

**TENBY TOWN COUNCIL**

**DE VALENCE PAVILION  
UPPER FROG STREET  
TENBY**

**3<sup>rd</sup> December 2025**

**Dear Councillor**

**You are hereby summoned to attend the next Meeting of the Tenby Town Council Planning Committee to be held on **Tuesday 9<sup>th</sup> December 2025 at 7 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 Deputy Clerk for details.**

**MEMBERS: PLEASE NOTE THAT PCNPA HAVE SWITCHED TO AN ONLINE SYSTEM FOR VIEWING PLANNING APPLICATIONS. NO PAPER COPIES ARE AVAILABLE. APPLICATIONS TO BE CONSIDERED AT THE MEETING CAN BE VIEWED ONLINE IN THE COUNCIL OFFICES DURING NORMAL HOURS OR BY VISITING THE FOLLOWING LINK**

**<http://planning.pembrokeshirecoast.wales/>**

**UNDER STANDING ORDERS ADOPTED BY THIS COUNCIL PHOTOGRAPHING, RECORDING, BROADCASTING OR TRANSMITTING THE PROCEEDINGS OF A MEETING BY ANY MEANS IS PROHIBITED WITHOUT THE COUNCIL'S PRIOR WRITTEN CONSENT.**

**Yours faithfully**



**P.P. A. J. DAVIES  
FINANCIAL OFFICER/CLERK TO THE COUNCIL**

**AGENDA**

**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.

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. To discuss the following Planning Applications and to agree action in response to proposals:
  - a. NP/25/0568/FUL - Proposed change of use of photograph studio and offices to family dwelling: Napleton House, Warren Street, Tenby, Pembrokeshire, SA70 7JT
  - b. Conservation Area Tree Works Application - Proposed Works: Line of previously coppiced Sycamore needs to be re-coppiced: St Teilos Rc Primary School, Greenhill Road, Tenby, Pembrokeshire, SA70 7LJ – note for information
  - c. NP/25/0652/FUL - Change of use from shop unit to office use. New first floor office space, replacement windows & shopfront. Repairs to fabric: 2-4 Ventnor House, Griggles, Warren Street, Tenby, SA70 7JS
  - d. NP/25/0673/ADV - Lettering to fascia and 2 no double-sided projecting signs to front elevation: Tudor House, Tudor Square, Tenby, Pembrokeshire, SA70 7AJ
  - e. NP/25/0645/LBA - Installation of roof-mounted solar panels: Tenby Museum & Art Gallery, Castle Hill, Tenby, Pembrokeshire, SA70 7BP
  - f. NP/25/0683/FUL - Formation of two openings in second floor gable wall to match existing first floor openings in gable wall and installation of 2 No new windows to match existing 2 No first floor windows: Tenby Sailing Club, Penniless Cove Hill, Tenby, Pembrokeshire, SA70 7BZ
  - g. NP/25/0684/LBA - Formation of two openings in second floor gable wall to match existing first floor openings in gable wall and installation of 2 No new windows to match existing 2 No first floor windows: Tenby Sailing Club, Penniless Cove Hill, Tenby, Pembrokeshire, SA70 7BZ
4. To consider any items of correspondence relating to planning applications:
  - a. Tenby Civic Society – Views of committee on various current applications (on the table)
5. Date and Time of Next Meeting

Tuesday 13<sup>th</sup> January 2026 at 7 pm

## **Item 3b (for information)**

### **Conservation Area Notification process**

A Conservation Area Notification/Section 211 notice is not, and should not be treated as, an application for consent.

The purpose of the notification to give this Authority 6 weeks' notice is to allow the Authority to consider making a TPO in respect of the tree concerned.

Local Planning Authorities can only deal with Conservation Area notification/Section 211 notice in one of three ways; namely:

1. Make a TPO if justified in the interests of amenity. The proposed works would then have to be resubmitted as a formal application under the TPO legislation.
1. Decide not to make a TPO and allow the six week period to expire, at which point the proposed work may go ahead as long as it is carried out within two years from the date of the notice
2. Decide not to make a TPO and inform the applicant that the works can go ahead.

This authority cannot refuse consent, nor can this Authority grant consent subject to conditions (such as a condition requiring the planting of a replacement tree) regarding conservation area notification proposals.

Should you wish to comment on this matter; I would be pleased to receive your views within 21 days of the date of this letter

Please note that an objection by your council would not necessarily result in a Tree Preservation Order being placed upon the tree; however any information relating to the tree may assist in assessing the tree in terms of Tree Preservation Order suitability.

