

TENBY TOWN COUNCIL
MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD
25th MAY 2021

PRESENT: Cllr Mrs S Skyrme-Blackhall Mayor
Cllr Mrs T Evans
Cllr Mr J Cornwell
Cllr Mr L Blackhall
Cllr Mrs S Lane
Cllr Mr P Rapi
Cllr Mr T Hallett
Cllr Mrs C Brown

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

The Mayor opened this evening's meeting by welcoming TTC's newest councillor Cllr Jim Cornwell, she hopes he enjoys his time on council.

32. TO RECEIVE APOLOGIES

Apologies received from Cllr Morgan, Cllr Mrs Rossiter and Cllr M Evans.

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

The Mayor declared a personal interest in item 11 as did Cllr Blackhall.

34. TO AGREE ITEMS OF CORRESPONDENCE AND COMMITTEE MINUTES OTHER THAN THOSE MARKED NOT FOR PUBLICATION BEING GIVEN TO MEMBERS OF THE PRESS PRESENT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 S Lane and seconded by Cllr L Blackhall.

RESOLVED

That items of Correspondence and Committee Minutes other than those items marked Not for Publication be given to members of the Press present.

35. CONFIRMATION OF MINUTES

Resolved that the Minutes of the Tenby Town Council meeting held 11th May 2021 be confirmed and signed as accurate.

36. MATTERS ARISING FROM THE MINUTES FOR INFORMATION ONLY

- a. **Page 8 Item 19 – SEPCHN:** Cllr Mrs Evans asked if the Clerk had spoken with Mr M Thomas and whilst he hadn't, his assistant Mrs. Thompson had. He explained that both he and Mrs Caroline Thomas wished to resign from the

leadership roles on SEPCHN some time ago. Cllr Jon Preston had taken over for a short while but found it difficult with his other workload and Mr Thomas had taken the chair in the interim but COVID then meant meetings had not been able to carry on. No new chair or secretary had been appointed although efforts were continuing in trying to find someone interested in resurrecting the organisation.

These had been extremely useful and important meetings said Cllr Mrs Evans. It would be a shame if they were not able to continue.

Cllr Mrs Brown agreed saying that it is not just for Tenby but for South East Pembrokeshire, surely there is someone who can help revive the group. Perhaps we could get a list of members and write to them.

With the potential creation of a hospital in St Clears and the downgrading or closure of Withybush as a result, SEPCHN needs to be making an input.

Cllr Mrs Evans said she will contact Mrs Caroline Thomas to try and find out what the position is and report back to Council.

Cllr Blackhall agreed saying this is not just for Tenby but for other areas including New Hedges and Saundersfoot, we should make contact with those community councils at the same time.

- b. **Page 9 Item 19 – Tree Warden:** The Clerk had received an email from Mr Higgins which confirmed that the Tree Warden does not have to be a councillor, it could be a member of the public. Mr Higgins had sent the Clerk a leaflet to distribute to anyone who may be interested in taking over from Cllr Hallett.

Cllr Mrs Lane proposed that this information goes into the paper as there may be experts and people with interests out there who may want to help. Mayor thanked Cllr Hallett once again for all he has done over the years, adding that we may be hard pressed to find someone of his calibre.

- c. **Page 9 Item 3 – PLANED:** The Clerk had heard from PLANED who were keen to re-engage with the town council. He had forwarded the reply on to Cllr Blackhall. Cllr Blackhall said he had subsequently dropped a note to PLANED suggesting a catch up on where they are after half term.
- d. **Page 9 Item 3 – St Teilos School:** The Clerk confirmed that he had heard from Governor Services indicating that Cllr Whitehurst has been appointed as governor to St Teilos. They will check they have the correct email address so hopefully he will be informed of future meetings.
- e. **Page 13 Item 23 – Tenby Town Walls:** Cllr Mrs Lane referred to Cllr Evans suggestion that, when we have help from Greenhill, any contractors used as part of the project to work with them also needed to be DBS checked.

She feels it is very important that all town councillors and employees have a DBS check.

This point had been raised some time ago following a situation involving another local council said the Clerk. At that time TTC were advised that requesting councillors and employees be DBS checked is not lawful unless that person is in direct control or contact with children and vulnerable adults.

He said that this was the position at that time and he would check the current status.

Cllr Mrs Lane said that there were a number of things e.g., Christmas festivities involving councillors and staff where children were present and felt all should be DBS checked.

Cllr Rapi confirmed that all councillors who are governors of schools will have had a DBS check, as their roles bring them into contact with children but it was not a requirement of being a councillor.

However, he felt that if councillors and staff are involved in situations with children or vulnerable adults, for our own protection, he cannot see having a DBS check being harmful.

Cllr Blackhall wondered, if we are unsure then we need to have a proper safeguarding policy in place. If councillors are involved in events where they have unsupervised access to children then it should be an absolute requirement, as part of the policy, that DBS checks are required.

The Clerk pointed out that TTC had updated their Safeguarding Policy after the situation in the other council but was informed at that time that a DBS should not be required unless individuals have direct unsupervised contact with children and vulnerable adults. He reiterated that he would check current guidance.

Cllr Cornwell said he was happy to undertake a DBS as he agreed with Cllr. Mrs. Lane that the more councillors that have the check the better it is.

- f. **Page 14 Item 23 – Tenby Town Walls:** Cllr Mrs Brown referred to Cllr Evans' proposal that 3 councillors be set a budget to clean and smarten up the town ready for the season.

She understands the potential for EPF grants towards this but the next round of funding wasn't being considered until October.

She felt that, if anything is to be done before the season starts properly TTC needed to use some of that budget ourselves now. She proposed that TTC tender for a contractor to paint the benches on the Parade as a matter of urgency.

Cllr Mrs Evans wondered, as one of the three councillors named, if a meeting needed to be set up ASAP to 'get cracking'.

Cllr Blackhall agreed with this area being a priority but was aware of the difficulties the Clerk had getting contractors to submit quotes. He wondered about the possibilities of recruiting someone in the short term.

Cllr Mrs Lane felt we needed to move as fast as we can and the Mayor agreed, saying that many negative comments have been received.

Cllr Blackhall said he was happy with this approach but still felt it may be a challenge under current circumstances.

The Clerk said that there were a couple of points for members to consider.

The first would be that he would have to check that PCC are happy for TTC to paint furniture that belongs to PCC. The second was that financial regulations state that if a tender is in excess of £2,000 then we will need 3 quotes to go before full council which would be time consuming.

Cllr Mrs Lane suggested a phased approach to the contract which could keep the price below the £2000 threshold.

As a matter of courtesy, we should also check with PCC that they are happy for us to employ someone to do the work for them.

RESOLVED

That the Clerk confirm with PCC that they are happy for TTC to employ contractors to undertake this work. If in agreement a tender document be drawn up.

- g. **Page 14 Item 24 - Wi-Fi Connectivity in Mayor's Parlour:** The Clerk told councillors that, further to TTC's last meeting, two companies have now visited and a third company's representative who is on holiday, will be coming next week. One quote has already been received.

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

- a. NP/21/0286/TPO – Works to remove Ash tree with ash dieback (TPO68) – Springfield, Serpentine Road, Tenby

Cllr Hallett recommended this work be undertaken on health and safety grounds. The Mayor seconded.

RECOMMEND

Approval on the grounds of public health and safety.

- b. NP/21/0296/FUL – Installation of rooflights in association with loft conversion – Newlyn, Park Place, Tenby

The Mayor asked councillors if all have seen the plans and have any comments. Cllr Rapi believes rooflights will be needed for a loft conversion and recommended approval. Cllr Blackhall seconded the proposal.

RECOMMEND

Approval. Considered against all the relevant policies contained within the LDP members feel that this proposal will have no adverse effect on the amenity of neighbouring properties.

- c. NP/21/0299/ADV – Replacement of existing fascia and projecting box sign, additional lettering applied to the arched shopfront window – Lydstep House, 24 High Street, Tenby

Cllr Hallett asked if a listed building planning application had been received. The Clerk confirmed that we had received a further two applications for this property since this Agenda had gone out. One was a full application for the replacement of the arched window and new signage and the other a listed building application for the same.

Cllr Blackhall asked for clarification in relation to the projecting box sign.

Cllr Mrs Lane said she too has some concern over the sign and asked if it was to be illuminated.

The Clerk shared an artist's impression of the proposed signage which indicated that it was not illuminated.

Cllr Mrs Lane proposed accepting the application and the Mayor seconded.

The Clerk asked how members wished to deal with the additional applications for this site.

Cllr Hallett believes that the Civic Society have made some valid points in relation to the affect on the character of the building based on the FUL and LBA applications.

The Clerk suggested it may be prudent not to consider the FUL and LBA applications this evening to give councillors the opportunity to study the proposals in more detail. He suggested they be placed on the agenda for the next meeting.

There was still sufficient time for TTC to respond to the consultation following the next scheduled meeting.

RECOMMEND

Approval. Considered against all the relevant policies contained within the LDP members feel that this proposal is in keeping with the town's Conservation Area.

Further resolved that the FUL and LBA proposals for this development be deferred until the next meeting to allow members more time to study the plans.

- d. NP/21/0295/FUL – Proposed side and rear extensions – Shenlow, Heywood Lane, Tenby

Cllr Rapi believes there is plenty of land and asked if any representations had been received from neighbours. The Clerk confirmed that none have been received. Cllr Rapi could not see a problem with this development and proposed approval. Cllr Mrs Lane seconded.

RECOMMEND

Approval. Considered against all the relevant policies contained within the LDP members feel that this proposal will have no adverse effect on the amenity of neighbouring properties.

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

- a. Mr Thompson – North Beach, Tenby Town and the Croft

The Clerk confirmed to councillors that the issue relating to the hedge has been passed on to area maintenance and that the letter has also been sent to Mr Stephen Morbey, who is responsible for dog control issues at PCC.

Members resolved to note the letter.

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

The Mayor told councillors that a very productive meeting had taken place and those present had come up with some good solutions. The Clerk had sent out minutes to councillors with recommendations and asked what members thought.

Cllr Mrs Brown mentioned asking previous hirers to remove items that have been left there as this would create more room. The Clerk would add this to the letter to hirers if members agreed the recommendations of the committee.

Cllr Mrs Lane said Augustus Place needs to open as soon as possible as soon as safe to do so. The Mayor said it was a good step forward.

Members were happy to propose moving the recommendations of the committee in full. Cllr Hallett asked that the Hirers take away their rubbish and the Clerk confirmed that this had been included in the risk assessment and would form part of the agreement.

RESOLVED

That the recommendations of the Augustus Place Community Centre committee be adopted.

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

The Clerk told councillors that, although it feels like slow progress, he had met Suzie Adams and PCC's arborist team on site to assess the scale of job in relation to removing the weed growth.

It was noted that the area from St Florence Parade to the sea front does not have as much growth of woody plants like Buddleia as that on the length back from the Five arches to White Lion Street.

The arborists would now prepare a methodology statement on how they will tackle the growth as a different approach was needed for the low rooted wall flowers as for the deeper-rooted woodier plants.

The wallflower weeds are fairly straightforward as they can be sprayed. However, CADW don't like roots to be removed as they could cause damage to the mortar. A different method would therefore be needed for the Buddleia and Valerian to show that PCC's team are not going to damage the walls whilst doing the work.

Once the methodology statement was complete it will then go to CADW for consideration and signing off. The work could then commence.

The arborists believe, once signed off, the work would take approximately a week and Mrs. Adams said she will then set up a biannual programme of work.

Cllr Blackhall remarked that he was pleased CADW was engaged in the project.

Cllr Mrs Brown asked if money offered by Tenby in Bloom and TTC towards the cost was now needed. The Clerk said that it had not been mentioned as it appeared Mrs Adams was able to fund the work from her own budgets.

Cllr. Mrs. Brown asked if this meant we can move on to the next phase which is to light up the town wall.

Cllr Blackhall told councillors that we can look at it as part of the potential EPF projects being considered, particularly the Brightening Tenby proposals. We have time to put that bid together as the next round of grant panels will not be until after the Summer, he explained.

41. LOCAL MARKET HOUSING POLICY – CLLR MIKE EVANS

It was decided that, as Cllr Evans was absent, that this item be held over until the next TTC meeting.

42. RESIDENTS' CAR PARKING, THE MAUDLINS – CLLR MRS BROWN

The Mayor had declared an interest in this matter and asked that the Deputy Mayor take the chair.

Cllr Mrs Brown was delighted that Cllr Michael Williams had taken the matter in hand. The Maudlins is a busy road and there have been a number of accidents.

Residents' parking would benefit some houses and there was also a need for low curbs so that they can park on their own forecourts/drives where available.

Cllr Rapi thanked Cllr Michael Williams for his work on it so far and confirmed that information is being passed on.

Cllr Mrs Evans would like to see where this suggestion goes. Residents' parking doesn't always work but she was interested to see what proposals are made.

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

a. Standpipe hire by TTC to assist PCC in watering bedding plants

The Clerk said councillors may have noticed that the summer floral bedding plants have gone in and PCC's area maintenance supervisor had asked if TTC would be prepared to reduce time for watering by hiring a standpipe as we have done in previous years.

The Standpipe hire last year was £500 plus the per litre charge for the water.

Cllr Blackhall asked how much it would be to buy one as TTC may save money in the long term. The Clerk will make that enquiry with Welsh Water but he believed standpipes were only available on a 'for hire' basis as their use was strictly controlled.

Cllr Mrs Lane believed TTC should accept and support the Clerk's proposal on this. The Mayor seconded Cllr Lane.

RESOLVED

That TTC again hire a standpipe to assist PCC in watering the town's flower beds.

- b. Hywel Dda Health Board ‘Building a healthier future after Covid-19: Have your say’

The Clerk had received information on this consultation and asked that councillors make everyone aware and also participate in the consultation themselves. The Mayor asked for all to get involved.

44. DATE AND TIME OF NEXT MEETING

Resolved that the next meeting will take place on Tuesday, 8th June 2021 at 7.30pm.

45. TO PROPOSE ANY ITEM FOR THE NEXT AGENDA

None proposed at this time.

46. 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”

47. TO CONFIRM THE PRIVATE AND CONFIDENTIAL MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD 11th MAY 2021

Resolved that the Private and Confidential Minutes of the Tenby Town Council meeting held 11th May 2021 be confirmed and signed as accurate.