1,500.00
Ironman	£0.00	£6,000.00	£5,000.00	£5,000.00
HM The King's Coronation	£0.00	£0.00	£0.00	£3,000.00
Belgian Veteran's visit	£0.00	£0.00	£0.00	£1,500.00
<u>Total Expenditure</u>	£2,479.42	£35,269.07	£19,685.18	£28,500.00
<u>Income</u>				
Christmas Festivities	£3.70	£0.00	£0.00	£0.00
Regeneration	£0.00	£0.00	£0.00	£0.00
Special Projects in the Community	£0.00	£0.00	£8,700.00	£0.00
<u>Total Income</u>	£3.70	£0.00	£8,700.00	£0.00

GENERAL ACCOUNT - CAPITAL EXPENDITURE

	<u>Actual</u> <u>2021/22</u>	<u>Estimate</u> <u>2022/23</u>	<u>Probable/</u> <u>Actual</u>	<u>Estimate</u> <u>2023/24</u>
<u>Expenditure</u>				
Jubilee Play Park	£18,594.00	£33,000.00	£33,931.54	£0.00
Spaces and Places EPF	£0.00	£117,281.53	£117,281.53	£120,000.00
<u>Total Expenditure</u>	£18,594.00	£150,281.53	£151,213.07	£120,000.00

<u>Income</u>				
Loan Proceeds	£0.00	£0.00	£0.00	£0.00
Grant income Jubilee	£6,000.00	£29,183.00	£22,911.54	£0.00
Grant income Jubilee CCTV	£0.00	£0.00	£0.00	£0.00
Grant income Spaces and Places	£0.00	£93,825.00	£93,825.00	£96,000.00
<u>Total Income</u>	£6,000.00	£123,008.00	£116,736.54	£96,000.00

Jubilee Play Park expenditure

Skate Park extension	£0.00	£0.00	£0.00	£0.00
New retaining wall	£4,950.00	£0.00	£0.00	£0.00
New roundabout	£13,644.00	£0.00	£0.00	£0.00
Replacement play equipment	£0.00	£23,000.00	£23,931.54	£0.00
CCTV	£0.00	£10,000.00	£10,000.00	£0.00

Grants/Fundraising breakdown

Section 106 Jubilee	£6,000.00	£11,700.00	£5,448.54	£0.00
Jubilee EPF	£0.00	£17,483.00	£17,463.00	£0.00
Donations Skate Park	£0.00	£0.00	£0.00	£0.00
Dyfed-Powys Police CCTV	£0.00	£0.00	£0.00	£0.00
Grant income Places and Spaces	£0.00	£93,825.00	£1,040.00	£0.00

CHRISTMAS LIGHTING

	<u>Actual</u> <u>2021/22</u>	<u>Estimate</u> <u>2022/23</u>	<u>Probable/</u> <u>Actual</u>	<u>Estimate</u> <u>2023/24</u>
<u>Expenditure</u>				
Maintenance Contracts	£11,724.73	£12,480.00	£12,480.00	£13,728.00
Equipment	£11,938.28	£9,500.00	£4,000.00	£5,000.00
Electric Supply Charge	£398.65	£200.00	£200.00	£300.00
Equipment storage	£0.00	£0.00	£0.00	£1,040.00
<u>Total Expenditure</u>	£24,061.66	£22,180.00	£16,680.00	£20,068.00
<u>Income</u>				
Donations	£0.00	£0.00	£0.00	£0.00
<u>Total income</u>	£0.00	£0.00	£0.00	£0.00

NOTES:

Electricity Supply charge 2021/22 is for 2020 and 2021

2022 is the final year of the three-year fixed price maintenance contract.

NEW CEMETERY

	<u>Actual</u> <u>2021/22</u>	<u>Estimate</u> <u>2022/23</u>	<u>Probable/</u> <u>Actual</u>	<u>Estimate</u> <u>2023/24</u>
<u>Expenditure</u>				
Water Rates	£146.83	£80.00	£90.00	£100.00
Grounds Maintenance	£4,808.65	£3,500.00	£3,000.00	£3,500.00
Total Expenditure	£4,955.48	£3,580.00	£3,090.00	£3,600.00

Income

Grant of Rights	£3,442.50	£1,400.00	£3,190.00	£1,610.00
Memorial Fees	£300.00	£700.00	£1,100.00	£840.00
Grave Maintenance Fees	£1,712.50	£1,820.00	£2,802.50	£2,030.00
Total Income	£5,455.00	£3,920.00	£7,092.50	£4,480.00

* I have based these estimates on 7 burials and 7 headstone installations

** Income as of 18th November 2022

OLD CEMETERY

Expenditure

War Graves Commission	£204.00	£204.00	£204.00	£204.00
Total Expenditure	£204.00	£204.00	£204.00	£204.00

Income

War Graves Commission	£204.00	£204.00	£204.00	£204.00
Total Income	£204.00	£204.00	£204.00	£204.00

DE VALENCE PAVILION

	<u>Actual</u> <u>2021/22</u>	<u>Estimate</u> <u>2022/23</u>	<u>Probable/</u> <u>Actual</u>	<u>Estimate</u> <u>2023/24</u>
<u>Expenditure</u>				
Grant to DVP (Tenby) Trust	£26,000.00	£26,000.00	£26,000.00	£26,000.00
Total Expenditure	<u>£26,000.00</u>	<u>£26,000.00</u>	<u>£26,000.00</u>	<u>£26,000.00</u>

