

**TENBY TOWN COUNCIL**  
**MINUTES OF THE ANNUAL GENERAL MEETING HELD**  
**13<sup>TH</sup> MAY 2022**

**PRESENT:** Cllr Mrs S Skyrme-Blackhall Mayor  
Cllr Mrs T Rossiter  
Cllr Mr D Morgan  
Cllr Mrs S Lane  
Cllr Mr T Hallett  
Cllr Mr M Ronowitz  
Cllr Ms L Attewell  
Cllr Mr P Rapi  
Cllr Mr J Rossiter  
Cllr Mr L Blackhall  
Cllr Mr C Dale  
Cllr Mr D Whitehurst  
Cllr Mr T Brown

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

**1. DECLARATION OF ACCEPTANCE OF OFFICE FOR COUNCILLORS**

The Clerk congratulated councillors on being elected and advised those present that before the meeting could proceed, all members need to make their Declaration of Acceptance of Office. Four members had declared earlier on in the week. Remaining members made and signed their Declarations.

The Clerk explained protocol to councillors, both round the table and for placing items on the Agenda. Cllr Mrs Lane explained that issues may not always need to go on the Agenda but clear understanding in advance needs to be given as to what is likely to be talked about.

The Mayor then welcomed all saying it was lovely to be back and welcomed new councillors. The Mayor knows it can initially be daunting and asked that new members please ask if they are uncertain of anything.

The Mayor feels it is really important to work together as a team. A new council meant a clean slate where all could help and support each other and move forward as a collective.

The Mayor then spoke of the sad news of Mr David ‘Dai the Boot’ Thomas’ passing away earlier in the week. He was a local legend who will not be forgotten and would leave a huge hole in the lives of Tenby people. Members joined with the Mayor in sending sincere condolences to his family.

**2. TO RECEIVE APOLOGIES**

None received.

3. **APPOINTMENT OF MAYOR/CHAIR OF COUNCIL FOR 2022-2023**

The Mayor asked each member if they would like to stand for Mayor for the forthcoming year. All declined.

The Mayor said she would like the opportunity to carry on as Mayor for the next year, now we appeared to be through the pandemic. It had been a funny two years with on line meetings and us only just getting back around the table.

Cllr Ronowitz proposed, Cllr Morgan seconded and it was

**RESOLVED**

**That Cllr. Mrs. Sam Skyrme-Blackhall be elected to serve as Mayor for 2022-23.**

4. **APPOINTMENT OF DEPUTY MAYOR/DEPUTY CHAIR FOR 2022-2023**

The Mayor thanked everyone for electing her and proposed Cllr Mrs Sue Lane as her Deputy. This was seconded by Cllr Mr Brown.

**RESOLVED**

**That Cllr. Mrs. Sue Lane be elected to serve as Deputy Mayor for 2022-23.**

Cllr. Mrs. Lane thanked everyone for electing her and said it was a great honour to once again represent Tenby Town Council as Deputy Mayor.

She reiterated the comments of the mayor that it was very important we all work together for the future of the town.

5. **CONFIRMATION OF MINUTES**

**Resolved that the Minutes of the Tenby Town Council meeting held 26<sup>th</sup> April 2022 be confirmed and signed as accurate.**

Cllr. Mrs Lane made reference to Mrs Christine Brown who had served for 28 years on Tenby Town Council. She wished to minute the thanks of the council for all Mrs Brown had achieved for the town including getting the De Valence Pavilion off the ground, and her hard work on the Jubilee Skate Park.

Both the Mayor and Cllr Blackhall hoped that Mrs Brown will stay involved with the De Valence Trust.

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

**Page 225:** The Mayor had attended the funeral service for Mr David Hughes, saying it was a lovely celebration of his life.

**Page 227 Item 412:** Cllr Mrs Lane asked when will there be further information from PCNPA if application NP/22/0217/FUL had been passed. The Clerk said a

development management meeting is scheduled for next week but it is not on this agenda. It would probably be determined at the meeting the following month.

**Page 229 Item 414 – Updates on Proposed Brynhir Development:** The Clerk reminded councillors of the proposed meeting with PCC on 14<sup>th</sup> June at 6.30pm. This will be arranged once the cabinet member for housing is announced. PCC have booked the De Valence Pavilion on 15<sup>th</sup> June for a further public engagement meeting.

7. **TO APPOINT MEMBERS AND CHAIRS TO THE FOLLOWING TENBY TOWN COUNCIL STANDING COMMITTEES**

Cllr Blackhall said that the decision to have one full council meeting a month meant that we had to be setting up committees, to allow planning matters to be discussed on different dates.

There would be 7 members. Under the Terms of Reference the Mayor and Deputy Mayor would be members but the chair will be elected by members. We were looking to appoint five members in addition to the Mayor and Deputy Mayor.

Cllr Ronowitz queried if there will actually be more meetings under this system.

The Clerk explained that planning would meet monthly but personnel and policy only meets occasionally.

In relation to the personnel committee the previous personnel committee had commissioned a staffing review which had recommended that the personnel committee meets on a more regular basis e.g. quarterly as opposed to ad hoc and that we set a permanent personnel committee for 12 months rather than selecting members alphabetically when we needed to call a meeting.

Cllr Blackhall said that the Mayor and Deputy Mayor would be on all three standing committees so in effect there were 5 places remaining on each. Some members may not want to be on a committee at all. It was down to each member to choose something that they are interested in.

Cllr Mrs Lane said any councillor is also entitled to come to any meeting and give their input.

Cllr Dale asked for a remit of each committee which Cllr Blackhall did.

Cllr Brown referred to the number of meetings per month and again asked if it meant more meetings.

It was again pointed out that there will be one full council and one planning meeting a month, as opposed to one full council meeting every two weeks.

Planning will have plenary powers to make representation to PCNPA within consultation timeframes. All councillors can attend planning as Cllr Mrs Lane said but only the seven appointed members can vote.

Cllr. Brown felt that 4 out of the 7 may support something that the other 6 members of Council not on the committee may not. He felt this could disenfranchise members.

Cllr Blackhall said that 7 members on planning were there to make decisions but all members can express their views and attend meetings and have their say prior to decisions being made. This was common on other councils.

We already have this in relation to personnel where decisions are made that other councillors may not have made.

The policy committee would meet probably once a quarter or more likely on an 'as required' basis. They would make policy recommendations and consultation responses to be agreed at full council.

Cllr Ronowitz felt this had been a long time coming as this was the way most other councils operated. The key is to now make sure there is good communication between all meetings, not behind the scenes decision making. Members would know when each committee would be meeting, minutes would go to full council and all will know what is going on. If you are interested then get involved.

Cllr Mrs Rossiter felt that planning didn't take up much time, at full council meetings and didn't feel this approach will work as she felt all councillors needed to be involved.

The Clerk explained that council had resolved to hold one full council meeting a month. A separate planning committee was needed to deal with applications within the three-week consultation window.

The reason to move to one meeting a month had been to make it easier for staff to have the opportunity to take holidays as, on a two week cycle we were finishing off from one meeting and going straight on to prepare for the next. It was also felt it may assist councillors' attendance whereby, unless they were on statutory committees, they would only have to attend 12 meetings a year rather than 24 or more.

Cllr Mrs Lane said the council used to meet once a month and have a second planning and general purposes meetings once a month. Not only were members able to discuss planning but they were also able to discuss gardens and other matters which they found more beneficial as the meetings were not as intense as full council.

The Clerk said that the problem with this had been that this Planning and General Purposes Committee had not been given plenary powers so any decisions could not be actioned until full council had approved any recommendations. To get around this it had been redefined as a full council meeting but, over the years, meetings had morphed from two a month to one every two weeks.

Cllr Blackhall said we may end up introducing other elements to planning meetings but we needed to adopt a plan for now. If there are no plans in for consideration then there would be no planning meeting.

Cllr Rapi felt that those dealing with planning need guidance as there are rules and regulations and there needs to be a substantiated reason given when responding to plans.

We are advising, not making the decision he continued. We can express a view but PCNPA will make the final decision.

However, Cllr Mrs Lane felt TTC were influential as we had the local knowledge to put forward to people who do not know our town.

Cllr Blackhall felt that if certain things arise the Clerk would be able to determine an appropriate way for members to make a decision. There were other systems in place to enable meetings to be called.

The idea was that TTC were trying to move away from frequent evening meetings. Perhaps planning meetings could be held during the day, for example.

Cllr Ronowitz said, as a town council, we were not getting stuff done. We were just having meetings to talk about it. Tenby Town Council need to be active and seen to be doing more. If we don't change our systems nothing will get done and we'll be stuck in the mud.

We can see how it goes, if members are not happy as we progress through the year then things can be tweaked.

Cllr Dale agreed, commenting that when putting a new system in place we don't know if it will work or not. TTC need to try this system and then, if it doesn't work, we can reassess.

It was agreed to nominate members of the proposed committees with the Chair to be elected at the first meeting of the relevant committee.

## **RESOLVED**

**That membership of the three Standing Committees be as follows:**

**Planning Committee: The Mayor, Deputy Mayor, Cllr Rapi, Cllr Hallett, Cllr T Brown, Cllr Mrs Rossiter, Cllr Dale**

**Personnel Committee: The Mayor, Deputy Mayor, Cllr Morgan, Cllr Ronowitz, Cllr Mrs Rossiter, Cllr Rapi, Cllr Ms Attewell**

**Policy Committee: The Mayor, Deputy Mayor, Cllr Ronowitz, Cllr Whitehurst, Cllr Ms Attewell, Cllr Blackhall, Cllr Hallett**

## **8. CONFIRMATION OF SIGNATORIES ON COUNCIL ACCOUNTS FOR THE ENSUING YEAR 2022-2023**

The Clerk told members that usually it is the Mayor, past Mayor and 2 councillors, although due to difficulties with changing the bank mandate the Mayor has not been a signatory for the past 2 years. The only current signatories we have are Cllr Hallett and Cllr Mrs Lane. If we are happy for these to continue we need to appoint the Mayor and another signatory as per financial regulations. Ideally the Clerk would like someone

who is regularly available in town. Cllr. Ronowitz was proposed. Cllr. Rapi also offered as a past signatory but it was felt that this may conflict with his position as signatory for the De Valence Trust.

**RESOLVED**

**That Cllr. Mrs. Skyrme-Blackhall, Cllr Mrs Lane, Cllr Hallett and Cllr. Ronowitz be appointed as signatories for the year 2022-23.**

**9. TO CONFIRM THE CALENDAR OF MEETINGS FOR 2022-2023**

The Clerk told members that there was no requirement for a planning meeting on 17<sup>th</sup> May as no plans had been received.

Council traditionally held a summer recess as Tenby is a tourist town and most councillors historically were involved in the tourist trade. This allowed councillors to concentrate on their business.

It was proposed that this recess remain.

**RESOLVED**

**That the calendar of meetings for 2022-23 be confirmed.**

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

**a. Approved Annual Report 2021-2022 (for information) and a meeting setting the Council's priorities and plans for the next five years to be held on Tuesday, 24<sup>th</sup> May 2022**

The Clerk told members that the Annual Report is now a legal requirement. Members of the previous council had signed it off but the Clerk had included it today so that new members can see what it is all about, what was achieved last year and the proposed priorities for next year.

The idea was to have a meeting on 24<sup>th</sup> May to look at the priorities suggested by the former council and possibly suggest more.

Cllr Ronowitz commented that it was good that TTC were now moving forward. He felt that there has been a lack of direction in recent years. He agreed we need to sit down and bring to table 2-, 3- and 4-year plans of what Tenby Town Council want to achieve. All were in favour of a meeting at 7.30pm on 24<sup>th</sup> May.

Cllr Blackhall said, for example, that Cllr Mrs Lane has already spoken about ideas for the town gardens as part of our Places and Spaces project but they couldn't be included in this year's funding bid. This would be an opportunity to include these ideas in our five-year plan.

b. **SPRAG**

SPRAG are having an official launch at 12 noon on Monday 16<sup>th</sup> May 2022, and have sent an open invitation to all councillors if they would like to join them at Tenby Railway Station to learn how the group has been set up to try and work for an improved service from Whitland to Pembroke Dock.

c. **Councillor Expenditure Returns**

A reminder to all councillors that their expenditure returns for the recent election need to be sent in to Electoral Services by 6<sup>th</sup> June 2022 even if expenses were not incurred. This form would have been within the original paperwork. Councillors must send completed forms to the Returning Officer at PCC directly.

11. **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”**

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