

TENBY TOWN COUNCIL
MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD
16TH MARCH 2021

PRESENT: Cllr Mrs S Skyrme-Blackhall Mayor
Cllr Mrs T Evans
Cllr D Morgan
Cllr Mrs T Rossiter
Cllr L Blackhall
Cllr T Hallett
Cllr S Lane
Cllr M Evans
Cllr Mrs Brown

IN ATTENDANCE: Mr A Davies Clerk
Mrs S Thompson Assistant to the Clerk

The Mayor opened the meeting by welcoming councillors.

278. APOLOGIES

Apologies received from Cllr H Whitehurst and Cllr M Ronowitz.

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

Cllr Evans declared a personal and prejudicial interest in item 6a. Cllr Evans, Cllr Mrs Rossiter and Cllr Mrs Lane declared their personal and prejudicial interests in item 7b.

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 TO AGREE ITEMS OF CORRESPONDENCE AND COMMITTEE MINUTES OTHER THAN THOSE MARKED NOT FOR PUBLICATION BEING GIVEN TO MEMBERS OF THE PRESS PRESENT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

RESOLVED

That items of Correspondence and Committee Minutes other than those items marked Not for Publication be given to members of the Press present.

281. CONFIRMATION OF MINUTES

Resolved that the Minutes of the Tenby Town Council meeting held 2nd March 2021 be confirmed and signed as accurate.

282. MATTERS ARISING FROM THE MINUTES FOR INFORMATION ONLY

- a. **Page 172 Item 262c – CAB and Shelter:** The Clerk told councillors that he had not been able to get hold of Shelter but that CAB at the moment were dealing with most of their enquires via their website and telephone. This hybrid

arrangement will continue going forward. Not many debt enquiries yet but they do anticipate more as we come out of lockdown. For now, they ask that TTC signpost relevant enquiries to CAB and post information on our media. As lockdown eases, perhaps TTC could help facilitate meetings face to face between clients and CAB and continue to advise where assistance can be obtained.

- b. **Page 172 Item 262d – Unlocking of covid-19 Restrictions:** Cllr Mrs Lane asked if there were any update in regard to the banners. The Clerk told councillors that PCC are still debating what messaging they would like on any signage as they do not want to be negative. They are looking to the message being, ‘Welcome to Pembrokeshire but please be aware of all around you.’ It is now a case of working out the wording and PCC will come back to us. The message is that we’re exiting lockdown carefully but cautiously the Mayor added.
- c. **Page 174 Item 262e – Travel Active Route:** Cllr Mrs Rossiter feels that a proper meeting is needed as the water situation either side of the railway line needs to be considered. Kiln Park side does get flooded and PCC do not appear to be putting any more in to erosion protection. TTC needs to think carefully about this and a meeting with the owners of houses at The Burrows would be beneficial.

The Clerk said that members would have had sights of the notes of the meeting held with Mr Phillips from Arcadis and Sue Lewis of PCC last week.

As far as we are aware NRW are planning works to the culvert from the Ritec but we are not privy to this information at the moment, the Clerk adding that based on a conversation had, The Burrows resident Mr Truman seems to know more about this than us.

The proposal for a link access from the South Beach to The Salterns is in the pre-planning stages and those involved need to find out what NRW are planning. The project will also depend on whether grants are available.

The meeting with Mr. Phillips and Mrs Lewis had been very productive and concerns raised were taken on board to be investigated. There are no further meetings planned at this stage but there will probably be a number of meetings going forward. This is dependent on whether Welsh Government will give grant funding as to progress to a full feasibility study

Cllr Mrs Rossiter said she is happy to wait for another meeting.

- d. **Page 174 Item 262f – Tenby Town Walls:** The Clerk reminded councillors that a meeting with PCC, CADW and PCNPA officers has been arranged for Tuesday 23rd March at 7pm.
- e. **Page 175 Item 262g – Paragon Gardens:** The Clerk had met with Mr McCarthy and it had been agreed that the shelter would be removed within two

weeks. The Clerk would then be in a position to order the replacement. He did not want to order a new shelter until the old one had been removed as there was nowhere to store the new shelter. Cllr. Evans asked if the possibilities of funding for the new shelter via the Enhancing Pembrokeshire Fund could be looked into.

He was aware that TTC had budgeted for the new shelter but asked if it would not be more prudent to see if we could get 80% of the cost grant funded.

The Clerk was aware that this funding round has already been determined and he would check with PCC as to when the next round's deadlines were. Cllr Evans reminded councillors that if EPF monies for Tenby are not spent in Tenby it will be spent elsewhere.

- f. **Page 175 Item 262i – Tenby New Cemetery:** The Clerk had attempted to have a cemetery walk last Wednesday but the weather had been against us. The meeting has been rearranged for tomorrow at 4pm. Cllr Mrs Lane asked if she was still a member of the Cemetery Committee. Although Cllr. Mrs. Lane was informed that she was no longer a member of the committee, the Mayor invited her to come along to the meeting anyway and Cllr Mrs Lane accepted.
- g. **Page 178 Item 267 – Former Post office Site, Tenby:** The Clerk had contacted the gentleman from Cooke and Arkwright but as of yet no response had been received from him.
- h. **Page 180 Item 271c – Bus Stop work on South Parade:** The Clerk told councillors that work to the bus stop on the South Parade is due to start next Monday. Work has already started on the tree pits and the Clerk has asked for a likely finishing date as there are 18 pits to do in total. With the possibility of more visitors coming to Tenby during the Easter break the town could do with having pavements as open as possible.

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

Cllr Evans declared a personal and prejudicial interest in NP/21/0065/FUL and an interest in NP/21/0094/FUL due to his position as a member of PCNPA Development management committee.

- a. **NP/21/0065/FUL – Installation of two wireless repeaters (retrospective) – Lollies Traditional Sweet Shop, 20 High Street, Tenby**

Cllr Mrs Evans asked for clarification as to what a wireless repeater is. The Clerk told councillors that it is a wi-fi system booster. This particular repeater is for the Police CCYV system and relays real-time images from the police camera system to Tenby police station and then on to headquarters in Llangunnor where it is monitored.

When this was first installed the Police believed it was allowed under permitted development rights but PCNPA have now said that planning consent is needed. Cllr Hallett feels that, as it is part of the CCTV system which is important for

policing of the town, he could support the application, Cllr Mrs Brown seconded.

RECOMMEND

Approval. Considered against all the relevant policies in the Local Development Plan and the obligation placed on them by the Crime and Disorder Act 1998 to have regard to the effect of its actions on preventing crime and disorder, members feel that these installations have minimal impact on the character and setting of the building and play an important role in assisting the policing of the town.

- b. NP/21/0094/FUL – Amended fenestration and internal layouts of 3 flats; replacement of flat roof with pitched roof including attic rooms and terrace – 1-3 Cwrt Yr Wylan, Bridge, Street, Tenby

Cllr Hallett said this will be an improvement on the existing building and said he is all for it. Cllr Mrs Lane added that TTC always welcome a pitched roof to replace a flat one.

RECOMMEND

Approval. Considered against all the relevant policies in the Local Development Plan members feel that this will deliver improvements to the aspect of the building with no adverse effects on its setting within the town's Conservation Area.

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

- a. Independent Remuneration Panel for Wales

The Clerk told councillors that TTC had received a draft outlining proposal earlier in the year. The IRPW had taken views on board and had now released their final report and conclusions. Recommendations made for councils in Wales for the forthcoming year had been confirmed. The Mayor proposed the letter be noted Cllr Hallett seconded.

- b. Pembrokeshire County Council – Consultation on Review of Licensing Policy

The Mayor asked if councillors had any contributions to make to this consultation. Cllr Hallett commented that it was nice that TTC were being updated on policy. Members agreed to note the consultation and that any individual councillor was also welcome to comment personally on the consultation.

- c. Canon Andrew Grace – Message of Goodwill

The Mayor welcomed this from her Chaplain and would like TTC to respond that we also thank him for his support in this very difficult time. Seconded by Cllr Mrs Lane. Cllr Hallett commented that it was nice to receive such a letter.

285. 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

Mayor asked if all councillors had had the chance to look at the accounts and were happy to accept them? Cllr Hallett proposed accepting the accounts and thanked the Clerk for his timely and accurate preparation of the accounts, Cllr Mrs Brown seconded.

RESOLVED

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

286. FURTHER TO CORRESPONDENCE ITEM A, MEMBERS ARE ASKED TO CONSIDER, AND AGREE ACTION, IN RESPONSE TO DETERMINATIONS RELATING TO TOWN AND COMMUNITY COUNCILS THEREIN (APPENDIX A)

The Mayor said she has spoken to the Clerk who had explained that, further to confirmation of the final IRPW report as in item 284a, Chapter 13 is relevant to town councillors. This is an annual exercise to determine which non-mandatory payments we will and will not make.

As nothing has changed since last year Cllr Blackhall proposed confirmation that the determinations made last year be re-adopted. He was seconded by Cllr Hallett.

Members agreed the following resolutions:

42 - All community and town councils must make available a payment to each of their members of £150 per year as a contribution to costs and expenses.

No decision needed as the payment of £150 is mandated for every member unless they advise the appropriate officer in writing that they do not want to take it.

43 – Community and town councils in Group A must make available an annual payment of £500 each to a minimum of 1 and a maximum of 5 members in recognition of specific responsibilities. This is in addition to the £150 payment for costs and expenses.

RESOLVED

That Council agreed that no payments will be made.

44 – Community and town councils in Groups B or C can make an annual payment of up to £500 each to up to 5 members in recognition of specific responsibilities. This is in addition to the £150 payment for costs and expenses.

RESOLVED

That Council agreed that no payments will be made.

45 – Community and town councils can make payments to each of their members in respect of travel costs for attending approved duties.

RESOLVED

That Council agreed that this payment be allowed subject to attendance being given prior approval by the whole Council.

46 – If a community or town council resolves that a particular duty requires an overnight stay, it can authorise reimbursement of subsistence expenses to its members.

RESOLVED

That Council agreed that this payment be allowed subject to attendance being given prior approval by the whole Council.

47 – Community and town councils can pay financial loss compensation to each of their members, where such loss has actually occurred, for attending approved duties.

RESOLVED

That Council agreed that this payment be allowed subject to attendance being given prior approval by the whole Council.

48 – All community and town councils must provide for the reimbursement of necessary costs for the care of dependent children and adults (provided by informal or formal carers) and for personal assistance needs up to a maximum of £403 per month.

No decision required as the payment is mandated for every member if they are eligible to claim, and wish to do so.

49 – Community and town councils can provide a Civic Head payment to the mayor/chair of the council up to a maximum of £1,500.

RESOLVED

That there will be no payment to the Civic Head this year.

50 – Community and town councils can provide a Deputy Civic Head payment to the deputy mayor/deputy chair of the council up to a maximum amount of £500.

RESOLVED

That there will be no payment to the Deputy Civic Head this year.

51 - Members in receipt of a Band 1 or Band 2 senior salary from a principal council (that is Leader, Deputy Leader or Executive Member) cannot receive any payment from any community or town council, other than travel and subsistence expenses and reimbursement of costs of care.

No decision required. Members in receipt of a Band 1 or Band 2 senior salary from a principal council (that is Leader, Deputy Leader or Executive Member) can only receive travel and subsistence expenses and reimbursement of costs of care; if they are eligible to claim, and wish to do so.

287. TO CONSIDER IDEAS TO FACILITATE SAFE RE-OPENING OF THE TOWN AS LOCKDOWN RESTRICTIONS EASE (APPENDIX B)

Further to the earlier meeting, the Clerk told councillors that these are some of the points that Mr Owen and those at county would like us to consider and asked what the views of TTC are.

The Mayor asked councillors if they would like to add any suggestions. Cllr Mrs Evans asked the Clerk, with regards to TTC supplied hand sanitizers, how much sanitizer has been used as she feels we still need to have this facility available.

The Clerk explained how much sanitizer had been ordered over the past 12 months and what was left: We had initially been supplied with two boxes of 10 five litre bottles. We had ordered one more box of five 5 litre bottles but still had one full five litre bottle left.

Hand sanitizers are needed and there to be used said Cllr Hallett, suggesting that we continue to commit to resupplying our five existing stations when needed.

Cllr Mrs Brown asked after 2 stations that she believed were not being used properly asking that all need to be checked so that council knows what is empty and what is being used. In a couple of cases properties have changed hands The Clerk agreed to check them.

Cllr Mrs Brown realised that the way things are going, town may not fully open for a while. She feels the town has done marvellously over the last 12 months and suggested PCC could reward the businesses, particularly those hospitality businesses, by starting pedestrianisation early perhaps using a temporary traffic order.

The Clerk said he was aware that this may be raised and so had spoken to Mr Darren Thomas at PCC who had given an extensive reason behind not being able to grant an extension to the Road Traffic Order including the fact that a full consultation would be needed with all residents which would not be possible due to time constraints.

Although residents accepted the current pedestrianisation period, they have been historically opposed to any extension and he feels that this would still be the case.

Cllr Mrs Lane said she understood the reasoning for barriers, that they create more space for social distancing but they did not look very good. Last year they had been a very quick fix solution, but it had been suggested that perhaps there could be a more attractive option looked at.

Cllr Evans agrees that the red and white blocks were not pretty, but it worked last year and they can be easily removed if no longer needed. He added that he hopes that PCC will consult with the residents and business owners in the Square before implementation. He believed that it only worked last year when PCC also had controls at White Lion Corner and felt it was very important, if blocking off bays, that this is in place.

Cllr Evans also believes that, again while they were an effective quick fix last year it should not be Highway's operatives at White Lion Street this year. He said we need operatives welcoming people to Tenby but giving information, explaining the between 10 and 4 access only restrictions and directing people to car parks in a pleasant and welcoming manner. Perhaps there could be Town Ambassadors like last year.

He went on to agree that Covid signage was needed but did not need to be 'negative'. We all know about keeping your distance he said, adding that the signage should be about asking people to respect visitors and residents, to respect that this is a living working town and that we all need patience.

He felt that PCC had worked hard and should be thanked for all their efforts and the spirit of co-operation with TTC.

Cllr. Evans also suggested that consideration also needed to be given to extending the park and ride service from The Salterns as he envisaged that Whitsun will be 'manically busy.' We need to remind PCC that they are receiving larger income from our car parks as prices have gone up so there is more money in the fund, he added. This is about safety and welcoming people to town and it is essential that park n ride starts earlier and runs from May through to September.

Cllr Blackhall echoed Cllr Evans and while he appreciated that local people may be anxious we all needed to be very aware that we are going to have a huge influx of visitors again once restrictions lifted and we need to be prepared. This included provision of additional park and ride from The Salterns and elsewhere.

Cllr Mrs Brown agreed with both Cllr Blackhall and Cllr Evans and felt that the Town Ambassadors experiment did work to help visitors and locals alike last year. However, she did feel that they should smarten themselves up a little as they were representing the county.

Cllr Evans feels that TTC should start with a thank you to PCC for being proactive, engaging with us and suggesting are measures that can improve the situation.

If Caldey Island reopens as they plan to do, this will be amazing for community and we need to be planning for it working with PCC and the island and harbour communities, on how to achieve this safely. We all know how busy the harbour gets, let's make it safe for all by being prepared.

Cllr Blackhall, following on from Cllr Mrs Brown, said that in terms of the welcome offer, is it worth looking at a vest or tee-shirt for the Ambassadors that sends out a message of welcome.

The Mayor said that last year, the Town Ambassadors were PCC staff redeployed from other roles that had been closed due to Covid-19 e.g. leisure centre staff.

PCC may not have this option this year if leisure centres etc re-open and were looking to see if any funding was available from Welsh Government for the reintroduction of the town ambassador teams to fulfil the same role this year. If needed they could be at access points advising on access to square.

Both Darren Thomas and Marc Owen have said on a number of occasions how very grateful they are for all that we do and it is important that this continues, the Mayor continued. TCC are the eyes of the town on the ground and we can liaise with them to try and put right when things are not working.

With regard to Café Culture the Clerk said Marc Owen has intimated that he will possibly be allowing certain premises licences outside of the pedestrianisation scheme if there are no options for them to reopen indoors and have no outside space. This will only be where there is room to do it, similar to last year. Cllr Mrs Brown agreed that this is a good idea.

RESOLVED

That the Clerk feedback the views of TTC to Mr. Owen.

288. TO CONSIDER ANY UPDATES ON TENBY TOWN WALLS AND AGREE ACTION IN RESPONSE TO PROPOSALS

The Clerk suggested waiting until the outcome of next Tuesday's meeting. All agreed.

289. TO CONSIDER COUNCIL SUPPORT FOR THE MENSHEDED, TENBY INITIATIVE AND AGREE ACTION IN RESPONSE TO PROPOSAL

The Mayor asked if councillors had anything to say or had had any further thoughts since the last meeting. Cllr Mrs Lane said that whilst not disliking the idea, it is a shame that there is new organisation starting when there are already so many organisations for men in the town crying out for members.

We do support all other organisations in any way we can said Cllr Evans. This idea is a new thing taking off. It allows men a more relaxed atmosphere and we should embrace it. We don't have facilities of our own to offer but we have professional staff to whom they can ask to help them to facilitate things and point them in the right direction.

Once constituted they could even come back and ask for grant aid Cllr. Evans added saying that TTC should 'open our arms' to support this in any way we can and help get it up and running as we would for all existing organisations within our community.

Cllr Mrs Brown agreed with both but saw Cllr Mrs Lane's point of view as she was aware that Tenby Round Table has problems getting people to join. It was a situation a number of organisations were in.

Cllr Mrs Lane stressed she was not saying that TTC should not support this idea but, if someone was looking for something to do, we should also support those organisations already in place.

Cllr Evans asked that the Clerk communicate with Mr Conlon to wish him luck and offer him the support of the Council and its officers going forward. The Mayor seconded. Cllr Mrs Rossiter said she is not sure about this proposal as there is enough going on in town and thinks that the Clerk has enough on his plate already. She abstained from voting.

RESOLVED

The Clerk communicate with Mr Conlon to wish him luck and offer him the support of the Council and its officers going forward.

290. TO CONSIDER MATTERS RELATING TO TENBY PUBLIC GARDENS AND AGREE ACTION IN RESPONSE TO PROPOSALS – CLLR MRS LANE

Cllr Mrs Lane wished to give councillors an update on the Paragon Gardens. We know the shelter will be going shortly, there are 2 semi circle benches, one depicting WWI and one depicting WWII in the top garden. There is a straight bench and lectern overlooking beach where it is hoped that historical information from the museum will eventually be housed. The picnic bench on the bottom is absolutely superb.

We and PCC receive a number of requests for memorial benches during the year. Most tend to be for places like the Harbour, Castle Hill and the Esplanade but some are for inside gardens. An option could be that those requests could be responded to with a suggestion that they could buy one of these decorative benches, like the WW1 and WW2 benches on the Paragon, in memory of a loved one, Cllr. Mrs. Lane continued.

There are many different designs of flora and fauna and are very attractive and Cllr Mrs Lane sought permission of councillors for the Clerk to explore being able to offer these benches. Cllr Mrs Brown agreed with Cllr Mrs Lane believing it be a brilliant idea. The Mayor seconded.

Cllr Evans asked Cllr Mrs Lane is there any other items that could be utilised in gardens that could be dedicated to someone's memory.

She replied that she and the Clerk could go through the whole catalogue from our suppliers.

Cllr Hallett asked if there was a brochure but was informed that all information is online.

Cllr Evans felt this was a way of supporting gardens in those locations. He was not a big fan of signage but there was no harm in asking people if they would be interested in sponsoring in memory of loved ones.

Cllr Mrs Lane asked that we look into this in more detail and then make a list of what is available.

Cllr Blackhall supported the idea and the Mayor felt this could be lovely for the town.

The Clerk said that PCC provide memorial benches and apparently there are about 30 memorial benches/plaques waiting to be positioned around the town. The Paragon was an option for us to be involved in to keep all the benches all in keeping as was the Jubilee but he felt he would have to liaise with PCC as it is their responsibility to position in certain areas.

The Mayor suggested that Tenby New Cemetery could be an ideal location and was under our control.

Cllr Mrs Lane also suggested that as flower beds have been reduced and lost in the War Memorial garden, metal poppies be placed in certain areas there. These could be sponsored by, or in memory of, she said.

RESOLVED

That the Clerk and Cllr. Mrs. Lane investigate the provision of memorial benches and other similar items with PCC.

291. TO RECEIVE AN UPDATE ON THE DE VALENCE PAVILION – CLLR MRS BROWN

Cllr Mrs Brown said there was not much to say really. She does not envisage the Pavilion being able to open until July/August or even later. There were many bookings pending with October through to December being absolutely choc-a-block. Usual dates for local events are all being kept open.

The Trust were doing well with grants and a huge thank you was due to PCC for facilitating the grants received.

At the moment contractors were in the building installing new stage lighting and a line-array sound system to prepare the building ready for re-opening.

The Clerk expanded on the works being undertaken, adding that what is being installed was state of the art and, when finished, should make the Pavilion one of the premier entertainment venues in Pembrokeshire.

Cllr Hallett, suggested a letter from TTC should be written to the Trust thanking them for all their work.

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

a. To consider the appointment of a new bank signatory

Members will be aware that Mr. Tony Brown has resigned as a town councillor. The process of declaring a vacancy has begun and we will know by March 24th whether or not an election has been requested by 10 electors. If no election is called for then the co-option procedure will begin.

Mr. Brown was also one of the signatories of TTC accounts and therefore needs replacing on our banker's mandate.

Cllr Mrs Evans said she is readily available if needed. Cllr Blackhall proposed Cllr Mrs Evans be appointed signatory and Cllr Hallett seconded.

RESOLVED

That Cllr. Mrs. Tracey Evans be appointed a council signatory to replace Mr. Brown.

b. Tenby Market

The Clerk told councillors that Helen Mcleod-Baikie will come back to him with some dates for a possible meeting to progress on the market ideas.

c. Plaid Cymru Senedd Candidate

The Clerk told councillors that the Plaid Candidate for South Pembrokeshire and West Carmarthenshire at the forthcoming Senedd election, Mr. Cefin Campbell, had contacted him through Cllr Michael Williams wondering if it would be possible for him to have an informal meeting with TTC to discuss any issues of concern in the town.

He asked how members felt about this.

Cllr Mrs Brown said TTC is not political. If we were to agree to this, we would have to invite all other candidates. Cllr Hallett seconded saying we are a non-political council. He was more than happy to have a conversation with all candidates but not with just one.

Cllr Blackhall suggested that we politely decline the offer while Cllr Mrs Rossiter felt the council should not meet with any of the prospective candidates.

293. DATE AND TIME OF NEXT MEETING

Resolved that the next meeting will take place on Tuesday, 30th March 2021 at 7.30pm - full council.

Members were also again reminded of the meeting regarding the Town Walls next Tuesday 23rd March at 7pm.

294. TO PROPOSE ANY ITEM FOR THE NEXT AGENDA

Update on situation relating to parking in Newell Hill – Cllr. Mrs. Evans

295. 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”

296. TO CONFIRM THE PRIVATE AND CONFIDENTIAL MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD 2nd MARCH 2021

Resolved that the Private and Confidential Minutes of the Tenby Town Council meeting held 2nd March 2021 be confirmed and signed as accurate.

Mayor _____

Town Clerk _____

Date _____