

Pembrey and Burry Port Town Council

Minutes Regeneration and Community Services Committee Meeting

Tuesday 31st January 2017

Present: - Chair Cllr Mrs Shirley Matthews, Cllrs John James, Mrs Lisa Mitchell and Andrew Phillips.

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

Meeting Room, Memorial Hall, Burry Port 9.30am – 10.55am

1. Personal matters

Apologies were received from Cllrs Geraint Davies, Michael Theodoulou, Mrs Moira Thomas and Mrs Mary Wenman.

2. To receive members' declarations of interest in respect of the business to be transacted

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

3. To confirm the minutes of the Regeneration and Community Services Committee meeting held on 1st December 2016

The minutes of the meeting held on 1st December 2016 were approved as a true record.

4. To consider any matters arising from the minutes

P4 (10) To consider the submission of an entry to the One Voice Wales Innovative Practice National Awards Scheme

Following a query from Cllr John James, the Clerk confirmed that she had completed and submitted an entry to the One Voice Wales Innovative Practice National Awards Scheme in the Best Tourism Initiative category.

5. Consideration of the Committee's Budget Monitoring report

In relation to the expenditure on Christmas lighting, it was briefly discussed that as the lighting this year had been hired, new lighting will be erected next Christmas. Additionally, it alleviates the need to safely store lighting. There was also a discussion regarding the possibility of lighting being erected along the Harbour Boulevard on a permanent basis. Following this discussion, it was agreed that the TSO would obtain costings for the potential erection of lighting along the length of the boulevard.

It was further discussed and agreed that costings should be obtained for potentially obtaining additional "Pembrey and Burry Port in Bloom" signage.

In relation to Moreb roundabout, it was agreed that a sign should be erected, indicating "To the beach" and also the buoys should be placed back on the roundabout.

6. To consider applications received for financial donations

In light of the change in Committee policy as from January 2017, resulting in the Committee routinely considering any applications received for financial donations at each meeting, Cllr John James queried how often a particular organisation could apply. It was confirmed that normally, this would be limited to twice a year, save where there are exceptional circumstances. The Clerk confirmed that all of the organisations who usually apply for financial assistance had been informed of the change in Committee policy.

There was a brief discussion in relation to the details required on the application forms for financial donations and the fact that occasionally, organisations may require assistance in completing the same. It was therefore **APPROVED** that an item be placed on the agenda for the next Committee meeting to review these forms.

Following the above general discussion, the Clerk outlined details of the applications which had been received, as follows:

Burry Port Male Choir

A local organisation donation of £100 was being sought, to assist with day to day running expenses of the choir, to include the provision of sheet music, uniforms, transport costs, printing costs and maintenance of equipment, such as staging. A donation of £100 was **APPROVED**.

Pembrey Mountain Trust

A community grant of £650 was being sought towards the overall cost of an event, which was indicated as being in excess of £1,400. The event is a fundraising concert towards restoration costs for the Pembrey Gunnery Training Dome. The application makes reference to the dome being a unique building and the only one in Wales, and being one of five remaining in the UK. It is an Ancient Scheduled Monument and holds a Grade II* listing. Following consideration of this application, members **APPROVED** a community grant of £500, to be utilised in enabling the fundraising concert.

Pembrey Community Growing Association

The Clerk informed members that no bank statements had been provided in support of this application, despite these having been requested. Accordingly, members **APPROVED** that consideration of this application be deferred, pending receipt of the bank statements.

Burry Port Bowls Club

A donation of £620 was being sought in order to purchase new metal lockers. The application indicated that the Club currently has insufficient lockers to enable new members to commence at the Club. It further indicated that there are currently 12 members of the visually impaired Bowls Club, who play indoors at the Selwyn Samuel Centre, who wish to play at Burry Port. Following consideration of this application, members **APPROVED** a donation of £500.

The Clerk informed members that there were two further organisations who were seeking financial assistance from the Town Council. A letter had been received from Tenovus Cancer Care from their national office in Cardiff. This was enquiring whether the Council would consider choosing Tenovus Cancer Care as its nominated charity for the forthcoming year or alternatively, if the Council would consider making a donation. It was discussed that there is known to be a local branch of Tenovus and members would wish to support this, rather than a donation to the Head Office of the charity.

The Clerk also informed members of a letter which had been received back in October from the Llanelli Centre for the Deaf, seeking a donation. Following receipt of this, the application form and policy document had been emailed to the charity but a completed application had not been returned. Members agreed that they would consider supporting this charity but a completed application form needed to be received.

7. Update on entry to Wales in Bloom and Britain in Bloom 2017

Members were updated that the judging route had now been worked out. Also, letters had been sent to numerous local organisations, seeking practical support in the entry to both of these competitions. Consequently, the local schools had confirmed their support, together with a number of other organisations, which is extremely encouraging.

Members were also informed that an officer from Carmarthenshire County Council, who works on press and promotions had attended a meeting with the Clerk, TSO and Cllrs Mrs Shirley Matthews and Mrs Moira Thomas. Following the meeting, she had assisted with the preparation of a logistics plan. Also, since the meeting, she had confirmed that the Chief Executive and the Leader of Carmarthenshire County Council should hopefully be attending the Wales in Bloom Awards Ceremony in September, as the date had been pencilled in their diaries.

8. Update on sponsorship and fundraising for Wales in Bloom/Britain in Bloom

Members were informed that letters had been sent out to all of the businesses in Burry Port and Pembrey, seeking sponsorship for the hanging baskets which are erected outside their premises. This is especially sought as this year, it is intended that new self-watering baskets be purchased, which will dramatically reduce the manpower hours spent watering. Cllr Mrs Shirley Matthews advised that the Portobello Inn had enquired about having a flower trough outside the premises. It was therefore agreed that the TSO would look into the cost of this.

Members were also informed that separate letters had been sent to other local businesses outside of the main town centre, seeking more substantial sponsorship, for which they will be given recognition. Also, in conjunction with the building of the new Parc y Tywyn School, the construction company, Dawnus has been asked to look at placing a feature on the roundabout outside the school.

Although the various letters have only recently been sent, there has already been a pleasing, positive response. Further letters will be sent out to large companies, seeking corporate sponsorship.

9. Update on planning for the hosting of the Wales in Bloom Awards Ceremony on 15th September 2017

Cllr Mrs Shirley Matthews informed members that planning has commenced for this event, although it is in its early stages. It is intended that the event be well promoted with press releases but also, hopefully radio and television coverage.

10. Consideration of arrangements for the annual senior citizens' Cawl Cennin event

It was discussed that the budget for the Cawl Cennin event is within the Civic Governance and Personnel Committee's budget. However, in previous years, the Regeneration and Community Services Committee has taken on the responsibility for arranging the event. Cllr Mrs Shirley Matthews referred to the fact that it has been suggested that this year, the Council prepares the cawl and also serves it to the senior citizens, rather than engaging outside caterers. She referred to food

hygiene and food handling certificates being required but confirmed that these are in place. It was therefore agreed that the event be arranged in this manner this year. The Clerk was requested to notify all Councillors of the event at the next Town Council meeting and to seek raffle prizes.

11. Any other competent business

Members were informed that Mrs Dorothy McDonald from the Dementia Carers Support Group had recently brought in signage, which is dementia friendly. The Clerk advised that she had also spoken with Mrs McDonald, who had indicated that the support which she had anticipated from Cefn Sidan Rotary Club had not been forthcoming. Members acknowledged the importance of dementia awareness and agreed that there should be a concerted effort to make the Council dementia friendly, with a view to this being extended within the town.