

TENBY TOWN COUNCIL
MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD
11TH MAY 2021

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

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

The Mayor welcomed everyone to the meeting and thanked those who were able to attend the Annual General Meeting on Friday, it meant a lot.

The Clerk pointed out that he had inadvertently placed Approval of the Minutes for 7th May before approval of, and Matters Arising from, those for 27th April on the Agenda. Please could Agenda items 5 and 6 therefore be taken before Agenda item 4? Members agreed.

10. TO RECEIVE APOLOGIES

Apologies received from Cllr D Morgan.

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

None disclosed.

12. TO AGREE ITEMS OF CORRESPONDENCE AND COMMITTEE MINUTES OTHER THAN THOSE MARKED NOT FOR PUBLICATION BEING GIVEN TO MEMBERS OF THE PRESS PRESENT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 Mrs Lane and seconded by Cllr T Hallett.

RESOLVED

That items of Correspondence and Committee Minutes other than those items marked Not for Publication be given to members of the Press present.

13. CONFIRMATION OF MINUTES

Resolved that the Minutes of the Tenby Town Council meeting held 27th April 2021 be confirmed and signed as accurate.

14. MATTERS ARISING FROM THE MINUTES FOR INFORMATION ONLY

- a. **Page 218 Item 334g – NP/21/0235/FUL Seafield, North Cliffe, Tenby:** Cllr Hallett asked if the Clerk had heard anything further with regard to this application. The Clerk said that PCNPA have had our comments and it is now up to officers to determine or whether the matter will have to go to committee for determination.
- b. **Page 219 Item 3 – NP/21/0211/LBA – Seren-y-Mor:** Mr Richards, PCNPA case officer for this application, had contacted the Clerk following on from TTC's comments. Mr Richards said that he cannot accept our refusal on point of principal that the application was retrospective as there needs to be more specific planning grounds for objection. Mr Richards has asked Mrs Gandy if she will meet up with TTC to discuss retrospective applications.

15. CONFIRMATION OF MINUTES

Resolved that the Minutes of the Tenby Town Council Annual General meeting held 7th May 2021 be confirmed and signed as accurate.

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

- a. **NP/21/0260/FUL – Single storey rear extension to provide disabled occupant with level access shower room and improved circulation space – 40 Newell Hill, Tenby**

Cllr Mrs Lane felt that this application does not need discussion, this is necessary and proposed approval. Cllr Blackhall seconded. This improves the quality of life for the applicant commented Cllr Hallett.

RECOMMEND

Approval. Considered against all the relevant policies in the Local Development Plan members consider that this application will improve the living arrangements of the applicant with no adverse effect on the amenity of neighbouring properties.

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

- a. **Mr. Insell – Dog signage**

The Mayor asked councillors for their comments. This is a copy of what was sent to PCC said Cllr Mrs Lane and suggested we note the correspondence at present as we do not want to give incorrect information. She was seconded by the Mayor.

RESOLVED

That Mr Insell's letter be noted.

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

Cllr Mrs Brown gave her apologies for being late. She referred to the Park and Ride donation and asked if this is going ahead.

Cllr Evans through the Mayor, said that due to the increased numbers in Tenby, PCC have introduced several methods of traffic control over the last fortnight with park and ride introduced on weekends. Access only officers have also started. There will be Park and Ride every weekend through May and June up to pedestrianisation in July when it will go daily. Provision will also be made for the 10 days during the May half-term break and PCC are also looking at weekends through September which was something TTC asked for years ago.

PCC are going over and above what has been asked for. TTC working with PCC on the charging regime, has generated more income from the car parks, and a new policy in PCC sees 30% top sliced to be reinvested. All car parks in Pembrokeshire will be benefitting from this policy but this has allowed PCC to further invest in Park and Ride provision for the town.

The Clerk confirmed that, although PCC had increased provision, they had not asked for any additional funding other than that already agreed by TTC for the pedestrianisation Park and Ride scheme.

Cllr Mrs Brown proposed accepting the accounts for April and Cllr Hallett seconded.

RESOLVED

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

19. **TO CONSIDER REPRESENTATIVES ON COUNCIL COMMITTEES AND OUTSIDE BODIES**

Cemetery Management Sub-Committee

Cllr Blackhall proposed Cllr Mrs Lane to fill the current vacancy and the Mayor seconded.

Christmas Lighting Committee

The Mayor asked if she could fill the vacancy. Cllr Mrs Brown said that meetings were normally in the daytime to accommodate our contractors but she was sure we could also accommodate the Mayor's working arrangements in the timing of the meetings.

LDP Policy Consultation Sub-Committee

The Clerk wondered if there is any need to keep this as a standing committee, as the LDP was now in place and would not be revised for another 3 or 4 years.

Cllr Evans said he hadn't had the opportunity to speak to the Clerk but went on to talk about a new scheme involving local market housing, which came under the parameters of the LDP. Some may have read about it, said Cllr. Evans, as Anglesey and Gwynedd have already adopted this as their community councils are identifying problems with second homes and local ownership.

He felt future LDPs would include the provision for local market housing with any new development sites identified only be sold to those with local connections to ensure that homes are built and sold with local people in mind.

Cllr Evans felt it was important to keep this committee even if it was renamed. Cllr Evans said he will be active on local market housing and would be tabling an agenda item for the next meeting. Cllr Blackhall said that Cllr Evans makes a valid point and this committee could deal with more general LDP issues on an as and when needed basis. Cllr Mrs Brown thanked Cllr Evans for keeping TTC updated, feeling it was important to see how other towns are progressing on keeping local housing for local people.

Cllr Rapi proposed that this committee be retained and Cllr Evans be appointed to it. Cllr Mrs Lane also put herself forward.

RESOLVED

That this committee be retained with existing members remaining and Cllrs Mrs. Lane and Evans added.

Tenby Charity Trustees

The Mayor asked if the current members are willing to stay on the Trust. The Clerk said that the trust had not met for nearly 14 months due to Covid but none of those already appointed by the council had indicated that they wish to come off.

SEPCHN

Cllr Mrs Brown asked Cllr Mrs Evans if she had been invited to meetings. Cllr. Mrs Evans said that the meetings had stopped once Covid arrived and there had been no online meetings as they were always open to the public.

Cllr Mrs Brown said it is very important and perhaps the Clerk can find out what is going on. He confirmed that he would check with Mr. Mansell Thomas as to the current position.

Cllr Mrs Evans said this was a very important organisation and she found the meetings useful. As soon as SEPCHN is back up and running she will return.

Cllr Rapi asked if there were any minutes from past meetings. It was explained that there were no minutes but Mrs Thomas used to give a report to council after she had attended meetings. Cllr. Mrs Evans had also reported back after replacing Mrs Thomas.

Members agreed that SEPCHN meetings have always been reported back to TTC and what had been said was recorded in the minutes.

PLANED

The Clerk had not heard anything from PLANED for a long time. Cllr Blackhall had had no contact from them either. Obviously the Clerk needs to write to them again and ask what is happening and what are their plans for our future representation said Cllr Evans. The Clerk agreed to do this.

Cllr Blackhall added that if somebody wished to go on PLANED he was more than happy but he will continue if not.

St Teilos School

The Mayor asked if Cllr Whitehurst's appointment had been confirmed. Cllr Whitehurst said he was due to attend a meeting pre-lockdown but he was not sure if things have been progressing. Cllr Evans suggested the Clerk to write to the Education Department to find out what the position is.

Tree Warden

Cllr Hallett indicated that he was not able to fulfil this role as actively as he used to and would be stepping down. Cllr. Mrs. Lane felt Cllr. Hallett had vast experience and knowledge and wondered if he would be able to continue in the role if someone was prepared to assist him.

Cllr Blackhall said he is happy to drive Cllr Hallett to events, but his expertise doesn't lie in trees. Cllr Hallett told councillors PCNPA provide training days.

It was proposed that the Clerk contact Mr Higgins, PCNPA's tree officer for advice and the Mayor seconded. It was agreed to defer appointment until a response is received.

Cllr Mrs Lane reiterated that Cllr Hallett is full of knowledge and it is a shame he feels unable to continue. There is no one that can replace him really, she said, congratulating him for the work he has done.

Tenby Play Parks

This was set up to assist in looking at ways TTC could help develop or improve play areas on the towns' estates but had not met for a considerable time. Cllr Evans said we may be able to fold this into Regeneration and it may become an important committee when we speak in private.

Tenby (DVP) Trust

The Clerk explained that Mr Brown was one of the two TTC appointees on the Board. Although he had been invited to remain on the Board in a private capacity, the Trust had asked us to give consideration to appointing a TTC representative to replace him.

Cllr Rapi would like to propose Cllr. Whitehurst. With his artistic and legal knowledge, he would be an asset. Cllr Hallett seconded the proposal.

Cllr Mrs Brown said that the Trust is now a limited company so any appointee will be a director of the company.

Cllr Mrs Evans reminded councillors that she did ask to go on this committee some time ago and that she would like to be reconsidered.

Cllr Whitehurst said he would happily have accepted but he would defer to Cllr. Mrs. Evans as he is rather busy.

Cllr Evans was delighted that Mr Brown is staying on the Trust and proposed TTC write to him and thank him for his hard work and add that we are delighted that he is staying to help. The Mayor seconded.

RESOLVED

That the Clerk write to Mr. Brown.

Cllr Mrs Lane then proposed Cllr Mrs Rossiter as the town council's new representative on the Trust as she had been a previous council appointee and knew how the Trust worked. She was seconded by Cllr Mrs Brown.

Cllr Blackhall said that as Cllr Mrs Evans had put herself forward previously he would propose her. Cllr Hallett seconded.

As Cllr. Whitehurst had deferred to Cllr. Mrs. Evans, Cllr Rapi withdrew his proposal.

Councillors then voted.

RESOLVED

That Cllr. Mrs. Evans be the new Town Council representative on the Trust.

Tenby Regeneration Team

This item was to be considered in private.

Christmas Festivities

The Clerk said that this committee usually started meeting in September to plan for Christmas but Cllr Mrs Lane felt it would be good to have a meeting earlier as we need to be on the ball and plan for various different scenarios due to Covid-19. The Mayor asked that, as she is on this committee, could meetings be after 3pm to allow her to attend.

20. CONFIRMATION OF SIGNATORIES ON COUNCIL ACCOUNTS FOR THE ENSUING YEAR 2021-2022

The Clerk told councillors that he was still battling to confirm the new signatories following Mr Brown's resignation and asked councillors to consider keeping to the current signatories of the Mayor, Cllr Mrs Lane, Cllr T Hallett and Cllr Mrs Evans.

RESOLVED

That the Mayor, Cllr. Mrs. Evans, Cllr. Hallett and Cllr. Mrs. Lane remain as Signatories on Council Accounts for the year 2021-22.

21. TO CONFIRM THE CANDIDATE ELECTED FOR CO-OPTION TO THE CASUAL VACANCY ON THE SOUTH WARD OF TENBY TOWN COUNCIL

The Clerk explained that following two rounds of voting both Mr Cornwell and Mr Rossiter had an equal number of votes. Under the LGA 1972 the Mayor was now required to give casting vote.

The Mayor said that, while these were two excellent candidates and it was difficult, in the first round of voting Mr Cornwell had gained the most votes albeit not the required substantive majority. As such she gave her casting vote to Mr James Cornwell.

RESOLVED

That Mr. James (Jim) Cornwell be co-opted to fill the casual vacancy for the South Ward on Tenby Town Council.

Cllr Rapi wished to note that someone had come to him earlier in the day commenting that a new councillor had been selected and named that person. Cllr Mrs Brown said that this had also been mentioned to her.

It is sad for other candidates to hear from others that a decision has been made and did not reflect well on TTC, he said.

The Clerk pointed out that this could have been an incorrect assumption on the part of the third party as the decision had only just been made.

Tenby is always full of rumour, but this is slightly different this time, said Cllr Mrs Lane. Cllr. Rapi commented that he felt he had been put in a position he didn't like and felt strongly it needed to be mentioned.

Cllr Evans commented that we have often not had candidates coming forward for us to be able to co-opt and this sort of rumour and tittle-tattle is why people often don't stand as they think it's a 'done deal'.

Cllr Mrs Brown wondered what happens to the town crier position now?

The Clerk said there is a councillor in Pembroke who is also their town crier and there is no legislation to say he cannot undertake both roles.

22. **TO CONSIDER A RE-OPENING DATE FOR THE AUGUSTUS PLACE COMMUNITY CENTRE AND AGREE ACTION IN RESPONSE TO PROPOSALS**

The Clerk told councillors that as of 3rd May community centres can reopen. Some have already reopened in our area. Some Augustus Place users are asking when they can come back and he asked councillor look at setting a date for reopening.

There is some work to do in there prior to opening and he has already carried out a risk assessment as to what can be done. The maximum 15 people would be able to be accommodated for organised activity indoors including leader.

Although TTC's risk assessment has been done hirers would also be expected to undertake their own risk assessment.

The Clerk was considering the beginning of June and writing to current hirers with plans to reopen and asked councillors for their thoughts. Cllr Hallett approved the Clerk's report.

Cllr Mrs Lane was wondering if TTC is sure there is no come back on us for hiring out if hirers do not abide by our rules. The Clerk said hirers will be given strict guidelines and will need to sign updated agreements.

Cllr Mrs Brown reminded councillors that TTC have a committee for Augustus Place Community Centre adding that if hirers do not abide by the guidelines, then they do not book the hall again.

Cllr Mrs Brown believes June to be too early adding that the room needs inspecting as it had not been used for over 14 months. She suggested that the committee should meet there to inspect.

The Clerk commented that many of the hirers do not meet in August and he is more than happy if councillors wish to hold off until September.

Cleaning will need to be undertaken between hires said Cllr. Mrs. Lane.

The Mayor proposed waiting for Mr Drakeford's announcement on latest relaxations of Covid-19 restrictions on Friday and to take it from there.

The Clerk suggested that he arrange a committee meeting after Friday's announcement and then report back to full council. Cllr. Mrs. Brown proposed and Cllr Hallett seconded.

RESOLVED

That the Augustus Place committee meet to further consider re-opening of the community centre and report back to the next meeting of full council.

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

The Clerk had asked Mrs Adams as to where she got with an arborist visit but has received no response to date. On a positive note, the work to reinstate areas where the trees once were has now been completed.

Cllr Mrs Brown congratulated PCC on this work saying that they kept their work tidy. Cllr Mrs Brown also assumed the walls would not be cleaned of vegetation straight away even if an arborist had visited. The Clerk confirmed this as CADW would have to sign off on any methodology statement.

Cllr. Mrs. Brown felt we needed help to get the benches and bins cleaned and repainted as it was not a job TTC's handy man could do on his own.

She wondered if the MenShed project could help provide volunteers to paint and clean.

Cllr Evans commented that, from our accounts it was clear that we had some capacity to employ contractors and proposed allocating a sum of money for this work. Cllr Mrs Lane seconded the idea.

She also suggested Greenhill School's Welsh Baccalaureate pupils could possibly assist as part of the 'volunteering' side of the qualification. Duke of Edinburgh students may also get involved suggested the Mayor but Cllr Mrs Lane commented that in all the years she had been seeking help through Tenby in Bloom only two DoE students had come forward.

Cllr Mrs Evans reminded councillor of the meeting held pre-covid, with Mr McGovern, Headmaster of Greenhill, saying getting students involved in community projects was just the sort of thing he wished to do. This is still on the back burner but as soon as the Covid-19 situation improved further she was sure that this was something that could be considered as the public would have a better opinion of students if they are seen out and about helping the community.

Cllr Evans pointed out that he actually hadn't made a recommendation. He suggested Cllr Mrs Lane and Cllr Mrs Brown needed to identify needs and then be allocated a budget. TTC then need to find contractors who will undertake the work. If they were to work with volunteers from Greenhill the contractors would also need to be DBS

checked but if volunteers turn up then the contractors can get more work done and may find future employees. He felt this was a win/win situation as we get the jobs needed done and our youngsters get the opportunities. He felt TTC's job as councillors is to provide opportunity, look after our town and be proactive.

He proposed that Cllr Mrs Lane, Cllr Mrs Evans and Cllr Mrs Brown be set a budget of up to £10,000 to clean and smarten up our town ready for the season. We could even use the money as a seed fund for an Enhancing Pembrokeshire fund grant bid to treble the amount available.

The Clerk said that TTC has a special project in the community budget which could be used but pointed out that the street furniture belongs to PCC.

He felt TTC would need to contact PCC to get the go ahead to do this but in the past there had been some question marks over whether this was taking employment away from PCC staff. Cllr. Evans felt he, and our fellow County Councillor Cllr. Michael Williams could be of assistance in resolving this if that was the case.

TTC has three very keen councillors, let's get it done he said.

24. WI-FI CONNECTIVITY IN MAYORS PARLOUR – CLLR BLACKHALL

Cllr Blackhall explained that this was exploratory to see what costs would be. With changes in guidance from Welsh Government how meetings can function this would be responding to the fact that hybrid meetings are being discussed for future ways of working and how to reduce our carbon print by attending by other means.

When examining plans online, he personally finds it hard looking on small screens and he was sure other members felt the same. This proposal would also allow us to provide a screen that plans can be projected on to.

Let us see what costs are, Cllr. Blackhall continued. They may be prohibitive but it is worth investigating.

Cllr Rapi backed Cllr Blackhall commenting that they both had been talking about improving the technical capabilities of the chamber for a number of years. This is the way forward, he said. We should be using modern technology and devices rather than printing out reams of paper. PCC has been doing this for years.

Cllr Evans supported the previous 2 speakers, adding that further financial support may be available through the Enhancing Pembrokeshire fund if TTC looked at making the Parlour available as a community facility not just for TTC.

Cllr Mrs Evans echoed that this should be done, times are changing and we should be keeping up with progress.

RESOLVED

That the Clerk seek estimates of the necessary works and equipment required to ensure that online and hybrid meetings can be effectively held in the Mayor's Parlour/Council Chamber.

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

a. Calendar of Meetings for 2021-2022

These were the proposed dates for meetings of the full council taking us up to the town and community elections in May next year.

Cllr Blackhall suggested Tuesday 21st December as a potential date for a council Christmas meal. The Mayor seconded.

RESOLVED

That the calendar of meetings for 2021-22 be accepted.

26. DATE AND TIME OF NEXT MEETING

Resolved that the next meeting will take place on Tuesday, 25th May 2021 at 7.30pm.

27. TO PROPOSE ANY ITEM FOR THE NEXT AGENDA

Local market housing policy – Cllr M Evans.

28. 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"

29. TO CONFIRM THE PRIVATE AND CONFIDENTIAL MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD 27TH APRIL 2021

Resolved that the Private and Confidential Minutes of the Tenby Town Council meeting held 27th April 2021 be confirmed and signed as accurate.

30. MATTERS ARISING FOR INFORMATION ONLY

There were none

31. **TO CONSIDER ANY FINANCIAL OFFIER/CLERK'S ITEMS AND TO AGREE ACTION IN RESPONSE TO PROPOSAL**

- a. Confirmation of Internal Auditors for 2021-2022

RESOLVED

That Ashmole and Co be appointed Internal Auditors for the year 2021-22.