

**MINUTES OF THE TENBY TOWN COUNCIL**  
**MEETING HELD 13<sup>TH</sup> MAY 2025**

**Present:** Councillor Dai Morgan Mayor  
Councillor Dr Tara Carmody  
Councillor Laurence Blackhall  
Councillor Sam Skyrme-Blackhall

**In attendance:** Mr Andrew Davies Clerk to the Council/Financial Officer  
Sharon Thompson Deputy Clerk  
Anne Draper Community Engagement Officer

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**15. TO RECEIVE APOLOGIES**

Apologies were received from Cllrs Hallett (dispensation), Crockford, Sloan, Phillips, Lewis and Dale.

The Clerk had received a letter of resignation from Cllr Evans which he read to members.

It is a shame when losing a good councillor, commented Cllr Blackhall. I would like to thank her for her time and effort.

The Mayor said he understands that she is in a demanding job, but she will be missed. He added that he appreciates her openness and honesty over why she felt she needed to resign. This speaks volumes about her as a person, he said.

Cllr Skyrme-Blackhall said she knows Michelle personally. She had many strong qualities that she hoped to bring to the role, she said. We wish her well and hopefully we will be able to involve her in the future.

The Clerk said he would notify PCC of the casual vacancy in the South ward.

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

None declared.

**17. 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 Skyrme-Blackhall and seconded by Cllr Dr Carmody.

**RESOLVED**

**That items of correspondence and committee minutes, except those marked private and confidential, be given to the members of the press present.**

**18. TO CONFIRM THE MINUTES OF THE TOWN COUNCIL MEETING HELD 8<sup>th</sup> APRIL 2025**

**RESOLVED**

**That the minutes of the Tenby Town Council held 8<sup>th</sup> April 2025 be confirmed and signed as accurate.**

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

**Page 114 Item 219 - Youth Representation:** The Mayor told members that he, the Clerk and Cllr Sloan, after discussions, had decided to go down the more ‘ambassador’ route with the school Senedd having the option of electing their own two members.

He and Cllr Sloan had planned to go to the Senedd meeting yesterday but due to Cllr. Sloan’s sad family circumstances this did not happen. Hopefully they would be able to attend the next Senedd.

**20. TO CONFIRM THE MINUTES OF THE TENBY TOWN COUNCIL ANNUAL GENERAL MEETING HELD 9<sup>TH</sup> MAY 2025**

Cllr Blackhall said that in proposing the Mayor, he did speak about the importance of supporting the council in its collective endeavours. He had meant that this would be more than just attending meetings, but, looking at the numbers present this evening, this would be a reasonable start.

He felt conversations needed to be had, particularly with some members as to whether they really want to be doing this.

When people don’t turn up, it diminishes the chances of the council achieving what it sets out to do, he said. We were unable to hold our planning meeting today.

We’ve got some brilliant councillors who are really committed and trying to do things but where are the others, he asked?

Do they feel able to contribute, do they find it difficult to contribute, do they find it difficult to attend, is the time of our meeting wrong?

Whatever the answer, the fact is we get non-attendance, often with the Clerk not even having the courtesy of being given apologies.

Personally, I do not feel this is fair when there are a number of people in Tenby who would like the honour of serving the town and are not able to because we have some members who are not fulfilling their role.

I believe we need to have an honest conversation with some members; ask them ‘do you still want to do this’, he continued. The impression I get is some don’t want to be bothered.

We are doing much good work in partnerships with other organisations and our staff, and it’s a great shame that we are in situation where we have to ask people if they wish to carry on. Even at signature events, like Remembrance Day, Civic Service, and Mayor Making attendance is poor.

Decisions are made by people who turn up and people aren’t turning up. It’s embarrassing at times, particularly when there is a queue of people waiting to do good for the town.

Cllr Dr Carmody likened regular non-attendance at meetings to ‘bed-blocking’.

As a new councillor herself she wondered if it was worth having a conversation around communication, and whether some felt they required more training to be able to engage more.

However, we are all from diverse backgrounds and sometimes have other commitments, but there is a difference in being unable to come and not telling people you are not coming, she said.

It’s just professional courtesy to do so and it’s a discourtesy to the efforts of others to not, she commented.

Members said that two meetings a month was difficult so we moved to once a month, which worked for a while, but maybe a change in the day of meetings may also help suggested Cllr. Blackhall.

He added that his comments were not a reflection on all that are absent tonight.

They work hard and contribute a lot and have legitimate reasons for absence, but not all, he said.

You swear, when you make your acceptance of office, to participate, but maybe being a councillor is not what they think it is, commented Cllr. Skyrme-Blackhall. When I joined, I got stuck in working to provide beach wheelchairs and, to begin with, I was like a rabbit in headlights; it was all a bit strange. I feel there is an element, some not all, who don’t take it as seriously as they should.

As a town councillor, whether elected or coopted, you are there to try to do good for the town, she continued. If feel they feel they can’t do it, then perhaps they should think about their options.

We do a lot but could do so much more if all were involved. I find it sad, particularly for the Mayor, as it is also about supporting him.

We’ve changed meeting times, have remote access and can offer help with babysitting costs if needed and I feel very sad. Some are trying very hard.

The Mayor said he would be happy to have chat with members to ascertain their position.

Cllr. Blackhall felt that this would be a good way forward. Perhaps it was not what they thought it would be or do not feel they have the confidence to participate, he said.

The Clerk said that we had a training policy and One Voice Wales offer a raft of training possibilities to assist councillors in the role.

**RESOLVED**

**That the minutes of the Tenby Town Council Annual General Meeting held 9<sup>th</sup> May 2025 be confirmed as accurate.**

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

**a. Tenby Chamber of Trade**

Cllr Blackhall thanked the Chamber for their correspondence.

He proposed, in the first instance, the chair of the Chamber and the Mayor have a meeting to discuss as to how we can communicate together.

TTC Minutes are in the public domain so available to all, he added.

The Mayor seconded.

**RESOLVED**

**That the letter be noted and that a meeting between the chair of the Chamber and the Mayor be arranged.**

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

The Clerk had no matters for concern. The Mayor thanked the Clerk for his work and proposed accepting the accounts for April, Cllr Skyrme-Blackhall seconded.

**RESOLVED**

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

**23. TO CONSIDER APPOINTMENT OF REPRESENTATIVES TO COUNCIL COMMITTEES, SUB-COMMITTEES AND OUTSIDER BODIES**

Members discussed the position regarding membership of council committees and sub-committee and representation on various Outside Bodies.

It was noted that Mrs Evans' resignation created vacancies on two committees - personnel and planning – which would need to be filled.

The Mayor felt Cllr Sloan should automatically be appointed to all committees as deputy mayor, which would resolve the vacancies created by Mrs Evans' resignation.

In light of the previous debate, Cllr Blackhall suggested we defer this item until conversations with members have taken place.

He suggested that we include Cllr Dr Carmody on all committees in the interim.

He added that all councillors can attend meetings in accordance with our Standing Orders and suggested that all be given voting rights to resolve potential issues surrounding the lack of a quorum until such time as the matter could be resolved.

The Clerk added that we had a vacancy on the council which also would need to be filled. It was more practical to have a full membership of 13 to choose from when determining representation on various committees and Outside Bodies.

Cllr, Blackhall asked what was the situation relating to Cllr. Rapi's position as additional community governor at Ysgol Hafan y Mor?

Has the Clerk received a response from Cllr Rapi, he asked? As we have said previously, we are happy to support him in the role if we can find mechanisms for him to report back.

Former councillor Mr Duncan Whitehurst was on SEPCHN, and the De Valence CIC as our representative and would need to be replaced, explained the Clerk.

Cllr Blackhall commented that the Mayor and Deputy Mayor were having discussions with the CIC on various matters at the moment and could act as that liaison in the interim.

He added that Mr Whitehurst is still involved with SEPCHN as secretary but all councillors were welcome to attend their meetings.

Council representation on committees, sub-committees and Outside Bodies is part of a bigger conversation we need to have, opined Cllr Dr Carmody.

**24. TO CONFIRM COUNCIL ACCOUNT SIGNATORIES FOR 2025/26**

The Clerk confirmed that the current Mayor (Cllr. Morgan), the immediate past Mayor, (Cllr Skyrme-Blackhall) Cllr Hallett and Mr Duncan Whitehurst are signatories.

As Mr Whitehurst was no longer a councillor he would have to be replaced.

With Cllr Hallett's ill health and most transactions now being online, - Cllr Hallett not having the technology at home to deal with it – the Clerk felt that perhaps he too should be replaced.

It was felt that, as Deputy Mayor, Cllr Sloan should be added as signatory. It was suggested that Cllr Phillips, as he lived in town and called into the office often, should be the fourth signatory.

**RESOLVED**

**That Deputy Mayor, Cllr Sloan and Cllr Phillips be appointed as signatories on the bank mandate and Cllr Hallett and Mr Whitehurst removed.**

**25. TO RECEIVE AN UPDATE FROM THE COMMUNITY ENGAGEMENT OFFICER**

The Mayor asked if all had read the Report and asked the Community Engagement Officer if there was anything she wished to highlight as lots of really good things were happening.

Members felt that the report was very useful information and were pleased with how things are going.

It was suggested a future exercise would be to examine how we did, what worked well, and things that we could make even better.

Cllr Dr Carmody agreed that the report had been fascinating to read and captured the breadth and diversity of all the different things the Community Engagement Officer was running.

She wondered if there any other ways of letting people know what is happening, both within the council and with other organisations in addition to the monthly newsletter and blog – e.g. via social media or a Padlet.

Cllr Blackhall wondered if there were ways we can anticipate how to support the Community Engagement Officer and the teams of volunteers. There are rich months and lean months, he said. What else is going on, what do we need to reflect on and develop further.

Of course, there are other things e.g. new grants for projects with short application deadlines which the Community Engagement Officer works on that do not even factor into the plan.

Something else to note that there are a few things that have been started with grants via the Community Engagement Officer we now do not have to worry about e.g. the Keep Warm Keep Well initiative which continues at various venues around town.

Some grants have externally directed deadlines, there are others where you have free reign to self-steer. Some also appear at short notice so it would be useful if the Community Engagement Officer had ideas from the town as to what they would like to see happen so she can respond rapidly if appropriate grant funding becomes available.

We have planned things to support, general community engagement and the ability to respond to ideas when specific opportunities come along, he added.

Cllr Skyrme-Blackhall noted that Greenhill was planning to start work on the North Walk Zig Zag area at the end of June.

She was concerned as, when she had last spoken to PCC officers, they had indicated that they were considering closing the whole area off.

The Clerk said he would contact in the morning to find what exactly is happening.

Cllr Blackhall added that he, the Clerk and the Community Engagement Officer were looking to wrap up the initial Enhancing Pembrokeshire Grant project with a view to seeking another to help develop future projects.

They were also working, along with Mr David Jones of the CIC, on a grant bid Streetscape Paint Scheme relating to the frontage of the De Valence.

This application was an example of a grant that has suddenly come online and has a short submission deadline. He suggested that the Clerk and Mayor be authorised to sign off the bid as it would likely require taking a percentage from reserves to provide the required 20% match funding.

The grant was to a maximum of £25,000 so, with a contribution from TTC of £6000 we would be able to complete a range of works totalling £31,000.

Members agreed.

## **RESOLVED**

**That the Clerk and Mayor be authorised to sign off the Streetscape Paint Scheme grant bid once completed.**

## **26. TO CONSIDER WRITING TO PEMBROKESHIRE COUNTY COUNCIL REQUESTING AN UPDATE ON THE COMMUNITY ELECTRIC BIKE SCHEME – CLLR DALE**

Deferred to next meeting as Cllr Dale was not present.

Cllr Skyrme-Blackhall has sent a message to the Cabinet Member and the Officer in Charge so hopefully she would have an update for Cllr Dale at the next meeting.

**27. TO CONSIDER THE GENERAL CONDITION OF SIGNAGE AROUND THE TOWN, INCLUDING THE POSSIBLE INTRODUCTION OF ‘PRIORITY SEATING’ SIGNAGE FOR SOME OF THE BENCHES IN TUDOR SQUARE – CLLR PHILLIPS**

Deferred to next meeting as Cllr Phillips was not present.

**28. TO CONSIDER THE INTRODUCTION OF A ‘PROGRESS CHECKER’ – A SYSTEM FOR MONTHLY PROGRESS CHECKS ON DECISIONS OF COUNCIL – CLLR BLACKHALL**

We have spoken about this in the past, commented Cllr. Blackhall. It would be useful, when we agree certain things to have a mechanism for recording who will be responsible for implementation, by when and what financial implications there are. It would help us keep an eye on things; a progress checker to ensure they do not slip off the agenda. He was happy to draw up a template.

Cllr. Dr Carmody was in support. It would be useful to capture the data on how long things take. Seeing how long PCC take to respond for example helps us be more realistic over what we want to do, she commented. It would be a way of gauging timescales.

**29. TO DISCUSS ISSUES RELATING TO ACCESSIBILITY, NOT JUST IN THE WALLED TOWN BUT THROUGHOUT TENBY. FURTHER TO ASK PEMBROKESHIRE COUNTY COUNCIL FOR THEIR VIEW ON THE CURRENT ACCESS AND TO ASK THEM FOR PROPOSALS FOR IMPROVEMENT – CLLR BLACKHALL**

Cllr Blackhall told members that this is an age-old frustration.

Historically focus has been within the town walls but there were wider issues across town, he commented.

There has been a massive increase in scaffolding, he said. We have the age-old problem of A boards, where, in some parts of town, things are out of control and you can hardly move for them.

At times, on busy weekends, the sheer volume of people makes it very difficult to move around town safely and it would be interesting to have Pembrokeshire County Council’s view.

It would be interesting to discuss with them how many parking spaces are given over to disabled parking; how much ramping there is to get on and off pavements during pedestrianisation; how people navigate the scaffolding etc.

He proposed that the council write to PCC asking, from an access point of view, what accessibility issues they perceived around town.

This could be followed up with later with a presentation with what they intend to do, he suggested.



Cllr Skyrme-Blackhall commented that she had a meeting with PCC two years ago about A Boards but nothing has been done. We are going round in circles and it is not fair.

Pedestrianisation is a while off yet, and we already have a huge footfall. There is no need for all these A Boards, there should be one flush to the wall per business but every year see more and more.

Pavements are not available for walking on and we have an aging population who do not want to come into town because they are scared of being knocked over, she added.

It would be good to have PCC's assessment of what they believe are the problems and challenges are, said Cllr. Blackhall. We understand that we are a medieval town with narrow streets. That is part of our charm and beauty but we could be better at getting people around the town.

People comment how dog friendly Tenby is but are we wheelchair and buggy friendly, asked Cllr. Dr Carmody?

It would be interesting to take a tour and note different venues that are accessible, she said.

Cllr Skyrme-Blackhall explained that she and Cllr Hallett had taken a tour of town some years ago. He will tell you where worst places are, she said.

There is also a connectivity issue between different parts of town, added Cllr. Blackhall. If you are on the Esplanade, you are virtually cut off from St Florence Parade if you are in a wheelchair.

Cllr Blackhall proposed a letter be sent to PCC asking what is assessment of current accessibility issues around Tenby and what proposals there are to try and improve this. He was seconded by Cllr Skyrme-Blackhall.

## **RESOLVED**

**That a letter be sent to PCC asking what is assessment of current accessibility issues around Tenby and what proposals there are to try and improve this.**

### **30. TO CONSIDER TENBY TOWN COUNCIL EMPLOYING A SEASONAL MEMBER OF STAFF TO ASSIST PCC WITH DEALING WITH DAILY 'HOTSPOTS' – CLLR SKYRME-BLACKHALL**

Cllr Skyrme-Blackhall said she has been dealing with litter issues particularly at the beach entrance to Kiln Park and has secured more bins at that end. She was also working with Bourne Leisure who were assisting.

Following a conversation with Mr Nicky Young, PCC and the team it was clear that there were particular hotspots in town.

Out walking early on Sunday morning she noticed that, particularly around Castle Hill and the harbour the bins themselves were only half full but people had been making pyramids of rubbish which makes collection very time consuming.

PCC are low on resources and are very limited due to time constraints. We have a special situation in Tenby due to the sheer volume of people, she continued.

She wondered if TTC could consider employing someone for a couple of hours a day for the six weeks of the school holidays to work alongside PCC on litter collection.

Members felt that it was quite a tight timeframe to advertise, interview and employ someone by July.

There would also be issues to address like line management, insurance, training, equipment, and a vehicle if they were working alongside PCC.

It was suggested that Cllr. Skyrme-Blackhall and the Clerk liaise with Mr Young and Mr Neil McCarthy to work out the most feasible way of providing assistance to the refuse teams.

In relation to bins at the harbour and certain other bins in town, the problems were being caused by people staying in Airbnb's and holiday lets and having no bins in their premises, said Cllr. Skyrme-Blackhall. They are actually being told in hire information to dump rubbish in the council bins.

Cllr. Blackhall felt that letting agencies needed to be written to again insisting they, or their clients, have a way of getting rid of trade waste. They are a business and the waste removal charge is hardly anything when they are charging £1000 a week, he said. I believe letting agents are taking up to 17% fees; what are they doing for that?

They are encouraging, not discouraging our waste problems and must do better. Early intervention is needed to stop problems emerging, otherwise all we are doing is acting to disguise an issue that will perpetuate.

It was proposed that Cllr. Skyrme-Blackhall and the Clerk liaise with Mr Nicky Young and Mr Neil McCarthy over the best way to provide the refuse team with additional help for the summer months and report back to the next meeting.

#### **RESOLVED**

**That Cllr. Skyrme-Blackhall and the Clerk liaise with Mr Nicky Young and Mr Neil McCarthy and report back to the next meeting.**

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

##### **a. Calendar of Meetings 2025-26**

#### **RESOLVED**

**That the Schedule of Meetings for the council year be adopted.**

**b. Amendment to adopted Financial Regulations**

The Clerk advised that the NALC/OVW Model Financial Regulations adopted by the Council in February have been slightly amended to reference new Welsh Government legislation.

He asked if councillors are happy for him to amend the regulation to reflect this change.

It was proposed by Cllr Blackhall, seconded by the Mayor and.

**RESOLVED**

**That the Clerk make the proposed revision to Financial Regulations as adopted.**

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

Planning committee – Tuesday 10th June 2025 at 7 pm

Full Meeting -Tuesday 10th June 2025 at 7.30 pm.

**33. 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”**