

**Pembrey and Burry Port Town Council**  
**Monthly Meeting**  
**Wednesday 17<sup>th</sup> December 2014**

**Councillor Andrew Phillips (Mayor)**

**Councillors Graham Davies, Malcolm Davies, Ken Edwards, Mrs Jean Hire, John James, John Hedley Jones, Mrs Shirley Matthews, Mrs Susan Northam, Michael Theodoulou, Mrs Moira Thomas, and Hefin Williams**

**In attendance: Melanie Carroll-Cliffe (Town Clerk), Alan Howells (Responsible Finance Officer)**

**(Pembrey Memorial Hall, 7pm – 8.40pm)**

**114. Opening Prayer**

The opening prayer was given by Cllr Graham Davies.

**115. Personal Matters**

Apologies were received from Cllrs Stephen James, Robert John, Mrs Pat Jones, David Owens, Mrs Mary Wenman, County Councillor Hugh Shepardson and John Ridgway (Technical Services Officer).

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

Members confirmed their usual declarations of interest.

**117. Police Business**

PCSO Trudi Scandone presented the police report, as set out below:

During the month of November 2014, 28 crimes have been reported in the Burry Port section down from 29 in the same period last year. The detection rate for the year to date is 67%.

Within the month of November officers have had to attend to 156 calls, 30 of these needed an immediate response, 40 had to be answered within the hour and 56 were registered as simply needing attendance with another 30 not needing a response.

Crimes of note:

**Criminal Damage**

There have been 5 recorded cases of criminal damage in November. One of which was a vehicle had its tyres damaged whilst parked at Burry Port harbour, enquiries have been conducted but have led to no suspects being identified.

## **Burglary**

2 Burglaries were recorded in the Burry Port area, 1 in Church road and 1 in Lando Road Pembrey were unknown person/s have entered garden sheds and taken items from within. Enquiries have been conducted but no suspects have been identified.

## **Anti-Social Behaviour**

There were 10 anti-social behaviour calls in November but these were mainly relating to neighbour disputes and complaints in relation to loud music but no calls relating to the town centre.

## **Drug Offences**

In November there were 3 drug offences recorded and detected for the Burry Port section with a 100% detection rate. A warrant was executed in the Burry Port area whereby 1 person has been charged for possession of a control drug and will appear in court in due course. The Team are currently working on several warrants and are always keen to gain intelligence from the community.

Cllr Graham Davies referred to discussions which had taken place at PACT meetings about the role of PCSOs and enquired whether their powers have now been widened. PCSO Trudi Scandone advised that a PCSO has powers of dispersal in relation to public order offences. However, their powers have not increased in relation to dog fouling and littering offences. Cllr Graham Davies expressed a view that as a Council, we should try to support the PCSOs in widening their role. Cllr John James advised that County Councillors wished more persons to have enforcement powers and for this to occur as soon as possible, but indicated that presently, there were some outstanding legal issues.

### **118. To confirm the minutes of the meeting held on 19<sup>th</sup> November 2014**

The minutes of the Town Council meeting held on 19<sup>th</sup> November 2014 were accepted as a true record.

### **119. Information from the aforesaid minutes**

#### **P85 (106) Finance Committee meeting 13<sup>th</sup> October 2014 – Matters Arising**

Cllr Graham Davies expressed a view that the minutes stated a rather clinical version of the discussions and that he had strongly argued that the refusal of the particular financial request application was bizarre.

#### **P88 (111) Communications (10)**

Cllr Michael Theodoulou offered his apologies for being unable to attend the Community Council Liaison Forum on 4<sup>th</sup> December 2014. He also advised that he had been unable to arrange for a delegate to attend, at such short notice. It was discussed that since its inception, different delegates from the Town Council have attended this Liaison Forum. Cllr Ken Edwards proposed that for the purposes of continuity, there should be an ongoing member

attending all meetings, which was agreed. It was therefore **APPROVED** that an item be placed on the agenda for the next Town Council meeting to appoint such a representative.

#### P88 (111) Communications (13)

Cllr John James advised that the County Council had now adopted the Carmarthenshire Local Development Plan.

### **120. Report of the Technical Services Officer (TSO)**

#### Cemetery

##### Burials

During the month of November 2014 there have been 4 burials, 5 scattering of ashes and 2 burial of ashes.

##### Memorial Hall

The work in the hall is almost completed, the control room will be decorated when the Christmas period is over, tables and mirrors have to be ordered for the new conference room. The project is on programme and within the agreed budget.

##### Snooker Room

Radnedge Reclaimed Flooring have removed four snooker tables, the fifth table is to be removed in January by Mr Stuart Williams who played in the 1982 under 16 final on this particular table.

Cllr Ken Edwards referred to the fact that holes have now been left in the floor of the Snooker Hall, following the removal of the tables. He requested that this be attended to at the earliest opportunity, as it posed a health and safety issue.

##### Serendipity

Electrical remedial work is now 70% completed.

##### Copperworks School

Because many groups and individuals have the code for the digital lock (code cannot be changed) the existing lock has been replaced with a dead lock which will enhance the security of the building.

##### Britain in Bloom

The Royal Horticultural Society have informed the Council that they have been nominated to represent Wales in the small town category, this representation is provisional at the moment until it is confirmed that there are enough entries to allow this category to proceed, the total number of entries will be known by the end of December. There is a Britain in Bloom UK Finalists Seminar in Sheffield on 30<sup>th</sup> January 2015 which will provide the information to help the Council plan for the UK Finals.

## Grass Maintenance

Pembrey Community Centre, Pembrey Square, Memorial Gardens, Moreb, Clwb Bach, Harbour Roundabouts, Stepney Road.

All the above are grassed areas that the Council are solely responsible for.

Cllr Michael Theodoulou referred to comments made at the previous meeting when he had requested that the TSO's report be more detailed. He accepted that the TSO had included a little more detail in his report but requested that the Clerk speak to him on his return from annual leave about the report being even more detailed.

### **121. To consider the report of the Regeneration and Leisure Committee meeting held on Thursday 6<sup>th</sup> November 2014**

It was **RESOLVED** that the minutes of the Regeneration and Leisure Committee meeting held on the 6<sup>th</sup> November be signed and accepted as a true record.

## Matters Arising

### P1 (4) Matters Arising – update on commemoration of WWI

Cllr Graham Davies advised that it is intended for there to be a series of WWI commemoration meetings, the first of which will be held on 23<sup>rd</sup> January 2015. This will be an education awareness raising activity, together with music and poetry.

### **122. Report of the Responsible Finance Officer (RFO)**

The RFO, Alan Howells, presented his report, as set out below:

#### **1. Bank**

The following cash balances are held with Lloyds at 30th November 2014 :-

	<b>Balance at bank</b>	<b>Unpresented cheques</b>	<b>Council cash book balance</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Business Instant Access account	215,384.97		215,384.97
Community Account	22,119.60	8,282.92	13,836.68
Imprest account	14,684.38		14,684.38
	<b>£252,188.95</b>	<b>£8,282.92</b>	<b>£243,906.03</b>

#### **2. Schedule of accounts paid**

The following accounts have been paid from 1st to 30<sup>th</sup> November 2014:-

<u>Supplier</u>	<u>Details</u>	<u>Ref</u>	<u>Cost ex</u> <u>Vat</u> <u>£</u>	<u>VAT</u>	<u>Total</u> <u>cost</u>
Dwr Cymru/Welsh Water	Water Charges - Pembrey Memorial Hall	1	258.47		258.47
Tradepoint	Cemetery - maintenance materials	4	31.49	6.29	37.78
British Gas	Hall - Gas	1	277.33	55.46	332.79
Electratest	Pembrey Memorial Hall - maintenance	1	77.25	15.45	92.70
Powercut	Cemetery repairs	4	131.57	26.32	157.89
Darren Daniel	Memorial Hall - Refurbishments	1	295.00	59.00	354.00
Darren Daniel	Pembrey Memorial Hall - maintenance	1	40.00	8.00	48.00
Parker Plant Hire	Hall - Storage	1	64.40	12.88	77.28
Parker Plant Hire	Hall - Storage	1	64.40	12.88	77.28
TRA Imports	Xmas lighting - additions	9	5580.10	1116.02	6696.12
Iwec	Hall - maintenance	1	121.50	24.30	145.80
Iwec	Hall - maintenance	1	67.45	13.49	80.94
Iwec	Hall - maintenance	1	122.60	24.52	147.12
Llanelli Blinds and Upholstery	Memorial Hall - Refurbishments	1	2500.00	500.00	3000.00
Graham Davies	Events - WW1 Commemoration	9	62.55	12.51	75.06
Graham Davies	Events - WW1 Commemoration	9	53.78		53.78
Wrenvale Nurseries and Landscapes	Floral Displays	9	600.00	120.00	720.00
Wrenvale Nurseries and Landscapes	Floral Displays	9	240.50	48.10	288.60
Wrenvale Nurseries and Landscapes	Floral Displays	9	1500.00	300.00	1800.00
Wrenvale Nurseries and Landscapes	Floral Displays	9	2258.00	451.60	2709.60
British Gas	Pembrey Memorial Hall - Electricity	1	88.56	4.42	92.98
Smith of Derby	Hall - Clock Maintenance	1	183.00	36.60	219.60
Travis Perkins	Cemetery - maintenance	4	61.04	12.21	73.25
Biffa	Cemetery - Refuse costs	4	104.07	20.81	124.88
Biffa	Hall - Refuse costs	1	74.72	14.94	89.66
Chivers Corner Garage	Vehicle fuel costs	4	144.37	28.87	173.24
BT	Hall - phone costs	1	420.71	84.14	504.85
BT	Hall - phone costs	1	119.01	23.80	142.81
BT	Hall - phone costs	1	84.31	16.86	101.17
BT	Cemetery - phone costs	4	136.98	27.39	164.37
Tradepoint	Hall - maintenance	1	23.85	4.77	28.62
Lyreco	Admin supplies	3	218.16	43.63	261.79
Lyreco	Admin supplies	3	155.52	31.10	186.62
Consortium	Admin supplies	3	16.69	3.34	20.03
Sheds N Chalets	Christmas Lights - Grotto	9	205.83	41.17	247.00
Darren Daniel	Hall - maintenance	1	185.00	37.00	222.00
Travis Perkins	Cemetery - maintenance	4	41.78	3.17	44.95
			16609.99	3241.04	19851.03

The RFO referred to the overall bank balances totalling £243,906.03. In relation to the schedule of payments for November, there is some unusual expenditure, which he highlighted. The payment to TRA Imports was for additional Christmas lighting. The payment to Llanelli Blinds and Upholstery was for the ongoing refurbishment at the Memorial Hall. There were also a number of payments to Wrenvale Nurseries and Landscapes for floral displays and a payment to Shed n Chalets for a new nativity stable.

### 3. Petty Cash

Payments made from 1st to 30<sup>th</sup> November 2014

Phone card	3	10.00	10.00
Llanelli Star	3	0.70	0.70
100 * 1st class stamps	3	62.00	62.00
<b>Total payments made from petty cash</b>		<b>£72.70</b>	<b>£0.00</b>
		<b>£72.70</b>	

### 4. Budget Monitoring Report

The Budget monitoring report for the period 1st April to 31st October 2014 has been circulated to Members.

The RFO advised that as at the end of October 2014, income and expenditure should be just over 58% of budget. The RFO advised that the virements which were approved the previous month have been made and are included within the figures.

Presently, income is above budget. The main areas to note are the SLAs received for the public conveniences and gardens, as well as the subsidy for Pembrey Memorial Hall.

The RFO also highlighted the donation from the Events Forum towards the Christmas lights.

The RFO advised that rental income was doing quite well at present. In relation to the cemetery, although this is below budget, the income is higher than it was at this point in the previous financial year.

In relation to expenditure, employees' costs are within budget. Administration costs are over budget but as previously advised, this is mainly attributable to a timing issue, with insurances being paid at the start of the financial year. Also, payments for telephones and subscriptions have been paid quarterly in advance.

Civic Expenditure is within budget. However, most of the expenditure has not yet been incurred, as the Christmas tea and Cawl Cennin have not yet been paid for.

Expenditure on the cemetery/footpaths is below budget. The RFO advised that the invoice for footway lighting had not yet been received from the County Council. He also referred to expenditure on maintenance and repairs already being close to the overall budget. He will therefore speak to the TSO upon his return from annual leave and give consideration to a virement.

Expenditure on the Hall and Institute is within budget, with most of the individual headings being within budget. The RFO advised that a credit is due in relation to electricity costs. In relation to the expenditure on the Hall and Institute refurbishment, the RFO advised that the Finance Committee had requested a breakdown of the expenditure and income, which had now been provided. It should be possible for the grant funding to be claimed in January 2015.

Expenditure on the Copperworks is under budget.

Expenditure on the former Pembrey School is well below budget. The RFO also advised that the payment of £750 in relation to the lease is being reclaimed from Carmarthenshire County Council, in accordance with terms agreed.

Expenditure on Pembrey Memorial Hall is overall within budget, although expenditure for annual payments of insurance and rates are over budget.

The RFO referred to the money received from the County Council in the previous financial year for Pembrey Memorial Hall refurbishment, as previously advised.

Expenditure on Special Projects is overall over budget, although there are some headings where there has been no expenditure to date. The RFO advised that in relation to the expenditure on floral displays, a meeting has taken place with the TSO to obtain more information. Following this, it is evident that some expenditure had been agreed after the budget was set for the 2013 / 2014 financial year and therefore, a virement will be made.

The RFO confirmed that net expenditure to date is on budget at just under 55%.

### **123. To consider the report of the Finance Committee meeting held on Monday 10<sup>th</sup> November 2014**

It was **RESOLVED** that the minutes of the Finance Committee meeting held on the 10<sup>th</sup> November be signed and accepted as a true record.

#### Matters Arising

##### P2 (9) Update on draft budget for 2015 / 16

The RFO advised that at the most recent Finance Committee meeting, some final adjustments had been recommended. These will be looked at once more at the January Finance Committee meeting and then brought to the January Town Council meeting.

##### P3 (11) Consideration of VAT rules for charitable organisations

Following a query, the RFO clarified that the Scouts Organisation and Mr Terry Clarke had claimed that the Council should not be charging VAT on their hiring charges. However, the RFO had contacted HMRC and also considered their guidance. He confirmed that it is a misconception that VAT cannot be charged to such organisations. However, it is essential that there is consistency if VAT is to be charged. Cllr Michael Theodoulou added that the Finance Committee had felt that in the local community, there is often little difference between organisations which are registered as a charity and those which are not. Accordingly, it would be unfair to the smaller unregistered organisations if the registered organisations were not charged VAT.

##### P4 (15) To considered any referred matters – WWI commemoration events

Cllr Graham Davies clarified that the funds raised will be utilised for charities which are felt to be appropriate, whether of a local nature or abroad where there is suffering.

P4 (16) Any other competent business – Cemetery – Saturday burials

Members formally **APPROVED** the additional cemetery charges.

**124. To consider any planning applications**

It was advised that due to there being only two planning applications, the Planning Committee had not met that month. Therefore, members were asked to consider the two applications, as referred to below, which they **APPROVED**.

<u>Application No.</u>	<u>Name and Address of Applicant</u>	<u>Description of Application</u>
S/31222	Jeffrey Marsh 43 Waun Sidan Pembrey	To build a workshop / garage to the rear of the property
S/31260	Mr Michael Samuel 14 Cliff Terrace Pembrey	New bay windows plus side window layout

**125. To consider any County Councillors' reports**

County Councillor John James advised that he had attended a presentation the previous week by Welsh Water on the Rainscape Scheme. This had currently been placed on hold until the Spring. It was evident from the presentation that there is a considerable amount of work earmarked for Burry Port, which will cause disruption. It is therefore intended that they meet once more with Councillors and also attend properties in the community, to provide information.

County Councillor John James also referred to an issue with the bridge behind Pembrey Stores and a meeting which had taken place with Network Rail. He confirmed that there is a temporary measure in place and if this is successful, Network Rail will be looking at a more permanent solution.

Cllr Graham Davies enquired about the timescale for re-drafting the flood plain maps. County Councillor John James advised that the Environment Agency is still the national organisation and that this is still being looked into at present.

**126. To consider the Mayor's report**

The Mayor advised that he and the Deputy Mayor, Cllr Mrs Jean Hire had attended the induction of the new Chaplain of 621 (Carmarthen) Squadron on 25<sup>th</sup> November 2014. During the course of the previous month, he had also switched on the Christmas lights in Burry Port, attended pantomimes and a Mencap dinner. Additionally, he had attended the presentation arranged by Carmarthen Town Council on the Swansea Bay City Region Forum. Presently, although there are ideas, there is no available funding. There is now involvement from Sir Terry Matthews, who is the new Chairman. One of his main ideas is to have broadband across all of Wales. Also, Chinese and Arab funding is being considered to improve roadways to Pembroke. However, the Mayor's view is that any progress would be a long way off, if at all. Also, it seems that if any funding is secured, this will initially go to Swansea.



**127. Consideration of contributing to the cost of remedial work to the Harbour Footpath, in partnership with Carmarthenshire County Council**

Members were advised that there had been discussions upon this matter at the recent Finance Committee meeting. Following enquiries being made, it appears that it would be perfectly legitimate for the Town Council to contribute to this project along with the County Council. An email had been received from Rory Dickinson advising that the County Council's contribution would come from a capital account managed by him and which is specifically for footpaths and open spaces. Accordingly, the recommendation of the Finance Committee was that the Town Council should contribute, to enable this project to proceed. Members were of the view that the work would be for the benefit of the community, enhancing the harbour and also addressing a safety issue. Following the discussions, a proposal was made for this contribution to be made, which was unanimously **APPROVED**.

**128. Consideration of representing Wales in the 2015 Britain in Bloom UK Finals, following nomination and provisional selection**

The Clerk provided members with an update that a further email had now been received from the RHS, confirming that the Town Council's nomination as a finalist in the Britain in Bloom competition had been confirmed, as there were sufficient entries in the particular category to enable it to proceed. Members were generally of the view that entering the competition would be beneficial to the town and that it was an honour to be representing Wales in our category.

During the course of the discussions, Cllr Ken Edwards proposed that an approach be made to the County Council to support the erection of two boards either end of the A484, highlighting the success in the Wales in Bloom competition earlier in the year and the nomination to Britain in Bloom. Cllr John Hedley Jones also suggested having a banner on the station, which would be visible to people travelling through on the train.

Following the discussions, members voted on the proposal that the Council enter Britain in Bloom 2015, which was unanimously **RESOLVED**. Additionally, members **APPROVED** that an approach should be made to the County Council in relation to obtaining support for the boards, as discussed, although the wording would need to be decided upon.

**129. Consideration of the current arrangements for the venue for Town Council meetings**

Members discussed that there have been difficulties in relation to the Town Council meetings taking place on alternate months at Pembrey Memorial Hall. This is as a result of noise made by users of the hall, which was particularly evident that evening. Also, members of the public who have attended meetings have complained of difficulty in hearing the discussions, due to poor acoustics. There is also the issue of lack of parking facilities. Accordingly, a proposal was made that all meetings in future take place at the former OAP Hall, which was unanimously **APPROVED**.

**130. To consider Communications received**

1. Letter received on 20<sup>th</sup> November 2014 from the Secretary of Burry Port Charity Fund (Christian Ford Memorial). This advises of the success of the Charity Golf Day held at the Ashburnham Golf Club in August, which raised over £3,000 and which is being

distributed to organisations in Pembrey and Burry Port. It also thanks the Council for its patronage.

**Noted.**

2. Email of 21<sup>st</sup> November 2014 extending an invitation to attend the Carbon Trust Public Sector Conference 2015 on 25<sup>th</sup> February 2015 at the Barbican Conference Centre, London. Jonathan Reynolds MP, Shadow Minister for Energy and Climate Change, will open the conference and share his views on the importance of the role the public sector must take to manage the risks of climate change. The conference will feature real practical examples of solutions that can be applied to specific challenges. There will be a choice of plenary, workshop and round table sessions, all of which are designed to provide knowledge and tools to help save money and carbon. The event is only open to those working for a public sector organisation.

**Noted.**

3. Letter received from Natural Resources Wales on 3<sup>rd</sup> December 2014, enclosing summaries of two important urban tree studies which were officially recently launched in Wrexham at the Climate Change Commission for Wales event. One study is the Tree Cover in Wales' Town and Cities Study: a World First, which shows which towns and neighbourhoods have the most and least cover, and where there is tree loss. It sets out steps which can be taken to safeguard and enhance this powerful and versatile asset. The other study is Wrexham i – Tree Eco: the first study in Wales. In 2013 Wrexham County Borough piloted the first i-Tree Eco study in Wales to value their worth. In addition to the trees making Wrexham towns more attractive, they were also found to reduce flood risk, help challenge climate change, provide cleaner air through removal of air pollution, all of which result in substantial financial savings. The full reports are available on the website <http://naturalresourceswales.gov.uk/working-with-you/tree-cover-in-wales-towns-and-cities/?lang=en>. The letter advises that Natural Resources Wales welcomes questions and feedback and would be delighted to discuss how organisations can use the evidence and take action.

**Noted.**

4. Email of 3<sup>rd</sup> December 2014 from the Police and Crime Commissioner Mr Christopher Salmon. This is a request for assistance as he works towards setting the 2015/16 Council tax policing precept. He advises that he is eager to understand what the public wish to pay for their policing service and he is therefore running a survey, asking a small number of key questions. This is available online at <https://dpopcc.typeform.com/to/zfGJFw> and can also be requested in hard copy format through the Commissioner's office. The survey ends on 4<sup>th</sup> January 2015.

**Noted.**

5. Letter received on 8<sup>th</sup> December 2014 from the Secretary of St David's Diocesan Board of Finance. This advises that the Town Council's request for the Board to consider donating an area of land at the front of Pembrey Memorial Hall was considered at a recent meeting of the Property Sub Committee. It states that unfortunately, it was decided that the Board could not donate the requested piece of land to the Town Council. However, they have instructed one of their contractors to cut the grass and tidy up the plot.

**As no information was provided as to why the Council's request had been refused, it was agreed that a further letter be sent to request this information. Also, if the**

**Board will not donate the land, the letter include a request that consideration be given to leasing it to the Town Council at a peppercorn rent.**

6. Email of the 10<sup>th</sup> December 2014 from the Police and Crime Commissioner's office. This advises that Mr Christopher Salmon would like to meet informally with some or all Councillors to discuss policing matters and suggests that he attends on 19<sup>th</sup> March 2015 between 6.30pm and 7.30pm.

**Members agreed that this meeting should take place and the Clerk is to notify the Police and Crime Commissioner's office.**

### **131. To receive reports by elected members, if any**

Cllr Moira Thomas expressed thanks on behalf of the Council to Cllr Shirley Matthews for her hard work in organising the senior citizens' Christmas tea, which had been very successful.

Cllr Michael Theodoulou advised that he had been approached by a number of people who had attended the switching on of the Christmas lights in Burry Port and who had attended at the Memorial Hall afterwards. Although the event was extremely successful, comments had been made regarding the significant health and safety risk due to the numbers in attendance. This therefore needs to be carefully considered in future years. Cllr Shirley Matthews advised that the Events Forum obviously did not know how many would attend on the night. Consequently, a decision has now been made that in future, refreshments will not be served inside, as the seating area provided was taking up too much room.

### **132. Report of the Clerk on matters of administration**

1. Confirmation received by way of letter dated 10<sup>th</sup> December 2014 from the Principal Licensing Officer of Carmarthenshire County Council that the Premises Licence in relation to Burry Port Memorial Hall had been granted that day and that the Licence documents were currently being prepared.  
**Noted.**
2. Email received 11<sup>th</sup> December 2014 from the Senior Events Coordinator of the Royal Horticultural Society. This referred to the previous provisional confirmation provided of the Town Council's entry to the 2015 Britain in Bloom UK finals. The email provides confirmation that this has now been confirmed. The first event for finalists is the 2015 RHS Britain in Bloom Finalists' Seminar on 30<sup>th</sup> January 2015 in Sheffield. The email confirms that judging will take place from 3<sup>rd</sup> August to 14<sup>th</sup> August 2015 and may extend into 17<sup>th</sup> to 21<sup>st</sup> August 2015, if necessary.  
**Noted.**
3. Letter dated 13<sup>th</sup> December 2014 from the Secretary of the Over 60's Club Pembrey thanking the Council for organising the recent Christmas Tea for the pensioners of Pembrey and Burry Port.  
**Noted.**
4. Email from the Policy and Partnership Officer of Carmarthenshire County Council on 15<sup>th</sup> December 2014. This provides thanks for the support given to the Integrated Community Strategy Annual Forum held on 27<sup>th</sup> November. It also advises that a copy

of the Annual Report, the Population Indicators and the presentations given on the day are available on <http://www.partneriaethsirgaerfyrddin.org.uk/English/ICS/Pages/AnnualReport1314.aspx>. The email also advises that comments/feedback regarding the arrangements for the day/location/any ideas for the future are welcomed and can be sent to [communityplanning@cararthenshire.gov.uk](mailto:communityplanning@cararthenshire.gov.uk).

**There was discussion in relation to who coordinates this at a local level. Cllr John James clarified that it is run by the Local Service Board but the County Council is a part of the Forum.**

5. Email from One Voice Wales on 16<sup>th</sup> December 2014, providing information and a letter from the Minister for Economy, Science and Transport at the Welsh Government about the consultation on a new National Transport Plan, which started on 10<sup>th</sup> December 2014. The National Transport Plan will help deliver the Welsh Government's Policies and the objectives for transport as set out in the Wales Transport Strategy. The consultation documents can be accessed at <http://wales.gov.uk/consultations/transport/draft-national-transport-plan/?skip=1&lang=cy>. The closing date for responses is 11<sup>th</sup> March 2015 but One Voice Wales has requested that any comments in relation to each of the questions listed on the response form be emailed to Dr Del Morgan by the end of February 2015.  
**Noted.**

6. Email from the Police and Crime Commissioner's Office on 17<sup>th</sup> December 2014, attaching two items relating to CCTV. The first is a report carried out by Instrom Security Consultants on behalf of the Commissioner, published today, which reviews CCTV provision within the Dyfed Powys Police area. The other is a press release, also of the 17<sup>th</sup> December, from the Police and Crime Commissioner, which offers some of the Commissioner's views.  
**Noted.**

7. Final item to be taken in camera.

In view of the confidential nature of the business to be transacted, the following item be considered in private, and that the power of exclusion of the public under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 be exercised.