

Pembrey and Burry Port Town Council

Minutes Regeneration and Community Services Committee Meeting

6th October 2016

Present: - Chair Mrs Shirley Matthews, Cllrs John James, Michael Theodoulou, Mrs Mary Wenman and Mrs Moira Thomas.

In attendance: Melanie Carroll-Cliffe (Town Clerk), Lee Fox (TSO)

(Meeting Room, Memorial Hall, Burry Port 9.30am – 12.15pm)

1. Personal Matters.

Apologies were received from Cllrs Andrew Phillips and Geraint Davies.

2. To receive Members' Declarations of Interest in respect of the business to be transacted.

There were no declarations of interest made in relation to the business to be transacted.

3. To confirm the minutes of the Regeneration and Community Services Committee meeting held on Thursday 8th September 2016

The minutes of the meeting held on 8th September 2016 were confirmed as a true record.

4. To consider any matters arising from the minutes

P1 (3) To consider further information from Pembrey Growing Association.

Cllr Michael Theodoulou informed members that Pembrey Growing Association had not contacted him in for further advice.

P2 (5) Matters arising - Bar facilities

Members were advised that a design and costings are presently awaited.

5. Consideration of the Committee's Budget monitoring report (copy enclosed)

Cllr Michael Theodoulou referred to the fact that the Committee needs to give consideration to what it wants to market, given that it has a marketing budget. It was discussed that the Facilities Management Committee will be responsible for marketing the Council's buildings, although presently it has no budget to do so. The Clerk confirmed that this issue was on the agenda for consideration by the Finance Committee the following week.

Cllr Mrs Shirley Matthews confirmed that she would like to develop boards to promote the history of Pembrey. Also, she wishes to obtain banners/letter signage. She also felt that consideration should be given to purchasing bunting for use over the summer period.

Following discussion, it was agreed that an item be placed on the agenda for the next Committee meeting, to specifically consider marketing.

Cllr John James left the meeting at 9.55am.

6. Consideration of contractors' report for the 2015/16 financial year (referral from Finance Committee meeting of 12th September)

Members were advised that this report was prepared for the Finance Committee but at the request of that Committee, it was being circulated to other Committees, for information purposes.

Following a query regarding tendering, the TSO confirmed that correct procedure would be followed in line with the Council's Financial Regulations.

7. To consider positive support by the Town Council in achieving a "Dementia Friendly" Community

The Town Clerk advised members that she had recently met with Mrs Dorothy McDonald and other members of the Dementia Carers Group together with Cllrs Mrs Shirley Matthews and Michael Theodoulou.

The Dementia Carers' Group has obtained support from Cefn Sidan Rotary Club to try to achieve a 'Dementia Friendly' community. As part of this, letters had been sent out to local businesses inviting them to attend a meeting at the Memorial Hall, but unfortunately, no representatives from the businesses had attended.

Cllr Michael Theodoulou referred to the need to raise awareness and this being achieved through a press release. In doing so, the benefits to the businesses should be highlighted in order to encourage them to become 'Dementia Friendly'.

Following discussion, the Committee was in full support to try to make the local community 'Dementia Friendly'. The Clerk advised members that she was aware that an officer at Llanelli Town Council had recently received training to become a 'Dementia Friend'. It was therefore agreed that enquiries be made as to the source of this training.

8. To consider planning for the Wales in Bloom 2017 campaign and it's hosting

The Clerk circulated the Judge's report to members in relation to this year's campaign.

Cllr Michael Theodoulou queried what are we trying to achieve, that is, are we trying to win awards or is the aim to improve how the community looks?

Cllr Mrs Shirley Matthews advised that at a sub group meeting the previous day, there had been discussions on new designs for roundabouts, to involve structured planting and features. A long term plan will be brought to the Committee in due course.

Discussions also took place regarding the planned hosting of Wales in Bloom 2017 and what this entailed. Consideration is being given to holding the launch ceremony, which will be in March 2017, at Pembrey Memorial Hall. The larger Awards Ceremony event will be held at Burry Port Memorial Hall and it is hoped that it may be possible to arrange for students at Pibwrlwyd College to undertake the catering for this.

9. Update on Christmas lighting for 2016

The TSO provided the group with detailed costings for the new installation. There were additional costs due to the full replacement of previously installed electrical sockets which are unsafe. The new lights would include additional lighting for the boulevard pathway at Burry Port Harbour and also more lighting along Station Road. The additional costs are to be advised to the Finance Committee but it is unnecessary to request additional funding as money will be available from other areas of the Committee's budget.

It was further agreed that the TSO obtain a price for existing available lighting to be erected outside Burry Port Memorial Hall and Pembrey Memorial Hall.

Lastly, the Clerk reminded members that the Committee needed to consider its requirements and costings for Christmas lighting in 2017, as the budget setting process would be starting next week.

10. To consider the formation of a strategic planning working group (referral from Facilities Management Committee meeting 27th September 2016)

Cllr Michael Theodoulou explained the idea of the strategic planning working group which had been initiated by the Facilities Management Committee. He had suggested that all the other Committees do the same and that all the ideas be collated into the Council's overall strategic plan.

Following discussion, it was agreed that this issue should be considered by the Committee as a whole and a special meeting was agreed for members to formulate some initial ideas.

11. Update on all Sub Committees (Well-being and Future Generations, Bacce and Planning)

The Clerk advised members of meetings/events she had attended in relation to the Well-Being of Future Generations legislation. She further outlined the details of the new Public Services Board and the work which is being undertaken in order to ultimately produce a Well-Being plan for Carmarthenshire, which will be publicised in April 2018.

In relation to the Bacce Sub Committee, it was discussed that the Sub Committee had been awaiting to see what the developments were with the Friends of Burry Port Harbour group.

It was agreed that the work of these two Sub Committees should be discussed at the planned special strategic planning meeting.

12. To consider any referred matters from the other Committees (if any)

There were no additional referred matters.

13. Any other competent business

The Clerk referred to the applications for financial donations which had been deferred from the previous meeting.

Burry Port Charity Fund

Information had been received that the sum of £250 was being requested. Also, it had been advised that the money was intended to be used for the administration costs of the charity. Members were

of the view that this application should be rejected, on the basis that the Town Council has a policy of assisting local organisations by directly given grants.

Burry Port Senior Citizens Fellowship Club

Information is still awaited from this organisation. However, members agreed that if the organisation requests a donation of up to £200, then the Clerk is authorised to approve this.