

**TENBY TOWN COUNCIL**

**DE VALENCE PAVILION  
UPPER FROG STREET  
TENBY**

8<sup>th</sup> April 2026

Dear Councillor

You are hereby summoned to attend the next Meeting of the Tenby Town Council to be held on **Tuesday, 14<sup>th</sup> April 2026 at 7.30 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.

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



**PP 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 agree Items of Correspondence and Committee Minutes, except those marked private and confidential, be given to the members of the Press present.

4. To confirm the minutes of the meeting of Tenby Town Council held 10<sup>th</sup> March 2026.
5. To consider any Matters Arising from the minutes for information only.
6. To consider the following requests for grant funding and agree action in response to proposals:
  - a. Tenby Museum and Art Gallery
7. To receive the Accounts for March (including scheduled payments, unpresented cheques, receipts, account balances, budget monitoring to date and bank reconciliations) and consider any issues arising (on the table)
8. Asset Update – Cllr Phillips
9. Audit – Cllr Phillips
10. Councillor Training – Cllr Blackhall
11. Town Clerk – Cllr Phillips/Cllr Carmody
12. Building keys – Cllr Phillips
13. Antisocial Behaviour in Tenby over Easter Weekend – Cllr Blackhall
14. Annual Report and Action Planning for 2026/2027 – Cllr Blackhall
15. To consider any Financial Officer/Clerk's Items and to agree action in response to proposals:
  - a. Christmas Lights tender
  - b. Ironman 2027
16. Date and Time of Next Meetings  

Personnel committee – Tuesday 28<sup>th</sup> April at 7 pm  
AGM and Mayor Making – Friday 8<sup>th</sup> May at 7 pm  
Planning committee – Tuesday 12<sup>th</sup> May at 7 pm  
Adjourned AGM – Tuesday 12<sup>th</sup> May at 7.30 pm
17. To propose any item for the next Agenda.
18. **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".**
19. To confirm the Private and Confidential Minutes of the Tenby Town Council Meeting held 10<sup>th</sup> March 2026.

20. To consider any Matters Arising from the minutes for information only.
21. To receive an update from the personnel committee working group.



**MINUTES OF THE TENBY TOWN COUNCIL**  
**MEETING HELD 10<sup>TH</sup> MARCH 2026**

**Present:** Councillor Dai Morgan Mayor  
Councillor Tom Sloan  
Councillor Laurence Blackhall  
Councillor Sam Skyrme-Blackhall  
Councillor Phil Spence  
Councillor Tara Carmody  
Councillor Jayne Badham  
Councillor Anna Bolton

**In attendance:** Sharon Thompson Deputy Clerk

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The Mayor welcomed Mr Chris Osborne of Tenby Blues Festival. This year is the 20<sup>th</sup> Tenby Blues Festival. Mr Osborne passed round a previous Blues Trail and programme explaining that for one weekend in November Tenby becomes the focus of one of only two Welsh Blues Festivals that takes place.

TBF venues include De Valence, Church House and the downstairs bar of the Giltar Hotel, the late night venue. The Blues Trail takes place during the day on both Saturday and Sunday with 20 additional places including pubs, clubs, restaurants and cafes hosting live music. Traditionally the first concert always takes place in Fecci's Fish and Chip Shop.

TBF has used the ex-serviceman's club, Old Imperial Hotel, from solo artists to multiple musicians, large to small venues hosting a whole variety of blues music. There are 13 ticketed events throughout weekend. Ticketed venues are very important as they provide an income. The Blues Festival was a dream of a friend to find a place where proper blues music could be found and at a time of year in Tenby when quiet hence November. Bringing people to Tenby when traditionally Tenby was quiet.

Research information was gathered using students and volunteers over time but last year TBF engaged a professional survey response team to try to keep a track of how TBF was doing. Last year they believe TBF added £900k to the local economy and brought in 1500. Over 20 years created £6.5 million pounds. Of those people who come 21% stay in hotels, 10% guest houses and B&B, 40% self-catering, 5% motorhomes/tents, 11% with friends and family leaving a mysterious amount!

Flyers are distributed UK wide and tickets are available from early June. For 2026 thought to develop a new website, produce commemorative tee-shirts and special badges to mark 20<sup>th</sup> event.

It would be good to have TTC in principal supportive, if feeling generous TTC may want to come on board as a one off sponsor for a year. £500 would be handy for new website. However TBF have made sure that each and every festival washes itself, if anything they have a slight lump sum for a rainy day. This year is going to be special, announce in press, a special ceremony, very happy for TTC support in any way.

The Mayor said that with the good reputation and momentum it has and what it brings to the town, this is definitely something TTC can get on board with. A pleasure to be a part of it. Let's meet and work together.

**200. TO RECEIVE APOLOGIES**

Apologies received from Cllrs Hallett, Lewis and Phillips.

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

Cllrs Blackhall and Skyrme-Blackhall declared personal interest in Item 6.

**202. 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, seconded by Cllr Badham.

**RESOLVED**

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

**203. TO CONFIRM THE MINUTES OF THE TOWN COUNCIL MEETING HELD 10<sup>TH</sup> FEBRUARY 2026**

**RESOLVED**

**That the minutes of the Tenby Town Council held 10<sup>th</sup> February 2026 be confirmed and signed as accurate.**

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

No matters arising.

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

**Cllr Blackhall declared personal not prejudicial interest as Warden of St Mary's where both the Townswomen's Guild and Y Lle Da Cyf meet.**

**a. Y Lle Da Cyf**

There was some confusion as to how much was being requested. Projection of income and expenditure would be welcomed.

Would like to understand the funding model from last year, what were the proportions. This may help to work out what would be a proportionate contribution. Previous applications we ask for account information. Upon receipt of more information TTC will consider further.

Request bank statement or bank records together with level of arts council funding this year and last. Once further information has been received, then circulate to all councillors. Cllr Morgan proposed and Cllr Sloan seconded. Cllrs Skyrme-Blackhall and Blackhall did not vote.

**b. Tenby Townswomen's Guild**

As councillors know this is a hobby of mine how we may look after the older demographic within the town, said Cllr Carmody. When discussing funding for Senior Citizens Christmas do, suggested was keen to see how we as council can supplement with social events at different times of the year. This is exactly the evidence of need to socialise. TTC welcomes this type of dialogue with members of our community. This is an important cause, some residents do not socialise and this is their opportunity. A thorough application with clear information. Proposed by Cllr Carmody. Photos and feedback would be welcome. Cllr Spence seconded. Cllrs Skyrme-Blackhall and Blackhall did not vote.

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

Cllr Skyrme-Blackhall asked if it was possible to have the Repair Café attendance numbers for the last three months as she is interested to learn how well it is attended.

Cllr Carmody queried cost of hourly rental of Augustus Place Community Hall and this was confirmed £8.50 per hour but rising to £10 in the new financial year.

Cllr Blackhall, looking at monies held in reserve and premium accounts, would like to look at how TTC may maximise return. Item for next Policy & Finance Agenda.

Cllr Morgan proposed and Cllr Carmody seconded that the accounts be accepted.

**RESOLVED**

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

**207. ASSET UPDATE – CLLR PHILLIPS**

DC advised members that the wall had collapsed at Jubilee Play Park and had required emergency remedial work. Cllr Blackhall proposed that we suspend financial order as endeavours to get three quotes had failed and that TTC accept the quote given. Commission work to be done on grounds of safety. Cllr Morgan seconded.

**208. MAYOR ELECT – THE MAYOR**

The Mayor asked each councillor if they wish to be considered for Mayor.

Cllr Blackhall said that *he had the great privilege of being Mayor 10 years ago. To be Mayor in the coming year would be both a privilege and a huge opportunity.*

*This council has made great strides forward despite turnover of members and challenging times, including picking up significant costs for library and toilets that was previously funded by PCC. The development of community space at the front of this building has meant a better working environment for our staff but also space to operate from for a range of organisations including SaveEasy Credit Union, CAB, Business Wales and others – all now offering advice to local people here in the heart of Tenby. The work established a few years ago to support People Places and Spaces has had success, particularly around the management of gardens (also saving PCC money) and has helped increase engagement.*

*There has been excellent work with young people and schools, and this is ongoing. But I think that there is much more that can be done around increasing involvement and working with an ever-wider group of people. I also think we need to follow the lead of our partners and invest more into town enhancement projects and support voluntary groups doing this work. And we now have a performing TTC to help with this. Excellent committed Councillors who turn up, work hard, work together and are committed to making a difference. There isn't a single person around this table that isn't capable of being Mayor of Tenby in the future and I hope that will happen.*

*But to turn to this year, I have made no secret of the fact that this will be my last cycle on Tenby Town Council and I will not be standing at the TTC elections in 2027.*

*It has been a huge honour to be a Tenby councillor for so long but I am going to stick to my plan to finish in 2027. And so, to be Mayor in my final year would be a lovely way to bow out. However, I have, as you all know, taken on commitments at St Mary's church as Warden and in addition to my other voluntary work do not feel that I could do the role justice in the coming year.*

*So my answer Mr Mayor is thank you but no thank you.*

*The Mayor said When I began my third term as Mayor, I indicated that it would likely be my last. At the time, I believed that to be so. Over the past three years, we have worked steadily together for the good of Tenby, and that reflects the consistent efforts of this Council and the much wider community. In recent weeks, I have been grateful for the encouragement I have received from residents, community organisations, and Members of this Council, asking whether I would consider continuing for a further year. I have given that encouragement careful and measured thought. I am mindful that no Mayor of Tenby has served four consecutive terms since the First World War. That in itself speaks to the demands of the office and the commitment it requires. I have also discussed this matter with my family, whose support has always enabled me to undertake this role fully. With their encouragement, and in response to the confidence expressed by many within our community, I am prepared to stand for a fourth term, should it be the will of the Council. It remains a privilege to serve this town. If entrusted once more, I will do my utmost to honour that trust, sustain the progress we have made, and help guide Tenby toward its next chapter with care and dedication. Thank you.*

Cllr Blackhall replied to the Mayor, thank you for what you have just said, it would be fantastic if you were able to continue in the role that you have done so well over the

last three years. A list of achievements, achievements made despite being challenging times, your display around table and the town, is a calm measured and collegiate leadership, all in it together, encouraging all to take their role, you are a good enabler and a good supporter. And you will continue to be so. You have my wholehearted support and it is an honour to propose Cllr Dai Morgan to be Mayor. Seconded by Cllr Sloan. All in favour. Congratulations.

**209. CEMETERY ENHANCEMENT – CLLR SKYRME-BLACKHALL**

Cllr Skyrme-Blackhall congratulated the Mayor and continued *I believe that there are opportunities to enhance new cemetery and undertake some refurbishment works.*

*Earlier this week I met with Cllr Badham at the Cemetery. I should say that the works done at the Cemetery by Rhys and the Smart Gardens team and the work done by Rossiters is of the highest standard and done with the greatest of care and respect. We have the new area for internment of ashes being prepared. This will be a pleasant, discreet and contemplative space and we look forward to these works being finished. But there are further opportunities to enhance this important space. The temporary works, done by Morgan Construction to improve the path from Seascape has shown the value in enhancing that route.*

*This is an important way through during the development at Brynhir and I think we should seek to go much further and develop a solid permanent path that is accessible for buggies, people with walkers and wheelchair users throughout the cemetery. There is a need for some minor tree works around that area to ensure space for an accessible path. The compound area has become quite overgrown and I think that clearing this and refencing will assist with the management of the site and I would propose some new work, over and above our existing maintenance contract, to tide the grass and road edging. At the entrance from Slippery Back there is some soil erosion following cars parking on the grass. I would like to see this entrance improved and kerbstones used to mark the area. We should look at gate entrances at both ends and ensure that this area is assessable as possible. We should seek guidance from PCNPA who have largely managed to create secure gateways that are easier to access. In planning this work, I believe we should have discussions with PCC and the construction partner Morgan Construction, to see if we could work together on this. I would propose that we call a Cemetery sub committee meeting to plan this work and we invite our contractors and Rossiters to join us in those meeting as technical advisers and experts. Finally I would like to propose that as part of the work on examining and redirecting our reserves, I would like to ask the Finance and Policy Group to see what funding could be freed up in this year to support enhancement works in the New Cemetery.*

*Cllr Skyrme-Blackhall proposed meet with PCC and Morgan Constructions. Arrange sup group to take forward proposals into design and costing. Invite Smart Gardens and Rossiters to join the subgroup as advisors. Ask Finance and Policy Group to identify resources that could be used in the coming year. Bring further reports to Council.*

Cllr Badham added that the entrance in a bad state, clearly visible where cars are mounting grass, a floral display would make more welcoming, the tarmac is uneven, edging, area at the back, under the trees could be a beautiful area, for reflection. Make it accessible for all. Currently slippery and dangerous. Reinstate grassy area. This is a golden opportunity.

Cllr Carmody welcomes these plans. Thinks principal point here is accessibility and wondered if there is another group to consult with cemetery visitors, may be others who habitually visit cemetery to ensure wider wishes and needs met. Cllr Blackhall suggested a public consultation to ask what more could we be doing. Organise a range of consultation methods. The Rossiter's understand the land and what can and cannot be done and it is a gift to have them on board. Essential, not had them involved before. Meet on site. Cllr Skyrme-Blackhall proposed her earlier resolution plus a consultation and Cllr Badham seconded. All were in favour.

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

TS – Greenhill invited he and the Mayor to attend Frozen production. Conversations with Mr Haines and Senedd members, relentlessly proud of support from TTC. Ideas on taking it further. All positive feedback from parents. Cllr Carmody said should we schedule visits of representatives for Senedd members for an update. Cllr Sloan showed appreciation for social media support. Nice to see Greenhill Senedd reps before summer holidays.

SSB – TESSA presentation was a lovely evening and thanked the Mayor for his presence. Various sponsors, huge thanks to Imperial Hotel, very accommodating. To hear everyone's stories, it was a lovely enjoyable relaxed fun evening. Sponsors went above and beyond, everyone helped out, worked hard but to be able to hand over an amount that will make a difference, helping local charities. We need more volunteers and anyone wishing to get on board is welcome

Business Breakfast was a huge success. Done differently this year. AB helped with Chamber and many different businesses. Huge thanks to Tap Room.

Time 4 Tenby litter picks starting again on Thursday, 2<sup>nd</sup> April, at 6pm at St Julian's.

TC - Went to Boxing Day presentation with AB and SSB. Very positive. LCW presentation also went very well. Tenby Market Consultation. Tenby St David's Festival evening of Poetry and had a useful catch up with CEO. Attended Living Well in Southeast Pembrokeshire event. Networking with other community and town councillors. It focused on the development of services at Tenby Cottage. Interested to see good practice with community engagement through personnel committee.

AB – well done to Cllr Skyrme-Blackhall, being chair of TESSA has been hard work. A great mixture of people taking part and good to chat with people and to meet so many different people.

LB – attended TESSA presentation, Tenby Market consultation, Tenby St David's festival events.

He discussed integrated care, good model in Cardiganshire. Good that there is progress albeit a consultation at this stage. May be good to invite people from Health Authority to speak to future meetings. There are rightly concerns over downgrading of services at Withybush. Long term model of these health hubs, original design of services, supported by a brand new hospital but any proposals to get anywhere near that are nowhere to be seen. The first consultation attended was 17 years ago, about possible new hospital in Pembs, no progress since then, just consultations. There will be a

meeting of SEPCHN in April, also extension of this consultation, start of asking for member of health board to come and explain proposals about Withybush. Meeting on Wednesday, 8<sup>th</sup> April at 4pm at New Hedges Village Hall.

Another reason for Cllr Carmody attending the Living Well in SE Pembs was her interest in examples of good practice in terms of community engagement. Research on how undertaken in other areas. Two CICs with a lot of experience. Good to have contacts.

Mayor - LCW Mayor's Challenge, helping various local charities. Would like to go with this again with this. Pleasure to be a part of TESSA Boxing Day Swim presentation. He had spent two nights out in Tudor Square raising over £2,500 for homeless veterans.

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

DC raised three items to be considered in the future.

**a. Annual Risk Assessment**

Good for all councillors to be involved and needs to be updated with rigour and reality.

**b. Annual Report**

Fantastic opportunity for all councillors to have input. A fresh format with up-to-date information. An opportunity for TTC's CEO to look at the Annual Report from a grant's application perspective. Attendance figures of councillors will be included.

**c. Annual Remuneration Report**

**d. Payroll and Accounting software up for renewal. All councillors were happy to renew.**

**e. Insurance up for renewal now awaiting quote for renewal.**

**f. Cemetery Group will review current fees at cemetery group meeting.**

**g. Mayoral Chains currently being repaired.**

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

**Planning Committee – Tuesday, 14<sup>th</sup> April 2026 at 7pm**

**Full Council – Tuesday, 14<sup>th</sup> April 2026 at 7.30pm**

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

None proposed at this time.

214. **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".**



## TENBY TOWN COUNCIL

### Application for Grant for Voluntary Organisations

Please note that this application will not be considered unless it is accompanied by a copy of the latest set of annual accounts showing the organisations income, expenditure and level of balances. If the organisation does not prepare annual accounts, copies of the bank statements covering the previous six months must be enclosed.

1.	Name of Organisation	Tenby Museum and Art Gallery
2.	Name, Address and Status of Contact	Julie Evans Hon Secretary 16 St Nicholas Crescent Penally Tenby SA70 7PF
3.	Telephone Number of contact	07803 825734
4.	Is the organisation a Registered Charity?	Yes Registered Charity No 1169435
5.	Please state grant request amount.  For what purpose or project is the grant requested?	£5000 (or any amount up to £5000) We need 8 in total (4 x 25L for galleries and 4 x 12L for stores). The cost of dehumidifiers range from £300 - £1,500 each, depending on the quality.  (See attached letter)
6.	What will be the total cost of the above project?	4 x 12L @ £300 each = £1,200 4 x 25L @ £1,500 each = £6,000 Any contribution to the above would be gratefully received.

7.	If the total cost of the project is more than the grant, how will the residue be financed?	We are seeking a contribution towards the dehumidifiers and would welcome any amount from the Council.
8.	Have you applied for grant for the same project to another organisation?  If so, which organisation and how much?	No
9.	Who will benefit from the project?	Dehumidifiers are essential to the preservation of the Museum's vast collections which are there for the benefit of Tenby, its communities and visitors to the town.
10.	Approximately how many of those who will benefit live in Tenby?	Potentially the whole population of Tenby

You may use a separate sheet of paper to submit any other information which you feel will support this application.

Signed:



Date: 1<sup>st</sup> April 2026



Tenby Museum & Art Gallery  
Castle Hill,  
Tenby  
Pembrokeshire  
SA70 7BP

Telephone 01834 842809  
e-mail [info@tenbymuseum.org.uk](mailto:info@tenbymuseum.org.uk)

[www.tenbymuseum.org.uk](http://www.tenbymuseum.org.uk)

Registered Charity No 1169435

1<sup>st</sup> April 2026

The Mayor and Councillors  
Tenby Town Council  
De Valence Pavilion  
Tenby

Dear Mr Mayor and Councillors

As you may be aware, Tenby Museum and Art Gallery has recently undergone a phase of Welsh Government Grant improvement work, mainly to make the building watertight, but also to provide improved space for our collections. This has now been achieved, and we are pleased to say that we have re-opened to the public.

We have installed new windows and solar panels (as part of the improvements) to improve our energy efficiency, however, we are now in need of new museum-specific dehumidifiers, as we have had to dispose of several of our old ones. Dehumidifiers are essential for the care and preservation of the collections.

We need 8 in total (4 x 25l for galleries and 4 x 12l for stores). The cost of dehumidifiers ranges from £300 - £1,500 each, depending on size and quality.

We understand the Council makes annual donations to charities in the town and wish to be considered for a donation towards the purchase of one or more dehumidifiers.

If the Council is mindful to make a donation, we would make sure this is acknowledged on the equipment.

Please note that we made a loss of £37k in 2025 and had to use some of our reserves. We hope to see an improved position in 2026. We need to maintain reserves in excess of £75k as part of our Closure Policy, in case we have to employ professional staff to de-accession the collections, which is a long process.

Thank you for your consideration.

Yours sincerely

**Julie Evans**  
Hon Secretary  
On behalf of Tenby Museum & Art Gallery

Encs.

- Application Form
- Last Audited Accounts to 31 December 2025
- Quarterly Accounts to 31 December 2026