

TENBY TOWN COUNCIL
MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD
30TH NOVEMBER 2021

PRESENT: Cllr Mrs Skyrme-Blackhall Mayor
Cllr Mrs T Evans
Cllr Mr J Cornwell
Cllr Mr P Rapi
Cllr Mr L Blackhall
Cllr Mrs T Rossiter
Cllr Mr M Evans
Cllr Mr T Hallett

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

Cllr Michael Williams County Councillor

The Mayor opened the meeting by welcoming all and reminding councillors that should they wish to speak, to please raise their hand, use the hand raising option on Zoom or indicate that they would like to speak if on the phone.

She then went on to thank to everyone involved for Saturday Christmas Lights Switch-on and the arrival of Father Christmas, it was absolutely fantastic. She gave particular thanks to the Town Clerk, Mr Andrew Davies for all his efforts. There had been a fantastic atmosphere in the town centre and she has received lots of positive comments. The town is looking great.

218. TO RECEIVE APOLOGIES

Apologies received from Cllr Mrs Lane and Cllr Mrs Brown.

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

Cllr Mrs Rossiter declared her interest in item 11.

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 TO AGREE ITEMS OF CORRESPONDENCE AND COMMITTEE MINUTES OTHER THAN THOSE MARKED NOT FOR PUBLICATION BEING GIVEN TO MEMBERS OF THE PRESS PRESENT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That items of Correspondence and Committee Minutes other than those items marked Not for Publication be given to members of the Press present.

221. **CONFIRMATION OF MINUTES**

Resolved that the Minutes of the Tenby Town Council meeting held 16th November 2021 be confirmed and signed as accurate.

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

- a. **Page 103 Item 203a – Belgian Forces Commemoration:** The Clerk had met with Lt Col Le Hardy during the daytime last week. Unfortunately, Lt Col Le Hardy was unable to attend a later meeting and apologised that he was unable to meet the Mayor. Graham Phillips, Secretary of the Royal British Legion, was also in attendance.

Lt Col Le Hardy was conscious that he seems to driving this commemoration. He felt that it should be the Belgians and he was trying to take a step back. However, it was felt that some ideas to be presented to the Belgian organisers for their consideration would be helpful.

It was felt that the best dates for the visit would be one of the last 2 weekends in September next year. There will potentially be 200 visitors, 100 with the Armed Forces band and potentially 100 veterans.

There as a possibility of the Belgian Band performing a concert in the De Valence which would be a ticketed event to assist in paying for the visit. A World War 2 re-enactment group was suggested for the Square on the Saturday to give a flavour of what it was like and a possible Veterans parade in Tudor Square.

We could also consider the granting of Freedom of the Town to the veterans of the Brigade Prion. This is not our gift to give any more, it is PCC. However, PCC's new Chief Executive, Major General Bramble is keen to get involved.

It was felt it was important to have a wreath laying ceremony particularly as a member of the Belgian Forces is commemorated on our war memorial.

There was also the suggestion of a civic reception in the Mayor's Parlour.

It is hoped that local schools could get involved with projects on 2nd World War and Lt. Col Le hardy would like to open up discussions with PCC and Tenby Chamber of Trade and Tourism to promote Belgian products and vice versa.

A Commemorative plaque being unveiled somewhere in Tenby was also suggested.

Lt. Col. Le Hardy will put these suggestions to the Belgian's who are coordinating their end.

The Mayor thinks there are some wonderful ideas and this could be a fantastic event for the town. It was agreed that the Clerk continue to liaise with Lt. Col. Le Hardy and feedback progress.

- b. **Page 103 Item 203c – 3 & 4 Upper Frog Street:** A site meeting had been held earlier in the day and the Clerk wondered if members who had attended feel in position to make proposals to PCNPA.

Cllr Rapi left the meeting as he has a personal interest in the application.

The Mayor asked if anyone wished to comment. Cllr Mrs Rossiter said the site meeting had been very helpful in explaining the plans and it had made it a lot clearer to be on site and see exactly what is proposed.

Unfortunately, she was unable to join the others to see if there could be an impact on the adjoining property but feels quite happy that the proposal go ahead. Cllr J Cornwell seconded the proposal.

Cllr Blackhall said that those in attendance did explain much that is being done and design amendments to overcome concerns. He is happy to support approval but wished to add a caveat that we ask that PCNPA note the legitimate and genuine concerns of neighbouring properties in respect to potential effect on their amenity.

RECOMMEND

Approval. Members thank PCNPA for arranging a site meeting which answered many of the questions they had in relation to the scale and massing of this development and the impact of the proposal on the historic town walls in this location. Members feel they can support this application on the proviso that due consideration is given to the very genuine concerns of neighbours in relation to the potential effect of the development on their amenity.

Cllr. Rapi re-joined the meeting.

- c. **Page 105 Item 207a – Police and Crime Commissioner:** The Clerk had written to request a meeting with the Police and Crime Commissioner, Mr Llewellyn. He had given TTC's two council dates in January, and it was suggested by Mr Llewellyn that 18th January prior to normal meeting was the more convenient.

The Police will organise the meeting on Teams and the Clerk will distribute the link to councillors when received. Councillors will move from the Teams meeting on to TTC's normal meeting on Zoom once this is finished. The meeting will be at 7pm on 18th January 2022.

- d. **Page 106 Item 207b – Emma Thornton:** The Clerk had written suggesting a meeting with Mrs Thornton, of Visit Pembrokeshire. She had indicated that she was available on 18th January, but as a meeting had already been arranged for that date with the Police and Crime Commissioner, Mrs Thornton had given alternative dates of Tuesday, 11th or 25th January for a remote meeting. Councillors agreed to set up the meeting for Tuesday, 11th January 2022, at 7pm.

- d. **Page 108 Item 210 – Tenby Town Walls:** The Clerk asked if members were happy to receive feedback on the town walls now or later in Agenda. All were in agreement to receive feedback now.

The Clerk said that whilst there was nothing to add in relation to weed growth, he had news on the damp issue in the Mayor's Parlour. Mrs Adams had arranged for PCC heritage stonemason contractors to come in to carefully remove the plasterboard to see what was behind. He expects TTC to be recharged for this work at some point.

However, what was found was not what was expected. What was exposed when the boards were removed was a breeze block and plaster wall, probably the rear wall of the De Valence with a small gap between it and the town walls.

Mrs Adams was planning to come and look to see what the next steps to take but she had been unable to get down to Tenby before this evening's meeting.

Mrs Adams is due to leave the authority at the end of this month but is keen to resolve this before she leaves. It may be the case that repointing would not be necessary, and it could be just the replacing of the plasterboard. It is unclear where we stand at this time and he was hoping Mrs Adams would be able to come and advise in the near future

- f. **Page 110 Item 212b – MOU Tenby and Frankston:** The Clerk has been rather busy so unfortunately there are no updates. He will arrange a sub-committee meeting shortly.

223. TO RECEIVE THE NOTES OF THE CHRISTMAS FESTIVITIES MEETING HELD 23RD NOVEMBER 2021 AND CONSIDER ANY RECOMMENDATIONS OR PROPOSALS THEREIN

All councillors will have had opportunity to read these notes, commented the Mayor. Cllr Hallett moved accepting.

The Clerk feels there are a few issues that should be considered as a result of the event on Saturday and suggested a wash up meeting early in New Year.

There were glitches this time, agreed the Mayor but they were dealt with under great pressure and it worked out very well in the end.

The Clerk added that we have great support from our emergency services at the event but this year one was called out just before they were due to participate so contingency plans needed to be considered for the future.

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

a. NP/21/0554/FUL – 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 Clerk said that members were not experiencing déjà vu. Last September they considered the Listed Building Application for this premises; this was now the Full application.

Cllr Cornwell noted in planning correspondence from the Civic Society the mention of provision of social rental flats, which was a positive balance he feels. The Mayor had noted this too.

The Mayor proposed accepting the proposal and Cllr Cornwell seconded.

Cllr Mrs Rossiter abstained from voting.

RECOMMEND

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 proposing to make two of the units available for local affordable housing in accordance with LDP policy No 48.

b. NP/21/0569/FUL – Replacement of existing wooden and uPVC windows with new uPVC windows – Flat 7 Islay Court, 21-22 Victoria Street, Tenby

Cllr Rapi sees this as encouraging but wondered what the view of PCNPA Conservation Office, Mr Scourfield was. Cllr Cornwell, who lives in Victoria Street, believes most properties already have uPVC windows and cannot see any reason why they should be refused. He proposed accepting the application and Cllr Hallett seconded. Cllr Mrs Rossiter wondered if PCNPA would agree however and abstained from voting.

RECOMMEND

Approval. Members feel that they can support this proposal on the proviso it meets PCNPA policies with regard to the use of uPVC windows within the Conservation Area.

c. NP/21/0714/S73 – Variation of Condition 2 of NP/20/0208/FUL – 2 Lexden Terrace, St Julian Street, Tenby

Cllr Blackhall asked what Condition 2 was and the Clerk explained that the plans previously granted showed an internal staircase to the back yard from the conservatory. Unfortunately, as the work has progressed there have been construction difficulties and this would be putting the Victorian vault at risk.

The proposal now was to remove the planning condition requiring this element and gain permission for an external wrought iron stair case from a French window to mirror another external wrought iron staircase already approved.

Cllr Hallett proposed accepting and Cllr Mrs Rossiter seconded.

RECOMMEND

Approval. Given the reasons outlined in the application for the variation of the condition, members feel they can support this proposal as they feel it will have little impact on the property's Listed Building status or its position within the Conservation Area.

- d. **NP/21/0715/S19 – Construction of external wrought iron staircase (S19 variation of Condition 2 of NP/18/0209/LBA) – 2 Lexden Terrace, St Julian Street, Tenby**

The Mayor felt that, as the removal of the condition had been agreed to in the previous application, there was no objection to the proposed works. Cllr. Hallett seconded.

RECOMMEND

Approval. Given the reasons outlined in the application, members feel they can support this proposal as they feel it will have little impact on the property's Listed Building status or its position within the Conservation Area.

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

- a. **Tenby Civic Society – Tree Planting Scheme and comments on recent applications**

Cllr Mrs Rossiter asked that this correspondence be noted.

Cllr Hallett feels these are valid points and should be taken into account rather than just noted. He felt that the members of the Civic Society are an asset to the town.

Cllr Blackhall agreed with Cllr Hallett adding that the input of the Civic Society is valuable and he welcomed receiving their submissions once again.

This letter was particularly welcomed as it goes on to talk about PCNPA's initiative to plant trees in town and community council areas. This Scheme is to increase trees across Pembrokeshire, and the letter outlines the thoughts the Civic Society have on the scheme and how it can be implemented.

Civic Society discussions had involved Phil Spence who is the new Tenby Tree Warden and some good ideas were laid out and should be discussed further with the Civic Society.

Cllr Blackhall said he would like to invite Phil Spence and members of the Civic Society to join in discussions with TTC as to how to support this initiative.

Cllr Rapi seconded Cllr Blackhall's proposal adding it is the right way to go.

The Clerk said it appeared that Tenby actually now has 2 tree wardens, as he had received an email from PCNPA's tree officer, Mike Higgins, introducing Mrs Nan Dowell as a local Tree Warden.

He wondered, if this was indeed the case, that Mrs. Dowell should also be involved in the meeting.

Cllr Blackhall said it just goes to show that more than one person is needed to replace Cllr Hallett and agreed that Mrs. Dowell should also be involved.

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

a. The De Valence Trust – Annual Grant

We don't usually have balance sheet for this one said Cllr Rapi. Cllr Blackhall agreed, adding that this is an historical arrangement in these terms and that TTC too had a shared stake in making the De Valence work as a venue for the town and the community.

Cllr Blackhall congratulated the De Valence on being able to continue through very difficult times, showing the soundness of the position they were in before the pandemic which meant that they were able to deal with difficulties.

Whilst the grant has reduced in recent years, the same amount as last year has been asked for this year. In light of the recent, fantastic progress that had been made in upgrading the building in trying times, which would have impacted the Trust's income, he felt we should support the grant remain at £26,000 for 2022/23.

Cllr. Blackhall said that there are council representatives working hard on the Trust but he also felt it may be good to have a dialogue with other members of the Trust in a non-formal way to talk about how it is going and how this council can offer even more support in the future.

Cllr Rapi told members that he is now back as Chairman of the De Valence. The building has come along way since the new Trust took over. The Trust now need to move to the next stage, big events helped provide funding to enable the building to be used for community events and he welcomed the suggestion of an informal meeting between Trust members and the town council to discuss next steps.

He will arrange a meeting.

Cllr Hallett seconded Cllr. Blackhall's proposal to maintain the Trust's grant at £26,000.

Cllr Rapi abstained from voting.

RESOLVED

That under Section 145 of the Local Government Act 1972, TTC maintain the Trust's annual grant at £26,000 for 2022/23.

b. Tenby Sea Cadets – Minibus project

Cllr Mrs Evans is hugely in favour of supporting Tenby Sea Cadets. There was such a good turnout of cadets on Remembrance Sunday. She recalled that they had almost folded but were now at a point where they may be too many members. She wished them well in their endeavours to get their mini bus and proposed that TTC agreed to their request for £2000.

The Mayor seconded, agreeing that the number of junior and senior cadets at the Remembrance Day parade was humbling. She intended to visit them before Christmas to see first-hand the excellent job the team are doing.

Cllr Evans agreed in the principle of the grant award and is 100% in support of the Sea Cadets.

However, he felt there was some work to be done. He wondered, through TTC giving a large donation could the minibus become a community open to community groups to hire. While there could be insurance and cleaning questions to consider, such an approach could also attract grants from the county council.

He felt it was worth a bit of time and effort from the Clerk to work with the Sea Cadets to look to see if the minibus could become a community asset.

Cllr Blackhall agreed and suggested PCC's Community Transport officer may be able to offer some advice.

Cllr Rapi agreed with Cllr Evans. In his role as County Councillor for Carew he was endeavouring to obtain a minibus for Sageston School and the only way to achieve this was by involving other community organisations to get more support for it.

We could advise the Sea Cadets to look into this, he continued. Tenby Sea Cadets do a fantastic job.

As a former sea cadet himself, Cllr. Cornwell also expressed support for this proposal.

Cllr Blackhall proposed support of the donation in principle while investigations were undertaken to see if the proposed minibus could be a community asset.

Cllr Hallett seconded.

The Clerk wished to point out to councillors that two quite large donations awarded at the last TTC meeting had used up the allocated Grants budget. However, members had previously resolved that, due to Covid 19 adversely impacting fundraising activities of local organisations, funding from reserves could be used to meet any agreed grant requests. He asked that councillors authorise that funding be vired from reserves to facilitate this grant. Cllr Blackhall agreed that this be added to his proposal and Cllr. Hallett seconded.

RESOLVED

That under Section 19a of the Local Government (Misc. Provs.) Act 1976 that £2000 be donated to Tenby Sea Cadets.

Further that the Clerk work with the Sea Cadets to see if the minibus could be made available as a community asset to open up opportunities for other funding streams.

Further that sufficient funds be vired from reserve balances to facilitate this.

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

Addressed earlier in the meeting.

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

No further information at this time.

229. TO RECEIVE AN UPDATE ON DEMENTIA FRIENDLY TENBY AND AGREE ACTION IN RESPONSE TO ANY PROPOSALS – CLLR MRS SKYRME-BLACKHALL

The Mayor reminded members that progress on this had been held up by the pandemic.

She and Cllr Mrs Evans had been making excellent progress and believed we had only been about three weeks away from being able to declare Dementia Friendly status before the first lockdown had put everything on hold.

It was now felt that we were in a position to get things moving again.

The Mayor had recently connected with Sherry Evans of PAVS who is involved with the Memory Café.

A couple of meetings had been held which were most productive. There is now a new person in charge of this project at PAVs and the emphasis is now on people rather than

just following a list of things that businesses needed to do, which made the project far easier to accomplish.

The project is now more about what each organisation or business can offer and how they can make a difference in their own environment. It could be something very small, for example, just changing fonts on menus or creating a sensory area and the Mayor was delighted at the number of businesses that had already pledged support.

She felt we were now in a position to submit an application toward Dementia Friendly Tenby status.

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

All items he needed to bring to the attention of members had been dealt with at earlier points in the meeting said the Clerk.

The Mayor had spoken to the Clerk prior to the meeting to explain that she had an urgent item of business to be brought up at this time as it could not wait until the next schedule meeting due to time constraints.

The Mayor told councillors that she had received a message this evening from Mr. Gareth Noot asking for a letter of support from TTC for Tenby AFC's application to the EPF grant for £30K for changing room enhancements and improvements at The Clicketts. This needed to be provided by Friday and the Mayor asked if members were happy for this letter to be written.

There are over two hundred children and young adults involved in Tenby AFC as well as two senior teams. This project would see the changing rooms made fit for purpose and also included the provision of facilities for those with disabilities.

Cllr Mrs Evans fully supported the writing of a letter of support.

Cllr Evans said he was 100% in favour of the principle of supporting this and was happy for the Mayor to write a letter of support on behalf of TTC.

However, he felt that we should also draw to the AFC's attention a recent PCC press release that indicated Penally community haven't spent any of their allocated Second Home funds. St Florence also has large amounts outstanding.

He felt not all the children and young adults at Tenby AFC came directly from Tenby but from a wider area – particularly as he believed Manorbier and Saundersfoot's teams had folded.

He was aware of a number of pending applications to the Tenby allocation which could mean that it could already be fully subscribed. He felt it would make sense for Tenby AFC to try a larger community application and not just apply for funding from to Tenby's pot.

Cllr Blackhall said that if the AFC were happy to do that, we could advise them on correct wording to put in their application to say they are also asking for different community allocations.

RESOLVED

That the Mayor write a letter of support in relation to Tenby AFC's Enhancing Pembrokeshire Fund bid for improvements to facilities at The Clicketts.

231. DATE AND TIME OF NEXT MEETING

Resolved that the next meeting will take place on Tuesday 7th December 2021 at 7.30 pm – Finance Meeting.

The next full meeting of Council will take place on Tuesday 14th December 2021 at 7.30pm.

232. TO PROPOSE ANY ITEM FOR THE NEXT AGENDA

None proposed at this time.

233. 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"

234. TO CONFIRM THE PRIVATE AND CONFIDENTIAL MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD 16TH NOVEMBER 2021

Resolved that the Private and Confidential Minutes of the Tenby Town Council meeting held 16th November 2021 be confirmed and signed as accurate.

235. MATTERS ARISING FOR INFORMATION ONLY

None.

The Mayor thanked councillors for attending.

Mayor _____

Town Clerk _____

Date _____