

Pembrey and Burry Port Town Council
Monthly Meeting
Wednesday 18th February 2015

Councillor Andrew Phillips (Mayor)

Councillors Graham Davies, Malcolm Davies, John James, Stephen James, Robert John, John Hedley Jones, Mrs Susan Northam, David Owens, Michael Theodoulou, Mrs Moira Thomas, Mrs Mary Wenman and County Councillor Hugh Shepardson

In attendance: Melanie Carroll-Cliffe (Town Clerk), Alan Howells (Responsible Finance Officer), John Ridgway (Technical Services Officer)

(Former OAP Hall, 7.15pm – 9.35pm)

155. Opening Prayer

The opening prayer was given by Cllr Graham Davies.

156. Personal Matters

Apologies were received from Cllrs Ken Edwards, Mrs Jean Hire, Mrs Pat Jones, Mrs Shirley Matthews and Hefin Williams.

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

Members confirmed their usual declarations of interest.

158. Police Business

Although the Clerk informed members that an email had been received, advising that Sergeant Ceri Howells would be in attendance, there was no representative present from the Police.

Members expressed dissatisfaction at the sporadic nature of the attendance by the Police at meetings and it was **APPROVED** that this be communicated to the Police.

The police report for the month of January 2015 has been received and is set out below.

During the month of January 2015, 22 crimes have been reported in the Burry Port section down from 27 in the same period last year.

Within the month of January officers have had to attend to 121 calls, 18 of these needed an immediate response, 34 had to be answered within the hour and 42 were registered as simply needing attendance with another 27 not needing a response.

Crimes of note:

Criminal Damage

There have been 3 recorded cases of criminal damage in January. One of which was a vehicle had its window damaged whilst parked on Stepney Road, enquiries have been conducted but have led to no suspects being identified.

Burglary

There were 2 recorded burglaries during January. One of which was a shed break in Trem-Y-Mynydd Burry Port were unknown person/s have entered a shed and stolen a motorbike from within. All lines of enquiry have been conducted but no suspects were identified.

Anti-Social Behaviour

There were 6 anti-social behaviour calls in January, with only 1 call relating to the town centre. The call was in relation to Burry Port's memorial park were by a member of the public reported youths smoking cannabis and drinking alcohol at the location. Officers have attended and identified the youths who were just hanging around in the park drinking a can of pop and no offences were identified.

Drug Offences

In January there were 3 drug offences recorded in the Burry Port section. One of which was a male found to be in possession of cannabis, the male has now been charged 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.

159. To confirm the minutes of the meeting held on 21st January 2015

The minutes of the Town Council meeting held on 21st January 2015 were accepted as a true record.

160. Information from the aforesaid minutes

There was no information/clarification in relation to the minutes.

161. Report of the Technical Services Officer (TSO)

Cemetery

(a) Burials

During the month of January there has been 1 burial, and 1 scattering of ashes.

(b) From the 1st January 2014 to the 1st January 2015 there have been: Burials - 22, Burial of Ashes - 18 and Scattering of Ashes - 18.

By way of information, the TSO advised members that prior to the opening of the crematorium in Llanelli, there was an average of around 60 burials per year at the cemetery, although there was a lower number of burial of ashes.

Memorial Hall

- 1 All the decoration has been completed including the Control Room.
- 2 The only work remaining is the supply of mirrors and furniture for the side rooms.

Snooker Room

All the snooker tables have been removed and floor repaired, a quotation is being invited for painting the floor.

There has been no response to date to the Room to Hire notice which was posted on the Website, Facebook and Twitter.

Noticeboards

The perspex and backing cloth need to be replaced in all the noticeboards ie

- 1 At the Town Centre
 - 2 Outside the front of the Institute Building.
 - 3 Randell Square, Pembrey.
- The work is now in progress.

The TSO updated that unfortunately, the replacement perspex obtained is too narrow.

Serendipity Nursery

After a complaint from the Nursery re water ingress into the building the TSO carried out an inspection and established that water was coming in through the west wall and the lintel had cracked which indicated structural damage. On contacting CCC property services they said it was not their responsibility.

This item is on the main agenda

Wales in Bloom / Britain in Bloom 2015

Clr Shirley Mathews and the TSO attended the RHS Britain in Bloom, 2015 UK Finalist's Seminar in Sheffield on 30th January 2015. The aim of the Seminar was to provide the finalists with useful information and to meet the UK Finals Judging Panel and to network with other finalists.

The judges said they hoped that entries would celebrate and make features of their heritage and those things that are unique to their area.

The judges and speakers outlined what they would want entrants to keep in mind when planning their displays namely –

- 1 **Impact** - design, colours, appropriate choice of plants, special features, presentation and innovation.

2 **Horticultural Practice** – quality of plants, sustainability and new planting.

3 **Residential and Community Gardening** – residential , communal areas, grounds of schools, churches, car parks etc.

4 **Business Areas and Premises** – retail and shopping areas, pubs, post offices, and tourist areas.

5 **Local Environment Quality** – Management of litter, graffiti, fly posting and dog fouling.

6 **Local Heritage** – management and development of local heritage and identity.

7 **Pride of Place** – management of street furniture, signage and hard landscaping.

8 **Communication and Education** – community awareness and understanding, engagement with schools and young people, press coverage.

9 **Conservation and Bio-diversity** – wildlife areas and habitat.

10 **Community Participation** – community involvement.

Pembrey and Burry Port will be competing against Henley on Thames, Falmouth, Cupar, Tewkesbury, Dalton with Newton, and Barnoldswick in the Town category. The judging for Wales in Bloom will take place early July with judging for Britain in Bloom taking place late August.

The TSO updated members that he had already had discussions with representatives from the RNLI, Glan y Mor comprehensive school, Pembrey junior school and Ysgol Parc y Tywyn, and also Arriva Trains. These discussions have been positive.

There was considerable discussion in relation to encouraging community engagement, to maximise the chance of success in the competitions and how this should be done.

Following the discussions, it was proposed and **RESOLVED** that the Council should hold a competition in conjunction with its entry to Britain in Bloom to encourage involvement of the local community, such as having a prize for the best individual garden. Members referred this to the Regeneration and Leisure Committee, to consider drawing up the specific rules.

162. To consider the report of the Regeneration and Leisure Committee meeting held on Thursday 15th January 2015

It was **RESOLVED** that the minutes of the Regeneration and Leisure Committee meeting held on the 15th January be signed and accepted as a true record.

Matters Arising

P5 (13) Any other competent business

Following a query, the Clerk confirmed that the acquisition of a new Welsh flag had been discussed at the recent Finance Committee meeting and approval given for this.

163. 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 31st January 2015 :-

	Balance at bank	Unpresented cheques	Council cash book balance
	£	£	£
Business Instant Access account	252,488.87		252,488.87
Community Account	25,040.73	1,550.68	23,490.05
Imprest account	2,313.72		2,313.72
	£279,843.32	£1,550.68	£278,292.64

2. Schedule of accounts paid

The following accounts have been paid from 1st to 31st January 2015:-

Supplier	Details	Ref	Cost ex Vat £	VAT	Total cost
Royal Horticultural Society	Britain in Bloom Application	9	50.00		50.00
SA1 Laundry	Hall - tablecloth laundry	10	18.34	3.67	22.01
Tradepoint	Memorial Hall - repairs	1	46.34	9.27	55.61
Tradepoint	Cemetery - repairs	4	25.03	5.02	30.05
Consortium	Cemetery - protective clothing	4	53.98	10.80	64.78
Mike Clarke Printing	Admin supplies - compliment slips	3	35.00	7.00	42.00
Dyfed Alarms Ltd	Cemetery - maintenance	4	190.00	38.00	228.00
	Electricity - Pembrey Memorial Hall				
British Gas	Hall	1	53.00	2.65	55.65
British Gas	Gas - Memorial Hall	1	592.18	118.43	710.61
Owen Fuels	Oil - Pembrey Memorial Hall	1	1032.80	51.64	1084.44
Greenwell Power Tools	Cemetery - equipment	4	6.65	1.33	7.98
Chivers Corner Garage	Cemetery - Vehicle costs	4	36.32	7.27	43.59
	Gates to Amelia Earhart monument				
Burry Port Forge		1	450.00	90.00	540.00
British Gas - (Electricity)	Electricity - Copperworks	1	91.53	4.57	96.10
British Gas - (Electricity)	Electricity - Institute	1	893.48	121.59	1015.07
British Gas - (Electricity)	Electricity - Pembrey	1	572.71	91.89	664.60
British Gas - (Electricity)	Electricity - Memorial Hall	1	1065.18	146.94	1212.12
British Gas - (Electricity)	Electricity - Cemetery	4	373.69	18.68	392.37
British Gas - (Electricity)	Electricity - OAP hall	1	131.48	6.56	138.04
British Gas - (Electricity)	Electricity - Copperworks	1	13.98	0.69	14.67
British Gas - (Electricity)	Electricity - Institute	1	352.00	70.40	422.40
British Gas - (Electricity)	Electricity - Pembrey	1	280.62	56.12	336.74
British Gas - (Electricity)	Electricity - Memorial Hall	1	256.01	51.20	307.21
British Gas - (Electricity)	Electricity - Cemetery	1	212.21	10.61	222.82
British Gas - (Electricity)	Electricity - OAP hall	1	31.55	1.57	33.12
Plusnet	Internet provider	3	15.00	3.00	18.00
P&BP Community Forum	Special - Donation	6	250.00	0.00	250.00
Brian Thomas	Memorial Hall Refurbishments	1	335.00		335.00

Llanelli Blinds and Upholstery	Memorial Hall Refurbishments	1	570.00	114.00	684.00
Joane Chilvers	Web provider	3	49.50		49.50
Darren Daniel	Institute - maintenance	1	250.00	50.00	300.00
CCC	Garden bags	3	242.00	48.40	290.40
Biffa	Hall - Refuse costs	1	85.39	17.08	102.47
Biffa	Cemetery - Refuse costs	4	56.04	11.21	67.25
Travis Perkins	Cemetery - maintenance	4	58.02	11.60	69.62
Consortium	Hall - Cleaning materials	1	27.32	5.47	32.79
Consortium	Hall - Cleaning materials	1	50.83	10.17	61.00
A Philips	Civic Ceremony reimbursement	3	455.49		455.49
	Electricity - Pembrey Memorial Hall	1	20.22	1.01	21.23
British Gas - (Electricity)	Hall	1	20.22	1.01	21.23
Parker Plant Hire	Hall - Storage	1	64.40	12.88	77.28
Parker Plant Hire	Hall - Storage	1	64.40	12.88	77.28
Tradepoint	Hall - maintenance	1	26.85	5.36	32.21
Burry Port Male Choir	Special - Donation	6	100.00		100.00
Llanelli Ramblers	Special - Donation	6	100.00		100.00
Marie Curie Cancer Care	Special - Donation	6	100.00		100.00
Adept GB	Pembrey Memorial Hall - Telephone	1	4.74	0.95	5.69
			<u>9789.28</u>	<u>1229.91</u>	<u>11019.19</u>

The RFO highlighted that over half of the accounts paid related to fuel for the Council's various buildings.

3. Petty Cash

Payments made from 1st to 31st January 2015

J. Romero Ironmongers - Key cut	1	4.50		4.50	
Cleaning materials	1	3.20		3.20	
Llanelli Star	1	0.70		0.70	
Hooks	1	2.70		2.70	
Key cut	1	4.50		4.50	
Key cut	1	4.50		4.50	
Key cut	1	12.00		12.00	
Cleaning materials	1	31.18	6.24	37.42	
Spar - battery	3	3.99		3.99	
CM phone card	3	10.00		10.00	
		Total payments made from petty cash	£77.27	£6.24	£83.51

There were no unusual items of expenditure from petty cash.

4. Budget Monitoring Report

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

The RFO advised that as at the end of December 2014, income and expenditure should be 75%.

Income is slightly over budget at 77.18%. The RFO also highlighted that the footpath grant had not been received. In relation to rental income from hiring of the halls, the RFO explained that this is mainly a timing issue, with these presently being a little under budget. He believes that these will ultimately be on budget for the year.

In relation to expenditure, employees' costs are within budget. Administration costs are just over budget, with insurance being a large payment.

Civic expenditure is well within budget, as is expenditure on the cemetery/footpaths at present. However, the footway lighting payment has not yet been made, although details of this have now been received.

The expenditure on the Hall and Institute is within budget. Expenditure on electricity is over budget and this is to be looked at, with a view to a potential virement being made.

In relation to expenditure on the Hall and Institute refurbishment, payments totalling £23,500 have been made to the end of December 2014. The RFO advised that he is liaising with the Clerk and TSO regarding expenditure to date, with a view to applying for the grant monies.

Expenditure on the Copperworks is well under budget, as is the former Pembrey School, although certain headings for annual payments are individually over budget in relation to the latter.

Expenditure on Pembrey Memorial Hall is within budget, based upon the figures provided by the County Council.

Expenditure on Special Projects is slightly over budget for year to date but the RFO advised that this is a timing issue and that overall, we should be within budget for the financial year.

A query was raised as to what the procedure is when it is identified that there is an overspend. The RFO confirmed that normally, there will be a report to the Finance Committee and a virement would be proposed. If there is an area where there has been an underspend, then this would normally be used for the virement.

Another query was raised as to why money had been spent on the MUGA when there was no budget. The RFO clarified that the responsibility for this had been taken over during the course of the financial year and hence the reason for there being no budget. It was discussed that a budget figure ought to be put in and the Finance Committee should consider this and a virement being made.

The RFO confirmed that net expenditure is 69.41% and is therefore within budget.

The RFO also took members through the proposed budget for 2015/16, a copy of which had been circulated with the agenda. He advised that as a starting point, the budget for the current year had been considered, with a figure for inflation being added in. Also, reductions were made on certain headings where there had been little expenditure. Additionally, the Regeneration and Leisure Committee had put forward a number of projects which totalled £18,000. A budget had also been inserted for the MUGA, as well as adding in the reimbursement figure from the County Council for Pembrey Memorial Hall. Taking the foregoing into consideration, the budget would increase to the proposed figure of £308,530. Considering the tax base figure and multiplying this by the precept for a Band D property, the

Finance Committee was recommending an increase of 2.5% to the precept. This would mean the precept for a Band D property is £94.00 and the figure raised from the precept would be £296,986. It was being proposed that the shortfall is funded by way of £6,744 from general reserves and £4,800 from the Election Reserve.

The RFO advised that there would be no cutback of the Town Council's services. Also, due to the reduction in the budget for certain headings, less needs to be taken from reserves, with the precept still being kept low.

Cllr Stephen James proposed that the draft budget be **APPROVED**, which was seconded by Cllr Mary Wenman, with all members being in favour.

164. To consider the report of the Finance Committee meeting held on Monday 12th January 2015

It was **RESOLVED** that the minutes of the Finance Committee meeting held on the 12th January be signed and accepted as a true record.

Matters Arising

P2 (6) Budget Monitoring

A query was raised regarding the information provided on budget monitoring being out of date. The RFO assured that he would verbally report anything of significance and emphasised that due to the timing, it was not possible for the documented information to be any more up to date.

165. To consider any planning applications

Members were advised that no planning applications had been received in the last month.

166. To consider any County Councillors' reports

County Councillor John James advised that County Councillors had been busy considering next year's budget, with the budget meeting due to take place on 24th February. He confirmed that a number of proposed cutbacks had been removed, due to them being unpalatable. He advised that some proposed reductions to the budget relate to youth services, school crossing patrols, respite centres, meals on wheels, coastal protection and flood defence.

A query was raised about the progress on a new school premises for Ysgol Parc y Tywyn. County Councillor Hugh Shepardson advised that this is likely to go for planning permission in June. The flood maps have been changed by Natural Resources Wales and also the Welsh Government has now changed its maps, so it is hopeful that the planning process will progress shortly.

A query was raised as to whether County Councillor John James had any more information in relation to Tesco opening its store in Burry Port, in light of recent news on other stores. He confirmed that he has been speaking on a weekly basis to the relevant County Council officers and is being told that the store is proceeding but that it may be on a smaller scale. Members expressed concern about a potential downgrade and felt that a smaller store may not be to the benefit of the local community. County Councillor John James advised that there

should be a meeting taking place at the end of the month and further information should be available after this. He confirmed that no fine had been paid to date by Tesco for late completion.

Due to the County Councillors only being in a position to provide limited information, it was proposed and **RESOLVED** that communication be made with both the County Council and Tesco to invite a representative from each to attend to directly provide information to members on the current position.

Finally, County Councillor Hugh Shepardson updated members that the work in relation to upgrading the caravan site at Pembrey County Park is nearing completion and it is due to open in April.

167. To consider the Mayor's report

The Mayor had no report this month.

168. To consider recommendations from the Snooker Room Sub Group for future use of the Snooker Room

Members were advised that the original sub group had held one meeting to date, when they had come up with an idea for the snooker room to be utilised for multi use by different sporting and fitness organisations. A notice has already been placed on the Town Council's website, seeking expressions of interest but there have been no responses to date. The Clerk clarified that the reason why this issue was on the agenda was to obtain members' approval to this proposed course of action and subject to this, further consideration could be given to it by the Regeneration and Leisure Committee. Members **APPROVED** this potential future use and referred the matter back to the Regeneration and Leisure Committee, for more detailed consideration and firm proposals as to how to promote this idea.

169. To consider a recommendation from the Regeneration and Leisure Committee for the future operation of bar facilities at the Memorial Hall

The Clerk outlined that this matter had been discussed at the recent Regeneration and Leisure Committee meeting, when it was agreed that bar facilities should not routinely be operated directly by the Town Council. It was felt that alternatively, the Council should seek tenders for the operation of bar facilities at the Memorial Hall, which would still generate additional income. A query was raised as to what would happen if an organisation which was using the hall had a preferred supplier and whether this would prevent that particular supplier being used. It was discussed that in any event, there would need to be more than one supplier, as otherwise, it may not be possible for an event to be covered.

Following the discussions, all members voted in favour of going out to tender, save for one member. It was further **APPROVED** that the matter be referred back to the Regeneration and Leisure Committee to formulate a tender document.

170. Consideration of the current condition of the former Pembrey School and the Council's intentions in relation to the renewal of the lease

The Clerk outlined the current position in that the 15 year lease upon these premises had expired in April 2014. Since this date, the County Council has not taken steps to renegotiate

the terms of a new lease. However, information has been provided by a County Council officer that if a new lease was entered into, the County Council would only be offering a five year term. Due to remedial electrical works being required, an agreement was reached with the County Council last year that no rent would be paid for three years, subject to the Town Council undertaking the work. However, the current problems with water ingress have been reported to the County Council and the officer concerned has clearly stated that this issue is the Town Council's responsibility, on the basis that it is a full repairing and insuring lease. It was raised that if the current problems are caused by an external structural fault, then the Town Council should still look to the County Council to rectify it. The TSO advised that at present, the cause of the water ingress and extent of the problem is unknown. He suggested that it maybe necessary to engage a structural engineer to look into the issues. Members felt that the County Council ought to assist with the services of a structural engineer, as they would have the necessary expertise within one of their own departments.

To move matters forward, it was proposed and **RESOLVED** that the County Councillors be asked to discuss this issue with the relevant County Council officers, at the earliest opportunity.

171. Consideration of ongoing WW1 commemoration events

It is still intended that further events be organised to commemorate WWI, although there are no firm arrangements at present. However, although not part of WWI commemorations, Cllr Moira Thomas referred to it being the 70th anniversary of the death of Anne Frank and that many schools are planting saplings. This has been discussed at a recent Regeneration and Leisure Committee meeting and also a Finance Committee meeting and approval given for the purchase of a tree for each of the four local schools, should they wish to accept.

172. To consider Communications received

1. Letter from Kidney Wales Foundation dated 21st January 2015. This advises that the Walk for Life is to be held on Sunday 26th April 2015 and invites the Town Council to again organise a walk. In 2014, over 50 walks were held across Wales, with almost 1,500 people participating. The letter advises that the Walk for Life is one of Kidney Wales Foundation's main fundraising events and therefore, this year, it is suggested that all participants pay a registration fee of between £3 to £5, which will include a Walk for Life t-shirt and also pledge to fundraise a suggested amount, possibly between £20 to £30 each.

*Members **APPROVED** that the Town Council should once again participate in this event. Information can be circulated to local organisations to attempt to obtain support.*

2. Letter from the Regional Fundraising Manager (South Wales) of Teenage Cancer Trust dated 21st January 2015. This advises that last year, they marked the fifth anniversary of the specialist Teenage Cancer Trust unit in the University Hospital of Wales, Cardiff, which remains the only one of its kind in Wales. During this time, more than 300 young people with cancer have been helped. Each year, the Trust needs to raise around £600,000 in order to continue to provide the best possible care and support for young people from across the region. Last year, Community and Parish Councils in South and Mid Wales donated around £4,000 to help fund the unit and ongoing financial support is sought. The letter emphasises that the work of the Trust has a far reaching impact beyond the walls of the Teenage Cancer Unit itself. Through the Teenage Cancer Trust's specialist team, young people from across the whole of Wales continue to benefit from a greater

awareness of the signs and symptoms of cancer, as well as the best support and care available. The letter concludes by advising that the Regional Fundraising Manager would be more than happy to talk to the Council in more detail about the work of the Trust.

*Members **APPROVED** that the organisation concerned should be referred to the Town Council's policy on donations/grants.*

3. Letter from Natural Resources Wales received on 26th January 2015. Due to our community being partly affected by tidal flood risk, the letter provides information on four exceptional high spring tides in 2015. These higher astronomical tides will be on 21st February, 22nd March, 31st August and 28th September. Natural Resources Wales will monitor the situation closely and issue flood warnings, if necessary.

Noted.

4. Letter of thanks from Llanelli Ramblers for the donation to the 2015 Festival of Walks.

Noted.

5. Letter of thanks from Burry Port Male Choir for a recent donation.

Noted.

6. Letter from the Chief Executive of One Voice Wales dated 2nd February 2015, inviting the Council to renew its membership from April 2015. The letter advises that over the past year, there have been many positive developments to the services of One Voice Wales, details of which have been provided. The cost of renewing the membership is £1,121.

*Members **APPROVED** that the Town Council should renew its annual membership of One Voice Wales.*

7. Email from PCSO Phillip Davies on 2nd February 2015. This advises that following information provided, he has attended to look at the Grillo site wall. His view is that he cannot say for definite that it has been vandalised. This is because it also looks as if it has deteriorated due to weather, and parts of the wall are unsafe and are easily crumbling without much force being used. The email concludes by advising that the Police will monitor the area but no one has been seen damaging or climbing on the wall in recent months.

Although it was initially discussed that pressure should be placed on the owners to repair the wall, it was felt that caution should be exercised as this could hamper the development of the site.

8. Email from the Policy and Partnership Officer of Carmarthenshire County Council dated 2nd February 2015 advising that the next meeting of the Town and Community Council Liaison Forum is to be held on 26th May 2015 at 6.30pm at County Hall Carmarthen. Information has already been passed to the Council's representative, Cllr Stephen James.

Noted.

9. Letter from the Diocesan Secretary of St Davids Diocesan Board of Finance dated 4th February 2015. This is in response to a letter requesting the Board to reconsider its stance in relation to the land at the front of Pembrey Memorial Hall. The letter advises that the Board is a registered charity and as such, is unable under Charity Law to donate its assets to organisations and/or other charities whose objects are not similar or the same. It also

advises that due to obligations imposed, the Trustees are unable to consider leasing the land at a peppercorn rent, as was also requested as an alternative to the donation of the piece of land.

*It was **APPROVED** that a further letter be sent to the St Davids Diocesan Board of Finance requesting that a licence for the land's use be granted, on the basis that the local community would benefit and it could be returned at any time.*

10. Letter from the Chief Executive of Carmarthenshire County Council dated 5th February 2015 regarding the Authority's third sector funding review. It advises that the Welsh Government settlement for Carmarthenshire County Council gave a 3.3% reduction (-£9.348m). As a result of this, the Authority is having to make savings of some £45m over the next three financial years. As part of its financial planning, the County Council has been undertaking a strategic review including all third sector funding facilitated by the Authority. The aims of the review are to identify areas of duplication of services; identify opportunities for collaboration (resulting in efficiencies); ensuring that activities currently funded meet the needs of the citizens of Carmarthenshire; identifying more innovative ways of delivering services by possibly using locality approach; ensuring that funding given to the third sector delivers best possible value for money for local citizens. All organisations who have been receiving funding over the past few years are being requested to complete an impact assessment questionnaire, which is available at <http://online.carmarthenshire.gov.uk/thirdsector>. The information received will be used to assess what options are available to the provider of services and the Authority as the funding body.

Noted.

11. Email forwarded by One Voice Wales on 6th February 2015 on behalf of the Public Appointments Unit of the Welsh Government. This attaches an advertisement for the appointment of members to Community Health Councils. Such appointments require members to be available for between three to five days per month. Successful candidates will be provided with full training and support and any "out of pocket expenses" such as travel will be reimbursed. The closing date for receipt of applications is 23rd February 2015.

Noted.

12. Email forwarded by One Voice Wales on 9th February 2015 on behalf of Cymru'n Cofio – Wales Remembers 1914 – 1918, which attaches a link to a press release from the First Minister of Wales regarding the Welsh Government's plans for the commemoration of the First World War in 2015, following his recent visit to the Christmas Truce exhibition in Bodelwyddan Castle. www.walesremembers.org

Noted

13. Email from the scheme organiser at Home-Start Carmarthen-Llanelli on 9th February 2015. This advises that it is a family focused charity, who have been operating in the County for the past 15 years, during which time, it has supported families experiencing a plethora of everyday challenges. Its volunteers are DBS checked and undertake over 40 hours of training before commencing their support and their remit is to offer practical and emotional assistance. The volunteers go into family homes for a minimum of two hours per week and take a non judgemental approach. The assistance has seen successful in facilitating better school attendance, completed homework, better nutrition and better concentration, amongst others. The email seeks practical assistance from the Council in

promoting the charity's work and specifically refers to the possibility of a link/its logo being included on the Council's website. It also advises that members of its team are willing to address meetings.

*Members **APPROVED** that this be referred to the Regeneration and Leisure Committee.*

14. Minutes received of the February PACT meeting (copy attached).

Cllr Graham Davies reported that there had been good discussion on police issues at the last PACT meeting. The Clerk advised that PCSO Phill Davies had requested her to inform members that comments had been made by certain members of the public regarding the lack of Pembrey Councillors at the meetings. County Councillor Hugh Shepardson advised that he and County Councillor Shirley Matthews sit on the Lifeboat Management Committee, which meets on the same night as the PACT meeting.

173. To receive reports by elected members, if any

There were no reports from elected members.

174. Report of the Clerk on matters of administration

1. Previously, arrangements were made for the Police and Crime Commissioner, Mr Christopher Salmon, to meet with Councillors on 19th March 2015. Unfortunately, notification has been received that this date is no longer convenient for the Commissioner and the Council has been requested to suggest a few alternative dates for a possible meeting.

*It was **APPROVED** that the Clerk try to arrange for the Police Commissioner to attend immediately prior to either the March or April Town Council meeting.*

2. Letter received on 17th February 2015 from the Head of Transport and Engineering of Carmarthenshire County Council. This advises that it is proposed to introduce a prohibition of driving order along the Byway Open to All Traffic (BOAT) 57/74 which runs from its junction with Heol Ddu U2323 at Penymynydd for a distance of 1.7 kilometres in a south westerly direction, ending near Capel Carmel at the Graig, Burry Port. This is due to it being considered unsafe for motorised vehicles, although motor cycles are exempt from the proposal. Any views which the Council has on the proposal must be received by Friday 27th February, after which, it will be assumed that there are no objections.

Noted.

3. Information has been received from One Voice Wales regarding training sessions being run locally during the course of the next month. **(copy email attached)**.

Noted.

4. Members are reminded that the annual Cawl Cennin will be taking place at the Memorial Hall on Tuesday 3rd March and assistance in the preparation for the event and on the day would be welcomed, together with raffle prizes.

It was noted that the preparation for the event will be taking place on Monday 2nd March.

5. Final item to be taken in camera – consideration of minutes of a Civic Governance and Personnel Committee meeting on 23rd September 2014.

The Clerk circulated the minutes of this meeting, which were considered and accepted by members.