

**TENBY TOWN COUNCIL**  
**MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD**  
**21<sup>st</sup> SEPTEMBER 2021**

**PRESENT:** Cllr Mrs Skyrme-Blackhall Mayor  
Cllr Mrs T Evans  
Cllr Mr J Cornwell  
Cllr Mr L Blackhall  
Cllr Mr M Evans  
Cllr Mr D Morgan  
Cllr Mr T Hallett  
Cllr M H Whitehurst

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

The Mayor welcomed Councillors and thanked Cllr Mrs T Evans for accompanying her in Cllr Blackhall's absence, on her first Civic Sunday which took place in St Davids Cathedral. It had been an honour and pleasure to attend, and it was a lovely day. It was a wonderful experience to fly the flag for Tenby. Cllr Mrs Evans had enjoyed the day immensely, adding that it was lovely to be out and about.

**136. TO RECEIVE APOLOGIES**

The Clerk had received apologies from Cllr Ronowitz and Cllr Rapi. Cllr Whitehurst hopes to be in attendance but may be a little late.

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

None.

**138. TO AGREE ITEMS OF CORRESPONDENCE AND COMMITTEE MINUTES OTHER THAN THOSE MARKED NOT FOR PUBLICATION BEING GIVEN TO MEMBERS OF THE PRESS PRESENT**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 Evans 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**That items of Correspondence and Committee Minutes other than those items marked Not for Publication be given to members of the Press present.**

**139. CONFIRMATION OF MINUTES**

**Resolved that the Minutes of the Tenby Town Council meeting held 7<sup>th</sup> September 2021 be confirmed and signed as accurate.**

**140. MATTERS ARISING FROM THE MINUTES FOR INFORMATION ONLY**

- a. **Page 68 Item 127a – Holiday let waste disposal:** The Clerk was to liaise with Cllr Evans regarding problems with holiday waste disposal but due to Cllr Evans being ill the matter had not progressed. Cllr Evans said he will contact the Clerk once he was back on his feet.
- b. **Page 69 Item 127b – Arcadis – Tenby Pedestrianisation Study:** The Clerk had requested a meeting with Mr Phillips of Arcadia who had replied indicating that he was happy to meet with TTC. He had asked the Clerk to gauge with councillors when would be a most convenient Zoom meeting day having given his availability. There were also a number of PCC officers who would like to attend. After some discussion councillors agreed to suggest Thursday 30<sup>th</sup> September at 6pm.
- c. **Page 70 Item 129 – Tenby Town Walls:** The Clerk had spoken to Suzie Adams regarding the arborists and unfortunately, they had been held off as a large amount of ash die back had needed to be dealt with urgently due to health and safety concerns. Once this had been resolved, the arborists will return to continue the work of weed removal from the walls.

**141. TO RECEIVE THE NOTES OF THE CHRISTMAS FESTIVITIES MEETING HELD 14<sup>TH</sup> SEPTEMBER 2021 AND CONSIDER ITEMS THEREIN**

The Mayor and a number of councillors had attended this meeting. Cllr Ronowitz had presented an illuminated Christmas trees proposal. Cllr Morgan believes this to be a very positive idea adding that it would be really good up towards High Street as this will brighten this end of the street up. Cllr Cornwell is in favour of the proposal saying that it is a brilliant idea and well thought out.

Cllr Hallett said it was a positive outcome to the meeting. Cllr Blackhall thanked those who attended, this is a council led meeting to which outside people are invited. Steve Briers, who has supported this event for a number of years has offered to waive his fee if it helps achieve more Christmas lights.

Cllr Blackhall feels that inviting others with expertise in particular fields to join our council led committees has established a good principle that TTC should extend to all council committees.

In relation to Cllr. Ronowitz's proposal, there is a cost involved but this is not significant given the impact it will have. Cllr Ronowitz has also offered to go around businesses encouraging them to have an illuminated tree to further enhance the Christmas lighting of the town.

Cllr Blackhall proposed supporting this. He proposed taking the money from the Ironman budget which has not been spent this year, given it had not taken place, and vire it over to Christmas lights budget.

Cllr Mrs Evans apologised for not attending the Christmas festivities meeting but she had been at another meeting. Cllr Blackhall had answered her query as to where funding could come from and she would like to second the proposal.

## **RESOLVED**

**That the Town Council progress the proposal to erect illuminated Christmas Trees around St Mary's Church and that funding be vired from the unspent Ironman budget to the Christmas Lights budget to accomplish this.**

Cllr Whitehurst joined the meeting. Cllr Blackhall said he would like TTC to follow the principle of inviting those with relevant expertise onto other TTC sub-committees in the future.

Members agreed that every effort should be made to hold the event as proposed.

The Mayor reiterated that this had been a very positive meeting adding that Steve Briers has been a friend for a very long time and is dedicated to anything related to the community.

The Clerk said that since this meeting Mr. Briers has already started provisionally organising entertainment having spoken to the Kelly Williams School of Dance and local group Sleeping Dogs.

Cllr Blackhall commented that, while we would not know what the Covid 19 position would be by the end of November, it was prudent to put something in place so we are prepared to hold the event as normal if possible.

The Clerk has since spoken to Mr John, Lifeboat Coxswain, but he is still unable to confirm what help can be offered by the RNLI as this was dependant on Head Office.

He has also spoken to Kelly Morris in PCC regarding the road closures, and she has confirmed that she can see no problems. Conversations had also been had with Forest Traffic Management in regard to the provision of signage and traffic lights. As the date had now been confirmed he would undertake the necessary arrangements.

The Mayor added that Sion Brace has agreed to help out with driving Father Christmas around the town like last year. This is an added bonus to the town, and it went down really well last year. She was sure that Mr. Brace would also assist in transportation for the Lights Switch On if the RNLI were unable to help.

## **142. TO DISCUSS THE FOLLOWING PLANNING APPLICATIONS AND TO AGREE ACTION IN RESPONSE TO PROPOSALS:**

- a. NP/21/0555/LBA – Conversion of existing Bed and Breakfast Hotel into 5 self-contained flats whilst retaining existing owner's accommodation – Myrtle House Hotel, St Mary's Street, Tenby

The Mayor asked for councillors' comments. Cllr Blackhall apologised as he had not had the opportunity to look at the application but asked if there was any

mention of affordable housing. The Clerk understands that a number will be Ateb let units. Cllr Hallett commented that it is a shame that bed and breakfast units are having to change but could see no problem with the application. Cllr Cornwell approved, believing it to be the right thing to do especially in that location. Cllr Hallett seconded.

Cllr Evans wished to clarify with councillors that they are voting in favour of the application in light of 2 of the units being ATEB let housing. He suggested that this is made a condition of approval. This was essential said both Cllr Hallett and Cllr Whitehurst.

Cllr Blackhall said he was in general support of the application, particularly if it delivered units of affordable housing, but would abstain from the vote as he had not had the opportunity to study the plans in detail.

**Approval. Considered against all relevant policies in the LDP members have no objections to this application. Members also welcome the fact that the applicants are in discussion with Ateb to make two of the units available for local affordable housing in accordance with LDP policy No 48.**

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

a. Rob Mitchell, Tetra Tech Planning – 1 Warren Street, Tenby

The Clerk reminded members that Cllr Mrs Brown had, at the last meeting, queried as to whether the requested meeting to outline concerns was to be held.

On making a second request for a meeting, it seemed apparent that Tetra Tech had declined the request and chosen to answer TTC queries via this letter instead.

The Mayor felt that this response was inadequate and suggested that TTC ask once again for a meeting.

Cllr Blackhall agreed, feeling that the whole point of the pre application process is to engage in consultation to find mutually agreed ways forward. To engage means more than simply repeating aspects of planning policy members already know.

It is sad that it appears they do not wish to engage, he continued. Tetra Tech need to reconsider.

We have specific concerns over affordable housing provision, Cllr. Blackhall said. We know what the guidance is so question one is, why not have affordable housing on site, why should affordable housing be purchased somewhere out of the way?

The second point is that they say the provision of any affordable housing at all is dependent on the viability of the scheme. If this scheme was not viable the proposals wouldn't have got this far.

We need to make it clear to them that our preference is for affordable housing to be offered within the site and not tucked away somewhere else, if 'viable'. I would add that our support for the scheme going forward to planning stage is dependent on that and we need to get around the table with them to talk about it, stressed Cllr. Blackhall.

Regarding the reduced parking provision, with 10 spaces for 34 units, the LDP gives them a get out which is unfortunate, Cllr. Blackhall continued. Again, we were well aware of this policy but we need to talk to them about it as we're interested to know if these units will be specifically marketed as having no parking or will they come up with another way to address additional parking needs.

There is no doubt that potential purchasers will have vehicles, and this will be placing additional pressures on the town's parking.

We know that we can make comments at planning stage, they did not need to tell us this. Pre-application consultation is about looking at potential problems and resolving them before the application is submitted so the process is smoother.

Cllr Cornwell said he found it extraordinary that the building is to have retail on the ground floor. He is in no doubt that the whole area needs development and he is not against the accommodation aspect but he does find it extraordinary it is to come with several ground floor retail units. Who will rent them?

There is a lack of parking in Tenby town already and only 10 spaces are proposed by this development. Where are all these vehicles going to go considering there will also be delivery vans and all sorts for the suggested retail units, how will this work he asked adding that there is lots that needs looking at.

Cllr Evans said there were many interesting points raised by Cllrs Blackhall and Cornwell. He explained that Warren Street always was historically a commercial street full of shops

He pointed to the recent Delphi development in South Parade which had shown the value of ground floor retail units with accommodation above as retail rental helped allow for more affordable housing provision on site.

Parking is always going to be a problem, he said.

He would not comment on whether 34 units was the 'right number' but did express concern about the 'massing' of the site. However, Cllr. Evans continued, this is still at the pre application stage and they are trying to tease out from people what would be acceptable.

If you look at the application, he continued, the letter is copied to Annabelle Stannard at Trillium (RMF) Ltd. These are the actual owners of the site and Tetra Tech are planning consultants who have submitted the application on their behalf.

He asked if we had only been corresponding with Tetra Tech or were PNCPA aware of our position. The Clerk confirmed that TTC's views had been copied to Mrs. Gandy at PCNPA.

Cllr Evans believed it is important that a separate letter be written to PCNPA stressing our concerns over affordable housing provision. Under LDP policy there is a requirement for 50% affordable housing and PCNPA should stress to Trillium that this is the least that the town expects.

Cllr Evans believes that more could be achieved however. He felt TTC should call an immediate meeting with Mr. Will Lloyd, the property developer with Ateb and Gaynor Toft and Cllr. Michelle Bateman at PCC as he felt there could be an opportunity here to look at PCC and Ateb entering into a joint venture to look to purchase this site and provide 100% affordable housing.

He commented that the recent Brooks report said that councils should use all tax raising powers in order to tackle affordable housing within their area and PCC were currently undertaking a review into second homes council tax.

There was a potential opportunity here to use tax money raised to purchase this site from Trillium through a joint venture with Ateb and deliver 100% local housing to directly tackle the problems we suffer from in Tenby.

In relation to the retail space on the ground floor level, recent developments have already transformed the retail experience in this area of town. This would be an extension of that and would provide local jobs Cllr. Evans added.

## **RESOLVED**

**That the Clerk again write to Tetra Tech requesting a meeting.**

**Further that the Clerk write to PCNPA asking them to remind the site owners that there was a requirement for at least 50% affordable housing provision under LDP policy 48 and it should be marketed as such to any potential developers.**

**Further that a meeting be arranged between TTC, PCC and Ateb to discuss the potential of utilising all available funding to acquire the site to maximise affordable housing provision.**

Cllr Evans felt that the request for a meeting with Ateb and PCC must emphasise maximising tax raising opportunities to achieve 100% affordable housing on this site.

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

a. Kate Telford (via email) – Rail Services

Cllr Cornwell said he has already been invited to join the forum, as had the Mayor, and has agreed to be a part of it. Whilst greeting visitors this past summer, it became very obvious that the station is woefully inadequate and there are problems. Cllr Cornwell is happy to be a part of any rail forum established to try to help improve matters.

Cllr Mrs Evans referred to a letter she had previously written privately to Mr. Simon Hart MP about how the railway station needed improvement. She had received an email in reply advising that within 3 months a lot of work was due to take place.

This hadn't started yet, although this may well have been something to do with Covid. She has since composed a further email to Simon Hart to chase him up and to query what was happening. Cllr Mrs Evans asked councillors if it was okay for her to send her email. The Clerk advised that as she had written the original email as a private citizen there was nothing to prevent her sending a follow up on the proviso that she made it clear that, in this instance, she was speaking as a concerned individual and not a councillor.

Cllr Hallett feels all expect a better station. The state of the train station is embarrassing.

The Clerk pointed out that Ms Telford was seeking the council's views on her efforts to establish a forum, pointing out that another individual had mooted this idea some years ago following the success of a similar forum in north Pembrokeshire which succeeded in re-establishing rail services to Fishguard.

Councillors felt that TTC could support the setting up of a forum, and felt that Cllr. Cornwell could act as an official council representative to feedback progress to council as others do on other outside bodies. The Mayor proposed support for the setting up of a forum and that Cllr Cornwell be TTC's representative. Cllr Hallett seconded the proposal.

Cllr Mrs Evans confirmed that she will send her email as an individual.

**RESOLVED**

**That Tenby Town Council support Ms Telford's efforts in establishing a rail forum and that Cllr. Cornwell be the council's representative.**

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

Cllr Cornwell proposed accepting the accounts, Cllr Morgan seconded. Cllr Hallett thanked the Clerk and this was echoed by the Mayor.

**RESOLVED**

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

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

Previously outlined.

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

a. Mayor's Parlour/Council Chamber

The Mayor asked if members had had the opportunity to read the Clerks' report. Sadly, it doesn't make happy reading remarked the Clerk. The inactivity in the Parlour over the last 18 months has presented a number of problems.

The Mayor said she felt it was not acceptable for the Clerk or his assistant to clean the Parlour proposing that the Council employ professional cleaners to undertake the task.

Cllr Evans fully supports this adding that lots of local firms that are very busy during the summer months will hopefully now be in a position to undertake this work. The Clerk could liaise with two or three local firms.

The Mayor, proposed that TTC employ a firm of local professional cleaners and Cllr Hallett seconded the proposal.

**RESOLVED**

**That TTC employ a firm of local professional cleaners to deep clean the Mayor's parlour/Council Chamber.**

Cllr. Evans noted that Financial Regulations allowed the Clerk to authorise expenditure up to £500 while the Clerk and the Mayor could authorise work up to £2000 as long as the expenditure was reported back to the next available meeting of council.



The Mayor wished to propose asking Cllr Hallett to catalogue items in parlour. Cllr Hallett will be delighted to have a go. Photographic evidence would be useful and he will ask for advice from Mark Lewis at the Museum.

The Clerk thanked the council but added that a deep clean would not address his concern over the damp on the wall nearest the turret. Most of the walls were left in their natural state he said but this section of the wall was plastered over and there appears to be no vent which has allowed the damp to take hold.

Cllr Hallett explained the prevailing wind hitting the tower meant this area was more prone to the rain.

The Clerk felt a builder was needed but he didn't know the scale of the job or likely cost. Cllr Evans said will ask his builder to pop up and have a look. The Clerk would then be in a position to understand what needs to be done to bring it back to the next meeting. It may be a simpler solution than first thought, commented Cllr. Evans.

- b. The Clerk thanked Cllr Cornwell for getting out his paintbrush and painting the gates to the Rotary Garden. It was an excellent job.

The Clerk also wished to highlight a local gentleman by the name of Mr Tim Caddy who has adopted the Lions Gardens on Battery Road. Mr Caddy has been litter picking on a daily basis, tackling overgrown shrubbery and clearing away weeds. The Clerk had spoken with PCC and they have no problem with his volunteering.

Cllr Blackhall referred to TTC's EPF bid and the target to have a certain percentage of our gardens looked after by volunteers. He believed that this gentleman is also very active in the edible garden project.

This volunteering is really important, said the Mayor. By TTC engaging with our community we enhance the gardens and the town for all of our community.

The Mayor also wished to help the local Guides and Brownies. Recently it has been an uphill battle to keep these organisations going for our youngsters and we are lucky to have people in place who are prepared to put in the time and effort.

The Guides and Brownies wish to do a litter pick in Tenby to up their profile and to engage more youngsters to join them. Any ideas would be welcome.

The Plastic Free Tenby Group also did a litter pick this weekend, she added. Congratulations are due to them and all involved.

Cllr Mrs Evans commented that her daughter is a Guide and there have been a number of new joiners. TTC should do all we can to help encourage more. Cllr Mrs Evans then gave her apologies and left meeting.

**148. DATE AND TIME OF NEXT MEETING**

**Resolved that the next meeting will take place on Tuesday 5<sup>th</sup> October 2021 at 7.30 pm.**

**149. TO PROPOSE ANY ITEM FOR THE NEXT AGENDA**

None proposed at this time.

Cllr Evans took the opportunity to welcome Cllr Blackhall back. There had been an amazing effort on the fund EPF bid based on good team work.

**150. 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”**

**151. TO CONFIRM THE PRIVATE AND CONFIDENTIAL MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD 7<sup>TH</sup> SEPTEMBER 2021**

**Resolved that the Private and Confidential Minutes of the Tenby Town Council meeting held 7<sup>th</sup> September 2021 be confirmed and signed as accurate.**

The Mayor thanked councillors for attending.

Mayor \_\_\_\_\_

Town Clerk \_\_\_\_\_

Date \_\_\_\_\_