

TENBY TOWN COUNCIL

**DE VALENCE PAVILION
UPPER FROG STREET
TENBY**

23rd December 2021

Dear Councillor

You are hereby summoned to attend the Meeting of the Tenby Town Council on **Tuesday 4th January 2022 at 7.30 pm** to transact the business stated below.

Due to continued coronavirus restrictions this meeting will be held remotely.

Members of the public wishing to access the meeting to listen (but not speak) are asked to contact the Town Clerk for access details.

MEMBERS PLEASE NOTE THAT PCNPA HAVE SWITCHED TO AN ONLINE SYSTEM FOR VIEWING PLANNING APPLICATIONS. NO PAPER COPIES ARE AVAILABLE. APPLICATIONS TO BE CONSIDERED AT THE MEETING CAN BE VIEWED ONLINE IN THE COUNCIL OFFICES DURING NORMAL HOURS OR BY VISITING THE FOLLOWING LINK
<http://planning.pembrokeshirecoast.wales/>

Yours faithfully



A. J. DAVIES
FINANCIAL OFFICER/CLERK TO THE COUNCIL

A G E N D A

1. To receive Apologies.
2. To disclose any personal interests in items of business listed below.

Members are requested to identify the nature of the interest and indicate whether it is personal or prejudicial.
3. To agree Items of Correspondence and Committee Minutes, except those marked private and confidential, be given to the members of the Press present.
4. To confirm the Minutes of the Tenby Town Council Meeting held 14th December 2021.
5. Any matters arising for information only

6. To discuss the following Planning Applications and to agree action in response to proposals:
 - a. NP/21/0798/FUL – Erection of front porch, garden room used as home gym and driveway in retrospect – 33 The Glebe, Tenby.
 - b. NP/20/0553/S73 – Variation of conditions 3 and 4 of NP/93/96 – Holiday let to full residential, loss of garage serving upstairs unit – Flat 2, Westcliff, Greenhill Avenue, Tenby.
 - c. NP/21/0780/FUL – Proposed alterations and extensions to Brython Apartments – Combine existing two units into one, extend car parking area, two new residential cabins in lower garden, swimming pool and associated works – Brython, Narberth Road, Tenby.
7. To receive the following items of Correspondence and agree action in response to proposals:
 - a. Rebecca Evans MS, Minister for Finance and Local Government, Welsh Government – General Power of Competence - Qualifications of Clerks Regulations 2021
 - b. Dafydd Llewellyn, Police and Crime Commissioner – Public consultation – feelings of safety.
8. To confirm the Budget for 2022 – 2023 and set the precept figure.
9. To consider any updates on Tenby Town Walls and agree action in response to proposals.
10. To consider any updates on the proposed development at Brynhrir.
11. To consider any Financial Officer/Clerk's Items and agree action in response to proposals.
12. Date and Time of Next Meeting:
 - a. Tuesday, 11th January 2022 at 7.00 pm – Emma Thornton, Visit Pembrokeshire (via Zoom)
 - b. Tuesday 18th January 2022 7.00 pm to 8.00 pm – Dafydd Llewellyn, Police and Crime Commissioner (via Microsoft teams)
 - c. Tuesday 18th January 8.00 pm Full Council meeting (via Zoom)
13. To propose any item for the next Agenda.

14. **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".**
15. To confirm the Private and Confidential Minutes of the Tenby Town Council Meeting held 14th December 2021.
16. Any matters arising for information only.

TENBY TOWN COUNCIL
MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD
14TH DECEMBER 2021

<u>PRESENT:</u>	Cllr Mrs Skyrme-Blackhall	Mayor
	Cllr Mrs T Evans	
	Cllr Mr L Blackhall	
	Cllr Mr J Cornwell	
	Cllr Mr D Morgan	
	Cllr Mr H Whitehurst	
	Cllr Mr T Hallett	
	Cllr Mr M Evans	
<u>IN ATTENDANCE:</u>	Mr A Davies	Clerk
	Mrs S Thompson	Assistant to the Clerk
	Cllr Michael Williams	County Councillor (North)

The Mayor opened the meeting by welcoming all and reminded Councillors that they are to raise their hands, or indicate if on the phone if they wish to speak.

236. TO RECEIVE APOLOGIES

Apologies received from Cllr Rapi, Cllr Mrs Brown, Cllr Mrs Lane and Cllr Ronowitz.

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

Cllr Evans declared his interest in all planning matters as a member of the development management committee of PCNPA but he had a particular interest in item 6f.

238. 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.

239. CONFIRMATION OF MINUTES

Resolved that the Minutes of the Tenby Town Council meeting held 30th November 2021 be confirmed and signed as accurate.

MATTERS ARISING FROM THE MINUTES FOR INFORMATION ONLY

- a. **Page 98 Item 22d – Emma Thornton:** The Clerk told members that Mrs Thornton was happy for the meeting to go ahead on 11th January 2022 at 7pm and Zoom details will be sent out to councillors closer to the time.
- b. **Page 99 Item 222f – MOU Tenby and Frankston:** The Clerk told councillors that the sub-committee meeting to discuss Frankston's MOU was scheduled for today but unfortunately Cllr Mrs Lane had to give her apologies as she is unwell. The meeting will be re-arranged for early in the New Year.
- c. **Page 99 Item 222e – Tenby Town Walls:** Cllr Evans explained to councillors that he and Cllr Williams had been in on PCC's budget seminar earlier and it appears the authority is in a desperate state of affairs which could affect any progress TTC hopes to make in improving the town.

Whilst the will is there at PCC, there is no capacity or money, he said.

We are considering our own Finance committee recommendations on our budget later and if we want our town walls to be a priority, we will have to take it in our own hands, he continued. We will have to give consideration in our budget deliberations that, over the next five years, if we want things done, we a) fund ourselves entirely or, b) look to provide match funding for grant applications.

The Clerk then referred to the inside of the town walls, with regard to the parlour problem. Nothing had been heard from Mrs Adams but Mr Scourfield, of PCNPA had taken a look and in his view, as there is no direct impact on the town walls because of the internal block walls, it would be in order for us to re-board and plaster.

The Clerk asked if members wished to proceed as advised by Mr Scourfield or to continue to wait for advice from Mrs. Adams.

Cllr. Hallett felt we could follow Mr. Scourfield's advice and Cllr. Blackhall seconded.

RESOLVED

That the Clerk proceed with making arrangements for the affected area to be re-rendered.

- d. **Page 101 Item 225a – Tree Planting Scheme:** The Clerk had heard from Mike Higgins, PCNPA Tree officer and he will arrange a meeting for all to attend in the New Year.
- e. **Page 103 Item 226b – Grant Application of Tenby Sea Cadets:** The Clerk had received an email from Lt Elliot TSC in relation to their grant application for contribution towards their minibus and read his reply.

While predominantly for Sea Cadet use Lt. Elliot was happy for the minibus to be used by the community.

Cllr Evans felt this was an excellent response and thanked Lt Elliott very much adding it was a great outlook and attitude.

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

Cllr. Evans declared an interest as a member of the PCNPA Development Management committee but would remain in the meeting to offer advice on planning policy. However he would leave the meeting for application NP/21/0755/CLE.

The Clerk advised of an additional planning application that requires a response prior to council meeting again. Cllr Hallett moved and Cllr Mrs Evans seconded that members also consider this application.

- a. **NP/21/0662/FUL – Installation of additional outdoor leisure facilities and buildings, play area, amenity and car parking areas with associated access, landscaping and drainage infrastructure (in place of the outdoor leisure facilities, bases for the siting of static caravans, access open space, amenity areas, play area and car parking areas identified on the approved Masterplan of planning permission ref. NP/16/0266/FUL) – Kiln Park Holiday Centre, Marsh Road, Tenby**

The Mayor asked if councillors had any comments. Cllr Hallett believes this is part of their Masterplan for the future of the Holiday Park which will help sustain employment for local people and proposed accepting. Cllr Morgan seconded adding that it was good to see that the drainage infrastructure was to be addressed as it needs sorting.

RECOMMEND

Approval. Considered against all the relevant policies in the LDP, members feel that the continued enhancement of this business is important to its continued success and the local economy.

- b. **NP/21/0663/NMA – Non-Material amendment to NP/16/0266/FUL – amendment to Masterplan – Kiln Park Holiday Centre, Marsh Road, Tenby**

The Clerk explained that the amendment to the Masterplan approved above now needs confirmation. Cllr Blackhall approved and Cllr Mrs Evans seconded.

RECOMMEND

Members have no objections to this amendment.

c. NP/21/0747/FUL – Decking and fencing to rear of dwelling (part retrospective) – 69 Upper Hill Park, Tenby

Cllr Mrs Evans presumed that no neighbours have raised concerns and the Clerk confirmed that no members of the public have made representations to us. It will enhance the property Cllr. Mrs Evans added and proposed accepting. Cllr Hallett seconded the proposal.

RECOMMEND

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

d. NP/21/0759/S73 – Variation of condition 1 of NP/18/0560/OUT – Extend period to submit reserved matters by 3 years – 1 Oakridge Acres, Tenby

Cllr Hallett remarked that this property has already been demolished.

It was explained that Outline planning had been granted, and the applicant had been given a time limit to submit further detailed plans. They were now asking for an extension to submit these reserved matters by another 3 years.

Cllr. Hallett felt progress was needed more quickly.

Cllr Evans explained to members that, in relation to the reserved matters, the applicant had outline planning permission for a dwelling on the site but no detailed drawings have been submitted yet.

In relation to the pace of the works, it was an anomaly that if work started, even just laying a footing, you can take as long as you wish to finish.

Cllr. Mrs Evans thought that members had already considered an application for a dwelling on this site.

Cllr. Evans said that what had been considered had been the principle of a dwelling on the site, the actual detail was still awaited.

Cllr Blackhall remarked that it was a shame when we have developments started and then don't rapidly move through phases of planning.

However, he proposed accepting the application, and was seconded by Cllr Morgan.

RECOMMEND

Members have no objections to this.

- e. **NP/21/0713/FUL – Proposed 6 rear balconies overlooking Rectory car park – 21-22 Islay Court, Victoria Street, Tenby**

Cllr Cornwell feels this application should be accepted as neighbouring properties have exactly the same balconies. He assumed there have no objections and the Civic Society seem happy with the proposals. No representations have been made to us said the Clerk. Cllr Hallett seconded Cllr. Cornwell.

RECOMMEND

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

- f. **NP/21/0755/CLE – Existing flat roof used as terrace and existing French doors from living room onto terrace - Tiffany House, Tudor Square, Tenby**

Cllr. Evans left the meeting.

The Clerk explained that the flat roof had been used as a terrace for over 10 years and permission is being sought for a certificate of lawfulness to regularise its use. Cllr. Hallett said he had been unclear as to what it is the applicant wanted and thanked the Clerk for the explanation. He was all in favour.

Cllr Cornwell asked if any objection had been raised by neighbouring properties and the Clerk confirmed there had not. Cllr Hallett approved the application and Cllr Cornwell seconded.

RECOMMEND

Approval. This has been an established use for over 10 years with no adverse effect on the amenity of neighbouring properties.

Cllr Evans re-joined the meeting.

- g. **NP/21/0792/LBA - Alterations to facade and internal alterations - 2 The Croft, Tenby**

This was the application that had been received after the agenda was sent out but required consideration before the next meeting.

Cllr Blackhall said this is an important property in terms of Tenby and its prominence and he was not prepared to comment on the plan without having had the opportunity to look at them in more detail especially as it deals with the façade.

The Clerk advised councillors that a decision needs to be forwarded to PCNPA by 30 December 2021.

Cllr Hallett asked if it was possible for members to look at the plans over the next few days and supply their comments to the Clerk by Friday. He could then be delegated to respond based on the consensus of views.

Cllr. Blackhall agreed. Given importance of the building's location, let's have a proper look before venturing an opinion, he said. Please let's all have a look and respond to the Clerk by end of week.

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

Cllr Hallett asked if there were any comments from the Clerk.

Cllr Evans said, taking into account earlier comments involving projects in the community and other projects and the forewarning of so much pressure on PCC TTC would need to carefully consider our budgets going forward.

If PCC are unable to do it and if we want something done then we will have to do it ourselves, eh stressed. The financial pressures are unbelievable.

Cllr Blackhall said we have known for a while that these problems will be getting worse, and it was important that we get the right appointment in terms of our proposed Community Engagement officer. They will be there to look at all other sources of funding, and have ongoing engagement on ways to lever additional funds in. It will be important that we get the right person for this job.

Thanking the Clerk and his assistant for their hard work Cllr. Hallett moved the accounts be accepted and Cllr Cornwell seconded.

RESOLVED

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

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

Covered earlier in meeting.

244. TO CONSIDER ANY UPDATES ON THE PROPOSED DEVELOPMENT AT BRYNHIR

The Clerk told members that he has heard nothing further.

Cllr Evans said he had been in a meeting with HRA, Gaynor Toft, Chris Pratt and others earlier in the week. Progress is being made on the development. Community engagement is in the process of being planned and a consultancy firm appointed.

Architects had also been appointed. PCC are going to lay out their plans for public engagement soon. Things are progressing, but unfortunately not at pace due to staffing capacity issues at County Hall.

245. TO CONSIDER WAYS OF PROMOTING THE TOWN COUNCIL ELECTIONS IN MAY AND ENCOURAGING PEOPLE TO FIND OUT MORE ABOUT BEING A TOWN COUNCILLOR – CLLR. L. BLACKHALL

Cllr. Blackhall commented that the last few elections of the Town Council had been uncontested elections, either because the number standing equalled the places or there were less which had resulted in immediate co-options. While this was great in terms of not having to pay for the election, it was not a great idea in terms of democracy.

Hopefully the Tenby people will have a choice of who are their councillors in May and that there will be sufficient people coming forward expressing their interest to have an election, even if it meant not being re-elected, he said.

However, how do we, as TTC, encourage this, Cllr. Blackhall asked?

In the past TTC have hosted a meeting and invited people to come and talk about becoming a councillor. In the media we can make sure they know what it is to be a councillor and how to stand. We can encourage people to come forward and talk to existing councillors as to their role.

Cllr Cornwell showed members a document entitled Guidance for Candidates from the Electoral commission. He had been talking to lots of people who he felt could be ideal candidates and had received lots of positive feedback.

He said he too would prefer an election as it provided a measure of your worth as a councillor or not. Even if it meant that he was voted out he was prepared to do all he could to encourage as many people as possible to stand.

Cllr Morgan backed both councillors, saying that when he first started on council, he didn't know what to expect.

Let's invite people to watch and listen to our meetings to see what we do and then encourage people to stand, that way Tenby will get the council it deserves.

Cllr Mrs Evans commented that as a relatively new, co-opted member she had not been through the election process. She asked what this was.

The Clerk explained that the election would be called in March and potential candidates had a month to register their intent to stand. Polling day would be Thursday 5th May.

Cllr Blackhall felt it was a good idea of Cllr Morgan to promote meetings more in the local media to encourage potential candidates to observe what TTC do.

He also felt a meeting in February where people can ask questions of councillors about becoming a councillor would be another good way to encourage people to come

forward. He felt all councillors could be like Cllr. Cornwell and have conversations with people to encourage them to participate.

Citing the new Christmas displays as an example, he felt the town council were starting to achieve more and we needed to keep the momentum going.

Cllr Whitehurst seconded Cllr. Blackhall's proposals.

The Mayor said that she had been on council for 4 years and still considers herself as new. This is now about creating a council for the present and the future and working with the community is key to making our town even better.

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

- a. The Clerk had received a letter of thanks from Wales Air Ambulance for TTC's recent donation to maintain their services.
- b. The Clerk told councillors that there has been a spate of graffiti vandalism attacks around town over the past few months. Thanks to the vigilance of an off-duty police officer, some of those responsible had been caught in the act.

One is under 16 and this is the first time they have come to the attention of the police. In these circumstances, part of the process of dealing with the offender is that they write a letter of apology. The youth had come into the office with their mother offering their very contrite apologies and handed in a letter to be read to the council.

The Clerk then read the letter to councillors.

Cllr Blackhall felt that it was a positive letter and the youth obviously regretted their actions. He suggested TTC write back and thank him for his apology. He should be encouraged on his new found path, as mistakes in your youth shouldn't prohibit what you achieve in the future.

Cllr Cornwell and Cllr. Hallett agreed. Hopefully this young man will be able to turn this negative into a positive said the Mayor.

247. DATE AND TIME OF NEXT MEETING

Cllr Blackhall said that, regarding the meeting venue, given current circumstances in relation to the Omicron variant of Covid-19, he would suggest that this meeting and all meetings for the whole of January be held remotely via Zoom.

He said we could then assess in February whether we are able to have hybrid meetings until such point as the situation allows face-to-face meetings. Cllr Mrs Evans seconded.

Resolved that the next meeting will take place remotely on Tuesday 4th January 2022 at 7.30pm.

Further resolved that all meetings in January be held remotely and the manner of holding future meetings from February onward be reassessed based on the Covid-19 situation at the time.

248. TO PROPOSE ANY ITEM FOR THE NEXT AGENDA

None at this time.

249. 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"



Rebecca Evans AS/MS
Y Gweinidog Cyllid a Llywodraeth Leol
Minister for Finance and Local Government



Llywodraeth Cymru
Welsh Government

Eich cyf/Your ref
Ein cyf/Our ref

To: Community and Town Councils in Wales
One Voice Wales
The Society of Local Council Clerks

13 December 2021

Dear Colleague

In June 2021, I published a consultation on draft regulations to be made under section 30(3) of the Local Government and Elections (Wales) Act 2021 ("the 2021 Act"), specifying the qualifications a clerk to a community council must hold in order to satisfy one of the three conditions for a council to resolve itself to become an eligible community council for the purpose of exercising the general power of competence.

I am grateful to all who took time to respond to the formal consultation. An analysis of consultation responses has been undertaken and a summary published on the [Welsh Government website](#).

The majority of respondents to the consultation agreed that the qualifications specified in the draft regulations would give confidence that a clerk has the core knowledge, skills and understanding to support a community council in the exercise of the general power of competence. There is clear confidence particularly from the main sector representative bodies, that the Certificate in Local Council Administration (CiLCA) provides the appropriate sector-specific certified training for clerks to enable them to support their council. The other qualifications specified in the draft regulations also meet that requirement.

While some respondents put forward alternative qualifications for consideration for inclusion, there was no significant support for other suitable, sector-specific qualifications. The extent to which the content of the other qualifications put forward would be applicable to the sector would vary. A number of respondents to the consultation also suggested that experience in a clerk role should be taken into account. While I acknowledge and value this experience, I am not persuaded that it can be objectively measured to provide assurance that a clerk is suitably equipped to support a council in exercising the general power of competence.

Following this formal consultation, I am pleased to confirm that I have now laid the Eligible Community Councils (General Power of Competence) (Qualifications of Clerks) (Wales)

Canolfan Cyswllt Cyntaf / First Point of Contact Centre:
0300 0604400

Bae Caerdydd • Cardiff Bay
Caerdydd • Cardiff
CF99 1SN

Correspondence.Rebecca.Evans@gov.wales
Gohebiaeth.Rebecca.Evans@llyw.cymru

Rydym yn croesawu derbyn gohebiaeth yn Gymraeg. Byddwn yn ateb gohebiaeth a dderbynnir yn Gymraeg yn Gymraeg ac ni fydd gohebu yn Gymraeg yn arwain at oedi.

We welcome receiving correspondence in Welsh. Any correspondence received in Welsh will be answered in Welsh and corresponding in Welsh will not lead to a delay in responding.

Regulations 2021 before the Senedd, with a coming into force date of 5 May 2022. The regulations are unchanged from the draft issued for consultation and can be found on the [Senedd Cymru website](#).

Some of the responses to the consultation appeared to be of the understanding that the qualifications would be a requirement for **all** community council clerks. It is important to emphasise that a community council does **not** have to meet the conditions for the general power of competence unless it wishes to resolve itself an eligible council. The qualification requirement detailed in the regulations is only for councils, regardless of size, that wish to resolve themselves an eligible community council for the purposes of exercising the general power of competence.

The general power under section 137(1) of the Local Government Act 1972 has been retained for community councils that do not wish to resolve themselves to become an eligible community council, or are not yet able to satisfy the eligibility conditions.

A number of consultation responses noted the importance of ongoing development of clerks. This is something that the Welsh Government supports, with bursary funding provided to enable clerks to undertake the full CiLCA certificate, as well as broader training such as the Introduction to Local Council Administration (ILCA), Society of Local Council Clerks training courses, conferences and continuing professional development opportunities. This funding is reviewed on an annual basis and I would encourage councils and clerks to take advantage of this opportunity.

Statutory guidance is currently being developed for community and town councils on all their new powers and duties under the 2021 Act. This will include a section on exercising the general power of competence and questions raised in this consultation will be reflected in the guidance. The guidance will be subject to consultation later this year and I look forward to considering feedback on this. My officials will continue to work closely with sector partners through implementation of the 2021 Act, and ensuring that the guidance meets the needs of community and town councils in Wales.

Yours sincerely,



Rebecca Evans AS/MS
Y Gweinidog Cyllid a Llywodraeth Leol
Minister for Finance and Local Government

Comisiynydd Heddlu a Throseddu Dyfed-Powys,
Blwch Post 99, Llangynnwyr, Caerfyrddin, SA31 2PF

Dyfed-Powys Police and Crime Commissioner,
PO Box 99, Llangunnor, Carmarthen, SA31 2PF

Ffôn: Tel: 01267 226440
Ffacs: Fax: 01267 226448
E-bost: Email: opcc@dyfed-powys.pnn.police.uk



**Comisiynydd Heddlu a Throseddu
Dyfed-Powys
Police and Crime Commissioner**

December 2021

Dear Colleague

As Police and Crime Commissioner, I am an elected official charged with securing an effective and efficient police service that meets the needs and expectations of local communities. There has been much national coverage around violence against women and girls and feelings of safety in recent months, and it is important that both my Office and Dyfed-Powys Police understands feelings of safety within the Force area: The counties of Carmarthenshire, Ceredigion, Pembrokeshire and Powys.

I have therefore launched a public consultation to discover local feelings of safety. The aim of which is to help pinpoint specific locations where residents may feel unsafe, and to identify what could be done to improve feelings of safety locally. This will assist me in ensuring that Dyfed-Powys Police meets the needs of our local communities.

I would urge you to take this opportunity to have your say, and to share any concerns you may have within the local area that cause you to feel unsafe. The survey also provides you with information on: The online StreetSafe tool - a pilot online service to anonymously tell Dyfed-Powys Police about public places where you have felt or feel unsafe; where to find crime prevention advice and safety-focused community groups; and support services funded by my Office.

I must emphasise that the survey is not to be used to report specific crimes or incidents, and that such information ought to be reported to Dyfed-Powys Police directly. There are links to Dyfed-Powys Police's online reporting platforms included within the survey.

The public consultation asks members of the public, business owners, key stakeholders, councillors, and other community representatives whether or not they feel safe day to day within their local area, allowing an ideal opportunity to raise concerns about specific areas.

The survey was launched on 15 December 2021 and will close on 12 January 2022.

Rydym yn croesawu gohebiaeth yn y Gymraeg a'r Saesneg. Ni fydd gohebiaeth yn y Gymraeg neu'r Saesneg yn golygu oediad.

We welcome correspondence in Welsh and English. Corresponding in Welsh or English will not lead to a delay.

web www.dyfedpowys-pcc.org.uk **twitter** DPOPCC **facebook** [dyfedpowyspoliceandcrimecommissioner](https://www.facebook.com/dyfedpowyspoliceandcrimecommissioner)
gwefan www.dyfed-powys.pcc.police.uk **tryda:** DPOPCC **facebook** [dyfedpowyspoliceandcrimecommissioner](https://www.facebook.com/dyfedpowyspoliceandcrimecommissioner)

Comisiynydd Heddlu a Throseddu Dyfed-Powys,
Biwch Post 99, Llangynnwr, Caerfyrddin, SA31 2PF

Dyfed-Powys Police and Crime Commissioner,
PO Box 99, Llangunnor, Carmarthen, SA31 2PF

Ffôn: Tel: 01267 226440
Ffacs: Fax: 01267 226448
E-bost: Email: opcc@dyfed-powys.pnn.police.uk



**Comisiynydd Heddlu a Throseddu
Dyfed-Powys
Police and Crime Commissioner**

You can access the survey by clicking on the below links:

Welsh: <https://www.surveymonkey.co.uk/r/W2MCQ8T>

English: <https://www.surveymonkey.co.uk/r/WL9V2PG>

Alternatively, email opcc@dyfed-powys.pnn.police.uk or ring my office on 01267 226440 to request a paper copy of the survey.

I would be very grateful not only for your time in completing this survey, but also if you could look to share the information wider amongst your colleagues, friends, family, and community members please. It is vital that I hear from as many people as possible on this important matter.

Thank you in advance.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Dafydd Llywelyn'. The signature is fluid and cursive.

Dafydd Llywelyn
Dyfed-Powys Police and Crime Commissioner

Rydym yn croesawu gohebiaeth yn y Gymraeg a'r Saesneg. Ni fydd gohebiaeth yn y Gymraeg neu'r Saesneg yn golygu oediad.

We welcome correspondence in Welsh and English. Corresponding in Welsh or English will not lead to a delay.

web www.dyfedpowys-pcc.org.uk twitter DPOPCC facebook [dyfedpowyspoliceandcrimecommissioner](https://www.facebook.com/dyfedpowyspoliceandcrimecommissioner)
gwefan www.dyfed-powys.pcc.police.uk trydar DPOPCC facebook [dyfedpowyspoliceandcrimecommissioner](https://www.facebook.com/dyfedpowyspoliceandcrimecommissioner)

TENBY TOWN COUNCIL

Estimates of Income and Expenditure



For The Year
1st April 2022-
31st March 2023

TENBY TOWN COUNCIL
ESTIMATES OF INCOME AND EXPENDITURE 2022/23

SUMMARY SHEET

	<u>Estimate</u> <u>2021/22</u>	<u>Probable</u> <u>2021/22</u>	<u>Estimate</u> <u>2022/23</u>
REVENUE EXPENDITURE			
Administration	£16,058.90	£10,896.42	£33,277.90
Augustus Place	£2,978.90	£1,947.09	£6,252.25
Civic	£8,840.00	£3,585.00	£9,440.00
Advertising and Publicity	£500.00	£315.20	£400.00
Section 137	£300.00	£4,050.00	£3,000.00
Tenancies	£10,740.00	£10,740.00	£10,740.00
Tourism/Regeneration	£23,000.00	£2,202.93	£35,269.07
Town Maintenance	£26,900.00	£24,949.96	£28,600.00
Wages/PAYE/NI/Pension	£71,606.08	£67,807.64	£102,799.92
De Valence	£26,000.00	£26,000.00	£26,000.00
Cemetaries	£7,754.00	£4,181.01	£3,784.00
Christmas Lighting	£20,130.00	£25,265.66	£22,180.00
	£214,807.88	£181,940.91	£281,743.14
INCOME			
Administration	£50.00	£119.00	£100.00
Augustus Place	£3,000.00	£3,075.17	£1,500.00
Civic	£0.00	£0.00	£0.00
Advertising and Publicity	£0.00	£0.00	£0.00
Section 137	£0.00	£0.00	£0.00
Tenancies	£0.00	£0.00	£0.00
Tourism/Regeneration	£0.00	£0.00	£0.00
Town Maintenance	£500.00	£47.25	£0.00
Wages/PAYE/NI/Pension	£0.00	£0.00	£26,044.00
De Valence	£0.00	£0.00	£0.00
Cemetaries	£4,124.00	£4,809.00	£4,124.00
Christmas Lighting	£0.00	£0.00	£0.00
Interest	£200.00	£20.00	£30.00
	£7,874.00	£8,070.42	£31,798.00
NET REVENUE EXPENDITURE	£206,933.88	£173,870.49	£249,945.14
CAPITAL EXPENDITURE			
Jubilee Play Area	£15,000.00	£18,594.00	£33,000.00
Town Wall Lighting	£0.00	£0.00	£0.00
Tenby Places and Spaces	£0.00	£0.00	£117,281.53
TOTAL CAPITAL EXPENDITURE	£15,000.00	£18,594.00	£150,281.53
CAPITAL RECEIPTS			
Jubilee Play area	£0.00	£6,000.00	£29,183.00
Town Wall Lighting	£0.00	£0.00	£0.00
Tenby Places and Spaces	£0.00	£0.00	£93,825.00
TOTAL CAPITAL RECEIPTS	£0.00	£6,000.00	£123,008.00
NET CAPITAL EXPENDITURE	£15,000.00	£12,594.00	£27,273.53
NET BUDGET	£221,933.88	£186,464.49	£277,218.67
Account balances 1st April estimated	£189,612.75		£225,379.47
Account balances 1st April actual	£214,097.67		

Earmarked reserves

	Earmarked	Used	
Regeneration EPF	£20,000.00	£0.00	£20,000.00
Town Wall lighting	£10,000.00	£0.00	£10,000.00
Working Contingency	£102,000.00	£0.00	£102,000.00
Augustus Place	£4,000.00	£0.00	£4,000.00
Jubilee	£2,687.59	£0.00	£5,093.59
Councillor remuneration	£6,786.00	£0.00	£6,786.00
Election expenses	£8,649.00	£0.00	£8,649.00
Cemetery maintenance	£10,335.36	£0.00	£10,963.35
New office equipment	£1,400.00	£0.00	£1,400.00
Ironman	£6,000.00	£5,165.14	£834.86
Consultancy fees	£3,000.00	£0.00	£3,000.00
Civic Entertainment	£3,000.00	£0.00	£3,000.00
Promoting Tenby	£700.00	£250.00	£450.00
Mayor's Rembursement budget	£3,500.00	£500.00	£3,000.00
Jubilee CCTV	£2,000.00	£0.00	£2,000.00
Used to fund expenditure	£3,201.01	£5,915.14	£53,119.86
Total earmarked reserves	£184,057.95	£178,142.45	£128,056.94
Unearmarked reserves	£26,838.71	£35,955.22	£44,202.67
Reserve balances 31st March (estimated)			£172,259.61
PRECEPT	£197,746.29	£197,746.29	£224,098.81
Band D equivalent	£68.00	£68.00	£69.95

GENERAL ACCOUNT - ADMINISTRATION

	<u>Actual</u> <u>2020/21</u>	<u>Estimate</u> <u>2021/22</u>	<u>Probable/</u> <u>Actual</u>	<u>Estimate</u> <u>2022/23</u>
<u>Expenditure</u>				
Salaries, Superannuation, NI etc	£59,568.81	£61,627.62	£58,007.15	£92,379.44
Courses/Conferences/Training	£0.00	£0.00	£0.00	£1,000.00
Travel Expenses	£0.00	£150.00	£0.00	£150.00
Office and Council Office Accom.	£10,740.00	£10,740.00	£10,740.00	£10,740.00
Phone and Fax	£286.81	£350.00	£333.72	£340.00
Postage	£250.00	£400.00	£300.00	£350.00
Stationery	£92.82	£200.00	£100.00	£200.00
Subscriptions	£1,207.59	£1,145.90	£1,150.95	£1,319.90
Insurance	£4,708.20	£5,000.00	£5,119.58	£5,500.00
Copy Charges	£68.88	£400.00	£235.17	£300.00
Equipment Maintenance	£300.00	£0.00	£0.00	£300.00
Tools and Equipment	£58.00	£1,500.00	£0.00	£1,500.00
Audit Fees	£2,315.50	£2,400.00	£2,105.00	£2,400.00
Office Council tax	£1,551.50	£1,630.00	£1,552.00	£1,600.00
Councillor remuneration	£0.00	£6,786.00	£0.00	£6,786.00
Election fees	£0.00	£2,883.00	£0.00	£11,532.00
<u>Total Expenditure</u>	£81,148.11	£95,212.52	£79,643.57	£136,397.34
<u>Income</u>				
Precept	£197,734.07	£197,746.29	£197,746.29	
Interest received	£169.48	£200.00	£20.00	£30.00
Photocopying	£5.00	£50.00	£119.00	£100.00
Community Engagement Officer EPF	£0.00	£0.00	£0.00	£26,044.00
<u>Total Income</u>	£197,908.55	£197,996.29	£197,885.29	£26,174.00
<u>Breakdown of subscriptions</u>				
Society of Local Council Clerks	£254.00	£260.00	£262.00	£270.00
Accounts software	£385.00	£400.00	£500.00	£600.00
Information Commissioner (GDPR)	£40.00	£40.00	£40.00	£40.00
Webhosting	£60.75	£120.00	£62.00	£80.00
Anti-virus package	£96.00	£96.00	£96.00	£100.00
Payroll software	£97.00	£110.00	£97.00	£110.00
Zoom Licence	£119.90	£119.90	£93.95	£119.90
	£1,052.65	£1,145.90	£1,150.95	£1,319.90

GENERAL ACCOUNT - CIVIC

	<u>Actual</u> <u>2020/21</u>	<u>Estimate</u> <u>2021.22</u>	<u>Probable/</u> <u>Actual</u>	<u>Estimate</u> <u>2022/23</u>
<u>Expenditure</u>				
Mayor's reimbursement budget	£121.89	£3,500.00	£500.00	£3,500.00
Honoraria	£0.00	£150.00	£50.00	£150.00
Entertainment	£0.00	£3,000.00	£0.00	£3,000.00
Courses/Conferences/Travel	£0.00	£0.00	£0.00	£600.00
Subscriptions	£35.00	£40.00	£35.00	£40.00
Publicity	£641.20	£500.00	£315.20	£400.00
CCTV	£0.00	£0.00	£0.00	£0.00
Civic Regalia etc.	£0.00	£150.00	£0.00	£150.00
Plaques Purchased	£0.00	£0.00	£0.00	£0.00
S137 Grants	£0.00	£300.00	£4,050.00	£3,000.00
Grants	£6,228.00	£2,000.00	£2,000.00	£2,000.00
Maintenance of Historic Assets	£0.00	£0.00	£1,000.00	£0.00
<u>Total Expenditure</u>	<u>£7,026.09</u>	<u>£9,640.00</u>	<u>£7,950.20</u>	<u>£12,840.00</u>
<u>Income</u>	£0.00	£0.00	£0.00	£0.00
<u>Total Income</u>	<u>£0.00</u>	<u>£0.00</u>	<u>£0.00</u>	<u>£0.00</u>

GENERAL ACCOUNT - AUGUSTUS PLACE

	<u>Actual</u> <u>2020/21</u>	<u>Estimate</u> <u>2021/22</u>	<u>Probable/</u> <u>Actual</u>	<u>Estimate</u> <u>2022/23</u>
<u>Expenditure</u>				
Salaries and Wages	£2,943.36	£3,200.00	£3,169.23	£3,368.94
Rates and Water Rates *	£1,469.00	£1,728.90	£951.20	£952.25
Utilities	£933.76	£800.00	£795.89	£950.00
Property Maintenance	£206.00	£350.00	£150.00	£250.00
Tools and Equipment	£55.92	£100.00	£50.00	£100.00
Building Contingency Fund	£0.00	£0.00	£0.00	£4,000.00
<u>Total Expenditure</u>	<u>£5,608.04</u>	<u>£6,178.90</u>	<u>£5,116.32</u>	<u>£9,621.19</u>
<u>Income</u>				
Letting Income	£80.00	£3,000.00	£1,117.50	£1,500.00
Maintenance	£0.00	£0.00	£0.00	£0.00
Water rebate	£0.00	£0.00	£71.91	£0.00
Council Tax rebate	£0.00	£0.00	£1,885.76	£0.00
<u>Total Income</u>	<u>£80.00</u>	<u>£3,000.00</u>	<u>£3,075.17</u>	<u>£1,500.00</u>

* NOTE: Rates and Water Rates are made up as follows:

Council tax	£1,337.50	£1,404.90	£789.70	£808.25
Water rates	£131.50	£324.00	£161.50	£144.00

Utilities

Electricity			£370.00	£450.00
Gas			£425.89	£500.00

GENERAL ACCOUNT - MAINTENANCE COMMITMENTS WITHIN THE COMMUNITY

	<u>Actual</u> <u>2020/21</u>	<u>Estimate</u> <u>2020/21</u>	<u>Probable/</u> <u>Actual</u>	<u>Estimate</u> <u>2022/23</u>
<u>Expenditure</u>				
Salaries	£6,675.20	£6,778.46	£6,631.26	£7,051.54
Floral displays	£12,005.74	£13,000.00	£13,768.70	£16,500.00
Tools and Equipment	£348.60	£400.00	£500.00	£600.00
Jubilee Play Area	£941.75	£1,500.00	£1,050.00	£1,500.00
Specialist maintenance projects within the community	£9,867.00	£12,000.00	£3,000.00	£10,000.00
<u>Total Expenditure</u>	<u>£29,838.29</u>	<u>£33,678.46</u>	<u>£24,949.96</u>	<u>£35,651.54</u>
<u>Income</u>				
Floral displays	£500.00	£500.00	£0.00	£0.00
Play Area maintenance	£0.00	£0.00	£0.00	£0.00
Regeneration projects	£0.00	£0.00	£0.00	£0.00
Bench compensation	£59.24	£0.00	£47.25	£0.00
<u>Total income</u>	<u>£559.24</u>	<u>£500.00</u>	<u>£47.25</u>	<u>£0.00</u>

GENERAL ACCOUNT - TOURISM/REGENERATION

	<u>Actual</u> <u>2019/20</u>	<u>Estimate</u> <u>2021/22</u>	<u>Probable/</u> <u>Actual</u>	<u>Estimate</u> <u>2022/23</u>
<u>Expenditure</u>				
Promoting Tenby (inc Christmas)	£235.90	£1,000.00	£250.00	£1,000.00
Park and Ride provision	£1,000.00	£1,000.00	£1,000.00	£1,000.00
Special Projects within the Community	£9,932.81	£12,000.00	£1,032.93	£24,269.07
Consultancy fees and specialist project support	£0.00	£3,000.00	£0.00	£3,000.00
Ironman	£0.00	£6,000.00	£0.00	£6,000.00
<u>Total Expenditure</u>	£11,168.71	£23,000.00	£2,282.93	£35,269.07
<u>Income</u>				
Christmas Festivities	£0.00	£0.00	£0.00	£0.00
Regeneration	£7,288.00	£0.00	£0.00	£0.00
<u>Total Income</u>	£7,288.00	£0.00	£0.00	£0.00

GENERAL ACCOUNT - CAPITAL EXPENDITURE

	<u>Actual</u> <u>2020/21</u>	<u>Estimate</u> <u>2021/22</u>	<u>Probable/</u> <u>Actual</u>	<u>Estimate</u> <u>2022/23</u>
<u>Expenditure</u>				
Jubilee Play Park	£63,761.15	£15,000.00	£18,594.00	£33,000.00
Spaces and Places EPF	£0.00	£0.00	£0.00	£117,281.53
<u>Total Expenditure</u>	£63,761.15	£15,000.00	£18,594.00	£150,281.53

<u>Income</u>				
Loan Proceeds	£0.00	£0.00	£0.00	£0.00
Grant income Jubilee	£54,945.15	£0.00	£6,000.00	£29,183.00
Grant income Jubilee CCTV	£2,000.00	£0.00	£0.00	£0.00
Grant income Spaces and Places	£0.00	£0.00	£0.00	£93,825.00
<u>Total Income</u>	£56,945.15	£0.00	£6,000.00	£123,008.00

Jubilee Play Park expenditure

Skate Park extension	£63,761.15	£0.00	£0.00	£0.00
New retaining wall	£0.00	£0.00	£4,950.00	£0.00
New roundabout	£0.00	£15,000.00	£13,644.00	£0.00
Replacement play equipment	£0.00	£0.00	£0.00	£23,000.00
CCTV	£0.00	£0.00	£0.00	£10,000.00

Grants/Fundraising breakdown

Section 106 Jubilee	£5,691.36	£0.00	£6,000.00	£11,700.00
Jubilee EPF	£46,943.79	£0.00	£0.00	£17,483.00
Donations Skate Park	£2,310.00	£0.00	£0.00	£0.00
Dyfed-Powys Police CCTV	£2,000.00	£0.00	£0.00	£0.00
Grant income Places and Spaces	£0.00	£0.00	£0.00	£93,825.00

CHRISTMAS LIGHTING

	<u>Actual</u> <u>2020/21</u>	<u>Estimate</u> <u>2021/22</u>	<u>Probable/</u> <u>Actual</u>	<u>Estimate</u> <u>2022/23</u>
<u>Expenditure</u>				
Maintenance Contracts	£11,344.00	£12,480.00	£12,480.00	£12,480.00
Equipment	£6,753.73	£7,500.00	£12,621.30	£9,500.00
Electric Supply Charge	£133.86	£150.00	£164.36	£200.00
<u>Total Expenditure</u>	£18,231.59	£20,130.00	£25,265.66	£22,180.00
<u>Income</u>				
Donations	£400.00	£0.00	£0.00	£0.00
<u>Total income</u>	£400.00	£0.00	£0.00	£0.00

NEW CEMETERY

	<u>Actual</u> <u>2020/21</u>	<u>Estimate</u> <u>2021/22</u>	<u>Probable/</u> <u>Actual</u>	<u>Estimate</u> <u>2022/23</u>
<u>Expenditure</u>				
Water Rates	£45.03	£50.00	£77.01	£80.00
Grounds Maintenance	£3,000.00	£7,500.00	£3,900.00	£3,500.00
Total Expenditure	£3,045.03	£7,550.00	£3,977.01	£3,580.00

Income

Grant of Rights	£4,270.00	£1,400.00	£2,752.50	£1,400.00
Memorial Fees	£350.00	£700.00	£300.00	£700.00
Grave Maintenance Fees	£3,132.50	£1,820.00	£1,552.50	£1,820.00
Total Income	£7,752.50	£3,920.00	£4,605.00	£3,920.00

* I have based these estimates on 7 burials and 7 headstone installations

** Income as of 19th November 2021

OLD CEMETERY

Expenditure

War Graves Commission	£204.00	£204.00	£204.00	£204.00
Total Expenditure	£204.00	£204.00	£204.00	£204.00

Income

War Graves Commission	£204.00	£204.00	£204.00	£204.00
Total Income	£204.00	£204.00	£204.00	£204.00

DE VALENCE PAVILION

	<u>Actual</u> <u>2020/21</u>	<u>Estimate</u> <u>2021/22</u>	<u>Probable/</u> <u>Actual</u>	<u>Estimate</u> <u>2022/23</u>
<u>Expenditure</u>				
Grant to DVP (Tenby) Trust	£26,000.00	£26,000.00	£26,000.00	£26,000.00
Total Expenditure	<u>£26,000.00</u>	<u>£26,000.00</u>	<u>£26,000.00</u>	<u>£26,000.00</u>

