

TENBY TOWN COUNCIL
MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD
20TH JULY 2021

PRESENT: Cllr Mrs Skyrme-Blackhall Mayor
Cllr J Cornwell
Cllr L Blackhall
Cllr H Whitehurst
Cllr D Morgan
Cllr T Hallett
Cllr Mrs C Brown

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

The Mayor welcomed Councillors.

103. TO RECEIVE APOLOGIES

Apologies received from Cllr Rapi, Cllr Mrs Lane, Cllr Mrs Rossiter and Cllr Mrs Evans

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

None.

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 TO AGREE ITEMS OF CORRESPONDENCE AND COMMITTEE MINUTES OTHER THAN THOSE MARKED NOT FOR PUBLICATION BEING GIVEN TO MEMBERS OF THE PRESS PRESENT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

RESOLVED

That items of Correspondence and Committee Minutes other than those items marked Not for Publication be given to members of the Press present.

106. CONFIRMATION OF MINUTES

Resolved that the Minutes of the Tenby Town Council meeting held 6th July 2021 be amended to add Cllr L Blackhall's attendance and the removal of Cllr Cornwell's second entry then confirmed and signed as accurate.

107. MATTERS ARISING FROM THE MINUTES FOR INFORMATION ONLY

- a. **Page 50 Item 91d – Town Walls:** The Clerk told councillors that the weed spraying programme was now complete. It had been delayed due to recent rain. They will be returning on 26th July to look at areas that are within easy reach inside the town walls before tackling other areas.

- b. **Page 52 Item 54a – Trains:** Cllr Mrs Brown asked if the Clerk had received any further communication. The Clerk said nothing as of yet but he believes that Mid and West Wales Plaid Cymru member Cefin Campbell has also raised this issue at the Senedd.
- c. **Page 53 Item 94b – Operation of Tuk-Tuks:** The Clerk had received a response from Charlotte Mathias and read it to councillors:

Thank you for your email. Miss Telford has also expressed her concerns to the Licensing Team.

In response to the Town Council's query, the Licensing Team were approached by the current operator to use motorised rickshaws (Tuk Tuks) for hire and reward and therefore needed to be licensed.

The current rickshaw conditions do not preclude motorised rickshaws, therefore through the application process and the application of the relevant conditions, the same rigorous checks are applied to both the vehicles and drivers, as any other vehicle and driver licensed for hire and reward in Pembrokeshire.

These vehicles have been licensed as hackney carriages, have a meter fitted, together with a roof light and therefore allowed to ply for hire on the taxi ranks in Pembrokeshire. The Operator has been advised that should any Tuk Tuk ply for hire on a rank, any request for a journey that starts and ends in the district of Pembrokeshire cannot be refused without reasonable excuse.

To date the Licensing Team have not received any complaints from members of the public, however when the Tuk Tuks were initially licensed there were several concerns logged from members of the Taxi Trade.

I am hopeful that during the Autumn, there will be a consultation on a new taxi policy which will include conditions for specialist vehicles such as Tuk Tuks. This will allow an opportunity for all to comment and give representations on the relevant conditions.

I trust this response is satisfactory, however should you require any further information, please do not hesitate to contact me.

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

- a. **NP/21/0403/FUL – Garage conversion to annex to be used ancillary to the main dwelling house only – Driftwood House, Broadwell Hayes, Tenby**

The Mayor asked for councillors views. Cllr Hallett feels that a number of nearby properties have been similarly altered and moved acceptance. The Mayor seconded.

RECOMMEND

Approval. Considered against all the relevant policies in the LDP, members feel that this proposal will have no adverse impact on the amenity of neighbouring properties.

- b. NP/21/0385/FUL – Proposed single storey extension to replace existing conservatory with balcony above and conversion of attic space to home office and bedroom en-suite – Kilmory, Narberth Road, Tenby

Cllr Blackhall said that we, as a council, have expressed concerns on applications where balconies overlook other properties and asked if any comments have been received from neighbouring residents? Nothing had been received, advised the Clerk.

Cllr Blackhall then suggested approval but asked that officers look at the extent to which the balcony may over look neighbouring properties. Seconded by both Cllr Mrs Brown and Cllr Hallett.

RECOMMEND

Approval. Considered against all the relevant policies in the LDP, members feel that this proposal will have no adverse impact on the amenity of neighbouring properties.

- c. NP/21/0391/CLP – Use of holiday apartments as residential apartments falls/remains under Use Class C3 and thus does not constitute a change of use requiring planning permission – Flat 1, Croft House, The Croft, Tenby

The Clerk explained that when this property was developed into flats, one of the conditions imposed was that they should be for holiday use only. The applicant is seeking to be able to use one of the flats for residential use. Both uses fall under same class use category so a change of use is not required, just a change to originally imposed conditions.

Cllr Blackhall believed it had been used as residential for some time. Cllr Hallett proposed approval with Cllr Blackhall seconding.

RECOMMEND

Approval. Considered against all the relevant policies in the LDP, members feel that this proposal will have no adverse impact on the amenity of neighbouring properties.

- d. NP/21/0388/S73 – Variation of Condition No. 5 NP/16/0216/FUL to extend opening hours – Picton Villa, South Parade, Tenby

Cllr Mrs Brown asked if this property was licensed already and the Clerk was unsure. She queried as to which property it referred and the Clerk confirmed

that this used to be the old newsagent with the Tenby Observer office above next to the Fire Station.

When planning was originally permitted, the hours granted for use of the café element were 9 am to 5 pm but the applicant is now seeking to be allowed to open from 8 am until 11 pm. Cllr Morgan proposed accepting and Cllr Whitehurst seconded. Cllr Mrs Brown abstained from voting.

RECOMMEND

Approval. Considered against all the relevant policies in the LDP, members feel that this proposal will have no adverse impact on the amenity of neighbouring properties.

- e. NP/21/0379/FUL – To form parking access within front garden and installation of a disabled mechanical wheelchair lift with associated works – 20 The Glebe, Tenby

Cllr Hallett moved accepting as we should be doing everything we can to help the less abled. Cllr Mrs Brown seconded.

RECOMMEND

Approval. Considered against all the relevant policies in the LDP, members feel that this proposal will improve the living conditions of the applicant and have no adverse impact on the amenity of neighbouring properties.

- f. NP/21/0427/FUL – Demolition of existing single storey extension to the rear to create a secure walled garden and replacement of lean-to – Rebleen South Cliff Street, Tenby

The Mayor proposed accepting and Cllr Mrs Brown seconded.

RECOMMEND

Approval. Considered against all the relevant policies in the LDP, members feel that this proposal will have no adverse impact on the amenity of neighbouring properties.

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

The Mayor asked if the following two items could be taken together.

- a. Tetra Tech Planning – Pre-application consultation on proposed major development, 1 Warren Street, Tenby
- b. Tenby Civic Society – Preliminary views on pre-application consultation on proposed major development, 1 Warren Street, Tenby

The Mayor asked if all had had the opportunity to look at the plans. Some additional comments had been received and although these had been forwarded on to councillors, the Clerk reiterated what items had been raised.

The majority of comments centred around the apparent lack of affordable housing and Section 106 levy and the number of parking spaces in relation to the number of residential units.

Tenby Civic Society had commented in a similar vein but also queried fire safety and the Clerk commented that he had not noticed a secondary fire escape on the plans. The Civic Society were concerned that, if there was a fire centred around the main stairwell then people on the upper floors may not be able to get out. In light of the Grenfell tragedy concern was also raised over the materials being used for exterior cladding with the Civic Society seeking reassurance that it would be non-flammable.

The Mayor asked councillors for their views.

Cllr Mrs Brown doesn't feel the planned building is intrusive. She agrees with the concerns over the social housing aspect but thinks something like this is needed on that corner of town.

The Mayor agreed with Cllr Mrs Brown. Housing is big on her agenda and she believes that all are talking about this proposal in Tenby. To end up with more of what we have i.e. second homes, would be horrendous and would not benefit Tenby.

Cllr Hallett pointed out to councillors that the churches have been taken into consideration in the design. This site needs improvement as it is an eyesore.

Cllr Cornwell feels this is an attractive design and drawing. However, the car parking issue is of concern with 34 apartments and only 10 parking spaces being provided. Parking is already a problem in that area.

The Clerk had queried the car parking provision with PCNPA. Earlier this year PCNPA and PCC had approved combined supplementary planning guidance on a number of issues including parking provision. Parking provision for new developments was now considered under zones with the Conversation area designated as Zone One.

There is no requirement for any parking provision in Zone One Conservation Areas so the developers are not required to provide any parking at all.

Cllr Blackhall agrees with some things being said adding that the building design is sympathetic to other properties in the area. However, he agreed with the issue over such a major development claiming insufficient money to provide some element of affordable housing.

He felt PCNPA and the developers needed to look urgently at this element. These proposals are in the early stages so let's talk realistically about a significant contribution, not necessarily on this site, for affordable housing, he said. There is the issue over parking too but affordable housing has to be addressed.

Cllr Whitehurst reiterated that any new major development in Tenby provided a huge opportunity to provide social housing stock for local people and not just cater to the second homes market.

Cllr Mrs Brown agrees but believes with regard to the parking issue that like everyone else in town without dedicated parking, the residents would just have to find a space. This is not for TTC to solve.

She agreed with Cllr Blackhall and Cllr Whitehurst and suggested a meeting with the developers and PCNPA to discuss the matter.

Cllr Blackhall seconded this.

It was proposed that the Clerk seek to arrange this for the next meeting of TTC in September.

Cllr Hallett commented that it was wonderful that the Italian alder tree has been retained on the plan.

RESOLVED

That representatives of Tetrattech and PCNPA be invited to the first meeting in September to discuss TTC's concerns over the development.

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

Cllr Hallett thanked the Clerk and moved to accept accounts for June. Cllr Mrs Brown seconded. The Mayor echoed thanks to Clerk and his assistant for all their hard work.

RESOLVED

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

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

Dealt with earlier in meeting.

112. TO CONSIDER TENBY TOWN COUNCIL'S CONTINUED FINANCIAL SUPPORT FOR IRONMAN WALES PEMBROKESHIRE AND AGREE ACTION IN RESPONSE TO PROPOSALS

The Mayor asked if all councillors had had the chance to read the Report of the Clerk. Cllr Mrs Brown feels we should support once again. Tenby is the hub of the event and we should support the event due to the benefits it provides both in terms of the economy and tourism. She was seconded by Cllr Hallett.

The Mayor agreed. 'Ironman loves Tenby and Tenby loves Ironman' she commented. It is a phenomenal weekend for the town. This is the best course in the world added Cllr Hallett.

RESOLVED

That, under Section 2 of the Local Government Act 2000, Tenby Town Council commit to continuing to make an annual contribution of £5,000 per annum to assist in the staging of Ironman Wales Pembrokeshire in the town for 2022 through to 2026.

113. TO CONSIDER DISPOSAL OF WASTE FROM HOLIDAY LET PROPERTIES – CLLR. BLACKHALL

Cllr Blackhall has noticed people at bins emptying their domestic rubbish around town before returning to their holiday let property. Having had a conversation with a person staying at a holiday let it was explained that the property had no dust bins provided and there was a sign asking holiday makers to put their rubbish in the council's street litter bins.

The owners of these letting properties are not paying council tax as they are businesses, Cllr. Blackhall continued. They claim full business rates relief then do not properly arrange for the clearing away of their rubbish.

Five tonnes of waste is being taken away from the street litter bins per day in Tenby and part of the problem is that not all holiday homes are getting trade waste agreements in place. Some are abusing the system.

He proposed writing to all letting agencies asking how they advise, and what more they can do to advise, visitors on the correct procedures. This is not fair on the people of Tenby and it needs stamping out.

Cllr Hallett said many properties are cleaned by a team of cleaners who were not taking away the rubbish. That's why the letting agencies tell clients not to leave rubbish behind and to put in street litter bins. He was aware of a number of letting properties that do not supply any caddies or bags.

Cllr Mrs Brown related to a holiday property nearby which had not supplied any waste receptacles and last week visitors came to her asking where to dispose of their rubbish. The owners did come down and claimed that the cleaners had taken the bags!

If they are paying business rates then why can PCC not connect with their trade waste department and insist that they must put their rubbish out in the proper bags and have trade waste agreements, she asked?

Cllr Blackhall is right, letting agencies need to make visitors properly aware of how to dispose of their rubbish and, as Businesses, need proper trade waste agreements, she stressed.

She felt PCC were better resourced to deal with this and suggested that TTC write to the Head of Environmental Services to ask them how to solve the problem.

Cllr Blackhall agreed, feeling the PCC trade waste department could access information as to which properties were not paying Council Tax and then ask them for their Trade Waste Agreement.

Cllr Cornwell commented that there are 7 B&Bs on his road and all have trade waste agreements. Most of the road are very good but he knows, and can identify houses having witnessed visitors putting their waste bags into seafront public bins.

He agreed with the proposal to write to PCC as this situation had been going on for such a long time.

The Clerk commented that, while holiday letting properties are certainly causing a problem there are local residents who are also adding to the issue by using the street litter bins for their domestic rubbish. However, if the issue relating to holiday let properties could be resolved, then these local residents may be more easily identified.

Cllr Mrs Brown added that a prominent business man had been seen depositing his own waste in a public bin, actually taking out the bag that was in the bin and leaving it by the side to put his own waste bag in its place.

Cllr Hallett suggested that if this was witnessed again, details should be forwarded to PCC, possibly with a photograph.

RESOLVED

That the Clerk write to Mr. Richard Brown, Head of Environmental Services requesting that PCC write to letting agencies reminding them of their legal obligations to enter into a waste management agreement with a registered waste transfer operative for the disposal of waste from a business property.

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

a. Scheme of Delegation

Every year before the summer recess the Clerk asks for delegated powers to the Clerk and Mayor to deal with urgent matters. Other councils have a Scheme of Delegation which negates returning every year to ask for permission. This Scheme of Delegation outlines how, where and when matters can be dealt with.

This will also cover TTC over the extended Christmas period. Are members happy to adopt this going forward? Cllr. Blackhall proposed and Cllr Cornwell seconded.

RESOLVED

That the Scheme of Delegation be adopted.

115. DATE AND TIME OF NEXT MEETING

Resolved that the next meeting will take place on Tuesday 7th September 2021 at 7.30 pm.

Cllr Mrs Brown asked if this meeting will be in Mayor's Parlour. Cllr Mrs Brown told councillors, in place of Cllr Mrs Evans, that the De Valence was soon to open its doors once again with the first event possibly being on 20th August. This is about 3 weeks prior to the start of the TTC meetings so we should be in a position to hold meetings in the Parlour again by September.

The Clerk is considering September's meeting location and will carry out a risk assessment of the Parlour based on Mr. Mark Drakeford's future announcements and the current Covid situation.

The Mayor said that all would like to return to Parlour but it is all in the balance and we are keeping everything crossed.

116. TO PROPOSE ANY ITEM FOR THE NEXT AGENDA

Not at this time. The Clerk asked that any items for the Agenda be submitted before 1st September 2021.

117. 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"

118. TO CONFIRM THE PRIVATE AND CONFIDENTIAL MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD 6TH JULY 2021

Resolved that the Private and Confidential Minutes of the Tenby Town Council meeting held 6th July 2021 be confirmed and signed as accurate.

119. MATTERS ARISING FOR INFORMATION ONLY

None

The Clerk then reminded councillors of the meeting scheduled by PCC on Monday, 26th July at 10.30 regarding Tenby Market. The Clerk had sent out the Teams link sent by PCC.

The Mayor thanked all for coming. She reminded councillors to take care, enjoy the summer break and looked forward to seeing all back in September.

Mayor _____

Town Clerk _____

Date _____