

MINUTES OF THE TENBY TOWN COUNCIL
MEETING HELD 10TH JUNE 2025

Present: Councillor Dai Morgan Mayor
Councillor Dr Tara Carmody
Councillor Emma Lewis Zoom
Councillor Laurence Blackhall
Councillor Sam Skyrme-Blackhall

In attendance: Mr Andrew Davies Clerk to the Council/Financial Officer
Sharon Thompson Deputy Clerk

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37. TO RECEIVE APOLOGIES

Apologies received from Cllrs Hallett, Dale, Phillips, Sloan and Crockford.

38. TO DISCLOSE ANY PERSONAL ITEMS OF BUSINESS LISTED BELOW

Mayor declared an interest in item 7 both personal and prejudicial.

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 Skyrme-Blackhall and seconded by the Mayor.

RESOLVED

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

40. TO CONFIRM THE MINUTES OF THE TOWN COUNCIL MEETING HELD 13th May 2025

RESOLVED

That the minutes of the Tenby Town Council held 13th May 2025 be confirmed and signed as accurate.

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

Page 7 Item 19 - Youth Representatives: The Mayor and Cllr Sloan had returned to the school. The School Senedd and Mr Haynes are going through their own process for

election of ambassadors. Deputy ambassadors will also be elected in order to help with the workload. Part of the process is preparing videos which will be used for nominations. Hopefully by the next meeting we will have our youth representatives.

Page 7 Item 20 - Attendance at Council: Following the last meeting, said Cllr Blackhall, the Mayor was hoping to have conversations with some council members, questioning if anything could be done to help support attendance and where they were in terms of approach. The Mayor had reached out to several members, conversing with only one who indicated that if the meeting night was changed, he would come monthly. He will try and get round to the rest as soon as he possible. He felt it was not something to do over the phone. He will return with responses as soon as possible.

Page 10 Item 23 - Hafan y Mor Governor: Do we have clarification as to what is happening with the governor position asked Cllr Blackhall? The Clerk confirmed that no answer had been received. Cllr Blackhall proposed sending the letter again. Seconded by Cllr. Skyrme-Blackhall.

Page 12 Item 25 – Streetscape Scheme: Cllr Blackhall is currently preparing the bid and the Clerk confirmed that he has now received 3 separate quotes for the removal of the posts. Cllr Blackhall hopes to come in for a chat shortly. He thanked all involved in getting the quotes as he thought that would be the most difficult part of the process .

Page 13 Item 28 – Progress Checker: No progress on checker yet, said Cllr Blackhall. He hopes to have something soon.

Page 13 Item 29 – Accessibility: This matter has been brought up with Marc Owen commented Cllr Skyrme-Blackhall but the arranged meetings had been pushed back due to illness. The meeting is now scheduled for 20th June.

Page 10 Item 23 - Committees and Representatives on Outside Bodies: Cllr Blackhall suggested, given the current position, that we defer appointments to the next meeting.

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

a. Tenby Market

Cllr Blackhall said, firstly, he is not expecting an immediate response but this is an issue for PCC as a whole. He hopes that PCC have heard the views of the people of Tenby and also the traders and that, with developments happening around the market, they progress the work on getting a scheme in place to refurbish the market.

It may be useful for TTC to contact the Deputy Leader commenting that we would love to see more progress and will be prepared to contribute in any way we can.

Secondly, when any scheme and commitment, is in place, it has to protect the character and nature of the market and retain some of those key features. If the

building is listed then so are its contents, he continued. It would be mad to produce any scheme that did not include protecting and preserving significant elements.

Cllr Dr Carmody felt this was an opportunity to investigate any restorative work needed on the artifacts. These are valuable sociable documents in relation to the town and market.

Cllr Skyrme-Blackhall said she will chase Cllr Miller regarding moving forward. This needs to be addressed as soon as possible.

b. Live carriageway signs

This is a matter for PCC. It is a long-standing issue and does cross over with some of the matters raised with Marc Owen. The town is not so seasonal anymore, commented Cllr. Skyrme-Blackhall. We are getting increased footfall earlier and earlier. The fact that we still have a live carriageway in the town centre at these times needs to be addressed.

The correspondent was quite right to raise this, said Cllr. Blackhall. This is a genuine issue and needs a response.

43. TO CONSIDER THE FOLLOWING REQUESTS FOR GRANT FUNDING AND AGREE ACTION IN RESPONSE TO PROPOSALS:

The Mayor declared an interest and left the Chamber.

As immediate past Mayor, Cllr Blackhall proposed Cllr Skyrme-Blackhall take the chair. Cllr. Dr Carmody seconded.

a. Tenby Sea Cadets – Costs towards replacement equipment

Cllr Blackhall has looked and feels this is very reasonable for replacement of equipment that has a shelf life.

What the equipment will enable them to do is continue the very significant work the organisation does, he said. Currently there are 32 cadets which is impressive.

He proposed the council grant the full amount asked for (£1600).

Cllr Skyrme-Blackhall seconded. They do great work within the town and this will help them move forward, she said

Cllr Dr Carmody commented she had the privilege to attend the Cadet Open Evening in the De Valence where Cadets demonstrated their prowess in rigging, etc and felt what was being achieved was inspirational.

RESOLVED

That under S19 of LGA (Misc Provs) 1976 a grant of £1600 be given to Tenby Sea Cadets

The Mayor returned to the Chamber and took the Chair.

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

Cllr Blackhall said, looking at the summary of receipts and expected income from Augustus Place for the year it was doing well in terms of its bookings. He felt some discussion was required to look at any upgrade works needed given the potential income. The Clerk indicated that £2,000 had been set aside in reserves in the budget. Cllr. Blackhall felt that this may need a top up.

The Mayor proposed accepting the accounts and was seconded by Cllr Blackhall.

RESOLVED

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

45. **TO RECEIVE THE END OF YEAR ACCOUNTS FOR 2024-25**

There were no questions. Cllr Blackhall said the accounts were in line with expectations and was happy to propose acceptance. He was seconded by the Mayor.

RESOLVED

That the Accounts for 2024/25 be received

46. **TO RECEIVE THE INTERNAL AUDITOR'S REPORT ON THE 2024-2025 ACCOUNTING PROCEDURES AND AGREE ACTION ON RECOMMENDATIONS THEREIN**

This was as close to a clean bill of health in regard to Auditors, commented Cllr. Blackhall.

RESOLVED

That the Internal Auditors report be noted.

47. **TO AGREE THE ANNUAL RETURN FOR SUBMISSION TO THE EXTERNAL AUDITORS**

Cllr Blackhall proposed approval and was seconded by the Mayor.

RESOLVED

That the Annual Return and accompanying documentation be approved for submission to Wales Audit.

48. REDUCING HOUSEHOLD WASTE IN PUBLIC BINS – CLLR BLACKHALL

This is an ongoing challenge across the town, and is not a new issue, Cllr. Blackhall explained. There are known causes and where there are, it is important that PCC assist in challenging those.

We have accommodation that is lived in all year round which is granted access to council waste services and we have properties that pay a surcharge premium for use as a second home.

However, it is known then there are those that do not pay council tax and are registered for business rates, Cllr. Blackhall continued. They are required to make trade arrangements for disposal of their waste.

It is good that PCC to check all evidence as to how people are getting rid of waste, but it does not include holiday lets that are instructing their visitors to use council street litter bins.

I propose PCC write to letting agencies making clear to owners as to what they need to do and ask that the letting agencies be partners in resolving the problems.

I also think some kind of flyer should be produced that explains the position very clearly on bins. These leaflets can also be handed out and delivered to properties to explain how waste management works. Businesses of any type need to have a trade waste agreement in place or arrangements should be undertaken via registered collectors.

Street litter bins should not be used for rubbish that comes out of the house. This needs to be explained clearly on the bins to act as some form of deterrent.

PCC do a fantastic job clearing up our streets but their task is made much harder by street litter bins being stuffed with domestic rubbish which is actually illegal.

We need to get that message across.

This is not just a problem in the town centre, but in the whole of the town, commented Cllr. Skyrme-Blackhall. I work closely with the PCC refuse team and the amount of rubbish being out on a Monday morning is exceptional already and we are no-where near the main season.

A way of helping control the mess is through people using sea gull proof bags which can help protect rubbish when put out. This means that there is less time having to be spent litter picking the waste pulled from plastic bags by gulls.

Mr. Young of PCC is asking residents to purchase bags because of enormity of rubbish they are now dealing with.

They are looking at a system whereby their staff can carry a supply of bags and deliver to people who have pre-paid PCC for one.

I know we also offer them for purchase at our office but I wonder about, for a short time, to encourage take up, we offer one per household at a discounted rate to Tenby residents. she suggested, adding that she was happy to staff the office for an hour on a Saturday to assist.

Having previously lived in a flat on High Street, the seagull proof bag brilliant said Cllr Lewis. However, when they are dirty and wet you have nowhere to dry it out except in the bath! If you have outside space, however, they are perfect.

Cllr. Skyrme-Blackhall replied that she knew of flats in Tenby which have wheelie bins so did not see this as an insurmountable problem.

There will be differences, agreed Cllr. Dr Carmody. PCC need a strategy to address other narratives around waste management.

Pembrokeshire is the flagship in terms of recycling. My concern regarding holiday let waste is that it is generally unsorted. General waste and recyclables are mixed without thought to the environment and the potential impact on attracting vermin – both four legged and flying, she continued.

We have a shared narrative as to what is Tenby and how important its environment is.

Different ways at looking how to manage waste need to be encouraged to maintain and improve our town so we are all working together.

We need to get holiday lets onboard, stressed Cllr. Blackhall. We know that some are telling guests to use street bins because those guests have told us when we are undertaking Time for Tenby litter picks.

He moved his proposals adding a further proposal that TTC obtain a supply of 100 seagull proof bags. While available for purchase by all members of the public, they should be supplied at a discounted rate to Tenby residents on proof that they are a Tenby Council Tax payer. This would be a time limited offer, ending at the start of the school holidays. The start time of the offer would be determined when the supply of bags could be delivered by PCC.

He was seconded by Cllr Skyrme-Blackhall.

RESOLVED

a) To ask Pembrokeshire County Council to write to all houses, flats and residential accommodation that are not listed as paying Council Tax, to remind them that they need to have an appropriate means of disposing of waste and that they (and those using their properties) are not permitted to use street bins

b) Further to ask PCC to write to all letting agents advertising property in Tenby, asking them to advise their property owners of the need to have trade waste disposal arrangements in place

c) To ask PCC to produce a joint flyer explaining the issue with public bins and household waste that can be distributed to properties, given to members of the public and clearly displayed on or near public bins.

It was further

RESOLVED

To purchase 100 seagull proof bags and provide them at a subsidised rate to local residents on production of proof of Council Tax.

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

Cllr Blackhall will be meeting with the practice manager of Tenby Surgery regarding general issues, next week. SEPCHN last year suggested an event roadshow of all organisations involved in health and volunteer organisations involved with healthcare, and social wellbeing. This was picked up by staff in Hywel Dda and a really good event was held at the Recency Hall, Saundersfoot which attracted lots of people. A second similar event is in the planning stage with the date to be confirmed.

Cllr Dr Carmody had represented TTC at the Hywel Dda University Health Board consultation for towns and community councils. She was able to feedback on some points raised. She would encourage all to attend the public consultation on 4th July 1pm to 5pm at the Leisure Centre. There is a huge amount of detail on the Hywel Dda website, including useful condensed documents, suitable for those with reduced literacy. There are also documents aimed at youths. There is a lot to think about and digest and people have until the end of August to feed through. These are far reaching that will affect everyone.

Cllr Skyrme-Blackhall reminded all that the litter picks are still going every 2 weeks and Time for Tenby was also introducing a mid-week pick as there are a lot of people who would love to help but not able to do a Saturday. The first weigh in of collected litter was 12.5 kilos and the most recent 27 kilos. There are new people wanting to help; it's going really well and is very positive. The next scheduled pick is this Saturday. She also thanked the café on the harbour for the coffee and cake donated to those who attended recent picks.

The Mayor had been invited to see Saundersfoot Footlights 'Sound of Music'. A very good company that every year gets better. He had been invited to TSSA cheque presentations to RNLI and Tenby Surf lifesaving Club. He was hoping to go down to RNLI to donate further monies from the Mayor's Charity in the near future.

The Mayor has been speaking with Long Course Weekend who have very kindly donated a number of spaces for both the 5k and 10k races which are being offered to

those wishing to raise money for, or awareness of, their group or organisation under the title of ‘The Mayor’s Challenge’.

This is a great initiative said Cllr Blackhall. Congratulations to you and LCW.

He also suggested that TTC write to congratulate Matthew Evans on being inducted into the Welsh Sport Hall of Fame for the impact his sporting events has had on Wales and on the development of sport within Wales in general. Members agreed.

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

Casual Vacancy update

The Clerk told members that the threshold had not been met for an election so we are required to fill the vacancy via co-option. He suggested a timetable whereby possible suitable candidates could be considered at the 8th July meeting.

The Mayor noted that we were to have a guest speaker at the next meeting and this would make for a very long meeting. He suggested we have a separate meeting for co-option. Cllr Skyrme-Blackhall proposed Wednesday, 9th July which was agreed. It would start at 7 pm.

Members were reminded of the last co-option when TTC received a very good pool of candidates. It was hoped that they will come forward again.

Community Engagement Officer update

The Community Engagement Officer had prepared an update on June activities and ideas which the Clerk handed around to members.

He noted that there was one idea, a Town Ambassador scheme, that may have financial implication for the council.

Cllr Blackhall felt this was a good idea, worthy of discussion at a future meeting.

Cllr Dr Carmody said that clearly there was a whole lot of stuff going on with a commendable range of things.

She suggested that the events be put into a timeline or calendar format so it could be easier to identify where events were occurring simultaneously to ensure resources could be adequately allocated.

Cllr Blackhall noted that attempts to establish a Tenby youth forum had not been so successful and wondered if there was an opportunity for some kind of integration with the work Cllr Sloan and the Mayor were undertaking with Greenhill School to bring the two strands together.

The Community Forum also had never really taken off and felt that the relocated office was a great start in reaching out further to the community.

Time sensitive planning matters brought forward from earlier planning committee meeting due to lack of quorum

- a. **NP/25/0219/S73 – Variation of Condition no. 2 of NP/16/0701/FUL – Amendments to original approved plans – Bryn-y-Mor, Narberth Road, Tenby**

Drawings have now been changed, condition 2 to be varied to allow for this.

Councillors examined the plan. TTC refused the original application as over developed. It was suggested we repeat our earlier comment. This is over development and TTC views are not changed. The Mayor proposed and Cllr Blackhall seconded.

RECOMMEND

As the council is still of the opinion that this application, in all forms constitutes over-development of the site, they decline to pass further comment.

- b. **NP/25/0294/FUL - Changes in fenestration on rear facade at first floor and second floor levels and on staircase landings. To block up modern openings formed to suit previous hotel use. To install replacement sash windows in existing original openings. To enlarge some original window openings to install French doors. To install replacement staircase sash windows in new openings to suit staircase landing positions. To re render facade with new lime render to match new render on front façade - Fourcroft Hotel Tenby, The Croft, Tenby**

Mayor proposed taking both at same time. Seconded by Cllr Blackhall.

- c. **NP/25/0295/LBA - Changes in fenestration on rear facade at first floor and second floor levels and on staircase landings. To block up modern openings formed to suit previous hotel use. To install replacement sash windows in existing original openings. To enlarge some original window openings to install French doors. To install replacement staircase sash windows in new openings to suit staircase landing positions. To re render facade with new lime render to match new render on front façade - Fourcroft Hotel Tenby, The Croft, Tenby**

Councillors asked what the building may be used for. With additional windows overlooking issues were queried. Cllr. Blackhall felt it would be easier if the applicant would apply for four houses as all recent planning applications seemed to be pointing that way but in a piecemeal fashion.

It would be easier to be clear on the intended purpose, he said. Context is everything. Windows on the staircase of a hotel would be different to those on a house.

Members noted also the comments of the Civic Society. Like them, members had no issue with the proposed work but queried end use.

RECOMMEND

Approval. While members feel that the proposal improves the aspect of the building and is in keeping with the character of the building's heritage, they concur with the views of the Civic Society that, at this stage with no change of use proposed, there is concern at a loss of hotel space. It is speculated locally that the intent is to return the building to four town houses and members again concur with the views of the Civic Society that any houses permitted should be restricted to permanent residential use under the new permitted development use categories to reduce Tenby's continuing loss of population.

- d. **NP/25/0300/FUL – Replace flat roof of rear wing with pitched roof – The Southcliffe Guest House, Victoria Street, Tenby**

Councillors were all in favour providing there are no light issues with neighbouring properties.

RECOMMEND

Approval. The proposal does not appear to have an adverse effect on the amenity of neighbouring properties.

- e. **NP/25/0302/FUL - Adjustment to rear single storey roof & exchange of Velux window with lantern & alterations & reduction of balcony (in retrospect) - 16, Culverston, Culver Park, Tenby, Pembrokeshire, SA70 7ED**

Councillors are concerned about privacy issues. Mayor proposed refusal, Cllr Blackhall seconded.

RECOMMEND

Refusal. Members feel that the balcony results in overlooking issues which have a detrimental effect on the amenity and privacy of neighbouring properties.

- f. **NP/25/0309/FUL - Change of use of shop to a restaurant with associated works - Former H S B C Bank, 4, Tudor Square, Tenby, Pembrokeshire, SA70 7AG**

This would be an oversubscription of this type of establishment in this area commented councillors. There is already quite a concentration of similar establishments. Given concerns recently raised by Tenby Chamber of Trade over loss of retail space, we should recommend refusal added Cllr. Blackhall.

RECOMMEND

Refusal. This area of Tudor Square already has a number of cafes and restaurants within a 50-metre radius of the proposed development and members feel that the conversion of a shop to a restaurant will have a detrimental effect on the retail offering of the town centre contrary to Policies 2c and 57c of the Local Development Plan.

51. DATE AND TIME OF NEXT MEETING

Planning committee – Tuesday 8th July 2025 at 7 pm

Full Meeting -Tuesday 8th July 2025 at 7.30 pm.

52. TO PROPOSE ANY ITEM FOR THE NEXT AGENDA

Tenby Town Ambassadors – Cllr Lewis

53. 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”