

Pembrey and Burry Port Town Council
Monthly Meeting
Wednesday 18th December 2013

Councillor Moira Thomas (Mayor)

Councillors Malcolm Davies, Ken Edwards, John James, Stephen James, Robert John, John Hedley Jones, Mrs Shirley Matthews, Mrs Susan Northam, David Owens, Andrew Phillips, Mrs Mary Wenman and Hefin Williams

County Councillor Hugh Shepardson

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

(Former O.A.P Hall, Memorial Hall, Burry Port, 7.00pm – 9.45pm)

115. Opening Prayer

In the absence of Cllr Graham Davies, the Mayor Cllr Moira Thomas requested everyone in attendance to silently pray at the commencement of the meeting.

116. Personal Matters

Apologies were received from Cllrs Graham Davies, Mrs Jean Hire, Mrs Pat Jones and Michael Theodoulou.

117. To receive Member's Declarations of Interest in respect of the business to be transacted

Members confirmed their usual declarations of interest.

118. Police Business

PCSO Rob Kindred attended prior to the commencement of the meeting to provide apologies that no report was available. He advised that it had been extremely busy lately but that the Sergeant would forward on a report to the Clerk.

119. To confirm the minutes of the meeting held on 20th November 2013

The minutes of the Town Council meeting held on 20th November 2013 were accepted as a true record.

120. Matters Arising

P80 (100) Matters Arising – County Councillors Reports

A query was raised regarding where the Pembrey and Burry Port Youth Club was now meeting. It was confirmed that they were meeting at the Snooker Hall in the Memorial Institute on Tuesdays and Thursdays, this being the third week. A query was also raised as to how these arrangements had been made. It was advised that immediately following the last

Town Council meeting, the TSO, at the request of the Clerk, had spoken to a Leader of the Youth Club, namely Joe Rogers. Initially, they had been happy to meet at Pembrey Community Centre but however, the County Council would not allow them use whilst other users of the Community Centre were present, although they had been offered alternative days. The minutes of the previous Town Council meeting were discussed where it referred to members being of the view that the Youth Club should be given the choice of the two venues, namely the Snooker Hall and Pembrey Community Centre.

Following the discussions, it was proposed and **RESOLVED** that retrospective permission be provided to the Youth Club to use our premises, wherever they wished to meet, with the fees for doing so being referred to the Finance Committee.

P80 (100) Matters Arising – Copperworks School

Cllr Andrew Phillips commented that he continues to be upset about the decision in relation to the Grillo Site. This is even more so since a representative from the Environmental Agency called at his home and advised that he is living in a flood plain. Cllr John James advised that he had spoken to the Head of Planning of Carmarthenshire County Council, Mr Eifion Bowen, the previous day. He had informed him that in the New Year, he would be working with Natural Resources Wales in looking at the maps, with a view to these being changed. Cllr John Hedley Jones reiterated that he believes that Natural Resources Wales accept that the current plans are incorrect throughout Wales. However, they have very few staff and as a result, other areas are taking priority.

P80 (100) Matters Arising – Snooker Hall

A query was raised as to whether a safeguarding policy had been received. The Clerk confirmed that it had not been to date.

P81 (101) Report of the TSO

County Councillor Hugh Shepardson congratulated the Council on the Christmas lights in Burry Port but commented that they were lacking in Pembrey, with there only being a Christmas tree. The Chairperson of the Regeneration and Leisure Committee, Cllr Shirley Matthews, advised that it is intended to place more lighting in Pembrey next Christmas, as well as finishing off the lighting in Burry Port.

It was therefore proposed and **RESOLVED** that additional Christmas lighting would be erected in Pembrey Square the following year.

P82 (101) Report of the TSO

An update was requested in relation to the dog/waste bins. Cllr John James advised that they were still in the process of being brought back. However, the best person to clarify the position is Rory Dickenson, who is being asked to make a presentation to the Council in the New Year. It was proposed and **RESOLVED** that Rory Dickenson be contacted to query the position in relation to the bins, so that this information is available prior to meeting with him.

P88 (109) Appointment of new member to Civic Governance and Personnel Committee

Cllr Ken Edwards commented that some embarrassment had been caused to the Mayor at the previous meeting when it had been necessary for her to use her casting vote. He referred to the decision of the Council at the Annual Meeting (through its Standing Orders) to retain Committee members throughout the term of the Council. However, he advised that he was providing advance notice that at the Annual Meeting in 2014, he would be raising with the Council the possibility of this being changed.

P93 (114) Report of the Clerk

7 – Cllr David Owens expressed thanks to the Council on behalf of St Illtyd's Church, Pembrey for the recommendation of the Finance Committee for a donation to be made of £200 towards the Christmas Tree Festival. He advised that the event is a fundamental part of the fundraising of the Church. Also, the Church costs are approximately £1,000 per week and therefore, reserves are being utilised to fund these running costs. Cllr Owens therefore commented that personally, he was disappointed that only £200 was being donated, especially in light of other recent donations.

A query was raised as to whether despite there being delegation to the Finance Committee for financial donations under £1,000, the Town Council could reconsider the request. The Clerk advised that she was of the view that she saw no procedural reason prohibiting this. However, members were generally of the view that as there is delegation to the Finance Committee, who had fully considered the request, their decision upon it should stand.

121. Report of the Technical Services Officer (TSO)

Cemetery

(a) Burials

During the month of November 2013 there have been 4 no scattering of ashes 2 no burial of ashes and 1 no burial

Maritime Park

At the Regeneration and Leisure Meeting on 5th December it was agreed to proceed with asset transfer but to endeavour to obtain a 99 year lease instead of 21 years.

The TSO updated that the issue of the Maritime Park had since been discussed at the Finance Committee meeting on 9th December 2013. This Committee had felt that it would be unwise to take on a 99 year lease on land which it was not known if anything would be done with. Therefore, the recommendation had been to defer consideration of taking on the Maritime Park.

Copperworks School

At the Regeneration and Leisure Meeting on 5th December it was agreed that the committee arrange a meeting in January 2014 with group users of the Copperworks.

Pembrey Community Centre

The Town Clerk, the RFO and the TSO attended a meeting arranged by Matt Morden at Pembrey Community Centre on the evening of 4th December 2013. The Mayor, Cllr Moira Thomas was in attendance, as was Cllr David Owens, County Councillor Hugh Shepardson, County Councillor Shirley Matthews and various representatives from the user groups.

Matt Morden outlined that various meetings had been held with Town Council officers in recent months with a view to the Town Council taking over responsibility for the running of Pembrey Community Centre over a three year period. Mr Morden referred to the resolution at the Town Council meeting held on 16th October when it had been approved that the Town Council take over this responsibility. Presently, the 1st February 2014 is being worked towards as a hand over date. Mr Morden emphasised that he wishes the handover to be as seamless as possible and assured the user groups that no major changes are envisaged.

The Town Council officers also advised the user groups that there would be no significant change in relation to the fees being charged in the near future.

County Councillor Hugh Shepardson thanked the Town Council for taking over the Community Centre, which would otherwise have been “moth balled”. Likewise, various members of the user groups expressed their thanks on behalf of their organisations.

The Clerk, RFO and TSO spoke with Matt Morden at the conclusion of the meeting. The Clerk advised Mr Morden that following a letter being sent to the County Council in relation to this matter, no response had been received. Mr Morden is to chase this up. Also, the TSO emphasised that certain works which he had identified and notified Mr Morden of would need to be completed prior to the hand over.

The TSO updated that he had attended at the Community Centre earlier that day and no work has been carried out by the County Council as yet. County Councillor Hugh Shepardson advised that he would chase up Matt Morden the following day.

122. Report of the Responsible Finance Officer (RFO)

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

1. Bank

Bank Balances

The following cash balances are held with Lloyds at 30th November 2013:-

	Balance at bank	Unpresented cheques	Council cash book balance
	£	£	£
Business Instant Access account	209891.04		209,891.04
Community Account	13550.05	7,341.22	6,208.83
Imprest account	1263.17		1,263.17
	£224,704.26	£7,341.22	£217,363.04

2. Schedule of accounts paid

The following accounts have been paid from 1st to 30th November :-

<u>Supplier</u>	<u>Details</u>	<u>Ref</u>	<u>Cost ex Vat</u> £	<u>VAT</u>	<u>Total cost</u>
Tradepoint	Hall	1	50.68	10.15	60.83
Parker Plant Hire	Cemetery	4	30.00	6.00	36.00
Parker Plant Hire	Cemetery	4	45.00	9.00	54.00
Artavia	Admin frames	3	34.68		34.68
Mike Clarke Printing	Admin - Publicity	3	228.00	45.60	273.60
SA1 Laundry Services	Hall	1	39.54	7.91	47.45
Gwynne Price Transport	Events - F of T	9	125.00		125.00
Travis Perkins	Hall	1	8.49	1.70	10.19
Mike Jones Contracts	Cemetery	4	100.00	20.00	120.00
Chivers Corner Garage	Cemetery	4	143.87	28.77	172.64
British Gas - Electricity	OAP Hall	1	93.96	4.70	98.66
British Gas - Electricity	Cemetery	1	-36.07	-1.80	-37.87
British Gas - Electricity	Old Kitchen	1	-119.82	-5.99	-125.81
British Gas - Electricity	Old Kitchen	1	591.51	29.58	621.09
Darren Daniel	Hall - Heating scheme	1	16759.97	3351.99	20111.96
SITA	Hall	1	99.59	19.92	119.51
SITA	Cemetery	4	89.00	17.80	106.80
Xerox Finance	Admin - Photocopier	1	143.09	28.62	171.71
Parker Plant Hire	Hall	1	64.40	12.88	77.28
Parker Plant Hire	Hall	1	64.40	12.88	77.28
IWEC	Xmas Lights	9	244.00	48.80	292.80
IWEC	Hall	1	325.00	65.00	390.00
Plusnet	Internet provider	3	15.00	3.00	18.00
Moira Thomas	Civic Ceremony	1	402.50		402.50
Llanelli & District Model Steam Club	Events	9	300.00		300.00
Richards Partnership	Hall - Refurbishments	1	3550.00	710.00	4260.00
Myrddin Garden Machinery	Cemetery	4	19.95		19.95
Lyreco	Admin	3	30.55	6.11	36.66
Travis Perkins	Cemetery	4	98.89	10.09	108.98
Smiths of Derby	Hall - Clock Maintenance	1	178.00	35.60	213.60
British Gas	Hall	1	263.73	52.74	316.47
Tradepoint	Xmas Lighting	9	80.50	16.12	96.62
BT	Hall	1	78.32	15.66	93.98
BT	Hall	1	108.23	21.64	129.87
BT	Hall	1	438.47	87.69	526.16

BT	Cemetery	4	105.13	21.02	126.15
C&P Farmers Stores	Cemetery	4	101.40	20.28	121.68
Travis Perkins	Cemetery	4	229.14	45.83	274.97
Tradepoint	Hall	1	10.82	2.16	12.98
Darkin Architects	Copperworks	1	250.00		250.00
Philip Mann	Xmas Lighting	9	800.00	160.00	960.00
Burry Port Male Choir	Special - Donations	9	100.00		100.00
Burry Port Senior Citizens Club	Special - Donations	9	100.00		100.00
Llanelli Ramblers	Special - Donations	9	100.00		100.00
Llanelli Surf Life Saving Club	Special - Donations	9	100.00		100.00
Pembrey AFC	Special - Donations	9	100.00		100.00
Pembrey Over 60's Club	Special - Donations	9	100.00		100.00
RNLI	Special - Donations	9	100.00		100.00
Kidney Wales Foundation	Songs of Praise donations	9	245.00		245.00
			£27,129.92	£4,921.45	£32,051.37

In relation to the schedule of payments for November 2013, the RFO highlighted a few items of unusual expenditure. A payment of £16,759.97 plus VAT was paid in relation to the final payment on the new heating system in the Institute. The overall cost had come within budget. A payment of £3,550 plus VAT was paid to Richards Partnership for the design of the heating system. The RFO also referred to a payment of £250 to Darkin Architects for the initial work undertaken in relation to potential planning consent for the Copperworks, which is not now presently proceeding.

3. Petty Cash

Payments made from 1st to 30th November 2013

Phone card	3	10.00	10.00
Llanelli Star	3	0.70	0.70
Postage	3	3.40	3.40
Fotoworld	3	1.47	1.47
Llanelli Star	3	0.70	0.70
Llanelli Star	3	0.70	0.70
Postage	3	60.00	60.00
Total payments made from petty cash		£76.97	£76.97

4. Budget Monitoring Report

The budget monitoring report for the period 1st April – 31st October 2013 has been circulated to members.

The RFO advised that the budget monitoring report was to 31st October 2013 and at this juncture in the financial year, income and expenditure should be approximately 58%. He reported that income continues to be reduced, at just under 40%, with the main areas of reduction relating to rental income and income from the cemetery. Employees' costs are within budget but administration costs are slightly over budget, mainly due to the payment of insurance at the start of the year. Also, Civic Expenditure is over budget but this is merely attributable to timing, as payments are made early in the financial year.

Expenditure on cemetery/footpaths is below budget overall. Expenditure on the Hall and Institute is over budget, which is mainly attributable to the new boiler in the OAP Hall and for the main Hall. The RFO advised that a virement is required, which will be considered at the next Finance Committee meeting. This should mean that the expenditure is then within budget.

Expenditure on the Copperworks is currently over budget. Again, a new boiler has been purchased, for which a virement is required. Expenditure on the former Pembrey School is slightly over budget due to rates being paid at the start of the financial year.

The RFO advised that in relation to Miscellaneous Expenditure, cheques had just been drawn for the cost of the Christmas tea. Special Projects expenditure is under budget, with the largest item not yet having been spent being the youth facility contribution of £10,000.

The net expenditure is 58.25% and therefore is just within budget overall, despite the reduced income.

The RFO advised that he would be bringing next year's proposed budget for the consideration of the Council at the monthly January meeting.

123. To consider the report of the Finance Committee meeting held on Monday 11th November 2013

It was **RESOLVED** that the minutes of the Finance Committee meeting held on the 11th November be signed and accepted as a true record.

Matters arising from the minutes

P1 (4) Matters Arising – Freedom of the Town

It was advised that the two certificates for the Cadets and the RAF will be presented for display at Pembrey Community Centre on 7th January 2014 at 2pm.

P2 (6) Budget Monitoring

The Mayor advised that a meeting will be arranged with the Funeral Director, Mr Ian Smith in January 2014 to consider trends and a way forward.

124. To consider the report of the Regeneration and Leisure Committee meeting held on Thursday 7th November 2013

It was **RESOLVED** that the minutes of the Regeneration and Leisure Committee meeting held on the 7th November 2013 be signed and accepted as a true record.

Matters arising from the minutes

P3 (7) Consideration of proposed staff training re park maintenance

Cllr Mary Wenman expressed her disappointment at the comment that it is very time consuming to clear the leaves in the park. The TSO emphasised that during the winter months, the leaves return on a daily basis and he has not been instructed to undertake this work. Cllr John James advised that he would contact the County Council the following day to attempt to obtain assistance. Cllr James also advised that there is a scheme in County Council that if a recycling facility is taken on, then an income can be received. This was apparently considered at the Park but was felt that it would be dangerous.

Cllr Mary Wenman further commented that assistance was also required in relation to grass cutting.

P6 (14) Any other competent business

a) It was advised that Burry Port Male Choir were unavailable to attend the Cawl Cennin if it was to be held on Monday 3rd March 2014. Cllr Shirley Matthews therefore advised that she would look to rearrange this date.

There was some discussion in relation to the reduced numbers which attended the Christmas Tea this year. Cllr Shirley Matthews advised that the usual number of tickets had been distributed and as tickets had not been returned, it was understandably assumed that these numbers were attending. However, there was an apparent clash of events on this day. A suggestion was made that consideration could be given to there being a nominal charge for tickets in future, which would hopefully ensure that tickets would not be taken if they were not going to be used.

125. To consider any planning applications

The Mayor advised that all planning applications had been recommended for approval by the Town Council's Planning Committee. However, a comment had been made in relation to application S/29241 at St Illtyd's Rise.

Cllr Stephen James queried if the Council intended commenting in relation to application number S/29231 relating to a property at New Street, Burry Port. He referred to this particular property having previously been refused planning consent. Cllr James expressed a view that the proposed development of this property would detrimentally affect the surrounding properties and that enquiries should be made about a site visit being requested.

County Councillor Hugh Shepardson advised that in relation to application number S/29195, it is likely that a Spar Shop will be coming to this site and he believed that John Davies Car Sales intended moving to another part of the site.

A query was raised as to whether it was known what shops are intended in relation to application number S/29093. There was no further information in relation to these shops.

<u>Application No.</u>	<u>Name and Address of Applicant</u>	<u>Description of Application</u>
S/29230	Mrs Annette Jones-Kellerher 8 Elkington Road Burry Port	Two dormer windows to the rear of the dwelling, proposed conservatory to the rear elevation. APPROVED
S/29231	Brian Rees 9 New Street Burry Port	Rear single story extension, conversion from existing dwelling into two self contained flats. APPROVED
S/29240	My Motor Net Ltd Mrs Denise Merrigan The Car Showroom Danlan Road Pembrey	Proposed sign APPROVED
S/29241	Mr V and Mrs S Davies Land Opposite 1 St Iltyd Rise Pembrey	Siting of two detached dwelling houses APPROVED subject to adequate drainage provision
S/29239	R Fowden Bramble Lodge Cwm Ivor Road Burry Port	Construction of double garage APPROVED
S/29195	John Davies Car Sales Gwscwm Road Pembrey	Lawful development certificate for a change of use from a motor vehicle/salesroom to a convenience store. APPROVED
S/29093	The Bristol Hotel 18-20 Station Road Burry Port	Conversion of the ground floor into two separate shop units with new shop frontage and conversion of the first floor and second floors into four self contained residential flats. APPROVED

126. To consider any County Councillors' reports

County Councillor Hugh Shepardson reported that the Welsh Game Fair will be coming to Pembrey Country Park in June 2014. This event is likely to attract 20,000 people over the two days and it is also likely that it will continue at this location.

County Councillor John James referred to the intended meeting with Natural Resources Wales, which he had referred to earlier on in the meeting.

Cllr Mary Wenman enquired if there had been any further developments in relation to a potential site for Ysgol Parc Y Tywyn. County Councillor Hugh Shepardson confirmed that this was still ongoing and he hoped that there could be progress in the next 3 to 4 months.

Cllr Mary Wenman also enquired as to the possibility of an all weather feature coming to Pembrey Country Park. County Councillor Hugh Shepardson advised that where the Go Ape feature previously was, this area is to be turned into a visitor centre.

127. To consider the Mayor's report

The Mayor reported that during the last month, she had again attended a number of events, namely the Christmas Carnival in Burry Port, the Christmas Market and a Mencap Dinner which she had been honoured to attend. The Mayor also referred to the enjoyable Christmas dinner for Councillors and staff.

The Mayor referred to the Christmas Tree Festival at St Illtyd's Church, Pembrey and the tree which had been decorated by herself and Cllr Shirley Matthews, with the Council's emblem having been placed in each of the baubles, as well as a picture of Pembrey Church and Burry Port Lighthouse. A member commented that the Council banner which had been displayed at the Church only had reference to Burry Port on it. It was therefore proposed and **RESOLVED** that consideration should be given to obtaining a new Council banner, with the matter being referred to the Regeneration and Leisure Committee for further consideration.

Cllr Mary Wenman commented that some members of Burry Port Male Choir have again queried about a notice board being obtained. It was discussed that previously, the outcome of the grant application had been awaited. Also, the Choir had never responded, outlining their requirements. It was therefore proposed and **RESOLVED** that this matter also be referred back to the Regeneration and Leisure Committee.

The Mayor also reported on the enjoyable recent senior citizens' Christmas Tea. Entertainment had been provided by Pembrey CP School, which had been thoroughly enjoyed. Amazing local talent had also been displayed at the recent Community Carol Concert held at the Memorial Hall, where it had been good to see the Reverend Eric Davies.

The Mayor also advised that the Village Carol Service in St Illtyd's Church had been well attended. The Mayor has also recently attended school nativity plays and had attended the memorial service the previous evening at St Mary's Church, Burry Port, which had been very appropriate.

The Mayor referred to the Lantern Festival to be held in the Memorial Gardens that coming Friday, 20th December 2013. She also referred to the presentation of the certificates for display at Pembrey Community Centre relating to the certificates given to the Cadets and RAF at the granting of the Freedom of the Communities ceremony.

128. Consideration of the future of Burry Port Memorial Park, following the meeting with County Council officers on the 3rd December 2013

The Mayor referred to the meeting which had taken place on 3rd December 2013 between Town Councillors and representatives from Carmarthenshire County Council. She outlined the various options which had been given by the County Council representatives in relation to a potential asset transfer. The Mayor also advised that she had been speaking with the Mayor of Kidwelly the previous evening, who had indicated that Kidwelly Town Council would welcome working in partnership.

The potential of a Working Party being formed was discussed, which could work with local organisations, as it was generally felt that this would be more beneficial than meetings taking place with all members of the Town Council. When potential members for this Working Party was being considered, reference was made to clarifying the position of Town Councillors who are also County Councillors and whether there was a conflict of interest, due to the County Council seeking to save money through asset transfers.

Councillor John James emphasised that his loyalty is to this area, not to the County Council. He did not feel compromised and assured that he would do what he felt was best for the local community. Cllr James also added that he had already made an enquiry with the Monitoring Officer regarding this issue and had been advised that it is for the individual Councillor to make his/her own decision if they have a prejudicial interest and if wrong, they suffer the consequences.

It was therefore proposed and **RESOLVED** that enquiries be made with the Monitoring Officer as to whether there is a conflict of interest which would preclude the involvement of the Town Councillors who are also County Councillors in a Working Party.

As it was evident from the discussions that members were generally of the view that the future of the parks needed to be preserved, it was also proposed that the Town Council will form a Working Party to meet with present park users to investigate working in partnership to maintain the amenities presently enjoyed by the residents of Pembrey and Burry Port. An amendment to this was proposed in that it be added to the original proposal that the Council seek further information in relation to the costs of running other parks and play spaces in the local area.

Following a vote being taken, the original proposal was **APPROVED**.

Discussions then followed in relation to the composition of the Working Party. During these discussions, a proposal was made that Cllr Mary Wenman be included in the Working Party, as she has knowledge and experience of an asset transfer in connection with her involvement with the Burry Port Parks Appeal Committee. Again, an issue was raised as to potential conflict of interest and therefore, it was proposed and **RESOLVED** that clarification be sought from the Monitoring Officer in relation to Cllr Wenman's position, in addition to that of the County Councillors.

It was further proposed and **RESOLVED** that the Working Party comprise of the Mayor, Cllr Moira Thomas, the Deputy Mayor, Cllr Andrew Phillips, Cllrs David Owens, Michael Theodoulou and subject to clarification from the Monitoring Officer, Cllr Mary Wenman and the County Councillors.

Cllr Mary Wenman requested the Council to consider being responsible for cutting the grass verges around the toddler park. As a suggestion was made that a request should be made to the Finance Committee, Cllr Wenman asked the TSO to provide details of the cost for such work being carried out.

129. Proposed meeting with the Dyfed Powys Police and Crime Commissioner

The Clerk reported that the Dyfed Powys Police and Crime Commissioner wished to meet with Town Councillors. The Clerk had been liaising with a representative from his office and a proposed date had been provided of 23rd January 2014 at 6pm. It was moved that such a meeting date be accepted, with the Clerk to make the necessary arrangements.

The Clerk also advised that mention had been made of there being an “Open Surgery” with local members of the community to meet with the Police and Crime Commissioner, although until she reverted to confirm a date for the meeting with the Councillors, there was no further information regarding this.

130. To consider Communications received

1. Letter from Mr Terry Clarke, Chairman of Burry Port Guide and Scout Committee dated 20th November 2013. **(copy attached)**

Noted

2. Letter of thanks from the Secretary of Burry Port Town Band dated 21st November 2013 in relation to the events donation of £750. The letter advises that the West Wales Festival of Brass was a very successful event and the Town Band hopes to host it again in two years' time.

Noted

3. Letter from the Director for Environment for the Welsh Government dated 21st November 2013. This refers to a programme of work being delivered by Dwr Cymru Welsh Water and Natural Resources Wales, entitled “RainScape” to address sewerage capacity in Llanelli and Gowerton. The purpose is to reduce the amount of surface water that enters the sewerage network. The programme will deliver a sewerage network in both catchments that can provide capacity to accommodate current needs and future growth and development. It will also contribute to local flood risk management by controlling surface water runoff as close to its origin as possible. The programme will support future regeneration of the area and provide biodiversity through the design of drainage features (primarily used to retain surface water) as accessible green spaces. The aim is for final proposals to be developed and delivered in close collaboration with local authorities and communities. The work will be phased and is scheduled for completion by 2020.

The letter advises that the Welsh Government is committed to the success of this programme and is keen to encourage an integrated approach to its delivery. Accordingly, it is believed that it is an opportune time for the Welsh Government, Natural Resources Wales and Dwr Cymru Welsh Water to meet with local Councils to answer and address any questions and look at any opportunities for collaborative working to achieve benefits for all concerned and particularly for the local community. The letter concludes by advising that the Water Policy Officer will shortly be in contact to make arrangements for a meeting.

It was moved that arrangements be made for such a meeting to take place.

4. Letter from the Community Fundraiser of Marie Curie Cancer Care based in Swansea dated 21st November 2013. This advises of the work being undertaken by Marie Curie Nurses in Carmarthenshire. In 2012, Marie Curie nurses in Carmarthenshire provided 14,814 hours of care for people with terminal cancer and other illnesses who wish to be cared for at home at the end of their lives. As demand for this nursing service continues to grow, it is expected that these numbers will rise further. The letter advises that it costs £20 an hour to fund a Marie Curie nurse in a patient's home. Marie Curie nurses generally work at night, spending 9 hours in the patient's home, which allows carers to rest. The service is always free of charge to patients and carers.

The letter goes on to indicate that any support which can be given to help fund the work of the Marie Curie nurses in Carmarthenshire is greatly appreciated. There is a request to consider making a donation to fund a nurse for one shift at a cost of £180.

The letter concludes by advising of the Great Daffodil Appeal, which takes place in February and March of each year when daffodil badges are sold to raise funds. It asks that if we wish to have a daffodil box, then to advise accordingly.

It was moved that Marie Curie Cancer Care be advised that we would be happy to have a daffodil box at our premises.

5. Letter from the Deputy Chief Executive of the Local Democracy and Boundary Commission for Wales enclosing the Commission's Final Proposals for the electoral arrangements for the County of Carmarthenshire which have been submitted to the Welsh Government for consideration. The report and accompanying schedule contain the proposals for a Council of 75 members. The report is available for inspection by members at the office and if a member wishes to make representations concerning matters in the report, these should be submitted no later than 31st December 2013 to the Scrutiny, Democracy and Participation Team, Democracy, Ethics and Partnership Division, Welsh Government, Cathays Park, Cardiff, CF10 3NQ.

Noted

6. Letter from RWE Npower Renewables Limited dated 25th November 2013. This provides an update regarding the Zone 8, Round 3 Offshore Wind Project in the Bristol Channel known as Atlantic Array. Due to the technical challenges specific to the zone, coupled with the current market conditions, it is uneconomic for RWE to continue with the Atlantic Array Development. RWE will continue to focus on their other offshore projects which they believe are more technically viable.

Noted

7. Email from Lyn Cadwallader, Chief Executive of One Voice Wales dated 29th November 2013. This advises that with the forthcoming centenary of World War I, One Voice Wales has recently met with Cadw, CyMal and War Memorials Trust to discuss issues around war memorials. The email also attaches a briefing note providing information on where to find help, advice and funding for war memorial related projects. Such projects may relate to the war memorial itself (if it needs work) or wider community engagement researching the history of the war memorial or the names of those who are recorded.

As a first step, One Voice Wales is asking all members to contribute information on local

war memorials to War Memorials on line at www.warmemorialsonline.org.uk. This website is seeking to create a greater understanding of the condition of war memorials as we approach the centenary. By reporting any concerns about the condition to the website, these cases will be followed up by War Memorials Trust. This will help target resources on memorials that need assistance and ensure they are fit for commemorative events through the next few years which will culminate in November 2018.

Cllr Stephen James reported that he had attended a meeting the previous evening. Information had been obtained that there is a large number of grant funding sources for events and also for repairs to memorials. He advised that he does have an information pack, which he will provide to the Clerk. It was also moved that consideration of this issue be referred to the Regeneration and Leisure Committee.

8. A letter from a local Burry Port resident dated 30th November 2013 in relation to the collection of litter at the Memorial Park (copy attached).

It was discussed that this is a County Council issue and that this should be made clear in responding and that the matter will be referred to County Council members.

9. Letter of thanks from the Secretary of the Over 60's Club Pembrey for the donation of £100.

Noted

131. To receive reports by elected members, if any

Cllr Stephen James referred to a recent meeting which he had attended of the Executive Committee of One Voice Wales. He advised that he would prepare a report in relation to this and email it to the Clerk.

Cllr Stephen James also referred to the meeting which he had attended the previous evening of the newly formed Town and Community Council County Liaison Forum. During this meeting, information was given that Mario Cresci will be required to cut £750,000 from his street cleansing budget this year. Cllr James asked if County Council members could make further enquiries regarding this.

132. Report of the Clerk on matters of administration

1. Letter of thanks from the Festival Secretary of the Llanelli Ramblers Festival of Walks 2014 for the £100 donation. The letter also advises that the 2014 Festival will have as its theme the centenary of the birth of Dylan Thomas, with many walks in the areas where he lived, worked and played. A copy of the Festival brochure listing these walks will be forwarded as soon as it is printed.

Noted

2. Letter from Robin Burn dated 12th December 2013 in relation to the Carmarthenshire Local Development Plan Examination, (copy attached).

Discussion took place as to in what capacity Robin Burn attended this meeting. It was proposed and RESOLVED that a letter be sent to Mr Burn, advising that the Council did not require his services in relation to this matter and that there was no authority for him to act in the Council's name.

It was confirmed that Cllr Malcolm Davies had attended the meeting as a representative for the Town Council, due to the Mayor being unable to attend.

3. Letter from the Chairperson of Carmarthenshire Environment Partnership received on 16th December 2013. The letter provides brief feedback from the Carmarthenshire Environment Partnership Sustainability Seminar held on 19th November 2013 in Carmarthen. The letter advises that the event was a good opportunity to highlight and discuss issues in relation to the forthcoming Future Generations Bill and the need to become a sustainable county. Some of the key areas of discussion included direct risks to the community, such as the need for energy security for households, especially the elderly, the need to increase food availability for households and the need to develop preventative rather than reactive approaches to flooding. Systemic risks from not preparing were also discussed, including being able to keep pace with the scale of change and risk of not being able to adapt in time. Risks from lack of engagement of the community were also discussed.

The letter goes on to advise that the Environment Partnership will be undertaking another free seminar in March 2014, in which a number of community groups will be invited to attend to take part in the Future Generations “National Conversation” agenda. The Partnership extends an invitation to our Town Council to have another opportunity to join the discussions and would welcome attendance from up to three representatives. Further details of the session will be sent in the next few weeks.

It was moved that the Town Council will participate in relation to this matter.

4. Letter from the Community and Events Regional Fundraising Manager in Wales for the Stroke Association. The letter requests that at the next Town Council meeting, consideration be given to making a charitable donation to the Stroke Association in Wales in 2014. It advises that the work and presence of the Association in local communities throughout Wales would not be possible without the continued and generous support of various organisations, including Town Councils.

A stroke is now the fourth biggest killer in the Country and the largest cause of long term adult disability. There are presently 65,658 people living with the effects of their stroke in towns and cities across Wales. Through their research and prevention and awareness, the Stroke Association has helped to reduce the number of deaths by half in the last 40 years. However, this progress creates a further challenge as there are now more stroke survivors than ever before who need the expert support, specialist services and professional advice and guidance that only the Stroke Association is able to offer.

The letter goes on to state that one in six people will experience a stroke in their lifetime and it provides detailed information on the work undertaken by the Stroke Association, including being the leading provider of care and support for stroke survivors and being at the forefront of funding essential stroke-related research.

It was moved that further consideration of this request be referred to the next Finance Committee meeting.

5. Email forwarded by One Voice Wales from the Local Government Finance and Public Service Performance Division of the Welsh Government. This advises that the Welsh

Government is reviewing the options for the future of Council tax support in Wales. The aim is to develop a scheme which is equitable and sustainable and delivers the maximum protection for low income and vulnerable households within the financial constraints. There is a consultation, seeking views on the decisions which will need to be made as part of the review. The consultation commenced on 12th December 2013 and ends on 5th March 2014. More information on the consultation and how to respond can be found on the Welsh Government website at <http://wales.gov.uk/consultations/localgovernment/council-tax-reduction-scheme-review>
Noted

6. The Mayor advised members of the winners of the Christmas Window Display competition as follows:

1 st	Macys Hairdressers
Joint 2 nd	Britewash Laundrette and John Davies (Chemist)
Joint 3 rd	W D Seward and Sons and Llanelli Cycles

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.