

**TENBY TOWN COUNCIL**  
**MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD**  
**14<sup>TH</sup> DECEMBER 2021**

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

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

**236. TO RECEIVE APOLOGIES**

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

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

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

**238. TO AGREE ITEMS OF CORRESPONDENCE AND COMMITTEE MINUTES OTHER THAN THOSE MARKED NOT FOR PUBLICATION BEING GIVEN TO MEMBERS OF THE PRESS PRESENT**

Proposed by Cllr Hallett and seconded by Cllr Cornwell.

**RESOLVED**

**That items of Correspondence and Committee Minutes other than those items marked Not for Publication be given to members of the Press present.**

**239. CONFIRMATION OF MINUTES**

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

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

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

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

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

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

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

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

**RESOLVED**

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

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

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

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

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

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

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

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

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

**RECOMMEND**

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

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

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

**RECOMMEND**

**Members have no objections to this amendment.**

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

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

**RECOMMEND**

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

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

Cllr Hallett remarked that this property has already been demolished.

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

Cllr. Hallett felt progress was needed more quickly.

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

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

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

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

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

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

**RECOMMEND**

**Members have no objections to this.**

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

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

#### **RECOMMEND**

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

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

Cllr. Evans left the meeting.

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

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

#### **RECOMMEND**

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

Cllr Evans re-joined the meeting.

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

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

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

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

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

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

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

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

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

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

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

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

**RESOLVED**

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

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

Covered earlier in meeting.

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

The Clerk told members that he has heard nothing further.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Cllr Whitehurst seconded Cllr. Blackhall's proposals.

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

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

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

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

The Clerk then read the letter to councillors.

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

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

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

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

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

**Resolved that the next meeting will take place remotely on Tuesday 4<sup>th</sup> January 2022 at 7.30pm.**



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

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

None at this time.

**249. TO RESOLVE TO EXCLUDE THE PUBLIC FROM THE MEETING DURING CONSIDERATION OF THE FOLLOWING ITEM(S) OF BUSINESS UNDER THE “PUBLIC BODIES (ADMISSION TO MEETINGS) ACT OF 1960”**

**250. TO CONFIRM THE PRIVATE AND CONFIDENTIAL MINUTES OF THE TENBY TOWN COUNCIL MEETING HELD 30<sup>TH</sup> NOVEMBER 2021**

**Resolved that the Private and Confidential Minutes of the Tenby Town Council meeting held 30<sup>th</sup> November 2021 be confirmed and signed as accurate.**

**251. MATTERS ARISING FOR INFORMATION ONLY**

None.

**252. TO RECEIVE THE MINUTES OF THE FINANCE WORKING PARTY HELD 7<sup>TH</sup> DECEMBER 2021 AND CONSIDER ACTION ON RECOMMENDATIONS THEREIN**

**RESOLVED**

**That with the revisions to the Special Projects in the Community budget, the gross budget for 2022/23 be set at £432,024.67.**

**Further that, when income streams are taken into account, the precept requirement be set at £224,098.81 to give a Band D rate of £69.95, a 2.87% increase on last year.**

The Mayor closed the meeting by saying a big thank you to everyone. It had been another hard year but we had got there. By all working together some amazing meetings have been had and we need to keep on going in this vein as we go into next year. She paid particular thanks to her deputy, Cllr. Mrs. Evans.

Cllr Mrs Evans said credit was also due to the Mayor. It had been a tougher year than most but she had done an amazing job as Mayor throughout the year. Cllr Hallett seconded Cllr Mrs Evans, thanking the Mayor for steering the ship and for keeping us safe.

The Mayor wished all a lovely Christmas and urged everyone to stay safe in light of the continued uncertainty over the Omicron variant of Covid-19.

Mayor

---

Town Clerk

---

Date

---