

**MINUTES OF THE TENBY TOWN COUNCIL**  
**MEETING HELD 6<sup>TH</sup> FEBRUARY 2024**

**Present:** Cllr Dai Morgan Mayor  
Cllr Sam Skyrme-Blackhall  
Cllr Michelle Evans  
Cllr James Phillips  
Cllr Laurence Blackhall  
Cllr Duncan Whitehurst

**In attendance:** Mr Andrew Davies Clerk to the Council/Financial Officer  
Sharon Thompson Assistant to the Town Clerk

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**164. TO RECEIVE APOLOGIES**

Apologies received from Cllrs Dale, Criddle, Crockford and Sloan.

**165. TO DISCLOSE ANY PERSONAL ITEMS OF BUSINESS LISTED BELOW**

None.

**166. PUBLIC PARTICIATION: 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.

The Mayor suggested bringing item 10 forward as Anne Draper, CEO, is in the building. All were in favour.

Anne told councillors that the next event is Tenby St David's Festival, leaflets to be soon distributed. Amongst the events is the Noson Lawen, a Variety Show, to be held on Saturday night. All are invited to do a turn and it should be family friendly and less than 5 minutes. She was asking if any Councillors would like to participate.

At the end of March there will be Tenby's first Steampunk Festival which is coming together and building a head of steam!

There has been a lot of interest. Activities will include a Peacock parade, teapot racing, tea duelling, a Victorian Photographic studio; 'tea with Miss Haversham' street performers and live bands throughout the weekend along with a 'Steampunk Emporium' at the De Valence Pavilion.

Anne was aware that several members have been asked by Tenby traders what the weekend is all about so she will visit businesses around the town as soon as possible to explain and how they could be involved.

There will also be a trail around town, with 6 interpretation boards that give information about Tenby to visitors. These are temporary boards and can be reused.

A grant had been received from the Welsh Arts Council of £6,000 towards staging the weekend.

Cllr Blackhall he would be happy to help in any way. This event is providing activities locally but also drawing people in which will benefit hotels, restaurants and businesses in the town.

This will be something new to the annual calendar.

There is another workshop planned to 'Steampunkify' yourself on 24<sup>th</sup> February.

Wildlife Garden Packs and an orchard pack have been received. More and more volunteers are coming forward. Pembrokeshire apple trees are planned for Allen's View.

A grant had been applied for through Outgoing Connections for Maypoles, with the idea of a potential festival in May. Three different types of Maypoles are provided and can be lent out.

The Repair Café between 2 – 4pm at Augustus Place on the second Saturday of each month was slowly building. This day is slowly being re-branded Sustainable Saturday.

TTC is now a litter picking hub. Litter picking sets are available to borrow.

Anne gave out leaflets from Caru Cymru on their Litter Free Zone scheme which encourages businesses to pick a piece of land in front of their business to look after.

Cllr Phillips commented that discarded disposable vapes were becoming problematic from an environmental point of view. He believed they were also a potential fire risk if disposed of in normal bins.

Members said they were aware that vapes could be recycled at Tenby Post Office but Anne said she would look to find a scheme for safe disposal.

Anne added that she has also expanded pick up points for Tenby Hygiene Bank.

She was also looking at the Arts Council Nights Out Scheme for things to book for this year.

Cllr. Phillips said he had visited the Old Chapel a number of times and he felt they may need help with grants. Anne has helped them secure grants previously and would be happy to have a further chat with them. All agreed that the Old Chapel does so much good work for our town.

She had also secured further funds for an extension of the Community Fridge to Greenhill School.

Cllr. Blackhall thanked Anne for the update, pointing out that she had forgotten to mention the work she was doing in relation to Enhancing Pembrokeshire Fund and the potential bid for Heritage Lottery for work with Mark Lewis in the Mayor's Parlour.

He felt in relation to generation of funds for the town, she had justified her wages multiple times.

He also praised her work developing volunteer initiatives. When working with volunteers it is important to make it so they do what they can and find it rewarding. She is attracting the right volunteers and enough of them to make it sustainable, he said.

**167. 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, seconded by Cllr Skyrme-Blackhall.

**168. TO CONFIRM THE MINUTES OF THE TOWN COUNCIL MEETING HELD 2<sup>ND</sup> JANUARY 2024**

**RESOLVED**

**That the minutes of the Tenby Town Council meeting held 2<sup>nd</sup> January 2024 be confirmed and signed as accurate.**

**169. TO CONSIDER ANY MATTERS ARISING FROM THE MINUTES FOR INFORMATION ONLY**

**Page 106 Item 157 – Cllr Evans** : Cllr Evans was happy to join the TTC Planning Committee and was, unfortunately, only 1 of 2 councillors who attended the Planning Meeting this evening.

**170. TO RECEIVE THE ACCOUNTS FOR DECEMBER (INCLUDING SCHEDULED PAYMENTS, UNPRESENTED CHEQUES, RECEIPTS, ACCOUNT BALANCES, BUDGET MONITORING TO DATE AND BANK RECONCILIATIONS) AND CONSIDER ANY ISSUES ARISING**

Members were happy to take both items together.

The December accounts were being presented now as the timing of the January meeting had not allowed for the bank reconciliations to be undertaken in time

The Clerk confirmed that the Cemetery fees will be going up by 10% in April and had written to local funeral directors.

Augustus Place Community Hall Users had also been written to and advised of an increase in rental fees from April.

The Clerk also confirmed that the water supplied to the cemetery is on a meter.

Cllr Skyrme-Blackhall proposed accepting the accounts and Cllr Phillips seconded.

#### **RESOLVED**

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

171. **TO RECEIVE THE ACCOUNTS FOR JANUARY (INCLUDING SCHEDULED PAYMENTS, UNPRESENTED CHEQUES, RECEIPTS, ACCOUNT BALANCES, BUDGET MONITORING TO DATE AND BANK RECONCILIATIONS) AND CONSIDER ANY ISSUES ARISING (ON THE TABLE)**

#### **RESOLVED**

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

172. **TO RECEIVE NOMINATIONS AND ELECT A MAYOR FOR 2024-2025**

The Clerk explained the voting protocol.

Cllr Whitehurst, Cllr Blackhall, Cllr Phillips, Cllr Evans, Cllr Skyrme-Blackhall did not wish to put themselves forward as Mayor and the Clerk asked if the current Mayor if he wished to remain as Mayor for 2024/2025.

The Mayor told members that last year, when he originally accepted, he thought it would just be for the one term as no-one realises just how much time and effort goes into the role unless you undertake it.

However, after this past year, he really cannot say no to the idea of another term.

There have been good days and there have been long and hard days, he said. However, the long and hard days are nowhere near as many as the positive days. The people you meet in the role are unbelievable. You meet local people you would not normally do; you get to know them, hear their stories and learn of some fantastic things happening in the town that you wouldn't know about unless you are First Citizen.

Some say you cannot do everything in one year; some things take longer, the Mayor admitted. This is also true for me. There are some initiatives that have started that I would love to see through to completion by having the opportunity of another term in office. I would be honoured if you would consider me.

Cllr Skyrme-Blackhall proposed that Cllr. Morgan be nominated as Mayor Elect for 2024/25 adding that he has been a trouper over the last 12 months and a loyal friend

over the years. He is doing a good job. It can be a tough job but he can do it in the knowledge that he has our support.

Cllr Whitehurst seconded. Not many knew who you were when you first became Mayor but now, they are getting to know you, he said. You have taken us through rough patches and come out the other side with great credit.

## **RESOLVED**

### **That Cllr. Morgan be Mayor Elect for 2024/25**

The Mayor thanked all, adding that all members make the job easier, all bring strengths to the table, and it all makes the job easier. It is an honour and pleasure to serve the town.

#### **173. TO RECEIVE AN UPDATE ON CURRENT PROJECTS BY THE COMMUNITY ENGAGEMENT OFFICER**

Dealt with earlier in meeting.

#### **174. TO RECEIVE ANY UPDATES FROM COUNCIL REPRESENTATIVES ON OUTSIDE BODIES**

##### **De Valence Pavilion (Tenby) CIC**

Cllr Whitehurst told councillors the De Valence is now a CIC and the board had asked that some questions be brought to TTC following their meeting last week.

There is some concern over energy companies waiting for the Lease to be drawn up. De Valence CIC need a new Lease asap to operate effectively. Our partner in the former café proposal will also need a Lease negotiated as a matter of urgency.

Cllr. Blackhall agreed that a Lease is critical and the delay was incredibly frustrating. It was however, good news that De Valence has CIC status. They had operated throughout in the community interest with charity purposes and it was good to have this status.

The Clerk said that our Solicitor promised a draft Lease for discussion by the end of this week.

##### **SEPCHN**

With Cllr Blackhall Cllr. Whitehurst had attended a SEPCHN meeting with Marianne Penson. A Healthy living roadshow was being planned with a provisional date of Thursday, 16<sup>th</sup> May at the Regency Hall Saundersfoot. There will be many stalls, highlighting services available to the public which you do not have to go to the doctor for.

March or April will be the next SEPCHN meeting, date to be announced.

Cllr. Blackhall felt it was very positive in that what was initially an idea from SEPCHN, has grown and has been adopted by others. The Health roadshow would be a useful event to signpost people to what is available and for professionals to meet and engage.

There was also a lot more work around self-referral being done e.g. physio appointments. At South Pembrokeshire hospital you can also self-refer if you have problems with ear wax.

The roadshow will outline the kinds of services that may be available.

The Health Board was also looking at having a round table to look at what a future well-being campus may look like in Tenby incorporating the Doctors surgery, cottage hospital and mobile services, to try and envisage what a well-being hub might look like and what potential there will be to support the new hospital.

There are interesting conversations being had on trying to shape a South East Pembrokeshire Health provision and it's good to see, even with awful pressures they are under, Hywel Dda, are trying to work out different ways of doing things.

### **Water liaison working group**

Cllr. Whitehurst said there was a meeting coming up with Dwr Cymru and NRW on Thursday 22<sup>nd</sup> March at 10am providing data on water quality monitoring is available.

Initial results appeared to have good news as Tenby North Beach got an excellent!

### **Tenby Sports Forum**

Cllr Blackhall advised that he had attended the first meeting of Tenby Sports Forum.

This brings a whole range of the town's sporting organisations together to share common concerns.

It was chaired by Angie Nicholls and the first meeting was very much an exploratory one, talking about needs around funding, 3g pitches, and sporting space.

It was well attended and all were very encouraged.

Cllr Skyrme-Blackhall also attended as a County Councillor, and any other councillor interested in attending would be most welcome. Cllr. Blackhall would let members know when the next meeting was.

Cllr. Blackhall added that there had been some discussion on support for grant applications and he suggested that Anne and the Mayor be brought on board.

The Mayor offered his full support. It's an absolutely fantastic idea, he said.

## **D Day events**

Cllr Phillips asked if anything was being proposed in the town to mark the 80<sup>th</sup> anniversary of D Day.

The Clerk explained that His Majesty had requested no beacon lighting for his Coronation but would rather this be done for 80<sup>th</sup> anniversary. The beacons are to be lit nationwide at 9.15pm on 6<sup>th</sup> June. There is also an official proclamation to be read at the time of the beacon lighting.

The Clerk had mentioned this to the Chair of the Legion. He said he would raise it at the next meeting but had cautioned that members were not really taking on additional commemorations over those they currently do annually.

The Clerk said that the involvement or not of the legion did not prevent TTC from arranging a beacon lighting. Protocols were already in place following the Platinum Jubilee beacon lighting for the late Queen.

It was agreed that the Clerk start to make arrangements and ask the Legion and local cadet groups to join in with the event.

## **Update from South Ward County Councillor**

Cllr Skyrme-Blackhall told members that the flooding happened in January due to a new record high on the Ritec (which broke the previous record set last year) and she had kept people updated on social media throughout the problems.

She had spoken to the leader, David Simpson, and a meeting was arranged on site as soon as possible as she wanted him to see the flooding at its peak.

He and PCC's Chief Executive Officer had met with her and representatives of NRW on the Thursday, when together they had looked at various aerial plans and the flood plains, the worst flooding points, how deep water was at Clicketts, the culverts etc.

At this point, there was traffic trying to come through the water and she felt that some of the abuse meted out to PCC staff on the ground was uncalled for.

PCC were monitoring regularly, hoping to open the road as quickly as possible and they should be congratulated on how they dealt with an unprecedented event.

However, while it was unprecedented then, due to weather patterns changing sadly this is likely to happen again.

Various ideas were discussed with one suggestion made for the Kiln Park end to have Bailey-type bridges to keep the road open. Another suggestion to allow access for residents of the Clicketts was an entry point at the Churchill Close end at the back of leisure centre. This would be a locked gate that is only opened when flooding occurs.

Work is in progress, with drainage and culverts being cleared but at the moment solutions can only be seen as in the short term with safety and maintaining access as the priority. A long-term solution will require a vast sum of money.

It was a learning curve, as it has never happened before. It is likely to happen again but lessons are being learned.

She had attended the Business Breakfast between students of Greenhill and members of the Chamber of Trade and Tourism. She felt it had been a huge success and thanked the town council for assisting financially in facilitating it. She was also pleased the Mayor had been able to be in attendance.

She thanked Mr Ronowitz and his team for hosting and local traders who gave up their time. The students came well prepared with questions, enjoyed the event and took away so much information.

The traders also took away a great deal and it was hoped that this would become an annual event.

The Mayor added that, having popped in for half an hour, he saw so much enthusiasm in the room. He felt it was money well invested in the future of our town.

### **Mayor's engagements**

The Mayor has had a quiet month. He had attended the really positive Breakfast Meeting and had also attended the Friendship Club to give a talk which ended up more like an open surgery where he was able to discuss issues affecting the town and answer questions.

175. **TO CONSIDER THE LIST OF REPRESENTATIVES ON OUTSIDE BODIES (CURRENT LIST ATTACHED) AND COUNCIL SUB COMMITTEES. FURTHER TO CONSIDER REPRESENTATION AND MEMBERSHIP TO ENSURE THAT MEETINGS ARE QUORATE, THAT THE COUNCIL IS PROPERLY REPRESENTED WHERE IT SHOULD BE AND TO AGREE REPORTING ARRANGEMENTS WHERE NECESSARY – CLLR. BLACKHALL**

Cllr Blackhall said that since the list of representatives had been agreed in May the Chamber of Trade and Tourism was now re-established and there was an opportunity to fill this gap.

Cllr. Whitehurst's Water Liaison Working Group needs to be added to Outside Bodies as does the Sports Forum to ensure we have consistent representation.

Secondly, we need to look at membership of committees and sub-groups to ensure we are quorate, he continued.

As we have heard, we were struggling with planning today, said Cllr. Blackhall. He has stood in as a late substitute in the past when given enough warning to enable him

to peruse the plans in advance and it is great that Cllr Evans has joined the group but today the meeting ended before it had begun as it was not quorate.

The idea to have committees and sub-groups was to work in a more agile way and move things forward quicker. Maybe we need to rethink as to whether more could be done online for some of these.

While not getting in to attendance records, there are some are that don't bear scrutiny, Cllr. Blackhall continued. If people aren't able to commit then, perhaps, they should consider whether they should be on planning for example. I'm not suggesting for a minute they come off as getting a quorum is sometimes difficult enough, but planning is important.

While illness and unforeseen events cannot be helped, it is most frustrating that planning is a set time and day every month. We even decided to move meetings to same evening as full council meeting so that the commitment was one Tuesday a month for everyone.

Do we need more councillors to go on this committee?

He pointed out that Cllr. Skyrme-Blackhall could not be a member as she was on PCNPA and he had chosen not to sit on this committee to give others a chance – although he was still happy to be a 'stand-by.

Cllr Phillips said he would be happy to go on this committee. Cllr Blackhall thanked Cllr. Phillips and proposed that the planning committee now be nine members.

## **RESOLVED**

**That the planning committee be made up of nine members. Further that the Sports Forum and Water Liaison Working Group be added to the list of Outside Bodies.**

Councillor representation on the Chamber of Trade and Tourism and the Tenby Sports Forum would be determined at the next meeting but Cllr. Blackahll stressed that if councillors are attending meetings of Outside Bodies as representatives of the Council, then they should report back to Council.

It is frustrating that no reports are forthcoming from some of these organisations, he said if we don't know what they are doing, how can we look to assist them?

Even if the councillor is unable to make the council meeting, they could send in a written report, he suggested.

Cllr. Skyrme-Blackhall said that Mr David Llewelyn has taken over the role of Curator of Tenby Museum and suggested it would be nice to invite him to a meeting to learn of his plans for the future.

The Mayor agreed and the Clerk said he would write to Mr. Llewellyn.

Cllr Whitehurst confirmed that all members were invited to water liaison meetings.

176. **PUBLICISING COUNCIL ACTIVITY AND DECISION MAKING. TO CONSIDER THE BEST WAYS OF SHARING INFORMATION ABOUT COUNCIL ACTIVITIES AND DECISIONS MADE AT COUNCIL. TO PROPOSE THAT AFTER EACH FULL MEETING OF COUNCIL THAT MEMBERS DETERMINE WHICH ITEMS OR DECISIONS THEY WOULD WANT TO INCLUDE IN A BRIEF REPORT OF THE MEETING AND THAT A REPORT DRAFTED BY THE TOWN CLERK, AGREED WITH THE MAYOR AND SHARED VIA SOCIAL MEDIA, WHERE POSSIBLE WITHIN 48 HOURS OF THE MEETING – CLLR. BLACKHALL**

Cllr Blackhall feels that TTC may be not reaching a wider Tenby audience and wondered if at the end of each meeting, we could agree to put something out about points of interest from the meeting on social media. Post initially on to Tenby Town Council Facebook page and then it can be shared.

Some of the points of interest he felt should go out from this evening's meeting included Steampunk Festival, appointments to the planning committee, the Health Board roadshow, the beacon lighting, the Business breakfast and the Mayor's second term.

Proposed by Cllr Laurence Blackhall, seconded by Cllr Skyrme-Blackhall.

#### **RESOLVED**

**That the Clerk prepare a news 'blog' on agreed points of interest from each council meeting for posting on social media as soon as practicable after each meeting.**

177. **CANON GRACE RETIREMENT - TO PROVIDE AN OPPORTUNITY TO THANK THE RECTOR OF TENBY, REVD' CANON ANDREW GRACE FOR HIS SERVICE TO THE TOWN OF TENBY SINCE 2009. FURTHER TO RECOGNISE HIS SERVICE TO THE TOWN COUNCIL BY SERVING AS MAYOR'S CHAPLAIN FOR MANY YEARS – CLLR. BLACKHALL**

Cannon Grace will give his final service before his retirement at St Mary's on Easter Sunday, explained Cllr. Blackhall.

He first came to Tenby as a Curate then returned to Tenby as Rector in 2009. During the last 15 years he has been Chaplain to at least six Mayors including Julie Evans, Cllr Hallett, Cllr Skyrme-Blackhall and himself.

He has been someone who has provided a great deal to the town, and Cllr. Blackhall feels we should recognise what he has done and find some way of recording our thanks.

It was suggested that Cllr. Sloan could create a suitably unique gift. Cllr Blackhall is meeting with Cllr Sloan on Friday and will ask him. This would be accompanied by a letter from Mayor thanking him for his service.

This is the least we can do said Mayor.

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

**a. To consider the Town Council's Financial Risk Assessment for 2024/2025**

There was very little change, some of the risks may be interim as a couple of risks may change regarding the new office space. All potential risk covered, are councillors happy to sign off.

Cllr Blackhall was happy to sign off and the Mayor seconded.

**RESOLVED**

**That the Councils' Financial Risk Assessment for 2024/25 be accepted.**

**b. RNLI 200 Year anniversary**

There will be a special service held at St Mary's Church on 3<sup>rd</sup> March 2024 at 10.30am in the presence of the Lord Lt of Dyfed. Councillors are encouraged to attend.

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

Resolved that the next planning meeting will take place on Tuesday, 5<sup>th</sup> March 2024 at 7pm followed by a full council meeting on Tuesday, 5<sup>th</sup> March 2024 at 7.30pm.

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

Sergeant at Arms and Town Crier.

**181. 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**