

Pembrey and Burry Port Town Council
Monthly Meeting
Wednesday 17th February 2016

Councillor Mrs Jean Hire (Mayor)

Councillors Geraint Davies, Ken Edwards, John James, John Hedley Jones, Mrs Shirley Matthews, David Owens, Andrew Phillips, Michael Theodoulou, Mrs Moira Thomas, and Mrs Mary Wenman

County Councillor Hugh Shepardson

In attendance: Melanie Carroll-Cliffe (Town Clerk) and Alan Howells (RFO)

(Former OAP Hall 7.00pm – 9.20pm)

158. Opening Prayer

The opening prayer was given by the Mayor, Cllr Mrs Jean Hire.

159. Personal Matters

Apologies were received from Cllrs Malcolm Davies, Stephen James, Robert John, Mrs Pat Jones, Mrs Susan Northam and Hefin Williams.

The Mayor proposed that following the police report, the order of the agenda be changed, to bring forward consideration of item number 15. This was due to the attendance at the meeting by members of the public. This was **APPROVED**.

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

Members confirmed their usual declarations of interest. No new declarations were made in relation to the business to be transacted.

161. Police Business

PCSO Trudi Scandone was in attendance and presented the police report, as follows:

During the month of January 2016, 34 Crimes have been reported in the Burry Port Section, which is an increase from last month of (23).

All the crimes have been recorded.

Within the month of January officers have attended 161 calls, 35 of which were an immediate response, 46 had to be answered within the hour on a Priority Response, 51 were scheduled simply needing attendance within 24 hours, and 29 calls were reported on a Resolution not requiring Police Officer Deployment.

Incidents of note are:

Criminal Damage

There have been 5 cases of criminal damage.

Burglary

3 Reported Offences of Burglary.

Anti-Social Behaviour

There were 11 Anti-Social Behaviour calls in January, mainly involving youths entering the empty property of Bayview in the Graig, which has now been boarded up by the Council, to prevent any further damage to the property and to anyone entering the property.

Road Traffic Accidents

There have been 5 recorded Road Traffic Accidents in the Burry Port and surrounding area. Two involved minor injuries.

Cllr John Hedley Jones queried if there was any update in relation to the theft of the taps at Dolau Fan Cemetery. PCSO Trudi Scandone was unable to provide any updated information.

Cllr David Owens queried if the number of calls during the month of January was higher than usual. PCSO Trudi Scandone indicated that the number of calls was similar to the usual level but that there had been an increase in actual crimes. Following a query raised, she also indicated that there were a range of crimes and she did not think that the increase was linked to the loss of CCTV.

The Clerk requested that the police report be emailed through to the office, at the earliest opportunity, for inclusion in the minutes, as the previous month's report had not been received, despite a number of requests being made for it.

162. To confirm the minutes of the meeting held on 20th January 2016

The minutes of the Town Council meeting held on 20th January 2016 were accepted as a true record.

163. Information from the aforesaid minutes

P103 (147) Information from the minutes – Friends of Burry Port Harbour Group

Cllr Michael Theodoulou updated members that a meeting had taken place, although not all relevant County Council officers were present. However, it had been agreed that a new five year plan be created for the harbour. The view was that this should be more holistic and take in the wider area around the harbour. The Friends of Burry Port Harbour Committee had been asked to give their views regarding a revised plan, which was welcomed by the group. It was reported that another meeting is due to take place on 7th March 2016, to be followed by a further meeting (date to be arranged) to finalise the five year plan. Cllr Michael Theodoulou indicated that there are posters displayed around Burry Port, requesting local residents for

ideas. The information will be considered by the Committee on 7th March and will be fed back to the County Council.

P104 (148) Technical Services Report – item number 3

Cllr Mrs Moira Thomas queried if the issue in relation to the water ingress to several areas of the Council's buildings had been resolved. Cllr John Hedley Jones advised that the cause had not been identified and addressed but there had not been any further problems.

P108 (150) Consideration/approval of the 2016/17 budget

There was some discussion in relation to the referral to the Facilities Management Committee to consider a slightly different budget. However, the Clerk and RFO clarified that there had been approval at the last Town Council meeting of the 2016/17 draft budget and that the Facilities Management Committee would be considering the cost implications of potential asset transfers for the following year's budget.

P109 (152) To consider any planning applications

Cllr John James updated members that the planning application in relation to the property at Parc y Minos Street will be considered by the Planning Committee.

P109 (153) County Councillors' reports

Cllr John James advised that he had spoken to the relevant Executive Board member, who agreed for there to be a depot for sand bags. Consideration is now to be given to its location and how to manage it.

164. Technical Services Report

In the absence of the Technical Services Officer, Cllr John Hedley Jones outlined the report to members, which he had prepared, as set out below:

1. As reported verbally at the last Town Council meeting, the flue to the boiler at Pembrey Memorial Hall has been repaired, and the heating system is back up running.
2. Christmas Lights. All the Christmas lights save for one section, have now been removed and placed in storage. Arrangements were made for the removal of both Christmas trees, which have now been completed.
3. Asset transfer. The **F**acilities **M**anagement **C**ommittee (**FMC**) undertook a site visit to all the areas and parks that the Carmarthenshire County Council has listed as assets they are looking to transfer to either the Town Council or to other interested parties. The visits took place on Tuesday 2nd. February, and this item is on the agenda for the **FMC**'s February meeting which is scheduled for the 23rd February.
4. Burry Port Cemetery. There was 1 burial and 2 interment of cremated remains during January 2016. There were also 2 permits for the construction of headstones for the same period. The outdoor staff are in the process of constructing a second interceptor drain across the new burial area between rows 6 and 7.

5. Footpaths. Staff have undertaken over-growth clearance and grass cutting on footpaths:- 71/22 The Level; 57/83 Moreb; 71/29 The Shoreline; 71/27 Tanybryn; 71/15 Furnace Fields; 57/61 Ship Aground; 57/60 Embankments; 57/20 Lloetrach and the path adjacent to the Neptune.
6. Footway Lighting. The Town Council has received the annual invoice for footway lighting from the County Council. (£11,145.74). There were two issues with the invoice. The first was that the energy cost for the lighting contained a 20% increase because the County Council were *assuming* that this increase *may be* incurred during the coming year. As we pay in advance, it is not clear that if the increase in energy costs did not take place, or was less than 20%, how we would recover the monies from the County Council. The second issue was in relation to the number of footway lighting units this authority was being charged for. In order to fully assess the position, the County Council Street Lighting department were requested to supply a schedule of all the lights that this authority was being invoiced for, and a plan showing their location. This information was received last week.

The Town Council are being charged for a total of 162 lighting units. The schedules together with the plans have been analysed. It appears that there are lights that should not be the responsibility of this authority and that savings could be made on others by restricting the hours that they are switched on for.

A report is being prepared for members to consider and to decide on further action. It is felt that the best course of action is the report is allocated to one of the Council's committees for consideration. Guidance is sought as to which committee the council would wish to this report, when it is completed, to go to.

7. Cemetery Theft. Sometime between 4-00pm on Thursday 28th January and 7-00am on Friday 29th, all seven of the taps at the cemetery were cut off and removed, together with associated copper pipes. On arrival at work on Friday morning, the cemetery staff were greeted with 7 fountains of water some 10 feet in height. Immediate action was taken to turn the main supply off. In the absence of myself (on holiday), and the Council office closed, the cemetery superintendent left a message with the Clerk on an answerphone, but had to contact a local plumber that morning in order to seal the seven open pipes. This action was required as an emergency owing to the fact that the mains being shut off also cut the supply to the farm on Cwm Ifor Road. The matter was reported to the Police. The taps are now in the processed of being replaced with plastic in line taps which have little value compared to the brass taps stolen.
8. On Wednesday 3 Feb, the rear window to the memorial hall was broken. Whether by accident or vandalism isn't known. The outer pane of the double glazed unit has been shattered, but the internal pane is ok. Arrangements are being made to replace the window, which is a small window to the toilet at the rear of the building.
9. A member of the public drew attention to damage caused by storm Imogen that caused a large section of a tree in the Memorial park to fall across power lines. Western Power was contacted and were on scene within 1 hour. Emergency work was undertaken to remove the fallen branch, but it was clear that the power lines were interwoven with other branches and could cause a major power loss to Burry Port. In fact 4 trees affected power lines. Two of them needed minor trimming, but two adjacent to Parc y Minos would need to have substantial work and possible total removal. One of the branches, a

substantial part of the tree, reached out across the highway and was below the legal height clearance. Western Power will undertake the safety work free of charge, but this Council will be responsible for other works required.

In relation to item number six, it was clarified that what had been received from the County Council was not an actual invoice but details of what the Town Council should budget for. However, it would appear that there are numerous lights included which the Town Council should not have the responsibility for. Members therefore **APPROVED** that this issue be referred to the Finance Committee for detailed consideration.

In relation to information stated under item number seven regarding the recent theft of taps at the cemetery, Cllr Michael Theodoulou commented that this appears to indicate that the Council does not have an emergency procedure in place. It was therefore **APPROVED** that this be referred to the Civic Governance and Personnel Committee, for consideration.

Given the continuing ill health of the TSO, reference was made to the ongoing reliance on Cllr John Hedley Jones, who cannot be paid for the work being undertaken, due to him being a serving Councillor. It was therefore proposed and **APPROVED** that the issue be referred to the Facilities Management Committee.

165. To consider the report of the Facilities Management Committee meeting held on Thursday 19th November 2015

In addition to the minutes of the meeting of 19th November 2015 having been sent out with the agenda, the Clerk also circulated the draft minutes of the meeting held by the Facilities Management Committee on 21st January 2016. There were no matters arising in relation to the minutes of either of the meetings.

There was some discussion in relation to the extent of the work which the Town Council is trying to undertake and the fact that there are no full time office staff. Cllr Michael Theodoulou urged that workloads be considered, as well as job specifications, as part of the current job evaluations. Cllr John James assured that workloads are being considered and that the group of members tasked with considering job evaluations are comprehensively looking into it and have received some guidance from the appropriate County Council Officer.

There was also some discussion in relation to the cemetery report and its recommendations. It was confirmed that some immediate issues had been addressed. Furthermore, the Chairs of the four committees have met and decided that it should be progressed by the Civic Governance and Personnel Committee in relation to the staffing implications.

166. To consider the report of the Regeneration and Community Services Committee meeting held on Thursday 7th January 2016

It was **RESOLVED** that the minutes of the Regeneration and Community Services Committee meeting held on the 7th January 2016 be signed and accepted as a true record.

Matters Arising

P3 (6) Entry into Wales in Bloom 2016 and its sponsorship

Cllr Mrs Shirley Matthews confirmed that she intended meeting with the relevant County Council Officer to ascertain what can be done in relation to signage being placed upon roundabouts with sponsors details.

167. Report of the Responsible Finance Officer (RFO)

The report, as set out below had been circulated to members in advance of the meeting.

1. Bank

The following cash balances are held with Lloyds at 31st December 2015 :-

	Balance at bank	Unpresented cheques	Council cash book balance
	£	£	£
Business Instant Access account	296,036.30		296,036.30
Community Account	39,638.76	30,391.48	9,247.28
Imprest account	692.10		692.10
	£336,367.16	£30,391.48	£305,975.68

2. Schedule of accounts paid

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

<u>Supplier</u>	<u>Details</u>	<u>Ref</u>	<u>Cost ex Vat</u>	<u>VAT</u>	<u>Total cost</u>
			£		
Stephen James - expenses	Travelling expenses	3	362.70		362.70
MG Hire - Civic service reimbursement	Civic Expenditure - Civic Service reimbursement	9	123.55		123.55
Mike Jones Contracts	Floral Displays	9	100.00	20.00	120.00
Toppers	BP Memorial Hall - Cleaning materials	1	117.56	23.51	141.07
Consortium	Admin - stationery	3	4.95	0.99	5.94
BT	Admin - telephone	3	4.85	0.97	5.82
CCC - re: Waste sacks	Waste Sacks	1	363.00	72.60	435.60
DJ.upvc UK Limited	Special projects - OAP Hall door	9	510.00		510.00
Plusnet	Admin	3	15.00	3.00	18.00
CCC	Admin - Premises licence	1	180.00		180.00
Tradepoint	OAP Hall - Maintenance	1	14.63	2.92	17.55
Greenwell Power Tools	OAP Hall - Maintenance	1	66.00	13.20	79.20
Owen Fuels	Pembrey Memorial Hall - Oil	1	896.34	44.82	941.16
Wrenvale Nurseries	Winter floral displays & Anne Frank trees	9	622.00	124.40	746.40
British Gas - Electricity	Copperworks - electricity	1	19.76	0.98	20.74
British Gas - Electricity	Institute - Electricity	1	293.81	58.76	352.57
British Gas - Electricity	Pembrey School - Electricity	1	121.90	6.09	127.99
British Gas - Electricity	BP Memorial Hall - Electricity	1	259.53	51.90	311.43
British Gas - Electricity	Cemetery - Electricity	4	110.16	5.50	115.66
British Gas - Electricity	OAP building - Electricity	1	49.60	2.48	52.08

Cathedral Leasing	Institute - maintenance	1	64.98	13.00	77.98
Chivers Corner Garage	Cemetery - Van costs	4	128.99	25.80	154.79
ATECH	Cemetery - Van costs	4	120.00	24.00	144.00
Xerox Finance	Admin -photocopier costs	3	32.26	6.45	38.71
Biffa	Hall - Refuse	1	97.15	19.43	116.58
Biffa	Cemetery - Refuse	4	113.96	22.79	136.75
British Gas - Gas	Burry Port Memorial Hall - Gas	1	596.53	119.30	715.83
S&J Catering	Civic Expenditure - Xmas Tea	9	682.50		682.50
BT	Admin - telephone	3	20.00	4.00	24.00
Travis Perkins	Cemetery - drainage maintenance	4	61.87	12.37	74.24
Travis Perkins	Cemetery - drainage maintenance	4	417.71	83.54	501.25
Travis Perkins	Cemetery - drainage maintenance	4	40.92	8.18	49.10
Travis Perkins	Cemetery - drainage maintenance	4	57.22	11.44	68.66
Travis Perkins	Cemetery - drainage maintenance	4	353.45	70.69	424.14
Travis Perkins	Cemetery - drainage maintenance	4	151.03	30.21	181.24
HF James	Cemetery - Maintenance	4	288.00	57.60	345.60
IWEC	Xmas Lights	9	152.00	30.40	182.40
IWEC	Xmas Lights	9	114.00	22.80	136.80
Parker Plant Hire	Hall - storage	1	58.80	11.76	70.56
Parker Plant Hire	Hall - storage	1	58.80	11.76	70.56
Burry Port Town Band	Special projects - Donations	9	750.00		750.00
CCC - re: Christmas lighting	CCC - re: Christmas lighting	9	1375.00	275.00	1650.00
			9970.51	1292.64	11263.15

3. Petty Cash

Payments made from 1st to 31st December 2015

Llanelli Star	3	0.75	0.75
Tesco - poinsettia	9	37.50	37.50
Jey cloths	1	5.00	5.00
Co-op	9	14.45	14.45
Greenwell Power tools	1	5.48	5.48
John Rook	1	7.95	7.95
Wilko	9	14.99	14.99
D&A Heel bar - Keys	1	3.00	3.00
Burry bargains - lock	1	6.00	6.00
Total payments made from petty cash			£95.12
			£0.00
			£95.12

4. Budget Monitoring Report

The Budget monitoring report for the period 1st April to 31st December 2015 has been circulated to Members.

168. To consider the report of the Finance Committee meeting held on Tuesday 12th January 2016

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

Matters Arising

P1 (4) – Matters arising - Pembrey Memorial Hall security lighting

Cllr David Owens updated members that the situation had now been clarified regarding the new sensor security light at Pembrey. The TSO had been correct in that this had been installed in November 2015 but however, the old light had not been switched off at the time.

P1 (4) – Matters arising – outstanding invoices

Cllr David Owens confirmed that the Cylch Meithrin Pembrey had disbanded at the end of January 2016.

P2 (5) Outstanding invoices

Following a query, the RFO confirmed that Burry Port Male Choir and Burry Port Town Band had now received payment of the approved grants to them.

With reference to Burry Port Parks Committee, Cllr Michael Theodoulou referred to an article in the Llanelli Star published that day, seeking more volunteers. He queried what any volunteers would be required to do, given that the Town Council has taken over the responsibility for the park. He also referred to the fact that when the Council agreed to take over this responsibility, the understanding was that the Committee was going to transfer money held by it to the Council. Cllr Michael Theodoulou was therefore seeking clarification regarding the transfer of funds and also the role of the Burry Port Parks Committee.

Cllr Mrs Mary Wenman stated that when the responsibility for the park was taken over by the Town Council, the Committee was going to pay the cost of the insurance, which was due at the time but she indicated that a figure had not been provided for this. She also advised that members of the Committee aim to be good observers of the park, so that they report any damaged equipment at the earliest opportunity and the build up of rubbish. Additionally, the Committee aims to enhance the park, by raising funds for the purchase of new equipment.

The Clerk informed members that as a result of a request made by Burry Port Parks Committee for a financial donation, the Finance Committee had requested a meeting, which was to be arranged. The Clerk further advised that having checked previous minutes, there was reference in one of the TSO's reports to funds which they held being handed over to the Town Council by Burry Port Parks Committee and not just restricted to the amount of the insurance.

Cllr John James indicated that it was his recollection that the money which the Committee held at the time when agreement was reached for the Town Council to take on responsibility was to be transferred. Thereafter, any money which was subsequently raised by the Committee would be utilised to enhance the park.

Due to the Town Council's caretaker having been on leave, Cllr John James requested members to attend at the Memorial Park to assist with its cleaning on Monday 22nd February at 10am.

169. To consider any planning applications

Cllr Mrs Moira Thomas advised that the Planning Committee had not met to consider these applications. However, she had spoken with Cllr John Hedley Jones who had considered them. He saw no reason for objection in relation to application numbers S/33286 and S/33336. However, it was felt that a site visit was necessary in relation to application number S/33298 before any recommendation was made. Cllr John Hedley Jones sought authority from the Council to subsequently make a recommendation, which was **APPROVED**.

<u>Application No.</u>	<u>Name and Address of Applicant</u>	<u>Description of Application</u>
S/33298	P Phillips & D George Land part of, 7 Gwelfor Burry Port	Detached dwelling house
S/33286	Mr & Mrs Alexander 32 Park Terrace Burry Port	Demolition of existing dwelling, garage and outbuildings and construction of replacement home and detached garage
S/33336	Mr William Allen 105 Gwscwm Road Burry Port	Detached garage, concrete block to match bungalow

170. To consider any County Councillors' reports

Cllr John James updated that the main focus had been ongoing work in relation to the setting of the County Council's budget for the 2016/17 financial year, which would shortly be finalised.

171. To consider the Mayor's report

The Mayor advised members that it had been a quiet month since the last meeting in terms of events. However, she was attending a concert being given by the Hywel Girls Choir on Saturday 20th February. She had also attended two meetings of the Dementia Carers Group, which has recently commenced meeting on a weekly basis at the former OAP Hall.

172. To consider options in relation to Burry Port Police Station, following a meeting with the Police and Crime Commissioner on 2nd February 2016 and a letter received dated 5th February 2016

Cllr Michael Theodoulou declared his interest in relation to this agenda item, due to his property being next door to the police station.

Members had been given the opportunity of considering the letter from the Police and Crime Commissioner dated 5th February 2016, as this had been circulated with the agenda.

In opening the discussions, Cllr John James referred to the fact that the letter was very positive on the surface, but did not give commitment on either side at this stage.

Cllr Ken Edwards stated that the letter confirms what had been discussed at the meeting with the Police and Crime Commissioner, with two definite options being outlined. Option one is the retention and refurbishment of the existing police station, which would involve a payment of £4,000 per year by the Town Council in accordance with its previous proposal. Cllr Ken Edwards went on to state that with option two, the Commissioner was looking at the possibility of taking over all of the ground floor of the Institute building, with the Council offices moving upstairs. This would involve a lift being installed, which the Commissioner would bear the cost for, as well as the other refurbishment costs. The Commissioner had also indicated that there would be a separate access for the police into the building. At the meeting with the Commissioner, when the issue of rent was raised, he had indicated that this would have to be considered, taking into account the cost of the improvements. The letter from the Commissioner indicated that 10% of the residual value from the sale of the current police station building (after refurbishment costs to the Institute building) would be given to the Town Council. However, Cllr Ken Edwards suggested that the associated costs could be inflated.

Cllr Mrs Mary Wenman referred to the fact that there is currently a purpose built building for the police station and her view was that it is prohibitive to renovate the Memorial Institute. Cllr Mrs Mary Wenman also felt that people may be deterred from coming to the Council offices if the police are present within the same building.

Other Councillors shared the view that the current police station is purpose built and that the Police Commissioner was under estimating the costs of refurbishment of the Memorial Institute. It was also discussed that option two would lock out the Council's facilities for its constituents, whereas the Council's aim is to increase utilisation of its facilities.

Cllr John James referred to the lack of detail in relation to option two and if this had been provided, then it would have enabled an informed decision to be made.

Following the discussions, it was proposed that on the basis of the available information, the Council is in favour of option one. Due to his declaration of interest, Cllr Michael Theodoulou abstained from voting. Save for this absence, the proposal was unanimously **RESOLVED**.

173. Update and further consideration of the potential for transfer of parks and play areas in Pembrey and Burry Port

The Clerk outlined the background in relation to expressions of interest in relation to any particular sites being needed to be submitted to Carmarthenshire County Council by 31st March 2016. This would not commit the Town Council to proceeding with all (or any) of the transfers but would enable negotiations to take place with the County Council. Following on from the recent meeting with Mr Jonathan Fearn and two other officers from Carmarthenshire County Council, it appears that there is some flexibility regarding terms of transfer. It was further highlighted that in addition to the maintenance grant payable by the County Council (twice the 2013/14 annual maintenance cost), an improvement grant of up to £10,000 per organisation is available for agreed improvement works, which will be offered on a "first come first served" basis.

It was discussed that a site visit had taken place to the various locations by members of the Facilities Management Committee and other interested Town Councillors. Furthermore, it is intended that the Facilities Management Committee look at the potential transfers in detail following public consultation. A meeting has already taken place with representatives from local sporting organisations, which was a positive meeting. All organisations were in favour of the Council submitting an expression of interest. It is intended that further individual meetings will be arranged with these organisations. Two public meetings are also going to be held, one in Burry Port Memorial Hall on 22nd February and one in Pembrey Memorial Hall on 29th February. These public meetings have been publicised on notices at the parks and also in the Llanelli Star.

Following the discussions, it was proposed that expressions of interest be submitted for all of the parks and open spaces. Save for two abstentions, all members voted in favour and therefore this was **RESOLVED**.

174. To consider a request from Burry Port Youth Club to fund a summer residential trip from the previously allocated funds to the new Youth Club facility

The Clerk outlined that at a previous Town Council meeting, there had been discussion regarding the potential for some of the allocated funds to be utilised for trips, rather than the purchase of equipment. It had therefore been approved that the Council would be prepared to consider such a request. The youth club leaders had also been made aware that the previously allocated funds would only be available up until 31st March 2016.

The Clerk advised that a request had now been received from Burry Port Youth Club requesting that a residential trip to the Isle of White this summer be funded. Details had been supplied in a recent email. This outlined that the trip would be for twelve young people and two members of staff and it would be a long weekend from Friday to Monday. The total cost of the trip was quoted as £2880.04, to include the residential costs, ferry crossing, hire of minibus and fuel, and also staffing costs.

Some concern was raised in relation to how the twelve young people to attend would be selected. It was also discussed that the Town Council has another means of supporting organisations through applications being made for grants. Therefore, there was nothing preventing the youth club applying for a community grant, which would avoid the balance of the allocated funds remaining open ended through until the summer months.

Following the discussions, it was proposed that the request by the youth club to fund the cost of the residential trip from the previously allocated funds be declined, but that the youth club be informed that an application could be made for a community grant, with full details being provided, to include how the children will be selected. This was **RESOLVED**.

175. To consider Communications received

1. Letter from One Voice Wales dated 27th January 2016. This invites the Council to renew its membership of One Voice Wales from 1st April 2016. It also provides a summary of current and future developments (**copy attached**). The membership fee for 2016/17 is £1154.

It was APPROVED that the Council renews its membership of One Voice Wales for

2016/17.

2. Letter from Kidney Wales Foundation dated 28th January 2016. This advises that the annual Walk for Life event throughout Wales is being held on 24th April 2016. The letter thanks the Council for its previous commitment to the Kidney Wales Foundation and seeks support for the Walk for Life once more.

It was APPROVED that the Council should once again support Kidney Wales Foundation's Walk for Life.

3. Email on 3rd February 2016 from the Commonwealth Pageantmaster, Bruno Peek in relation to Commonwealth Day 2016. This advises that more than 850 Commonwealth flags will be raised in locations throughout the United Kingdom, Channel Islands, Isle of Man, UK overseas territories and Commonwealth countries on this day and that the initiative is now in its third year. The flags will be raised at 10.00 hours local time on the 14th March, in a shared celebration, which this year is being organised in association with the Royal Commonwealth Society. For those participating, a message from the Commonwealth Secretary-General is to be read out at the event prior to the flag being raised, along with the Commonwealth affirmation.

It was APPROVED that the Council would celebrate Commonwealth Day once more by raising the Commonwealth flag. Representatives from the local schools will be invited to attend.

4. Email from One Voice Wales on 11th February attaching the One Voice Wales Draft Local Government (Wales) Bill consultation response document (**copy attached**).
Noted

176. Report of elected members

Cllrs David Owens referred to the recent death of the Pembrey School teacher, Dominic Conway, following a long illness. He advised that the funeral would be taking place on Friday 26th February at 11am. It was **APPROVED** that a sympathy card should be sent to Mr Conway's widow.

The Mayor, Cllr Mrs Jean Hire, also referred to the recent death of Cllr Stephen James' grandfather. She advised that the funeral would be taking place on Friday 19th February at 1pm at the Catholic Church in Burry Port.

177. Report of the Clerk on matters of administration

1. Communication received from Mrs Dorothy MacDonald of the Dementia Carers Support Group. She has requested an opportunity to provide a presentation to the Town Council in relation to the assessment and diagnosis of dementia and the work being undertaken by her organisation.

It was APPROVED that Mrs MacDonald be invited to attend at 6.30pm on 16th March, immediately prior to the Town Council meeting.

2. Members are asked to note that the Town Council will be holding its annual Cawl Cennin event for local senior citizens on Wednesday 2nd March 2016. Doors will

open at 12.30pm with the event commencing at 1pm. Councillors are urged to support the event on the day.

Councillors were requested to donate raffle prizes for this event and it was indicated that it had been agreed at the recent Regeneration and Community Services Committee meeting that details of donors would be publicised.

3. Final item to be taken in camera – to approve the confidential minute from the meeting on 20th January 2016.

In view of the confidential nature of the business to be transacted, it was approved that this 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.

The Clerk circulated the confidential minute of the meeting held on 20th January 2016, which was approved as a true record.