

TENBY TOWN COUNCIL
MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD
16TH NOVEMBER 2021

<u>PRESENT:</u>	Cllr Mrs Skyrme-Blackhall	Mayor
	Cllr Mrs T Evans	
	Cllr Mr J Cornwell	
	Cllr Mrs T Rossiter	
	Cllr Mr P Rapi	
	Cllr Mr L Blackhall	
	Cllr Mrs S Lane	
	Cllr Mr H Whitehurst	
<u>IN ATTENDANCE:</u>	Mr A Davies	Clerk
	Mrs S Thompson	Assistant to the Clerk
	Cllr Michael Williams	County Councillor

The Mayor welcomed councillors and thanked those who sent messages of condolences on loss of her Uncle Tony.

199. TO RECEIVE APOLOGIES

Apologies received from Cllr Mrs Brown and Cllr Morgan.

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

Cllr Mrs Rossiter declared interest in item 13.

201. TO AGREE ITEMS OF CORRESPONDENCE AND COMMITTEE MINUTES OTHER THAN THOSE MARKED NOT FOR PUBLICATION BEING GIVEN TO MEMBERS OF THE PRESS PRESENT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 Rossiter and seconded by Cllr Mrs Evans.

RESOLVED

That items of Correspondence and Committee Minutes other than those items marked Not for Publication be given to members of the Press present.

202. CONFIRMATION OF MINUTES

Resolved that the Minutes of the Tenby Town Council meeting held 2nd November 2021 be confirmed and signed as accurate.

203. MATTERS ARISING FROM THE MINUTES FOR INFORMATION ONLY

- a. **Page 97 Item 189b – Belgian Forces Commemoration:** Lt Col. Le Hardy is coming to Wales next week and is hoping to call in to update on the event. The Mayor asked when and was advised that Lt Col L Hardy was thinking about the Wednesday and he hoped to be able to meet with the Mayor, Lt Col Le Hardy is trying to work out his diary regarding timings.
- b. **Page 97 Item 189d – Remembrance Sunday:** The Clerk thanked all for attending the Remembrance Service. He gave his particular thanks to Mr Peachy, Mr Broxham, Mr Roberts and Mr Graham Phillips for all their help. The Mayor seconded the Clerks sentiments and thanked all for attending adding that it was wonderful to see so many there.
- c. **Page 97 Item 190 a & b – 3 and 4 Upper Frog Street:** The Clerk said he had spoken to Mr Andrew Richards at PCNPA who is the officer dealing with this application. He is more than happy to have a site meeting but is still awaiting CADW’s response and feels it is prudent to wait until this is received so that all are better informed at any meeting. Mr Richards will contact the Clerk once he has heard from CADW.
- d. **Page 99 Item 192 - Newell Hill Parking:** The Mayor asked if there were any updates on this matter. Cllr Mrs Evans told members that she not managed to speak to Cllr Evans this week but hoped to catch up with him in the near future.

204. TO RECEIVE THE NOTES OF THE CHRISTMAS FESTIVITIES MEETING HELD 10TH NOVEMBER 2021 AND CONSIDER ANY RECOMMENDATIONS OR PROPOSALS THEREIN (SENT VIA SEPARATE EMAIL)

The Clerk had sent out these Minutes and was happy to answer any questions members may have.

All is in hand with just a few things needing to be checked up on.

The Clerk told members that the lights have started to go up, Shelly Webb will commence installing the trees around St Mary’s this weekend and the big Christmas Tree should arrive on Sunday morning. With regard to dressing the tree, he has liaised with our lighting contractor Mr Percival and Mr Thomas of Smart Gardens and plans are in hand.

An issue has arisen in relation to some of the main Christmas crossroad lights as scaffolding works are blocking anchor points in High Street. He is meeting with Mr Percival tomorrow to see what can be done in that area.

The Mayor commented that she can see some trees already starting to go up at businesses in the town and felt it was going to look fantastic.

She thanked the Clerk for all his work liaising with the various people involved.

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

a. NP/21/0563/FUL – Resurfacing of front parking area – 1 Frogmore Villas, Lower Frog Street, Tenby

Cllr Mrs Lane proposed acceptance as this is much needed work and would definitely be an enhancement. Cllr Mrs Rossiter seconded.

RECOMMEND

Approval. Considered against all the relevant policies in the LDP members feel that this would enhance the amenity of the property with no adverse effect on neighbouring properties.

b. NP/21/0594/CAC – Demolition of existing building and construction of residential development incorporating class A1/A2/A3 and D2 floorspace at ground level and all associated development – Former Royal Mail Delivery Office, Warren Street, Tenby

Members have already determined and made a resolution on the Full planning application reminded the Clerk. This application is purely related to how the development will sit in the conservation area. Members need to look at this development in terms of its location within the conservation area and the potential impact.

Cllr Mrs Lane proposed accepting this planning application saying that the town will be very pleased to see what is currently there demolished. She looked forward to a sympathetic design. She was seconded by Cllr Rapi.

RECOMMEND

Approval. Considered against all the relevant policies in the LDP members feel that the design is sympathetic to the site's location within the Conservation area.

c. NP/21/0634/FUL – Changing existing garage and porch roof from flat to pitched construction – Sea Horses, North Cliffe, Tenby

Cllr Mrs Rossiter proposed acceptance as she believes it will enhance the property and will be an improvement within the streetscape. Cllr Mrs Lane seconded commenting that it was nice to see a flat roof being replaced with a pitch roof.

Cllr Blackhall abstained as he had not had a chance to study the plans before the meeting

RECOMMEND

Approval. Considered against all the relevant policies in the LDP members feel that this would enhance the amenity of the property with no adverse effect on neighbouring properties or the streetscape in this location.

d. **NP/21/0664/FUL – Single storey flat roofed rear extension – 14 Trafalgar Road, Tenby**

Cllr Mrs Rossiter asked if any comments had been received from neighbours.

None had been received said the Clerk.

The Mayor proposed accepting and Cllr Mrs Rossiter seconded.

RECOMMEND

Approval. Considered against all the relevant policies in the LDP members feel that this would enhance the amenity of the property with no adverse effect on neighbouring properties.

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

a. Tenby Civic Society – NP/21/0594/CAC

Cllr Mrs Rossiter asked if these comments could be noted. Cllr Mrs Lane seconded.

RESOLVED

That the comments on the Civic Society be noted

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

a. Dafydd Llewellyn, Police and Crime Commissioner – Draft Police and Crime Plan

The Mayor suggested that members respond to this consultation individually

However, Cllr Rapi said he is concerned about things that are happening within our town at present. The night-time economy in the town at weekends was as busy as ever; anti-social behaviour seemed to be on the increase but there were no policemen to be seen.

He said he would like to meet with the Commissioner to ask if we can have more police and asked that TTC invite him to a future meeting to discuss the issues that we have within the town.

Town was as busy now as it was in the summer but we no longer had the same levels of policing, Cllr Rapi continued. He was aware that, even when the police were called to incidents none would turn up for at least 20 minutes. This was not the way it should work.

Cllr Rapi feels it is the job of the police to police the streets and fears that it will get out of hand if we do not ask for assistance.

The Mayor seconded the proposal to invite the Commissioner to a meeting.

Cllr Mrs Lane abstained on vote due to the discussion on the night-time economy that took place.

RESOLVED

That the Police and Crime Commissioner be invited to meet with TTC to discuss concerns over policing in the town.

- b. Emma Thornton, Visit Pembrokeshire – Developing a sustainable future for tourism in Pembrokeshire

Cllr Blackhall said he was delighted to see Visit Pembrokeshire moving forward with a designated management plan. He suggested inviting Mrs Thornton to a future meeting of TTC to talk about the plan so that Tenby, as the county's premier resort could be a full partner in future.

However, turning to the specifics of them seeking to access grants, Cllr. Blackhall felt they needed to be looking at a bid to the strategic Enhancing Pembrokeshire fund, not localised allocations.

While he recognised all the strategic fund had been allocated for this year there would be opportunities for the next round.

He believed that Tenby's allocation for this year looked to be fully committed and any underspend carried over into the new financial year and determined alongside strategic bids. As such he was not sure we should consider allocating Tenby's allocation towards a countywide endeavour but was happy to discuss other ideas with Mrs Thornton.

Cllr Cornwell seconded the proposal to invite Mrs. Thornton to a future meeting.

RESOLVED

That Mrs. Thornton be invited to a future meeting to discuss Visit Pembrokeshire's plans for the future.

208. **TO RECEIVE THE ACCOUNTS FOR OCTOBER (INCLUDING SCHEDULED PAYMENTS, UNPRESENTED CHEQUES, RECEIPTS, ACCOUNT**

BALANCES, BUDGET MONITORING TO DATE AND BANK RECONCILIATIONS) AND CONSIDER ANY ISSUES ARISING

The Clerk doesn't have issues to report but was happy to answer any questions that members may have. Proposed by Cllr Mrs Rossiter that the accounts be accepted and Cllr Rapi seconded. The Mayor thanked the Clerk and Mrs Thompson.

RESOLVED

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

209. TO DISCUSS THE FOLLOWING GRANT APPLICATIONS AND AGREE ACTION IN RESPONSE TO PROPOSALS:

a. Tenby Round Table – Annual Senior Citizens' Christmas Dinner

Tenby Round Table had again had their fund-raising activities curtailed by Covid-19 this year and asked for a grant of £3000 again this year to assist with the staging of the annual Senior Citizen's Christmas dinner.

Cllr. Mrs. Rossiter asked as to how much TTC donated last year. The Clerk replied that it was £3000. Cllr. Mrs Rossiter then proposed that the amount requested be agreed.

She felt it has been a particularly hard couple of years for local organisations like Round Table and TTC should support them. The Mayor seconded.

Cllr Blackhall agreed saying it is really important that TTC are able to support organisations like this who have had a hard time fundraising due to Covid.

The Mayor commented that Round Table had done a fantastic job delivering the Christmas dinners under difficult circumstances and all the local senior citizens had been delighted.

RESOLVED

That under Section 137 of the LGA 1972, a donation of £3000 be made to Tenby Round Table to assist with the staging of the annual Senior Citizens Christmas dinner.

b. Wales Air Ambulance

The Clerk told members that Wales Air Ambulance are asking for a contribution, not a particular amount. This is a privately funded charity.

The Mayor was in favour, they do an amazing job and are seen often in this area. Have we given in the past, she asked?

Cllr Mrs Lane reminded councillors before a decision is made that we can give all make an individual contribution.

Cllr. Mrs Evans said that the work of the Air Ambulance benefits all of the county and is needed all year round. She strongly believes that TTC should make a contribution every year. It is a charity and all can donate individually but we must consider how well used it is in our area.

The Clerk told councillors that there were 77 call outs in Pembrokeshire last year.

He confirmed that TTC had made a contribution of £1000 last year.

The Mayor proposed matching TTC's previous contribution and Cllr Hallett seconded.

RESOLVED

That under Section 137 of the LGA 1972, a donation of £1000 be made to Wales Air Ambulance.

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

With regard to the weeding said the Clerk, Mrs Susie Adams visited the Parlour last week to look at the damp problem and, noticed that work still hadn't been carried out to the weed growth inside the walls.

PCC's arborist team are still too busy on ash die back around the county but she will try to get alternative contractors to deal with growth within town wall.

In relation to the damp problem in the parlour, Mrs. Adams was surprised that the town walls had been covered internally with plasterboard. It is natural that moisture will seep through walls of this age but the plasterboard was not allowing the walls to breathe and the moisture to evaporate.

She felt removing the plasterboard to leave the walls in their natural state, coupled with additional airing and heating would resolve the problem.

She would however prefer that a specialist stone mason remove the plasterboard and assess the situation beneath. She would send the Clerk contact details of a couple of suitable firms.

Cllr Hallett is concerned that leaving the wall in its natural state would make that area of the parlour quite dark and suggested the possibility of limewashing to reflect light.

The Clerk said he would update after further investigation by a specialist stone mason.

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

Although Cllr Mrs Rossiter had declared her interest in this matter, she would like to take this opportunity to inform Tenby residents of the work being undertaken by PCC on the pathway known as Blind Lane. PCC are making an excellent job creating an easy access path for all to walk in to town.

With regard to the proposed development, the Clerk had written to Mrs Gaynor Toft, Head of Housing at PCC, for an update and had received the reply as follows:

“We have recently appointed a multi-disciplinary design team, the lead consultant for which is MACE Group, who have been tasked with developing the scheme through to construction. A series of design team meetings will be held in the coming weeks with our consultants to set our aspirations for the development. We also intend to hold a series of meetings with stakeholders, such as yourselves, to hear what your thoughts are on the development. We are currently preparing a communications strategy to ensure that all interested parties are kept informed of the progress being made on the scheme and to ensure that all stakeholders have an opportunity to engage with us at various stages of the project. The dates of these meeting will be confirmed in due course.”

The Mayor thanked the Clerk for the update.

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

a. Cost of Summer Floral Displays 2022 (Appendix A)

The Clerk and Cllr Mrs Lane had met with Neil McCarthy, Nicky Young and Mark Wright to discuss floral bedding requirements for next year as the order needed to be placed soon.

Although changes are being planned to the gardens, Mr. McCarthy was wary as to whether works would be done by next Easter. If we wanted bedding plants as a fallback option, the nurseries needed the order soon.

The cost for this year’s plants would be £9108.55, a £508.45 increase on last year.

Cllr Hallett proposed acceptance of the costing. Cllr Mrs Lane was hopeful that after this year, with the planned works to the gardens, costs will be reduced. Cllr Rapi seconded the proposal.

RESOLVED

That Mr McCarthy be informed that TTC are happy with the costings for floral bedding for next year.

b. MOU – Tenby and Frankston

The Clerk had received an email from Frankston City Council which he had sent on to members as they required a decision by tomorrow. He asked if members were happy to look at this matter this evening.

Following on from the agreed decision to move progress with the Friendship City idea, Frankston had prepared a draft Memorandum of Understanding (MoU) and they were now seeking our views on it. If we were happy, could the Mayor sign it?

Cllr Mrs Lane was surprised at the speed this is going. Whether you call it Twinning or Friendship it is a form of social agreement and generally these are between towns of a similar demographic size.

However, Frankston has a population of approximately 151,000 while we are touching on 5000. Looking at Frankston in more detail she feels a cultural exchange may prove challenging, not just because of the distance between us, and also feels that this matter seems to be being ploughed through in a few short weeks by Frankston.

Tenby is a member of the Walled Town Society, Cllr. Mrs. Lane continued, perhaps, friendship with a wall town may be more appropriate; commenting that, in the past, we had considered Gibraltar as a walled town with established links to Tenby due to visiting service men and similar traffic problems.

She felt this proposal needed a closer look at the similarities between Tenby and Frankston. It should not just be a case of because there were Tenby ex-pats living there as there were thousands of expats from Tenby living all around the world.

Cllr Cornwell fully supports Cllr Mrs Lane's comments on this as he too does not see how it could work. He too had done some research on Frankston and felt there as an imbalance between the two areas.

He used to be on town twinning committees and a friendship arrangement should be with an equal. Why are they asking to sign so quickly, he asked?

Cllr Blackhall agreed that this all seemed a bit hasty suggesting that perhaps there is a priority in Frankston that we don't know about.

In terms of moving forward TTC had made a certain commitment to exploring a friendship arrangement but having seen the terms suggested in the MoU we will look at what this means and then decide whether we sign.

He felt any agreement would not preclude us entering into a relationship with anyone else but we needed to look at this in more detail and come back to them in due course.

The Mayor agreed that this arrangement appeared to be going at a considerable rate of knots. It was only three weeks since we agreed to look into it.

Cllr Blackhall suggested, as Cllr Cornwell has some experience in twinning matters, that he looks into it. Cllr Mrs Lane said that, in the past, she had been chair of our twinning committee and would also like to be involved.

The Mayor asked that the Clerk pass on the message to Frankston that we would like to study the MoU in more detail before we could consider signing.

RESOLVED

That a sub-committee be set up to study Frankston' proposal and the MoU in more detail.

Cllr Mrs Rossiter then said, if the Town Clerk had finished with his items, she wanted to raise something.

Cllr Mrs Rossiter went on to say that people asked her why we are not meeting. She believed this was due to the fact that we were not meeting face to face and there was no coverage in the local press.

She pointed out that even a small council like St Mary Out Liberty were meeting face to face, what was preventing Tenby?

In relation to press coverage she wondered if the Clerk could provide a report of our meetings to the press, to enlighten the town that we are still active and that we are still meeting.

The Mayor said that there are already stories on the town council's debates and decisions in the local press following every meeting.

The Clerk said that, having worked on the local newspaper other councils used to send in the minutes of their meetings. Very often they were not sent until ratified at the following meeting which meant decisions were often two months old.

Although the press was not in attendance at our online meetings, they usually contacted the Clerk the following day to follow up on agenda items. Under new legislation draft minutes of the meeting had to be posted on line within seven days of the meeting and the local press also used this information to formulate stories.

He felt that office staffing arrangements would need to be looked into if he would also be required to write a report of the meeting from our extensive minutes in addition to his other responsibilities.

Cllr. Mrs. Rossiter, while appreciating we could not use the Parlour at present, then asked why we could not have face-to-face meetings in the main hall of the De Valence.

Cllr. Blackhall commented that TTC had already resolved, due to the presently still high Covid-19 infection rate to continue to meet remotely and to reassess the situation in the New Year.

He also commented that, just skimming through last week's edition of the Tenby Observer he has spotted TTC stories on a number of pages.

Cllr Mrs Lane said that TTC could review resolutions if provided with new information and asked if changes to Covid-19 guidance by the Welsh Government constitutes new information.

Cllr. Blackhall raised a point of order in that members appeared to be trying to re-open a debate without following Standing Orders.

He felt a resolution had been made and this decision could not be revised unless a written request had been received signed by five councillors.

Cllr. Mrs. Lane commented that she had been invited to speak by the Mayor and Cllr. Blackhall had interrupted her while speaking. She asked that that this be noted in the minutes.

The Mayor reminded members to be civil to each other.

The Clerk said that, as per Standing Orders, both councillors were correct in how past resolutions could be re-debated within six months.

However, he did not think that any changes in Covid-19 guidance from the Welsh Government could constitute new information as legislation had already been in place to allow 'hybrid' meetings when the decision was taken.

If we decide to go back to meeting face-to-face we still have to provide facilities for those who choose to remain at home to still be able to join the meeting. This legislation was not just for Covid-19 but was seen as the way forward by Welsh Government for all future meetings so that more people could be encouraged to become councillors.

We are not yet in a position to hold this type of meeting in the Parlour which was why the decision was taken to continue to hold meetings remotely only and reassess the situation in the new year.

Cllr. Cornwell asked the Clerk whether we could have hybrid meetings. The Clerk said that we could not use the parlour and we would have to liaise with the Trust as to availability of the hall.

Cllr. Rapi said that different councils, even at county level, had different views with some not happy for face-to-face meetings to go on. At Carew they are meeting in the hall with the door open!

The De Valence Trust now has new WIFI in the building and he feels there could be a possibility to hold hybrid meetings if the main hall was available. He will look into this.

Cllr. Mrs. Evans said she was not sure what the rush is to get back around the table. Several councillors and council staff have had Covid including her, and she certainly did not want to run the risk of catching it again.

Her elderly Aunt, who was poorly with Covid, yesterday sat outside hospital for 12 hours before being able to be admitted. We are still in a pandemic and the pressure on our health service is not going away.

If we returned to face-to-face meetings she would still want to access remotely at the moment and would feel disenfranchised if this option was not available to her.

Cllr. Blackhall commented that we have an existing resolution to take us up to the New Year. Cllr. Rapi had offered to look at the possibilities of using the main hall if the parlour was not ready in January.

Cllr. Hallett agreed that we should keep arrangements as per our previous resolution as Covid is still here.

213. DATE AND TIME OF NEXT MEETING

Resolved that the next meeting will take place on Tuesday 30th November 2021 at 7.30 pm.

214. TO PROPOSE ANY ITEM FOR THE NEXT AGENDA

Cllr Rapi asked why there were still red and white blocks left in town as they looked very messy. The Clerk told councillors that these had been delivered by Forest Traffic Management as part of the Covid Management Scheme and perhaps no one has contacted them for collection. Cllr Rapi said he will email Marc Owen at PCC and asked that the Clerk do so too.

215. 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”

216. TO CONFIRM THE PRIVATE AND CONFIDENTIAL MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD 2ND NOVEMBER 2021

Resolved that the Private and Confidential Minutes of the Tenby Town Council meeting held 2nd November 2021 be confirmed and signed as accurate.

217. MATTERS ARISING FOR INFORMATION ONLY

EPF Bid

The Clerk referred to one of the elements of the EPF bid as being the new play equipment for the Jubilee. To complete some of the paperwork for the bid, TTC needed to agree on which of the quotes received we would take forward.

RESOLVED

That the quote from Mant Leisure be accepted for replacement equipment at the Jubilee play area.

The Mayor thanked all for attending.

Mayor _____

Town Clerk _____

Date _____