

TENBY TOWN COUNCIL

**DE VALENCE PAVILION
UPPER FROG STREET
TENBY**

26th January 2022

Dear Councillor

You are hereby summoned to attend the Meeting of the Tenby Town Council on **Tuesday 1st February 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

AGENDA

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 18th January 2022.
5. Any matters arising for information only.

6. To receive the notes of the meeting with Mrs Emma Thornton, Visit Pembrokeshire held on 11th January 2022.
7. To receive the notes of the meeting held with Mr Dafydd Llewelyn, Dyfed-Powys Police and Crime Commissioner held 18th January 2022
8. To discuss the following Planning Applications and to agree action in response to proposals:
 - a. NP/22/0029/FUL – Demolition of single storey lean-to extension and construction of two storey extension – 4 Park Terrace, Edward Street, Tenby.
 - b. NP/21/0822/FUL – Sub-division of existing dwelling to form a separate self-catering holiday accommodation unit to rear including entrance porch extension, new window and door openings, minor external works, fences etc to rear garden and reconfiguration of existing external fire escape stair to rear – Castle View House, 14 The Norton, Tenby.
 - c. NP/21/0768/TPO – TPO61 – Raise crown on sycamore on front of property which is growing into the lines and overhanging the building; Ash behind the sycamore with a limb overhanging the property which the applicant would like to remove; Ash at the back with a limb overhanging into the gardens which the applicant would like to remove – Evans Pharmacy, Gas Lane, Tenby.
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 Brynhir.
11. To consider the growing housing crisis in Tenby and agree action in response to proposals – Cllr. M. Evans.
12. To consider a Marine Conservation Area - Tenby South Beach, Giltar spit, Caldey Sound and Caldey Roads' - and agree action in response to proposals – Cllr. M. Evans
13. Street furniture – Cllr. Mrs. Brown
14. To consider any Financial Officer/Clerk's Items and agree action in response to proposals.
 - a. The structure of Council meetings following the Town and Community Council elections, 5th May 2022.
 - b. To consider ways TTC can help celebrate HM The Queen's Platinum Jubilee (3rd June 2022).

15. Date and Time of Next Meeting:
 - a. Tuesday 15th February 2022 6.30 pm – 7.30 pm
Consultative meeting with PCC regarding Brynhir.
 - b. Tuesday, 15th February 2022 at 7.30 pm – Full Council
16. To propose any item for the next Agenda.
17. **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”.**
18. To confirm the Private and Confidential Minutes of the Tenby Town Council Meeting held 18th January 2022.
19. Any matters arising for information only.
20. Enhancing Pembrokeshire Fund bid planning – Cllr. Blackhall

TENBY TOWN COUNCIL
MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD
18TH JANUARY 2022

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

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

The Mayor welcomed all.

269. TO RECEIVE APOLOGIES

Apologies received from Cllr Mrs S Lane, Cllr Mr D Morgan and Cllr H Whitehurst.

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

Cllr Hallett and Cllr Rapi declared their interest in Item 10 and Cllr Mrs Rossiter declared her interest in Item 12.

271. 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.

272. CONFIRMATION OF MINUTES

Resolved that the Minutes of the Tenby Town Council meeting held 4th January 2022 be confirmed and signed as accurate.

273. MATTERS ARISING FROM THE MINUTES FOR INFORMATION ONLY

- a. **Page 120 Item 260 – Budget 2022:** Cllr Blackhall asked if he could raise a matter relating to this under private session. All were in favour.

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

- a. **NP/22/0007/FUL – Proposed garage adjacent to driveway – Queen Victoria House, The Mews, Heywood Lane, Tenby**

Cllr Rapi asked if any complaints have been received from neighbouring properties as in his mind, it is overdeveloped and appears very narrow. No objections had been received said the Clerk. Cllr Mrs Rossiter clarified the location for members. After some discussion a site visit was proposed by Cllr Rapi and seconded by Cllr Cornwell. The Clerk will ask PCNPA to accommodate a meeting.

RECOMMEND

Members are concerned about the scale of the proposed development and its impact on the amenity of neighbouring properties. They would welcome a site visit with officers to discuss the proposal in more detail.

- b. **NP/21/0816/FUL – Rear lean-to and flat-roofed extensions – Ystrad, Trafalgar Road, Tenby**

Cllr Rapi has no objections, many have extended on this road, and proposed acceptance. Cllr Hallett seconded.

RECOMMEND

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

275. TO RECEIVE THE FOLLOWING ITEMS OF PLANNING CORRESPONDENCE AND AGREE ACTION IN RESPONSE TO PROPOSALS:

- a. **PCNPA – Supplementary Planning Guidance Consultation**

The Clerk told members that PCNPA are updating guidance and asking for our views on what is being proposed. Councillors need to look at web links for each policy and see what they think. Cllr Hallett pointed out that the closing date is 15th April 2022. It was recommended that councillors have a look and feedback comments to Clerk who will raise it on a future Agenda.

276. TO CONSIDER 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 (deferred from 4th January)**

The Clerk explained that the General Power of Competence (GPOC) was part of a raft of legislation within the Local Government and Elections (Wales) Act 2021 passed last year by the Senedd.

GPOC had been in place in England since 2011 and was a very successful power of 'first resort' which, for those councils declaring GPOC meant that they did not have to look various pieces of legislation to see if they have the power to undertake something in the interests of the community.

This will replace the power of well-being which was subject to the same spending limit as S137. A council did not have to declare GPOC, but if it did not, it would no longer have the power of well-being to use.

A council has to pass a resolution declaring GPOC, which has to be reaffirmed annually.

However, to be able to declare GPOC a council must pass three tests.

- At least two thirds of member must be elected (Tenby currently falls below this as five members are co-opted).
- The council must have received two consecutive unqualified External Audits (Wales Audit has still to complete TTC's 2020-21 External Audit)
- The Clerk must be qualified.

Members will recall that, when GPOC was first suggested by the Welsh Government there was a question over what the requirement would be for a Clerk to be classed as qualified. This letter explains that WG has determined that a Clerk must at least have the sector recognised CiCLA qualification for a council to declare GPOC.

The Clerk has CiCLA, although it is recommended that any Clerk who obtained the qualification before 2022 undertakes the specialist module on GPOC if the relevant council wishes to exercise these powers.

The Clerk added that there were a number of other elements in the Act that members needed to address including:

- Multi-location meetings
- Public participation in meetings
- Annual Reports (the first having to be agreed, signed off and published by full council as soon as possible after 1st April 2022)
- Training Plan (which has to be published by 5th November 2022)

He suggested a working party be set up to look into complying with these elements.

Cllr Blackhall commented that WG was clearly setting a direction for town councils in the future. Smaller councils may not feel the need for GPOC but it was certainly something a town of our size needed to consider.

He agreed with the Clerk's suggestion to set up a working party as there were a number of things to be put in place to meet the requirements of the new act and we should start work.

b. **Emyr John, One Voice Wales (via email) – New Pembrokeshire Community and Town Councils Project Officer**

Are we members of OVW asked Cllr Mrs Brown. We are not but don't have to be members to benefit from what this Officer offers, said the Clerk. Cllr Hallett suggested noting this. If someone is offering assistance, then why not hear what they've got to say said Cllr Blackhall. The Clerk said it indicates that Mr. John has interest in looking to develop youth engagement and he knows the Mayor and other councillors are keen to progress this. This may be an opportunity to link in with him once ideas are further formed. The Mayor said it would be interesting to have Mr. John's input in the future.

c. **Dan Shaw, PCC (via email) – Working Better together seminars**

The Clerk believes that this meeting was postponed as it coincided with too many council meetings. The Clerk has attended two, the first because it was predominantly for Clerks. The second meeting was relating to the new post outlined in item b.

They are asking for a regular commitment by a councillor to attend forthcoming meetings, or would members want the Clerk to attend on behalf of Council. The Mayor proposed the Clerk attend on behalf of TTC and Cllr Mrs Brown seconded.

RESOLVED

That the Clerk represent TTC at forthcoming Working Better Together seminars.

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

Cllr Mrs Rossiter proposed accepting the accounts and congratulated the Clerk. Cllr Mrs Brown seconded.

RESOLVED

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

278. TO CONSIDER THE FOLLOWING REQUESTS FOR GRANT ASSISTANCE AND AGREE ACTION IN RESPONSE TO PROPOSALS:-

Tenby Museum and Art Gallery – Advertising Leaflet

Have we donated to the museum asked Cllr Mrs Brown? The Clerk confirmed that some years ago TTC funded a display. How much can we afford then she asked.

The Clerk reminded members that the Grants Budget was already spent but that TTC had previously agreed to vire monies from reserves to help organisations applying for grants who had been adversely affected by the pandemic. Cllr Cornwell believes the Museum is asking for £1,875 but that perhaps TTC should give them £1K. Cllr Mrs Rossiter was thinking more £500.

Cllr Mrs Brown doesn't agree with £1,000 but rather a sum between £250 and £500 as a contribution. She felt leaflets could be something that maybe local businesses can also consider sponsoring.

Cllr Blackhall feels that Tenby is incredibly lucky to have such a museum, adding that it is really unusual to have something of this standard entirely funded privately.

In relation to the Clerk's comments, he concurred that TTC had put aside funds in relation to supporting Covid effected businesses. The Museum has been closed throughout the pandemic. However, they have been offering online projects like Artisan Avenue which have positively impacted local mental health and community wellbeing, and has resulted in a fantastic exhibition currently which he encouraged all to go and see.

This is not a massive amount in the overall scheme of things, Cllr. Blackhall continued. He feels really proud of our museum and that we should seek to pay the full amount.

However, Cllr Mrs Evans was not sure about full amount and would exercise caution over the use of reserves as it was still unclear as to how many more organisations may come to TTC for grants. She would not like to say no to anybody.

Cllr. Mrs Rossiter proposed a donation of £500 be given, seconded by Cllr. Mrs. Brown.

Cllr. Cornwell proposed an amendment in that the donation be £1000 and Cllr. Blackhall seconded.

The Clerk explained that both proposals were in favour of a donation, the question was over the amount. Cllr. Cornwell's amendment should therefore be considered first. If this failed Cllr Mrs. Rossiter's proposal would be voted on.

Put to the vote Cllr. Cornwell's amendment was carried and it was therefore:

RESOLVED

That under Section 144 of the LGA 1972 a donation of £1000 be made to Tenby Museum to assist them with their leaflet production and distribution.

Further resolved that sufficient fund be vired from reserves to facilitate this.

The Mayor said she had recently opened the exhibition and echoed Cllr Blackhall in that it was very much worth a visit.

279. TO CONSIDER ANY UPDATES ON TENBY TOWN WALLS AND AGREE ACTION IN RESPONSE TO PROPOSALS: -

Nothing further in relation to town walls.

In relation to the interior of the walls within the Mayor's Parlour the Clerk had managed to secure services of local builder who has repaired the damp area. This work should be completed tomorrow and it is then just a case of getting the Parlour cleaned. TTC will then be good to return to face-to-face meetings, subject to legislation.

Cllr Rapi said he was irritated by the white window fronting the Esplanade at the Imperial Hotel. He felt it was dreadful and he cannot believe they were allowed to get away with it in the middle of an historic monument. He suggested the Clerk contact the owners to ask if it could be painted a dark colour.

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

No further forward since Cllr Evans outlined the position at the last meeting. Progress is being made but not at pace.

281. TO CONSIDER THE GROWING HOUSING CRISIS IN TENBY AND AGREE ACTION IN RESPONSE TO PROPOSALS – CLLR M EVANS

Although this item will be deferred until the next meeting in the absence of Cllr. Evans, Cllr Blackhall said that there are some really serious housing issues coming up in town with people in rented being asked to vacate.

It is believed these properties could be being sold for holiday rental/Airbnb. Members of our local community are being forced to leave Tenby. If people hear of anything they are asked share information with Cllr Evans.

Cllr Williams is also dealing with these issues said Cllr Rapi, people have been in touch with him too.

Cllr. Blackhall agreed it would be a good idea that, when this item is discussed in a fortnight, both county councillors were present to discuss findings.

282. TO CONSIDER A MARINE CONSERVATION AREA – TENBY SOUTH BEACH, GILTAR SPIT, CALDEY SOUND AND CALDEY ROADS – AND AGREE ACTION IN RESPONSE TO PROPOSALS – CLLR M EVANS

This item too was deferred to the next meeting in the absence of Cllr. Evans. However, Cllr Hallett believes that there is already a marine conservation area in place and this would be an extension to it.

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

- a. The Clerk suggested that councillors start to think of HM The Queen's Platinum jubilee and how we may celebrate it. This will be placed on the agenda for the next meeting. If members could formulate some ideas this would be welcome.

284. DATE AND TIME OF NEXT MEETING

Resolved that the next meeting will take place on Tuesday 1st February 2022 at 7.30pm.

285. TO PROPOSE ANY ITEM FOR THE NEXT AGENDA

Cllr Mrs Brown – Street furniture

Cllr Rapi asked for the condition of the railings on the Esplanade steps to be placed on the agenda but Cllr Blackhall felt that this would be addressed under the item he wishes to consider in private.

286. 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"

TENBY TOWN COUNCIL
MINUTES OF MEETING HELD WITH EMMA THORNTON
11TH JANUARY 2022

PRESENT: Cllr Mrs S Skyrme-Blackhall Mayor
Cllr Mrs T Skyrme
Cllr Mr L Blackhall
Cllr Mrs C Brown
Cllr Mr J Cornwell
Cllr Mr T Hallett
Cllr Mrs S Lane
Cllr Mr P Rapi

IN ATTENDANCE: Mr A Davies Clerk
Mrs S Thompson Assistant to the Clerk
Mrs Emma Thornton Visit Pembrokeshire

The Mayor welcomed all, thanked councillors for attending meeting and introduced councillors to Mrs. Thornton

Emma Thornton, CEO of Visit Pembrokeshire, gave a PowerPoint presentation, in brief

Building a Sustainable future for Tourism in Pembrokeshire

Overview

Background and experience

- Visit Pembrokeshire – who we are and what do we do?
- Our 5 year strategy – developing a sustainable future for tourism in Pembrokeshire
- The Pembrokeshire brand story – sustainability at the heart of our brand

Background

- 20 years in place management and Tourism
- Passionate about building effective partnerships that help destinations maximise their potential and respond to challenges

Visit Pembrokeshire – Who are we?

- The official Destination Management Organisation (DMO) for Pembs and the first DMO in Wales
- Launched November 2020
- A business led partnership focussed on growing sustainable tourism for the benefit of all

What do we do?

- Destination marketing

- Tourism leadership and advocacy
- Project delivery – coordinating delivery of the Destination Management Plan (DMP)
- Industry liaison and support
- Research and intelligence
- Event Support

2020-25 Destination Management Plan DMP

Targets

10% growth in the visitor economy in real terms over 5 years

25% of value generated Oct - March

75% of businesses engaged with the Pembrokeshire brand

Pembrokeshire a Top 5 UK destination choice

Strategic priorities

Shared narrative and brand

Events and seasonality

Responsible and sustainable

Well-being and Active

Brilliant Basics

Destination Marketing – What are we trying to achieve?

- Attracting value not volume and visitors who ‘get’ Pembrokeshire and what makes it such a special place
- Addressing seasonality – a year round destination
- A shared brand and coordinated approach to marketing Pembrokeshire
- Top 5 UK destination of choice

Developing the brand story:

Associations and images that trigger a desire to visit

As part of this Visit Pembrokeshire would be seeking views on what makes Pembrokeshire special and wants communities more involved in this process.

Brand purpose

Elevating kindred spirits

Soul, heart, magic, creativity, rhythm, temp, energy wild, dynamic, restorative, rejuvenating, restful mind and body were all spirit words associated with Pembrokeshire.

Brand Proposition

Numerous confluences help to define and differentiate Pembrokeshire.

Lasting change... visitors see and live life a little bit differently.

Brand Personality

Caring, embracing, free spirited.

Logo development INSPIRATION

Icon colours reflects change, connection, rejuvenation and longing to return – purple slate of Pembrokeshire.

Building the Brand

Film/video

Pembrokeshire for all seasons

Social media – principal brand building tool

How the Pembrokeshire community can get involved and why it is important

'Brand is social and social is brand'

- Brands are now built through thousands of micro interactions on social platforms, developed in conversation with our community
- Pembrokeshire is particularly unique with a very engaged online community, of both locals and fans from afar who appreciate all that the region has to offer.

Pembrokeshire Brand Toolkit

A resource for everyone helping to communicate what's special about our County.

Pembrokeshire in the press

On brand messaging

Comment pieces

Press trips

Competitions

Social media support

Results

- Average reach in last six months
2.1 million

The ethos was to signpost the whole of the county and take pressure off the 'honey' spots

Year 2 Priorities

- Growing private sector investment and further grant funding to ensure we build on the foundations laid in 2021
- Encouraging off season visits
- Attracting value not volume and kindred spirits
- Responding to notable trends
- Highlighting experiences that are unique to Pembrokeshire
- Destination Management Plan review

Working with Planed, Visit Pembrokeshire would be inviting councils to participate in this process.

Critical success factors for the longer term

- Embedding our Strategic role into “Place Marketing” in Pembrokeshire in the widest sense
- Building on and strengthening the Partnership, increasing commercial/private sector income
- Securing ongoing core funding beyond year 5

Mrs. Thornton hoped she had given all a better insight into the organisation and what is trying to be achieved and said she was happy to answer any questions from members.

The Mayor thanked Mrs. Thornton for her presentation and opened the floor to members.

Cllr Rapi started by saying that he has many issues. Tenby did very well this summer, it doesn't need more people. Everything is now shut and the locals seem to have been forgotten about. The infrastructure of Tenby is appalling, no investment has been made in the town for 10 years.

He felt that only those to benefit will be businesses. What about locals, he asked? Many work in hospitality yet cannot get a mortgage to live in our town as the wages are appalling.

He said the talk was of increasing numbers, but what was proposed in relation to encouraging investment in the local communities. Local properties are being sold off as second or holiday homes yet Visit Pembrokeshire's aims seemed to wish to advertise us to people all over the world which will only increase the pressure for holiday accommodation to the detriment of the needs of local people.

He felt there was a need to think more than just the business opportunities. Tenby is busy enough already, we don't need more volume, he said. Our community is fizzling away and yet nothing said here today gives me any encouragement that this is going to help our community. He felt that the public money that Visit Pembrokeshire have received from PCNPA and PCC was purely being spent to promote businesses.

To clarify, said Mrs. Thornton, this is not about volume, it is about value, developing the right type of visitor economy that enables communities to thrive. There are issues over tourism pressures especially in Tenby, which is why it is important that this is seen as a partnership between the private and public sectors. Communities are really important in this which is why, over the next month, the focus will be on engaging the community in this strategy so they have their say in the 5-year destination management plan. This is not about encouraging more visitors it is about attracting the right type across the whole year and the whole county. Tenby's and Saundersfoot's marketing has not been tactical in the past, this is something that needs to be looked at.

With regard to funding that comes to Visit Pembrokeshire, it is the tourism funding that was part of PCC's remit. It was a question of pooling resources into one organisation rather than having many organisations all doing their own thing. The Five-Year Plan is a destination management plan based on developing sustainability, which is why there is the need to have the public sector

in partnership with communities. To help them be a part of shaping the future of tourism in Pembrokeshire.

Cllr Mrs Lane said, working in the hospitality sector herself, businesses were already struggling to cope with current volumes because of staffing issues. Many were unable to capitalise on the visitors already coming here because they did not have the staffing capacity to serve them. Even if tourism was spread around the county more, where were the staff coming from?

Mrs. Thornton felt these were indeed issues but they were not only within the county. The whole of the country was in the same situation; particularly as far as to how to raise the bar in terms of salaries in the tourism sector to attract people into employment.

Cllr Cornwell said he felt slightly confused because the aim apparently was to add 'value' not 'volume'. We do not need more volume; Tenby is already at capacity but the organisation is called Visit Pembrokeshire. If not to increase the volume of people visiting, what is the point of it, he said.

This was not about necessarily encouraging more visitors, stressed Mrs. Thornton. It is also about addressing the problems just discussed. A high proportion of visitors come during the summer months yet the county is quiet in autumn and winter. Some businesses are currently closed for a breathing space due to the bruising time they have had during the pandemic but for some it is also about not having the business to sustain them.

The aim is to develop and shape the economy by attracting visitors throughout the year to take pressure off the busy summer months; to encourage them to stay longer, spend a little bit more and to spend across the county. She felt the marketing of the county had not been done tactically in the past. If we want to change people's behaviour, we need to present Pembrokeshire in a different way.

Marketing is just one aspect of what we do, she stressed. It is also about coordinating with our public sector partners to look at how to address the basic infrastructure challenges like those already mentioned. As an organisation Visit Pembrokeshire would not be advocating or encouraging 'more of the same'.

Cllr. Cornwell pointed out that Tenby was already successful in bringing people into our town after the main summer season, although he acknowledged that between January and Easter things were quieter.

Cllr Mrs Brown said she was in favour of growing tourism as a community partnership. A lot of what happens in Tenby to bring people in outside the main season is run by volunteers and she felt more assistance was needed to support this work.

However, she felt that the infrastructure needed to support these events was virtually non-existent, particularly in relation to rail services. It was difficult to get a train more than twice a day - which also impacted staffing levels - and when we need to be busy and put on events there was no way for people to get here. She also felt that funding pressure on the county council had led to a lack of investment. Tenby tries to remain looking beautiful but many aspects are falling apart she commented.

Mrs Thornton agreed that transport infrastructure is a very important area, Visit Pembrokeshire does not have a statutory role but will be working as a bridge between public and private sector. Pembrokeshire is everybody's business and we need a framework to help work together she said.

Visit Pembrokeshire was a small team which had knowledge and passion. However, members had to bear in mind that the organisation was launched in the middle of the pandemic and was still in its infancy. She felt nothing mentioned by members was a surprise but the focus of the organisation is working in partnership, building better relationships, and raising awareness with local communities.

Cllr Blackhall felt the comments made by fellow members were interesting and indicative of the challenges to be faced around infrastructure and employment. How can you get businesses to get engaged when one thing you mention is to try and disperse people away from Tenby, he asked? It's not a huge selling point!

Infrastructure issues are fundamental, he continued. You can have the best marketing in the world but if the infrastructure is unable to support visitors you are just servicing some sort of Euro Disney.

He also felt there were issues around a deregulated market such as Airbnb. If you want to add 'value', how can you be assured quality is managed when there are no regulations, he asked?

He could see some real challenges in engaging a community to ensure they did not just see themselves as servants in a grand vision of a Pembrokeshire theme park.

Mrs Thornton felt that these issues are all very real which was why the Management Plan was important in terms of strategy. You have got to have the ability to influence and make improvements to the place, which is why it is important to have both public and private sector involved with communities to effect changes in policy by the public sector.

Relationships take time to build. The plan was certainly not about not promoting Tenby but was recognising the pressures Tenby has experienced and supporting the town in a myriad of ways including working with partners like Pembrokeshire College, national organisations and Visit Wales to address skills issues.

Referring back to Airbnb, Mrs. Thornton said that there is a Welsh Government Consultation on this. There is recognition that there needs to be an equal playing field and she felt most accommodation providers would welcome this.

Cllr Rapi felt progress needs both leadership and a workforce behind it. He asked Mrs. Thornton to ensure that in future discussions she would say that Tenby is concerned about its community as he felt this had not been adequately reflected in her presentation.

Our community is suffering, he said. We have people living on the border line, the working poor who need to be supported. It is all very well being a holiday resort but how this helps the people of Pembrokeshire needs to be addressed. Cllr. Blackhall has made the same comment as I did at county council a number of years ago. Pembrokeshire is not a Disneyland, all façade with nothing underneath, he stressed.

Mrs. Thornton said she couldn't agree more. This new partnership was only a year old and we are building relationships, she said. She was grateful for being given the opportunity to speak to the council and hoped this is the beginning of a beautiful relationship.

She had heard all the comments loud and clear. She will take them into discussions going forward and hoped members of the council would come along to the sessions to review the plans that PLANED will be organising over the next few months.

Cllr Mrs Evans agreed with comments that it was not about increasing visitor numbers. She was of the opinion that the very nature of Visit Pembrokeshire would lead to that but she felt there are many issues in Tenby and around the county that needed addressing before we start adding to visitor numbers. We can't cope with the visitors we have already, she added.

Mrs. Thornton agreed there were challenges. She felt that the pandemic over the last year or so may have been an exception in relation to visitor numbers as the pent up demands of folk not being able to go abroad had led to more staycations and an exceptionally challenging year.

It may be similar this year, she commented, but Visit Pembrokeshire's focus is as a broker, bridging the gap between different community organisations and the public and private sectors to address these challenges.

It was far better to have a framework than not to have it. When partnerships are built, it does take time to nurture, but they are really effective when all work closely together.

Cllr Blackhall felt a single voice to talk with is progress and welcomed the prospect of a partnership.

The Mayor agreed with all councillors had said, feeling some very important points had been raised.

Increased tourism was having a domino effect in relation to local property availability for local people. There were growing cases of local people living in rented accommodated who were now being served notice to quit as the owners were looking to capitalise on the potential increased income generated by tourism. Local people were no longer able to afford to live in the town, we are in danger of losing the community that makes Tenby what it is.

She thanked Mrs. Thornton for attending and looked forward to meeting with her again.

Mrs. Thornton said she would be happy to come back at intervals to update members and hoped to see some of them at the events PLANED were organising.

NOTES OF MEETING HELD WITH DAFYDD LLEWELYN
POLICE AND CRIME COMMISSIONER DPP
18TH JANUARY 2022

<u>PRESENT:</u>	Cllr Mrs S Skyrme-Blackhall	Mayor
	Cllr Mrs T Evans	
	Cllr Mr P Rapi	
	Cllr Mr J Cornwell	
	Cllr Mrs T Rossiter	
	Cllr Mr T Hallett	
	Cllr Mr L Blackhall	
	Cllr Mrs Christine Brown	
 <u>IN ATTENDANCE:</u>	 Mr A Davies	 Clerk
	Mrs S Thompson	Assistant to the Clerk
	 Cllr M Williams	 County Council for North Ward
	 Dafydd Llewelyn	 Crime Commissioner DPP
	Griff Ifan	Policy engagement advisor OPPC

The Mayor welcomed all and invited councillors to introduce themselves.

Mr Llewelyn explained that he had been in post since 2016 and was re-elected in May last year.

There is sometimes a lack of understanding of what he does.

He has three responsibilities.

Firstly his role is to set the policing element of the council tax precept and he is in the process of finalising this for 2022/23 at the moment. Secondly, he holds the chief officers to account through structured meetings and governance. He is not responsible for the operational deployment of officers but can hold chief officers to account for delivery.

Thirdly he is responsible for the strategic direction of the Force and the police and crime plan.

Since re-election he has undertaken the appointment of the new Chief Constable.

Since 2016 his main flagship investment has been the reintroduction of CCTV systems into towns throughout the Force area which staff are able to access in 'real time'.

Over 26 towns in the Force area there are now approximately 155 cameras and every week there is evidence as to how the CCTV system has supported officers, from helping to identify missing people to providing evidence to help get convictions.

He sees the system as helping to safeguard the community and in Tenby the system is particularly useful in conjunction with Operation Lion.

Since 2016 there has been a slow but incremental increase in officers and there were more police in Dyfed Powys than ever before. There were now 1295 police officers, supported by police staff.

In addition, the Welsh Government's manifesto pledge to provide an additional 100 Community Support Officers (PCSOs) in Wales has seen Dyfed Powys Police have an extra 14. There were now 162 in the Force area and it is the PCSOs that will often be seen out and about in the community.

Policing was not devolved in Wales but there were arguments that it should be as Welsh Government, had power over other areas relating to dealing with social deprivation in the country which impacted on the work of the police.

As part of his comprehensive positive working relation with Welsh Government, there was funding for 14 constables serving as school liaison officers throughout the Force area teaching the youth across whole of Dyfed Powys messages about things like online safety and behaviour. He had also established a Youth forum and had provided funding towards youth services which had delivered nearly £750,000 to the four Unity Authorities in Dyfed-Powys during his tenure to assist them with early intervention work.

Early intervention provided opportunities to divert people from low level offending and provided signposting to services to give people a 'second chance'.

Mr. Llewelyn gave an example of this whereby a person caught shop lifting, in conversation with the team, disclosed that their reason for shoplifting was that there was no food in their house. Officers identified there was a basic needs problem and were able to provide information and support that enabled that person to get back on their feet and divert away from crime.

The Force was continuing to develop a wraparound service to tackle the causes of crime, e.g., low level substance abuse and various other problems, before they escalated.

Working with Welsh Government and partnership agencies and interacting with towns and community councils like tonight enabled him to undertake his function in ensuring an efficient and effective police service.

He was aware that there were concerns about changes to the Police response model, and he is constantly challenging this response model throughout its development.

While it was more difficult in some of the more sparsely populated areas of Dyfed-Powys, it was still the case that, in relation to emergency response times, 85 to 90 percent of calls were responded to within the 15-minute time limit set out in national targets.

Mr Llewelyn explained that his responsibility also extended to the Police 'estate' that is police stations.

Many buildings were provided around the 1950s and 60s; some were earlier and reaching the end of life. There is a significant question mark over their viability but there are no plans to close and sell off police stations he stressed. He hopes he is seen as a custodian of those assets, but it does need a sustainable strategy for the future to ensure stations were safe and appropriate for a modern police service.

Patterns of criminality had also changed with elements that requires specialist resources that are not visible to the public, for example online crime. He was of the opinion that the public were more likely to be in danger of being victims of online crime in their homes than anything else.

We were fortunate that this was a safe, low crime area, but if there were pockets of concern within community then this evening was the opportunity to tell him so he could feed back to the divisional commander for the area, Superintendent Anthony Evans.

Cllr Rapi said he was grateful to Mr Llewelyn for answering TTC's request for a meeting as he was concerned that Tenby was becoming an even more popular drinking resort which consequently led to an increase in anti-social behaviour.

The town is busy most weekends yet there is not enough police visibility in town, he said. Officers have to come from Haverfordwest or Pembroke Dock and by the time they arrive the problem people have gone.

Last year there was a spate of property damaged and he felt there was no control by the police. There is no visible sign of police around between 11pm and 1am when things are quite scary in town, he claimed. People are scared, please can we see some police presence at weekends, he asked?

Tenby is now a 12 month of the year resort, it is open all the time but we don't have police during January to March, he continued adding that he would like to see the police station open again.

We used to have an Inspector that was seen around town. The police knew the people of Tenby and Tenby knew them but these things don't happen anymore, stressed Cllr. Rapi. I realise it is a big ask but Tenby needs more policing on a regular basis due to the volume of people.

Years ago, at closing time, there would be 2 officers standing outside in the street. We have the occasional police car yes but by 10 pm they have gone. They need to be here as it feels like there is no law and order in town. Is there any way that Tenby can be put further up the scale of priority to increase our police presence, he asked?

Mr. Llewelyn felt Cllr. Rapi had raised some fair points but the ability to have 2 officers standing in town was challenging as it was not an effective way of deploying officers over a vast geographical area.

However, he said that even though he had quoted the highest number of officers ever in Dyfed-Powys, most complaints he received at meetings with residents throughout the Force area was that they never see a police officer so there does appear to be a problem.

It was a question of having officers in the right place at the right time. Tenby policing is elevated during the summer months through Operation Lion but the holiday season has extended which, while commercially welcomed, creates challenges for local services to respond to. Perhaps there was a case that Op Lion shouldn't be seen as uniquely a summer provision but was now a requirement over a longer period of time.

Tenby Police Station is being used, however, Mr. Llewelyn stressed. Officers will be based there and in attendance, but at present the difference is that it is not necessarily manned later in day.

Currently officers brigade centrally in the evenings and are deployed as and when needed. There was investment being made in the 101 service which should help but 999 is there if there is a threat of harm. The CCTV system enabled the situation to be monitored following a call and officers deployed.

He also wondered how much direct interaction TTC had with the neighbourhood police team. Does TTC have regular contact or has it dropped off? These were things he could take up with the Superintendent.

Cllr Mrs Brown, thanked Mr Llewelyn for coming and congratulated him, she lives by Tenby Railway Station. This year has been the best in relation to policing potential anti-social behaviour related to people arriving by train.

She was not seeing people carrying alcohol going up street and she believed that the Transport Police had confiscated alcohol or sent people back to where they came from. The CCTV system was also brilliant and she wondered if there was any way Tenby could have a mobile CCTV unit?

Mr Llewelyn said that the technology does exist for deployable mobile CCTV cameras and it had been talked about as further investment in CCTV provision. There were still static systems to be rolled out in certain towns but these may be considered in the second phase.

There was an excellent partnership with British Transport Police, and they have been very proactive in working together with Dyfed-Powys police on the ground. Often BTP officers walk around the streets of the town and can be recognised as they do not have the word Heddlu on their uniforms. This was part of a wider tapestry of response being developed and it was pleasing to see Tenby had had a good year. The challenge now was to ensure it's the norm.

Cllr Blackhall agreed the various agencies worked well over summer and felt that highlighting how positive this had been to encourage an extension of Op Lion was a valid point.

With regards to resources, what extent would Mr. Llewelyn be looking at over shared sites for police, ambulance and other agencies, he asked? Are there options to create a service hub in town?

Mr. Llewelyn agreed that enforcement had been a multifaceted approach. The police linked with PCC licensing teams and were very proactive with licensed premises. He hopes this experience will be replicated next year and not just seen as unique one off, and Op Lion extended.

In relation to shared hubs, the heads of estates of the various services all get together and try and work out how collaborative developments could take place but there had been limited success so far.

Sometimes it works out to be less financially viable. Sometimes it needs to find the right location and the sweet spot in a partnership had not yet been found.

Projects were progressing in other counties within the Force area however, and Pembrokeshire is the next step. However, funding is critical.

Cllr M Williams said he was not a member of TTC but was in attendance by kind invitation of the Mayor.

He wished to congratulate Mr Llewelyn on the reintroduction of CCTV. This was a huge loss, and a great credit to Mr Llewelyn that it had been brought back. He was also pleased to hear that plans were in hand over addressing the 101 service.

He felt Tenby had a good service and felt that former officer Nigel Lewis who worked for the police in a civilian capacity in Tenby was a wonderful ambassador. He thanked the police for the handling of the asylum seekers camp at Penally and was glad to hear that the newly appointed Chief Constable started his career in Dyfed-Powys and was someone who knows the area. He felt what was being done was now starting to show results.

Mr. Llewelyn said he would take the key themes in relation to Tenby's night time economy and the effectiveness of OP Lion on board. He will put questions to those in charge of operational deployment and will correspond back to the council.

The Mayor offered a big thank you also for the swift response by the police to parties in the harbour and how all had liaised together to make it work. It was a trying time and all should be congratulated over the way all worked together and turned a negative into positive.

Every season will bring pressures, she commented; and no doubt the 2022 season will bring its own, but if we work together to try and resolve issues, make sure things are resourced adequately then we can all react and respond to ensure that Tenby remains an attractive place to visit.

REPORT OF THE CLERK TO THE COUNCIL INTO FUTURE MEETING ARRANGEMENTS FOLLOWING TOWN AND COMMUNITY COUNCIL ELECTIONS 5th MAY 2022.

Introduction

This report follows members request that the Clerk looks at the structure of meetings with a view to reducing the frequency of full Council meetings.

The report falls into three components.

- The frequency of full Council meetings
- Consideration of committee arrangements
- Practical application for the coming year including Mayor Making

Restructuring of Council meetings

Under point 24 of Part IV of Schedule 12 of the Local Government Act 1972, a town or community council may, in every year, hold, in addition to the annual meeting, such other meetings as the council may determine to hold for the transaction of their business. Any of those other meetings shall be held at such an hour and on such a day as the council may determine.

At present we hold a full council meeting every two weeks except August and December (December usually sees one full council meeting and a finance working party).

The council also has a number of other committees which meet on an ad hoc basis when there are matters to discuss.

**THE CALENDAR OF TOWN COUNCIL MEETINGS FOR THE YEAR
MUST BE AGREED AT THE AGM AND PUBLISHED ON OUR WEBSITE.**

At the Budget Working Party meeting in December the question was posed as to whether the amount of untaken holiday leave/Time Off in Lieu accrued by staff was attributable to the meeting structure, in so much as staff seem to be on a continual loop of preparing for the next agenda and attending meetings on a two-week cycle (to be legally constituted, agenda papers must be sent out three clear working days before the meeting, not including the day of issuing the summons nor the day of the meeting - so in effect five days are required).

It was also suggested that a commitment to approximately 22 meetings a year was detrimental to attracting new people to join the council as a number of recent resignations cited not being able to commit the time required as a factor in their decision to stand down.

As such the working party asked the Clerk to look at the structure of meetings to see if more of a balance could be created.

Some suggestions from members of the working party for consideration included reducing the number of meetings to one a month during the winter months (November, January, February and March) and then increasing to two a month during the busier period from Easter to October, (while also retaining the August recess).

Prior to formulating a strategy, I liaised with other town clerks in Pembrokeshire as to their meeting arrangements.

Results were as follows:

Haverfordwest

Full Council meets on the third Wednesday of the month. Two standing committees Maintenance, Strategy and Estates made up of eight members which meets on the first Tuesday on the month and Personnel, Policy and Finance (six members) which meets on the first Wednesday on the month.

They do not meet in August.

Fishguard and Goodwick

Full council meets on the first Tuesday of the month.

They have five Committees which meet as follows:

Planning - 3rd Monday
Finance - 3rd Monday
Governance - 3rd Tuesday
Events - 3rd Tuesday
HR – every three months.

Planning, Governance and HR committees meet during the day (but only because the members of these committees do not work) and Events and Finance in the evening.

The Council do not meet in August.

Milford Haven

Milford Haven hold their full council meeting on the last Monday of the month.

They also have 2 Standing Committees (Planning and Finance) which meet on the second Monday and Wednesday of each month respectively.

The Minutes from these 2 Committees are ratified by Full Council.

The Committees start at 6 pm and Full Council 7 pm.

These committees also have sub-committees which report to the relevant committee and are called as and when needed.

Aside from the Annual General Meeting there is no Full Council in May and they also do not meet in August or December.

Neyland

Full council meets on the first Monday of every month.

They have a Planning Committee, Finance Committee and a Town Improvement Committee which meet on an as needed basis.

They do not meet in August

Pembroke Dock

Town Council meetings take place every 4 weeks on a Thursday.

They have three committees, Planning, Personnel and Finance. Planning has plenary powers while Finance and Personnel make recommendations for ratification by full council. These committees meet as and when required.

They do not meet in August.

Pembroke

Pembroke Town Council hold their full council meeting every four weeks on a Thursday and call a planning committee meeting (of which all councillors are members) outside of this monthly meeting as and when required.

They have a number of other committees but these meet on a 'when needed' basis (e.g. their Twinning committee may only meet once or twice in a year).

They meet in August.

St Davids

Full Council meets on the first and third Monday on the month except during August.

Narberth

One full council meeting a month on a Tuesday and a planning committee called when needed, usually one a month on a Tuesday outside of the full council meeting schedule.

They do not hold full council in August but may hold a planning committee if required.

Comments

Some councils have structured meetings of some sort every other week (committees and full council) while others have one structured full council meeting and call committee meetings on an 'as required' basis.

It would therefore appear that our current meeting structure is broadly in line with most other councils in the county as two full council meetings a month negates the need for, for example, finance or planning committees. In most cases, where other council hold regularly timetabled committee meetings, these do not involve all members of council.

Options could be:

- Retain status quo – however this does not address the issues raised at the finance working party
- Follow a similar structure to that of Narberth, Pembroke, Neyland and Pembroke Dock, with full council meeting once a month and specialist committee meetings called as and when required.
- Alternatively, you could have one full council meeting every four weeks rather than one every calendar month, again with specialist committee meetings called as and when required.
- A hybrid arrangement whereby we hold one full council meeting a month in January, February, March, April, October, November and December with bi-monthly meetings in May, June, July and September (this would not prevent TTC from holding an additional Budget Working Party meeting in December to consider the budget however).
- One full council meeting every four weeks with two standing committees (planning and finance – or other terms of reference to be agreed by members) held fortnightly and other committees called on an as and when required basis (*NOTE: This would not remove the situation whereby office staff are 'servicing' meetings, every two weeks*)

NOTE: All the above options retain the August recess.

FURTHER NOTE: Under Schedule 12 of the LGA 1972 the Chair can call an extraordinary meeting at any time to deal with a specific matter. Two members can also request that the Chair convenes an extraordinary meeting to deal with a specific matter. If the Chair does not do so within seven days, those members can convene such a meeting.

RECOMMENDATION

Members agree to move to holding a monthly Council meeting, usually to be held on the first Tuesday of each month. These meetings to be held in line with standing orders.

That members note and agree that if special circumstances arise or urgent matters occur, there are arrangements in place to enable extra meetings to be called.

That members agree what matters would need to be dealt with outside of a monthly Council meeting and make arrangements accordingly.

That existing standing orders be reviewed and revised to take account of the new proposals and the new legislative requirements under the Local Government and Elections (Wales) Act 2021 to ensure that members of Council, members of the public and press can attend all meetings remotely if required.

Consideration of Committee meetings

With a monthly meeting, the role of Committees becomes more relevant and it is necessary to determine which committees are needed, when they meet.

We currently have the following committees: Personnel, Augustus Place, Cemetery Management, European Walled Towns and Twinning, Christmas Lighting, Tenby Play Parks, Gardens Maintenance & General Purposes, Christmas Festivities and LDP Policy Consultation.

The Council also nominates representatives to the following outside bodies; Tenby in Bloom, Tenby Museum, SEPCHN, Tenby Chamber of Trade and Tourism, Harbour Users, Planed, Tenby Church in Wales School, Ysgol Hafan y Mor, St. Teilo's School, the De Valence Trust.

We also have Tenby Regeneration Team which we facilitate but that involve other bodies.

The current arrangements for committees have developed over time. They are ad hoc, unwieldy, outdated, and due for review. In some instances, the committees do not meet as decisions relating to their functions are dealt with at full council.

The only area of Council activity that is not currently covered by committees and sub-committees that would regularly require decisions outside of a monthly schedule of meetings is Planning. Therefore, whatever arrangements are made for other committees it is necessary to have arrangements for a planning committee.

For a planning committee to make recommendations to PCNPA, it would be necessary to be given plenary powers. Otherwise, decisions would have to be ratified by council and negate the point of a separate planning committee.

Given the new arrangements whereby Council meetings can be held remotely, it is reasonable to consider planning meetings to be held in this way. Depending on the agenda, some meetings could be very brief.

RECOMMENDATION

To establish a planning committee with plenary of at least 5 Councillors

To agree that councillors not on the planning committee would be able to submit comments for consideration.

To agree that the planning committee would meet before full council each month and have one other meeting (as required). Timetabling of this meeting to be subject of a further report.

To agree a review of all committees and to bring a report to future meetings. Further to consider which meetings are exclusively for Council members and which committees would benefit from outside representation.

To include arrangements for hybrid and remote planning meetings in the review of standing orders.

Annual General Meeting and Mayor Making

Standing Orders state that, in an election year, the Annual General Meeting will be held on the Friday following the election, or within 14 days. At this meeting all councillors will undertake their Declaration of Acceptance of Office and then elect a Mayor/Chair.

All other business that would normally be undertaken at the AGM is then adjourned to Mayor Making.

Under these circumstances Mayor Making is therefore classed as the Adjourned AGM at which, following the ceremonial process of electing the Mayor, all other statutory business is again adjourned to the following Tuesday to allow for the civic dinner.

As members are aware Town and Community Council elections take place in Wales on Thursday 5th May 2022. The count following the election takes place on 6th May when, unless there are insufficient numbers standing for election (resulting in a 'walk in') the composition of the new council will be clear.

All existing councillors cease to be so on the fourth day after the election.

The first Friday after the election is 13th May.

The first available date for the De Valence to host the civic dinner is 10th June.

Members could choose to carry on with the AGM on 13th May to conduct usual business (or adjourn following the election of mayor to Tuesday 17th May to undertake this) and then hold a separate Civic dinner as some other local councils do (utilising the available 10th June date).

However, this would mean that the ceremonial side of Mayor Making traditionally embedded within the AGM would have to be discarded.

It is not without precedent that the Adjourned AGM/Mayor Making is held in early June during an election year.

If members agree to hold the Adjourned AGM on 10th June - which would allow for the traditional Mayor Making ceremonials - the second 'adjourned' Adjourned AGM will then take place on Tuesday 14th June.

The next council meeting after that will be in the first week of July, subject to any decisions taken by members in relation to the future structure of meetings.

CLERK'S RECOMMENDATION

That the Annual General Meeting following the elections be set for 6 pm on Friday 13th May.

Further that, following the election of Mayor, that all other business be adjourned to the Adjourned AGM/Mayor Making Ceremony to be held at 6 pm on Friday 10th June, to be followed by the Civic dinner.

That a timetable of full Council meetings be produced with a meeting every month apart from August for ratification at the Adjourned AGM

NOTE: Members also need to consider whether or not we undertake the 'Mayor Elect' process prior to the Town and Community Council elections. If members decide to select a Mayor Elect (provisional dependent on the election results) this would have to be undertaken before 18th March when Purdah begins.

