

TENBY TOWN COUNCIL
MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD
2ND FEBRUARY 2021

PRESENT: Cllr Mrs S Skyrme-Blackhall Mayor
Cllr Mrs T Evans
Cllr Mrs C Brown
Cllr L Blackhall
Cllr Mrs T Rossiter
Cllr T Brown
Cllr Mrs S Lane
Cllr H Whitehurst
Cllr P Rapi
Cllr M Evans
Cllr T Hallett

IN ATTENDANCE: Mr A Davies Clerk
Mrs S Thompson Assistant to the Clerk
County Cllr Michael Williams County Councillor

217. TO RECEIVE APOLOGIES

Apologies received from Cllr D Morgan and Cllr M Ronowitz.

218. TO DISCLOSE ANY PERSONAL INTERESTS IN ITEMS OF BUSINESS LISTED BELOW

Cllr Mrs Lane declared an interest in Item 8. Cllr Mrs Rossiter declared interest in Items 8a, 8b and 11. Cllr Evans declared a personal and prejudicial interest in Item 8a and a prejudicial interest in Item 8b.

219. TO AGREE ITEMS OF CORRESPONDENCE AND COMMITTEE MINUTES OTHER THAN THOSE MARKED NOT FOR PUBLICATION BEING GIVEN TO MEMBERS OF THE PRESS PRESENT

Proposed by Cllr Hallett and seconded by Cllr Brown.

RESOLVED

That items of Correspondence and Committee Minutes other than those items marked Not for Publication be given to members of the Press present.

220. CONFIRMATION OF MINUTES

Resolved that the Minutes of the Tenby Town Council meeting held 19th January 2021 be confirmed and signed as accurate.

221. MATTERS ARISING FROM THE MINUTES FOR INFORMATION ONLY

- a. **Page 130 Item 205 – Tenby Market:** Cllr Evans had been approached by several market store holders who would be keen to be involved in a Zoom meeting, both to listen and to be listened to. They have ideas and grumbles but would appreciate a meeting. With regards to the Community Fridge, Gary Tapley had spoken to the Clerk yesterday to say that a proposal had now been prepared to enable the matter to go forward but this has not yet been received.

Cllr Mrs Skyrme-Blackhall had received an email from Kath Osborne outlining the Community Fridge idea and the aims of the group. The Community Fridge is a Welsh Government lead initiative, the idea being to create an area to donate surplus food and others come and use the items, items such as allotment produce, bulk bought items etc.

Cllr Evans said he would be delighted to have one in Tenby both from a county council and town council perspective.

The Clerk reminded members that TTC had received some initial correspondence in relation to the community fridge, with an initial suggestion for its location being in the unit now vacated by the Little Pantry.

TTC had been fully supportive of the Community Fridge concept but wanted to find out the thoughts of market stall holders. Responses had been mixed, as while all supported the concept some had questioned the location.

Members had therefore decided to wait until firmer proposals were forthcoming.

In relation to a meeting with the traders regarding a possible CAT, the Clerk admitted to having continued difficulties as, due to lockdown, very few traders were in situ to talk to.

He had spoken to Mrs. Butler at The Little Pantry who was keen to get involved, but she felt not all the traders may be able to get online for a Zoom meeting.

The Clerk offered to go back to Mrs Butler to see if she can assist him to set up a meeting. He was still awaiting a response from another trader he had contacted online to see if they too could help.

The Mayor said she has spoken to Paul Deverson and he is keen to have a Zoom meeting but the Clerk pointed out that it was Mr Deverson he had reached out to online.

Cllr. Evans said that he would not want to hamstring any Community fridge proposal by dictating where it should be. He welcomed the council's position to support and facilitate, and felt this could also be discussed with the market traders at a meeting. He asked that efforts continue to arrange one as soon as possible.

Cllr Mrs Evans was hugely supportive of the idea of a community fridge but she is unclear on how it works. Who would look after this she asked?

The Clerk told councillors that volunteers would manage the fridge, checking for out of date or unusable produce and so forth. If members recalled, those promoting the Community Fridge idea had asked if TTC would be prepared to take on the public liability insurance but our insurers had said that this would not be possible as TTC would not be in charge of it.

The Mayor felt any Community Fridge would need to be somewhere it can be locked securely at night. The Community Fridge in Fishguard was unlocked and unfortunately was raided.

Cllr Evans asked that a Zoom meeting be set up with Market stall holders as soon as possible and Cllr Mrs Lane seconded.

- b. **Page 136 Item 208 – Cllr Mrs Bateman’ Response:** The Clerk told councillors that the Zoom meeting with Cllr Mrs Bateman has been confirmed for next Tuesday, 9th February at 6.30pm. Cllr Mrs Bateman has invited Gaynor Toft and Chris Pratt as requested. Cllr Mrs Rossiter gave her apologies.
- c. **Page 137 Item 208c – Community Delivery Project:** The Clerk has chased Mr Astins who is still waiting for a response from PCC’s legal department before going forward or signing the SLA on the Jubilee.
- d. **Page 139 Items 210 – Support and Protect Businesses and the Community as Covid-19 Restrictions are Lifted:** The Clerk had emailed Darren Thomas, who confirmed that Mr Owen will arrange a meeting with us.

He had subsequently spoken to Mr. Owen to ask when this was likely to be. Mr. Owen had responded that this is a very fluid situation with no-one really knowing yet as to the shape of lockdown easing going forward.

He is working on a county wide action plan based on liaison with various depts of PCC and other agencies. Everyone was looking at last year’s experiences and learning from them to develop a multi-agency approach based on a variety of scenarios.

Once completed he will then look at how that action plan will impact at town and community level, as it would not be the same for all. At that point he would seek to meet with TTC.

While there was a little wriggle room due to the extension of current lockdown arrangements, he was aware that time was critical and hoped to get back to us very soon.

- e. **Page 141 Item 213 – Gas Lane:** The Clerk has spoken to the highway department and they have now inspected the road. As there are only 3 or 4 areas where the surface is problematic, they will get the area patched up. Cllr Mrs Rossiter was concerned that patching does not last long. The Clerk said he had

some sympathy with Cllr. Mrs Rossiter on this as Cllr Blackhall had reported a failed repair on The Maudlins and Cllr Hallett a similar one outside the old telephone exchange within the last three days. Remedial work on both of these potholes had only been undertaken within the last three months.

In relation to resurfacing works, Warren Street residents had asked him why Harding Street was being resurfaced when Warren Street, the gateway road from the railway station, is so desperately in need too. He had also raised this with highways and Warren Street will be programmed in for resurfacing in next year's budget. In regard to the railway station, the Clerk told councillors that the Tenby Observer have passed the gentleman from Penally's email address on to him. He has now emailed him but no reply has been received yet.

Cllr Mrs Lane asked that she be included in any future meeting regarding the railway station from the floral aspect.

222. TO RECEIVE THE NOTES OF THE PUBLIC ENGAGEMENT MEETING ON THE ENHANCEMENT OF THE FIVE ARCHES AND CONSIDER ANY RESPONSE TO PROPOSALS

The Mayor said it was about enhancing, preserving and protecting our town walls, this is important to us and she did not want to go off on a tangent, these are three key things to concentrate on in getting something done.

Cllr Mrs Brown said it was lovely to see members of the public joining us at the meeting to express views and put forward ideas. We will probably have a few more meetings including more open meetings going forward, she commented.

She said that she would like it to be on record that the next meeting should be a public meeting on the Five Arches. It is so helpful if people say what they think. We may not be able to do everything that is suggested but hopefully we can progress quickly.

In regard to the possible £600 a day charge for weeding, had it been agreed that TTC would match fund and pay PCC for a second day on the Arches, asked Cllr Mrs Lane? If not, Tenby in Bloom would be prepared to pay for the second day to get the job completed. Members thanked Tenby in Bloom for their generosity.

Cllr Evans said he had enjoyed the meeting, listening to those ideas and working a way forward. He asked that TTC ask the Clerk to start on a mission statement, to pick up on themes at the meeting which were protect, preserve and enhance. From there we could develop our aims and objectives going forward to meet that mission statement, for example to clear the Five Arches of weeds.

It may be the case that TTC could then tick off the aim of removing weeds after Cllr. Mrs. Lane's announcement that Tenby in Bloom are prepared to pay for the second day of cleaning.

As Cllr Mrs Brown quite rightfully said, the public want to see some action.

There were other ideas that came forward, for example moving the bin, improved signage, lighting, restoring the crenulation, a full survey, Cllr. Evans continued. All these could be part of our aims, and we are happy to work with anyone to develop this list of aims.

Cllr Mrs Brown asked if TTC would now have to get hold of CADW to progress the weeding or would we leave it to Suzie Adams at PCC to arrange?

The Clerk reminded councillors that Louise Mees at CADW and Rob Scourfield, at PCNPA are keen to be involved but need something concrete to work with us on.

Once we establish our overall goal and our aims and objectives Suzie, Louise and Rob can all work together with us on achieving those goals.

Cllr Evans suggested another meeting in a couple of weeks to give us time to pull our mission statement and aims and objectives together. He felt members themselves could do a little more to think about opportunities to be ready for next meeting and suggested that individual members email their ideas to the Clerk and fellow members. TTC would then be in a position to look at all the suggestions in readiness for the next meeting in two weeks' time. Let us get a list of aims however ambitious and whittle them down to what we hope to achieve in the short and long term.

Cllr Mrs Lane felt that while we should be working towards the preservation of all the town walls, perhaps we should be breaking it down into sections, so that we can aim at achieving one goal at a time.

The Clerk said that while we could develop an overarching mission statement for the whole of the town walls, we could say that to achieve this we would undertake a phased approach. Our first aim could be to protect, preserve and enhance the Five Arches for example.

223. TO DISCUSS THE FOLLOWING PLANNING APPLICATIONS AND TO AGREE ACTION IN RESPONSE TO PROPOSALS:

Cllr. Evans declared his interest as a member of the PCNPA Development Management committee and took no part in voting. He remained to offer advice on planning policy should it be required.

- a. NP/20/0562/FUL – Move existing solar panels from front elevation to rear roof slope to allow the installation of two roof windows on front roof slope – 2 Cambrian Cottages, Narberth Road, Tenby

Cllr Hallett asked which of the three cottages this referred to as all 3 roofs are in line, will this alter the building line? He could see no issue over moving the solar panels but felt putting in two windows would alter the structure of the building. Cllr Brown didn't see much of a problem but he could see where Cllr Hallett was coming from. However, he did not think it would detract from the look and proposed accepting the application. Cllr Mrs Rossiter seconded.

RECOMMEND

Approval. Considered against all the relevant policies of the LDP members feel this will improve the aspect and amenity of the property with no adverse effect on neighbours.

224. **TO CONSIDER THE FOLLOWING LICENSING APPLICATIONS AND AGREE ACTION IN RESPONSE TO PROPOSALS:**

Cllrs Evans, Mrs. Lane and Mrs Rossiter declared an interest and took no part in discussions.

a. **Lollies Traditional Sweet Shop, Floral Corner, High Street, Tenby – Premises licence for off-sales**

Cllr Hallett feels most businesses have off sales so it won't make much difference to have one more.

Cllr Rapi wanted to confirm that a license was being sought to sell alcohol in a sweet shop? Cllr Mrs Brown believes it is for gift packs of alcohol similar to those that the Cranny was offering before it closed.

The Mayor asked if this is the same for Welsh Shop and this was confirmed.

Members decided therefore, that Items a and b could be looked at together.

The Clerk told councillors that both premises were looking to sell alcohol during their regular opening hours, between 9am to 6pm. Their applications also outline how they will fulfil the four licensing objectives.

The Clerk said that the applications did not detail the type of alcohol sales envisaged and the Mayor wondered if we needed to go back to licensing and ask?

Cllr Brown agreed feeling that we are perfectly within our rights to ask this question. However, based on what was before members it would be difficult to turn either down and alcohol can be bought virtually anywhere now.

Cllr Rapi is concerned that these businesses could become a bar or off licence. He felt Tenby has enough of these already and he would like to know exactly what they intend selling. It is not good business to fill a whole street with licensed premises, next they will be selling alcohol on the street, he claimed.

The Mayor felt TTC still needed to find out what these premises intend to sell. Cllr Brown agreed, adding that while he cannot see either doing anything wrong, one of the applicants has tables out during pedestrianisation. Would this lead to more on-street drinking?

Cllr Mrs Evans told councillors that back in first lockdown, Lollies were very versatile and went on line, collaborating with The Cranny to offer gift packs of

sweets and gin. This had proved very successful and she would imagine that this is the sort of thing they have in mind, a bottle of beer with a Father's Day gift and so forth.

The Mayor still felt more information was needed as to the produce on offer and suggested the Clerk contact the applicants to find out. Cllr. Brown seconded.

The Clerk told councillors that there were only three days left on the consultation so a response is urgently needed. He did not feel there was enough time to find out this information from the applicants and feedback to members.

While members' concerns were noted, the licensing authority would only make a determination based on what is before them, not what may happen in the future.

In light of the Clerk's comments the Mayor withdrew her proposal and asked members for their view on both applications

Cllr Hallett said that the applicants took the responsible action to apply for a license, alcohol was for take-away rather than drinking on premises and a number of retail premises already have it.

Cllr Mrs Brown proposed we accept both application and make no objections to the licensing authority, the Mayor seconded. Cllr. Rapi abstained from voting.

RESOLVED

That members note the application and that, as the applicants were addressing all four licensing objectives, no representation be made to the licensing authority.

- b. **The Welsh Gift Shop, Upper Frog Street, Tenby – Premises licence for off-sales**

Taken with Item 8a.

RESOLVED

That members note the application and that, as the applicants were addressing all four licensing objectives, no representation be made to the licensing authority.

225. **TO ELECT A MAYOR FOR 2021/2022. FURTHER THAT, SHOULD MORE THAN ONE NOMINATION BE RECEIVED, TO CONSIDER STANDING ORDER 7 RELATING TO THE METHOD OF VOTING TO ALLOW FOR A WRITTEN BALLOT**

The Mayor said as councillors are not in the room as in normal times, she would go around the virtual table, starting at who would normally be on her immediate right (the

deputy mayor). She would then alphabetically call on each councillor to ask if they wish to stand as Mayor for the coming year 2021/22. Cllrs. Mrs. Evans, Mrs Brown, Blackhall, Evans, Hallett, Mrs. Lane, Rapi, Mrs. Rossiter and Whitehurst all declined the invitation.

Cllr Brown indicated that he wished to stand as Mayor for the forthcoming year as he loves Tenby. He took Tenby into lockdown and he wishes to take it out. He loves the people of Tenby and would really like to do this. The people of the town stick together and he wants to support them as best he can.

The Mayor then said she would like to stand for Mayor for the forthcoming year too. This has been a different year, an extraordinary year, she has tried her best, working with the town and its people to help them through. She would like the honour to able to take the people of Tenby through the dark times in to new times.

Cllr Mrs Lane proposed Cllr T Brown to be the next Mayor 2021/22 and Cllr Mrs Rossiter seconded. Cllr Mrs Evans proposed Cllr Mrs Skyrme-Blackhall as Mayor for the coming year 2021/22 and Cllr Whitehurst seconded.

The Clerk said that, as there were two candidates', decisions were needed with regard to enacting the suggestion at the previous meeting that voting be undertaken via a secret ballot.

Firstly, Standing Order 7 states that all voting by council is by a show of hands unless two members propose a written ballot. Cllr Brown and Cllr Mrs Evans therefore proposed that, in accordance with Standing Order 7, voting be conducted via written ballot.

Under point 39 of Schedule 12 of the LGA 1972 all questions coming before a council are to be decided by a majority of the members of the council present and voting thereon at a meeting of the council, the Clerk explained.

This would mean that the office would have to send out a ballot paper with both councillors' names to all members. The responses would be opened in front of members present online at the next meeting and those councillors present will then confirm the result of the poll.

Cllr Mrs Lane proposed that the assistant to the Town Clerk also be present and only those two officers should be together in the office when the ballots are opened and counted. Cllr Mrs Rossiter seconded.

Cllr Blackhall asked if this would be acceptable in terms of normal election procedures. He wondered if there was some way of having a completely independent verification of the poll, in accordance with normal election procedure.

Cllr Mrs Rossiter believes it to be a matter of trust and she trusts the Town Clerk and the assistant to do it and count in front of councillors without the need of independent verification.

Cllr Mrs Evans didn't think it was a matter of trust, more a concern that this is dealt with in the legal and correct way these are not usual circumstances and we must make sure we do it correctly.

Cllr Blackhall said firstly he absolutely has no question of trust in terms of our officers, he implicitly trusts them. He said he was really upset with the suggestion that he did not trust TTC officers, he was merely asking if we should we check with the Monitoring Officer within county as to procedure as these are unusual circumstances. He was willing to defer his proposal as he is not accusing anyone and has total trust in staff.

Cllr Mrs Lane reminded councillors that with every other secret ballot the Clerk and assistant take the votes, verifying them either by going behind the bar or out of the Chamber into the hallway.

She wondered why is this year so different? She felt that this does not have to be an issue, a secret ballot had been agreed and she proposed that the Clerk and the assistant to the Clerk, open the ballots together whilst at the meeting. She was seconded by Cllr Mrs Rossiter.

Cllr Mrs Brown said she felt like Cllr. Blackhall was questioning the integrity of the Clerk and assistant to the Clerk and if she was them she would be totally insulted.

The Mayor suggested that a proposal had been put forward and we now move on.

Cllr Blackhall said he needed to be absolutely clear as to procedure, he was simply asking a question. In no way was he questioning the integrity of the clerk or the assistant clerk, he trusts both and for any suggestion otherwise was not worthy. He was merely asking a question. This clearly was not acceptable to some members so he would withdraw his question.

Cllr Whitehurst said it was never a question of integrity, merely a question of procedure. It was a desire to check to ensure the correct procedure is being followed. Cllr Mrs Evans agreed that this was simply a question of procedure.

The Clerk explained that the procedure for election of the chair, as laid down for all votes of council under the LGA 1972, was that a vote be taken by members at the meeting. Most councils did this via a show of hands. However, councillors had exercised their right under Standing Orders for a written ballot.

These were unprecedented times and there was no procedure to deal with this scenario. He felt that the way to undertake this would be to send out a ballot paper to all members, open the responses at the next meeting and then those members present at that meeting would vote to confirm the result of the ballot.

RESOLVED

That, as requested by two members in accordance with Standing Order 7, members be canvassed via private written ballot as to their candidate for Mayor Elect. Further that the ballots be opened by the Clerk and his assistant in front of

members online at the next meeting of council and the result of the poll confirmed by those members present.

226. DEMOGRAPHICS OF APPLICANTS UNDER THE LOCAL LETTING POLICY FOR HAFALNOD – CLLR MIKE EVANS

Cllr Evans felt that this would also touch on his next agenda item as there could be ramifications in relation to Brynhir. He felt TTC needed to understand the number of, and type of, applications to Ateb relating to Hafalnod. He presumed that this is the largest allocation of council housing in Tenby since Leachway and we need to know what type of social housing was most needed.

We are the link to the people of Tenby and this knowledge is the key to understanding the need in our locality, he said. TTC need to ask both PCC and Ateb how many people applied and identify the need. What type of housing was needed more, he asked? Was it 1 bedroom, 2 bedrooms or family units?

He felt that TTC would be surprised that much of the demand, perhaps as much as 60% in Tenby, was for one-bedroom properties. How many of this type were applied for? Were applications received from those with disabilities?

These new houses are designed to be houses for life, Cllr. Evans continued. They are designed to make them adaptable from day one so you can move in at 25 say and stay there all your life

We need to understand age of applicants and where were the applications came from? Hafalnod was restricted predominantly to applications from local people, Brynhir can be seen from all the surrounding communities and all may be wanting ownership. We are going to have to understand the needs of those within the two Tenby wards.

Cllr Rapi thought that allocation was not up to elected members. Cllr. Evans said it was right that councillors were not involved in actual allocations of individual properties but TTC could can ask for a local housing need policy to ensure that the local housing needs of our community are dealt with as a priority.

Cllr Brown said he too would like to see information on Hafalnod as in what is the cross section of applicants, and where they are from. He wondered if those that had been unsuccessful would automatically be transferred to the Brynhir development instead of them having to re-apply.

Cllr Evans said that an up-to-date understanding of local need would give TTC a basis for arguing a local needs policy. If you have 200 households within your community with housing needs, you can put pressure on for more building.

The Clerk said that he had a rough inkling of what information Cllr. Evans and TTC would be looking for and has already made an approach to Angela at Ateb to see what information she can provide. This information is still be collated.

He had asked for demographics, wards, age groups, etc. but if there was anything he had missed that councillors would like to know, then please could they inform him and he would go back to Ateb.

Cllr Evans thanked the Clerk, adding it is obvious what information we need.

He understood that there was outline planning at Brynhir with a large proportion of social housing units. However, he did not know the make-up of those units and how many differing types to suit different local needs may be required. This will take the community being involved, to ensure they are fit for purpose for local community. It was important that all stakeholders are involved.

RESOLVED

That Ateb be asked if they can supply demographics of the people who applied for the social housing available at Hafalnod.

227. TO CONSIDER PROGRESS ON THE DEVELOPMENT OF BRYNHIR – CLLR MIKE EVANS

Cllr Evans felt he had covered what he needed to on this in the previous item and would wait for an update at the meeting with Cllr Mrs Bateman.

228. CITIZEN'S ADVICE – CLLR MIKE EVANS

Cllr Evans said we had spoken earlier about coming out of Covid-19 lockdown and the affect on residents. Apparently, society is quite split, he said. Some will be unaffected, some will have taken severe hits and the gaps are widening between the haves and have nots. Here were difficulties out there in the community. The need for a food bank/community fridge had already been spoken about. What have been the affects on lower income families, those with alternative employment can continue but those with savings may have used them, those on zero hours contracts may be suffering.

Citizen's Advice will be needed greatly in the future as will Shelter. What can TTC offer to assist them going forward?

Cllr Mrs Lane referred to the early discussion on Hafalnod and commented that there may have been some people would have liked to have bid for the houses but would have been struggling to pay to move. It is very expensive to move house and people could be living in situations where they need to move but cannot afford it.

Cllr Hallett suggested that the contact details for both Shelter and Citizens' Advice be put in the newspapers.

Cllr Evans suggested TTC write to both organisations and ask how we can help them to help our citizens be guided in the right direction. These organisations should be applauded. The Mayor seconded.

RESOLVED

That the Clerk contact Citizen’s Advice and Shelter to ask them if there were ways the Town council could assist them in assisting the community.

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

a. To consider the Town Council’s Financial Risk Assessment for 2021/22

This was the council’s annual exercise outlining potential financial risk and how we mitigate against the same. Were members happy that all potential scenarios had been covered?

Cllr Hallett felt all matters had been dealt with and thanked the Clerk for all his hard work.

Cllr. Mrs. Lane proposed that the Financial Risk Assessment for 2021/22 be accepted and Cllr. Brown seconded.

RESOLVED

That the Financial Risk Assessment for 2021/22 be accepted.

230. DATE AND TIME OF NEXT MEETING

Resolved that the next meeting of council will take place on Tuesday, 16th February 2021 at 7.30pm. Members were reminded about the Brynhir meeting on 9th February 2021 at 6.30pm.

231. TO PROPOSE ANY ITEM FOR THE NEXT AGENDA

New Cemetery – Cllr Hallett
Town Walls – Cllr M Evans

232. 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”

233. TO CONFIRM THE PRIVATE AND CONFIDENTIAL MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD 19TH JANUARY 2021

Resolved that the Private and Confidential Minutes of the Tenby Town Council meeting held 19th January 2021 be confirmed and signed as accurate.

234. MATTERS ARISING FOR INFORMATION ONLY

Mayor _____

Town Clerk _____

Date _____