

Pembrey and Burry Port Town Council
Regeneration and Leisure Committee Meeting
Thursday 7th May 2015

Present: - Chair Cllr Mrs Shirley Matthews, Cllrs Graham Davies, Mrs Pat Jones, Andrew Phillips, Michael Theodoulou, Mrs Moira Thomas and Hefin Williams.

In attendance: Melanie Carroll-Cliffe (Town Clerk) and John Ridgway (TSO)

(Former OAP Hall, Memorial Hall, Burry Port 9.30am – 10.55am)

1. Personal Matters.

Apologies were received from Cllr John James.

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

Members confirmed their usual declarations of interest.

3. To confirm the minutes of the Regeneration and Leisure Committee meeting held on 2nd April 2015

The minutes of the meeting held on 2nd April 2015 were approved as a true record.

4. To consider any matters arising from the minutes.

P2 (11) Update on Pembrey Memorial Hall and Serendipity

Following a query raised by a member, the Clerk confirmed that as yet, there was no update from the Legal Department of Carmarthenshire County Council in relation to Pembrey Memorial Hall.

5. Update from Heritage Trail Sub Group

Cllr Graham Davies advised that a fairly positive response has been received from the Lottery Fund in relation to the project enquiry. In responding, advice had been provided which the group was considering and actioning. It had been felt that currently, the subject is too broad. Accordingly, at the last meeting of the Heritage Trail Group, it had been decided to restrict the project to the industrial heritage of Burry Port, which means that less boards will be required. Thought is also being given to re-focusing the project, so that there is more active learning for the community. Contact is going to be made with local schools and colleges. The Lottery Fund had also highlighted the necessity for sustainability for certain aspects of the project.

Cllr Graham Davies also advised that the cost of the boards had previously been over estimated and that the likely cost per board is around £4,000. The cost of a mentor is also to

be removed, as it is believed that the necessary expertise can be found within the Group or certainly locally.

Members were keen to continue supporting the project to try to ensure its success. In light of there needing to be sustainability, it was proposed and **APPROVED** that the Committee recommends to the Finance Committee a commitment by the Town Council of up to £500 per year for the upkeep of the boards and IT.

6. Update on Memorial Hall mood lighting

The TSO advised that the lighting is in transit and will therefore be installed shortly.

7. Update on marketing and promotion of the Memorial Hall

The Clerk advised that she is continuing to liaise with one of the lecturers at Coleg Sir Gar. He has confirmed that he currently has two groups working on an assignment for the promotion of the Memorial Hall and he is hoping to shortly attend with the students for a site visit.

8. Update on entry to Wales in Bloom/Britain in Bloom 2015

The TSO advised that he had met with a teacher from Pembrey School the previous day and the pupils have created designs for their flower beds. The TSO also informed members that he was attending at Ysgol Parc Y Tywyn later that day, as they have gardens at the rear of the school.

Currently, arrangements are in hand for the making up of the hanging baskets.

Notification has now been received that the judging of the Britain in Bloom competition will take place on 4th August. It is expected that lunch be provided to the two judges following the judging process.

Cllr Shirley Matthews referred to the fact that a local company in Burry Port wished to manufacture a miniature lighthouse to be placed on a roundabout in Burry Port, as part of the displays. The TSO advised that he had spoken to the local Planning Officer and this would not be allowed, due to visibility being affected. It was commented that currently, there are various walls being erected on roundabouts by the County Council and therefore, there appears to be different rules being applied.

Cllr Shirley Matthews advised that she would make enquiries and would provide an update back to members.

9. Update on the erection of new lamp post signs

The TSO confirmed that the new signs have been received and will probably be erected the following week.

10. Update on signage into Pembrey and Burry Port

The TSO advised that presently, no progress is being made. Emails have been sent to the contact which he has in the Welsh Government but replies have not been received to date. The TSO has also spoken to Mr John McEvoy in the County Council who likewise has not had a response.

11. Further consideration of the future of the former Pembrey School

The Clerk provided members with a SWOT analysis for their consideration, as had been requested at the last committee meeting.

In light of this analysis and having particular regard to the income and expenditure figures, members were generally of the view that it would not be worthwhile continuing to run the former Pembrey School unless the building could be transferred to the Town Council at a nominal value.

Members felt that this should be fully discussed at the next Town Council meeting and therefore, it will be placed upon the agenda and the SWOT analysis sent out to all members for consideration in advance of the meeting.

12. Further consideration of alternative access entrance to the Burry Port Memorial Hall car park/signage to the car park

Cllr Shirley Matthews advised that she had been liaising with an officer in the County Council in relation to potentially improving the access to the Memorial Hall car park. There have been discussions in relation to the number of garages which could potentially be knocked down in order to facilitate improved access. Cllr Shirley Matthews will keep members updated.

In relation to additional signage, it was agreed that signage is required to guide visitors to the Memorial Hall and additionally, when they are approaching the Memorial Hall, to guide them to the car park at the rear. The TSO was therefore requested to consider the location of additional signage and the type of signage and to then bring this information back to the Committee, for further consideration.

13. Update on proposed application for outline planning permission for the Copperworks Site

The TSO advised that he had spoken to the local Planning Officer following the planning applications relating to the Grillo Site recently not proceeding. It had been confirmed that as the Copperworks site is not in the flood plain, then there is nothing to prevent an application relating to this site being made. The architect has now advised that an ecological survey is required, the cost of which is £403. Further investigative surveys may be required, dependent upon the outcome of the ecological survey, such as a bat survey.

Members were in favour of the initial stages being undertaken to enable the planning application to be made and therefore **APPROVED** that the expenditure of the ecological survey be recommended to the Finance Committee.

14. Proposed purchase of new clock for Burry Port Memorial Hall

Members **APPROVED** that a new clock needed to be purchased for Burry Port Memorial Hall and recommended this expenditure to the Finance Committee.

15. Purchase of new flooring and potential redecoration of former OAP Hall

The potential purchase of new flooring in the former OAP Hall had been discussed by the Committee previously. However, on that occasion, it had been approved that this item should be budgeted for in the new financial year as part of other projects which were also being considered. Members were still in agreement that new flooring was required and options will be looked into by the TSO.

16. Proposed refurbishment of the Chapel of Rest

The TSO advised that the Chapel of Rest has been re-painted and is in a reasonable condition overall, despite the fact that it lacks heating and the flooring is in poor condition. Given the relative low usage of the Chapel of Rest at present, members were of the view that no further refurbishment work should be undertaken for the time being and this should be reviewed at a later date.

17. Potential hire of additional van for summer months

The TSO advised that approximately £2,500 had been spent last summer in hiring an additional van. There was some discussion as to whether it would be preferable to purchase a second van, as opposed to hiring once more. However, the TSO felt that it would be preferable to hire a van for the summer months this year and to plan ahead for the purchase of a second van next year.

18. Forward planning of future large projects

It was discussed that in order to consider future projects, information was needed on how much money was available. Accordingly, the RFO will need to calculate the recommended reserve levels.

There was some discussion as to the type of projects which should be considered. It was suggested that projects should focus on regeneration, as opposed to being of a maintenance nature. However, it was raised that there is a considerable amount of dampness in the Memorial Institute and the external rendering is in a poor condition. Also, although the interior of the Memorial Hall has been completely refurbished, no work has been carried out on the exterior which still looks run down.

It was felt that there should be different budgets, namely one for day to day maintenance, another for cyclical repairs (eg painting buildings every so many years) and one for major repairs.

The Chair requested that members give further consideration to potential projects and that they bring their ideas back for discussion at a future meeting.

19. Any other competent business

- The TSO referred to a letter which had been received from Burry Port Bowls Club, which complained about problems being encountered, particularly in relation to footballs entering the bowling green from the MUGA ball court. Details of the letter were advised to members and it was suggested that the TSO could look into the cost of potentially raising the fence on the side of the Bowls Club, to alleviate the problems.
- The Clerk referred to the refurbishment work which had been undertaken in the Memorial Hall but no work had been carried out to the flooring. This had been looked into by the Clerk and TSO and a quotation obtained from a local company who would sand the oak floor, fill any holes, stain and varnish it. This company has carried out work to floors in similar halls and was confident that the flooring could be refurbished to a very high standard. Members **APPROVED** that it would be beneficial for this work to be undertaken and recommended that the cost of it be favourably considered by the Finance Committee.
- There was some discussion in relation to events taking place on weekends and how this requires overtime being worked, normally by the Caretaker. The Clerk emphasised that this would pose further difficulties should the usage of the hall continue to increase, as is hoped. It was therefore suggested that the Clerk and TSO consider possible long term solutions and bring these proposals back to the Committee at a future meeting, for further discussion.