

MINUTES OF THE TENBY TOWN COUNCIL
MEETING HELD 9TH SEPTEMBER 2025

Present: Councillor Dai Morgan Mayor
Councillor Laurence Blackhall
Councillor James Phillips
Councillor Dr Tara Carmody
Councillor Phil Spence
Councillor Sam Skyrme-Blackhall by Zoom

In attendance: Sharon Thompson Deputy Clerk

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76. TO RECEIVE APOLOGIES

Apologies received from Cllrs Hallett, Dale, Lewis and Sloan.

77. TO DISCLOSE ANY PERSONAL ITEMS OF BUSINESS LISTED BELOW

Cllr Spence declared interest in Item 6 that was personal and not prejudicial.

78. 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 Phillips.

RESOLVED

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

79. TO CONFIRM THE MINUTES OF THE TOWN COUNCIL MEETING HELD 8TH JULY 2025

RESOLVED

That the minutes of the Tenby Town Council held 8th July 2025 be confirmed and signed as accurate.

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

Page 37 Item 63a – Grant application: This item had been deferred as awaiting bank statements/accounts. The Mayor proposed writing to Tenby Round Table and returning to the application at October's meeting. Seconded by Cllr Blackhall.

Page 40 Item 66 - Signage: Following on Cllr Phillips will discuss with Cllr Lewis suitable wording and item will be brought on to the next Agenda. Cllr Skyrme-Blackhall advised that this matter would come under Highways.

Page 41 Item 67 – Regalia: Contact had been made with Michaels of Birmingham. Awaiting quotes and working on design. Identity and position badges should also be considered. Regalia will be an item for next Agenda.

Page 42 Item 69 - Set up of grant income group: Cllr Blackhall confirmed that this group will be set up shortly.

81. TO CONFIRM THE MINUTES OF THE EXTRA ORDINARY MEETING OF TENBY TOWN COUNCIL HELD 9TH JULY 2025

RESOLVED

That the minutes of the Extra Ordinary Meeting of Tenby Town Council held 9th July 2025 be confirmed and signed as accurate.

82. TO CONFIRM THE MINUTES OF THE EXTRA ORDINARY MEETING OF TENBY TOWN COUNCIL HELD 22ND JULY 2025

This item moved to private.

85. TO RECEIVE THE NOTES OF THE FESTIVITIES MEETING HELD 2ND SEPTEMBER (ON THE TABLE)

Noted.

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

a. Letter from resident regarding parking zones

Residents of Park Road were setting up a scheme which may apply here.

Streets that may have parking capacity are not happy to share with other streets. This has previously been looked at but PCC did not go down the road of zonal parking. Suggestions that may work well elsewhere may not work in Tenby town, considering holiday lets etc, this is not a standard environment.

Resolved to write back to the resident informing them of the position.

87. TO CONSIDER ANY GRANT REQUESTS AND AGREE ACTION IN RESPONSE TO PROPOSALS:

Tenby Observer – Community Kindness Awards 2025 – award sponsorship

The Mayor proposed supporting these community awards and Cllr Phillips seconded.

RESOLVED

That Tenby Town Council sponsor the Community Hero Award category in the Tenby Observer Community Kindness Awards 2025.

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

Accounts deferred until next meeting.

- 89. TO CONSIDER APPOINTMENT OF REPRESENTATIVES TO COUNCIL COMMITTEES, SUB-COMMITTEES AND OUTSIDE BODIES (APPENDIX A)**

- a. Planning committee – nine members**
- b. Policy and Finance – seven members**
- c. Personnel – seven members**
- d. New Cemetery Management sub-committee – five members**

Cllr Spence and Cllr Carmody to join three main committees. Substitutes should be sought if unable to attend. Cllr Sloan will join all committees as Deputy Mayor. Cllr Dale will remain on Planning committee.

SEPCHN Meeting to be scheduled soon. Cllr Carmody attended last SEPCHN meeting.

Cllr Sloan appointed TTC Representative on the De Valence (Tenby) CIC.

Proposed by the Mayor and seconded Cllr Blackhall.

- 90. REUNION OF 46 BATTERY IN 24th-26th OCTOBER – CLLR JAMES PHILLIPS**

Councillors will host 46 Battery on Friday 24th October at 5.30pm. Weekend will also include a wreath laying ceremony and tree planting.

- 91. SAFEGUARDING POLICY AND PRACTICE**

Proposal - To establish a short-term action group to review the Council's existing policy and practice on Safeguarding and to recommend changes in the light of developments in Safeguarding practice and advances in the work of Tenby Town Council. The action group should report back at the next meeting and submit a proposed policy and resultant action plan for practice at the November meeting – Cllr Blackhall.

Cllr Blackhall explained rationale, the need to get the practice right. With rapid development of activities, CEO should be involved, together with all councillors being invited to join action group as all need to be aware of current safe working practices.

At next Policy and Finance meeting policies to be reviewed, a self-audit. The Mayor seconded.

RESOLVED

That a small sub-group be set up to review Safeguarding policy and practice.

92. GARDENS OF TENBY

Proposal - To convene a meeting of the Gardens of Tenby group and to invite all individuals, groups and organisations who are currently supporting the maintenance of gardens in the town. Further to agree any other remaining actions to complete the first stage of the People, Places and Spaces project – Cllr Blackhall

With the support of People, Places and Spaces project EPF TTC engaging more than ever with the community, by evidence of way we now work, which is hugely positive. There are just two parts of the project to complete.

A further part of the project includes mapping benches, allocate each bench with unique reference number qr code, set up a data base, using OS mapping tools free to town councils. We will write a process with clear instructions and use money to buy equipment and qr codes stickers or plaques. Organisations assisting will be able to get some financial support as a thanks. Volunteers and voluntary organisations to get everything mapped. Complete before end of year.

Second part, to equip St Mary's Church to live stream concerts and events. Cllr Blackhall declared his interest as his circumstances have now changed since outset of the project when funding was approved. St David's Cathedral will advise as similar set up. Perhaps equipment could be mobile. There is enough budget for microphones for this room as was part of original scheme.

Monies to be spent by December including Capital equipment. Contributions made already as wi-fi and audio system upgraded. Seconded by the Mayor.

RESOLVED

That a meeting be arranged in order to move forward.

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

Cllr Skyrme-Blackhall told members that Time for Tenby has exceptional volunteers made up of both holiday makers and locals. Litter picks will continue on Saturdays. Work in Brother Thomas' garden is an utter transformation. Work will continue ready for next Easter and will remain closed over winter whilst work taking place. Look at design, sensory, contemplative and calm. An oasis in the hustle and bustle. Dawn till dusk. Will look at funding bids.

Cllr Dr Carmody and Cllr Spence had attended various events including litter picks, VJ Day and OVW consultation at the County Show.

Cllr Phillips visited Lego event at St Johns Church.

Cllr Blackhall litter picks, VJ Day commemoration.

The summer has been a whirlwind said the Mayor, not so much out and about but assisting ST. Congratulations to all organisations on their usual summer events raising money for the town. Well done to all.

Congratulations to Cllr Phillips appointed as President to Tenby Sea Cadets.

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

Councillors wished to record their thanks to the Deputy Clerk for work during the summer.

95. DATE AND TIME OF NEXT MEETING

Planning Committee – Tuesday, 14th October 2025 at 7pm

Full Council – Tuesday, 14th October 2025 at 7.30pm

96. TO PROPOSE ANY ITEM FOR THE NEXT AGENDA

Regalia – Cllr Phillips

Tenby Round Table Grant Application – The Mayor

Signage – Cllr Phillips

Update from Community Engagement Officer – Cllr Blackhall

97. 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”.