

Pembrey and Burry Port Town Council
Monthly Meeting
Wednesday 19th March 2014

Councillor Moira Thomas (Mayor)

Councillors Graham Davies, Malcolm Davies, Ken Edwards, Mrs Jean Hire, John James, Stephen James, Mrs Pat Jones, John Hedley Jones, Mrs Shirley Matthews, Mrs Susan Northam, David Owens, Andrew Phillips, Michael Theodoulou and Mary Wenman.

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, 7.10pm – 9.20pm)

171. Opening Prayer

The opening prayer was given by Cllr Graham Davies.

172. Personal Matters

Apologies were received from Cllrs Robert John and Hefin Williams.

The Mayor, Cllr Moira Thomas expressed condolences to Cllr Ken Edwards on the recent loss of his brother and also, in his absence referred to the recent loss of County Councillor Hugh Shepardson's mother in law.

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

Members confirmed their usual declarations of interest.

174. Police Business

PCSO Phil Davies was in attendance at the meeting and presented the police report. He advised that the new Sergeant, Dawn Fencott-Price had intended attending the meeting but had been prevented from doing so as she was on a call out.

During the month of February 2014, 14 crimes have been reported in the Burry Port section. Officers have detected 9 crimes during February and several more will follow. The detection rate for the month stands at 64.3%.

Violent Crime

No crimes to note

Criminal Damage

1 report of criminal damage, whereby damage has been caused to fencing outside an address on Stepney Road, Burry Port. Enquiries are still on going.

Burglary

No crimes recorded for February.

Drug Offences

In February there were 5 drug offences recorded and detected for Burry Port, with another 2 being detected from a previous month. This has seen a 140.0% detection rate.

The Team are currently working on several warrants and are always keen to gain intelligence from the community.

The Mayor, Cllr Moira Thomas expressed thanks on behalf of the Council for the continuing hard work of the police.

175. To confirm the minutes of the meeting held on 19th February 2014

The minutes of the Town Council meeting held on 19th February 2014 were accepted as a true record.

176. Information from the aforesaid minutes

P124 (153) Police Business

The Mayor Cllr Moira Thomas advised that there had been some discussions in relation to the proposed Open Day. However, it has been decided that it will take longer to organise and therefore, it has now been suggested that it take place later in the year, possibly in September.

P125 (156) Report of the Technical Services Officer

Cllr Ken Edwards queried the cost of renovating the electrics at the Copperworks Site. The TSO advised that the figure which he had provided was a budget figure from IWEC.

P130 (161) County Councillors Reports

Cllr John James updated that the bus stop seat is now in place.

P132 (166) Consideration of the approval of the cost of new lamp post signs

It was discussed that following the previous meeting, the TSO has received another quote for this work, which is approximately 15% higher than the original quote. A query was raised as to whether there would be some form of guarantee in relation to the design. It was discussed that when the previous lamp post signs had been designed, the design had been undertaken by pupils of Glan y Mor School and it was felt that they unfortunately did not fully understand what was required. Following discussion, members unanimously **RESOLVED** that the new lamp post signs be proceeded with at the lowest quotation, with the designs to be considered by the Regeneration and Leisure Committee once proofs are obtained from the printer.

Cllr Pat Jones arrived at the meeting at 7.20pm.

P135 (168) Communications (11)

The Mayor Cllr Moira Thomas confirmed that she was attending the “Conserving and Maintaining Welsh War Memorial Heritage Conference”, on 27th March 2014 at the Royal Welsh Showground, Builth Wells, together with Peter Jones from the British Legion and Cllrs Graham Davies and Ken Edwards.

177. Report of the Technical Services Officer (TSO)

Cemetery

Burials

During the month of February 2014 there have been 6 burials and 1 scattering of ashes.

Maritime Park

At the Regeneration and Leisure Committee on 6th February 2014 it was decided not to proceed with the asset transfer at this time because of the uncertainty over obtaining funding.

Pembrey Memorial Hall

A quotation prepared by the TSO to carry out the remedial works at the above premises has been accepted by the CCC, work commenced on the 6th February 2014.

A query was raised in relation to what work had been undertaken at Pembrey Memorial Hall. The TSO advised that all gutters and downpipes had been replaced, the front of the building had been painted, a new handrail and gate had been fitted to the boiler house and also repairs undertaken to the roof, together with replacement/painting of doors.

The TSO advised that to date, no work had been carried out to the kitchen and that if this was required, he wished to be advised of what work to undertake.

In responding to a query, the TSO confirmed that it was still intended that responsibility for the building be taken over by the Town Council as from 1st April 2014. However, it would appear that new trustees need to be appointed and Matt Morden is liaising with the Charities Commission upon this.

Wales in Bloom 2014

The CCC have granted the Council a licence to plant and maintain the roundabout on the by-pass road leading to the east harbour.

Meetings have been held with Pembrey Primary School and Ysgol Parc-y- Tywyn School.

The TSO updated that he has also spoken to Pembrey School in relation to organising a “planting day”.

Memorial Park – Maintenance Toddler Park / MUGGA Park

Correspondence is attached in relation to the Burry Port Park Appeal Committee request for a quotation for the Council to carry out the maintenance on the above parks.

The Clerk updated members in relation to a financial request received earlier that day from Debbie Edwards, the Secretary of Burry Port Park Appeal. This will have to be considered by the Finance Committee in due course, following the finalisation of the proposed new financial donations/grants policy.

Copperworks School

This item is covered in the main agenda.

178. 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 28th February 2014 :-

	Balance at bank	Unpresented cheques	Council cash book balance
	£	£	£
Business Instant Access account	236210.90		236,210.90
Community Account	10505.31	524.07	9,981.24
Imprest account	14703.95	13,703.81	1,000.14
	£261,420.16	£14,227.88	£247,192.28

2. Schedule of accounts paid

The following accounts have been paid from 1st to 28th February :-

<u>Supplier</u>	<u>Details</u>	<u>Ref</u>	<u>Cost ex Vat</u> £	<u>VAT</u>	<u>Total cost</u>
Travis Perkins	Cemetery	4	52.92	6.70	59.62
CCC	Footway Lighting	1	8495.40	1699.08	10194.48
SA1 Laundry Services	Hall	1	21.99	4.4	26.39
Parker Plant Hire	Hall	1	64.40	12.88	77.28
Parker Plant Hire	Hall	1	64.40	12.88	77.28
SITA	Cemetery	4	71.20	14.24	85.44
SITA	Hall	1	81.79	16.36	98.15
British Gas	Hall	1	1046.47	209.29	1255.76
Chivers Corner Garage	Cemetery	4	111.54	22.30	133.84
Lyreco	Admin	3	67.87	13.57	81.44
Chris Clifton	Cemetery - re: organ maintenance	4	75.00		75.00

BT	Hall	1	457.84	91.56	549.40
BT	Hall	1	88.68	17.73	106.41
BT	Cemetery	4	77.10	15.42	92.52
BT	Hall	1	115.40	23.08	138.48
Plusnet	Admin	3	15.00	3.00	18.00
Stroke unit	Special - Donation	9	100.00		100.00
Dyfed Alarms	Hall	1	390.00	78.00	468.00
Emyr Rees	Hall	1	2720.00		2720.00
Lynda Goodwin - Wales in Bloom	Admin - Application Pembrey Memorial	3	110.00		110.00
Tradepoint	Hall	1	91.65	18.33	109.98
Tradepoint	Hall	1	9.96	1.98	11.94
Travis Perkins	Hall	1	85.94	17.19	103.13
Travis Perkins	Hall	1	18.00	3.60	21.60
Travis Perkins	Hall	1	-3.36	-0.67	-4.03
Travis Perkins	Hall	1	153.62	30.73	184.35
Travis Perkins	Hall	1	26.90	5.37	32.27
Travis Perkins	Hall	1	33.37	6.67	40.04
Travis Perkins Action Surveillance & CCTV	Hall	1	997.15	199.44	1196.59
	Hall	1	330.00	66.00	396.00
			£15,970.23	£2,589.13	£18,559.36

3. Petty Cash

Payments made from 1st to 28th February 2014

Newsagent - Batteries	3	2.98
Llanelli Star	3	0.70
Fotoworld	3	1.65
Fotoworld	3	1.65
Postage	3	48.00
Llanelli Star	3	0.70
Llanelli Star	3	0.70
Morrisons - Cawl Cennin	9	18.78
Chivers Corner - Cawl Cennin	9	4.14
Total payments made from petty cash		£0.00 £0.00 £79.30

As usual, the RFO highlighted some more unusual items of expenditure. A payment had been made to Carmarthenshire County Council for footway lighting of £8,495.40 plus VAT, which is an annual payment. Also there was a large payment to British Gas of £1,046.47 + VAT for

fuel costs for the winter period. Additionally, various materials had been purchased for work at Pembrey Memorial Hall, although these will be claimed back from the County Council.

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 January 2014 has been circulated to Members.

The RFO advised that up to the end of January 2014, income and expenditure should be around 83%.

The RFO reported that income is slightly reduced. He advised that the footpath grant had now been invoiced and therefore should be paid before the end of the financial year.

Employees' costs are within budget, as are administration costs. There is no more known expenditure to be incurred under Civic Expenditure and therefore this will be within budget by the end of the year.

Expenditure on the Cemetery/footpaths is under budget. An invoice has since been paid in February 2014 for footway lighting. Expenditure is over budget in relation to electricity, water and rates under this heading.

Expenditure on the Hall and Institute is over budget and the RFO reminded members that the main reason for this is due to additional capital works and refurbishment.

Expenditure on the Copperworks is slightly over budget and as previously reported, this is mainly due to the purchase of a new boiler. The RFO reported that a virement should be approved in relation to this.

Expenditure on the Former Pembrey School is just within budget.

There has already been some expenditure on Pembrey Memorial Hall but this will be reimbursed by Carmarthenshire County Council.

Miscellaneous expenditure is under budget but the Cawl Cennin had not been held at the time, which has since taken place.

Expenditure on Special Projects is under budget. To date, the Bus Shelter Contribution and Youth Facility Contribution payments have not been made.

The RFO advised that net expenditure is within budget at 75.82%.

A query was raised in relation to footway lighting under the heading of Cemetery/Footpaths. The RFO clarified that the Finance Committee had recommended that this be included under the heading of Cemetery/Footpaths and that it does not relate to footpaths in the Cemetery but the expenditure generally for maintenance of footpaths and energy for lighting we have put in.

179. To consider the report of the Finance Committee meeting held on Monday 10th February 2014

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

Matters Arising

P1 (5) Outstanding Invoices

Members were updated that it had now been **APPROVED** that arrangements be made for the Clerk and the Chair of the Finance Committee, Cllr Andrew Phillips to meet with representatives of the Llanelli Youth Theatre to discuss the matter future.

180. To consider the report of the Regeneration and Leisure Committee meeting held on Thursday 6th February 2014

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

Matters Arising

P2 (5) Matters Arising

The Mayor Cllr Moira Thomas updated members regarding work to the commemorative stone having been completed and in place at the harbour.

181. To consider any planning applications

The Mayor Cllr Moira Thomas advised that the Planning Committee had recommended approval of all of the applications.

Cllr Ken Edwards queried the nature of application no S/29666 by Carmarthenshire County Council relating to a touring caravan and camping site at Pembrey Country Park. The TSO advised that this relates to the existing site but it is intended that this be upgraded. It was discussed that it would be hoped that local residents would be considered for tendering if work is required for electric hook ups and toilets. Cllr Shirley Matthews advised that she would be attending the following week for an inspection and could report back.

<u>Application No.</u>	<u>Name and Address of Applicant</u>	<u>Description of Application</u>
S/29641	Western Power Distribution	Change of use of land adjacent to existing substation to incorporate it within the compound. Land to be enclosed by palisade fencing to match existing. APPROVED
S/29690	Sean Thomson 1 Danlan Park Pembrey	First floor addition and conversion of existing garage APPROVED

S/29645	Western Power Distribution	Replacement of existing 13m high timber communications pole with the installation of 15m high slimline galvanised steel lattice tower with 4 no transmission dishes (up to 600mm) and a 12 element yagi antenna, together with support bracketry, feeder cables, cable gantry, cable gantry support pillar and ancillary development APPROVED
S/29666	Carmarthenshire County Council Camping Site Pembrey Country Park	Touring caravan and camping site APPROVED
S/29642	Owain Davies Parc y Medws Y Cwm Burry Port	Residential – dwelling house APPROVED
S/29643	Mr Marshall Jawes Meldan Stable Yard Pembrey	Repair of existing road in order to enable cattle lorry to drive on it APPROVED
S/29704	Mrs Patricia Nash Devonia Ocean View Burry Port	Single storey extension to side of property APPROVED
S/29708	Keri McKibbin Ted's Gym Neptune Square Burry Port	Replacing an existing flat roof with a pitched roof APPROVED
S/29728	Ms Bing Ling Liang 6 Church Road Burry Port	Proposed new kitchen ventilation system APPROVED
S/29753	Mr Michael Samuel 14 Cliff Terrace Burry Port	Change of use from A1 shop and residential flat to residential dwelling. Roof alterations to existing building and garage and boundary fence APPROVED
S/29752	Carmarthenshire County Council Burry Port Infant School Elkington Park Burry Port	Amalgamation of existing Burry Port Infants and Junior School. Construction of new key stage two block, pod, external walkways, associated landscaping as well as traffic improvement measures off site APPROVED
S/29775	Ashburnham House Hotel Ashburnham Road Pembrey	Purpose build fuel store for a renewable heating system APPROVED

182. To consider any County Councillors' reports

County Councillor Shirley Matthews advised that there was nothing of significance to report in relation to Pembrey at the present time. She did refer to the concert which is being organised by the Mayor at the end of April 2014 at Pembrey Memorial Hall.

County Councillor Pat Jones reported that the programme regarding Tesco is awaited. She also referred to the proposed Federation of Glan y Mor school with Bryngwyn Comprehensive School. She advised that the parents of Glan y Mor pupils have been very much in support of this. It was discussed that this arrangement is the closest to an amalgamation, without the schools actually amalgamating. There will be one Headteacher and two Deputy Headteachers, with one Deputy based at each school. There will be a benefit from pooling resources, by utilising staff from each school. Cllr Pat Jones advised that this proposed Federation is the first to be undertaken in Wales, although the concept has been very successful in England. Cllr Graham Davies commented that he believed that it had not been clear to local residents why this was happening and questioned whether it related to Glan y Mor School being in need of help from a more successful school. Cllr Pat Jones advised that the Welsh Government had been encouraging of the Federation and that alternatively, Glan y Mor may have had to close. Cllr Michael Theodoulou added that it is predicted that next year's intake for the school will again be reduced and therefore, there would not be sufficient resources and the school would not be able to offer sufficient choice of subjects.

Following the discussions, a proposal was made that a letter of support for the proposed Federation be sent by the Town Council. This was **APPROVED** by all members save for Cllr Graham Davies who abstained.

County Councillor John James referred to rumours being circulated about possible cutbacks to bus services. He advised that no decision had as yet been made, although it should be by the end of the week. It was discussed about the possibility of a letter of objection being sent on behalf of the Council, should there be intended serious cutbacks or alternatively whether the County Council members and the Mayor should arrange a meeting. It was **APPROVED** that no action should be immediately taken and that a decision should first be awaited.

Cllr Mary Wenman enquired whether there was any progress in relation to a proposed recycling plant. It was confirmed that currently, there is no feedback. It was briefly discussed that this issue has been protracted and Cllr Michael Theodoulou advised that the Environmental Fund that would assist with funding will be closing in the next couple of months. County Councillors Pat Jones and John James reassured that they will continue to pursue this matter.

183. To consider the Mayor's report

The Mayor reported that the Deputy Mayor, Cllr Andrew Phillips had deputised at Cefn Sidan Rotary Club's St David's Day Dinner.

The Mayor referred to the annual Cawl Cennin being very enjoyable.

The Mayor advised that she had attended the previous week at the Ffwrnnes Theatre for a performance of Phantom of the Opera and made reference to local young people from Burry Port who had played lead roles and had been outstanding.

The Mayor referred to the work which had been undertaken to the commemorative stone, which she is very proud of.

Looking ahead, the Kidney Wales Foundation's Walk for Life will take place on 27th April 2014. There will be a concert at Pembrey Memorial Hall on 30th April 2014, with local residents participating. Also, the Mayor intends to hold a Charity Dinner at the Memorial Hall in Burry Port on 10th May 2014.

The Mayor also referred to information received regarding a Murder Mystery fundraising evening being held by Cancer Research on 27th June 2014.

184. To consider the appointment of members of the Tourism Leaflet Sub Group

It was discussed that presently, the Sub Group comprised of Cllrs Graham Davies and Ken Edwards, together with the TSO. It was **APPROVED** that Cllr Jean Hire also be appointed to the Sub Group.

Cllr Pat Jones updated that she had met with Hugh Parsons at Carmarthenshire County Council, who had offered to meet one half of the cost of producing the tourist leaflet.

185. To consider the appointment of members of the Heritage Trail Sub Group

Cllr Graham Davies advised that a Core Group is required from the Council but key members of the community will also be required. He reported that a community approach will be required in order to make an application for funding to the Heritage Lottery Fund. It was **APPROVED** that the Sub Group should comprise of Cllrs Graham Davies, Pat Jones, John James and Andrew Phillips. Furthermore, it was **APPROVED** that these members should have the power to co-opt members of the community on to the Sub Group.

186. Copperworks

The Clerk circulated to members an extract of the draft minutes of the Regeneration and Leisure Committee meeting held on 6th March 2014 (set out below), which members considered.

“The Clerk advised that a lengthy letter had now been received from Girlguiding Burry Port in relation to a potential move from the Copperworks, which was read out to members. The letter was written on behalf of Burry Port Rainbows, Brownies, Guides and Senior Section and provided some background information about the units. The letter acknowledges that the Copperworks is in a poor state of repair and that they have to move out but stated that they do not want to move out of Burry Port.

Cllr Michael Theodoulou expressed his surprise at the content of the letter, as he indicated that the Guides had seemed quite happy when a meeting took place with them. He also expressed his view that the building would be closed down should there be a formal inspection and his strong preference was that the building be vacated at the earliest opportunity.

Cllr Graham Davies disagreed that the Guides were ever happy about moving from the Copperworks. He thought the Scouts may have been happy but that the Guides have never been. Cllr Graham Davies emphasised that the Guide Commissioner has never been happy

about vacating the Copperworks. Furthermore, he expressed a view that if the building is unsafe, it should be immediately closed but stated that this is not the case. The TSO clarified that at present, the building is safe in the short term. However, if the Council decided that it wished to leave the user groups there, then it would not pass an external audit and would be closed down. He advised that the building needs to be entirely rewired and also new floors and a new roof are required, together with new toilet facilities. The TSO indicated that the cost of the immediate work in attending to the electrics and new toilets would be around £25,000, although he estimated that it would probably cost in excess of £100,000 for all of the necessary works to be undertaken.

Cllr Graham Davies referred to the area where the Copperworks is as having deprivation and being in need of regeneration. He therefore urged that serious consideration be given to withdrawing a facility from that locality, as the users would have difficulty in travelling to the proposed alternative premises in Pembrey.

The TSO however clarified the situation in that the Council took the decision to close the Copperworks prior to looking into the possibility of planning permission being obtained for the site. Cllr Pat Jones advised that she had spoken to Mr Eifion Bowen, the Head of Planning at Carmarthenshire County Council the previous week, who had informed her that he would have good news for her on the Grillo Site shortly. It was therefore discussed that no action should be taken other than the planned closure of the Copperworks site until such time as the full position is known in relation to potential planning opportunities. Members were agreed that it was necessary for the Town Council to take over Pembrey Memorial Hall prior to the closure of the Copperworks building. The TSO reported that to his knowledge, the Aikido Club, Photographic Society and the Scouts were all happy to move to Pembrey Memorial Hall. He suggested that the Copperworks building could be used for storage, pending any further decision being made.

Following lengthy discussions, members **APPROVED** that there be a recommendation to the full Town Council that it should work towards closing the Copperworks on 1st June 2014. It was also **APPROVED** that all user groups be invited to attend a further meeting for discussions to take place, to be held on Tuesday 18th March 2014 at 7pm at the Memorial Hall, Burry Port.”

It was discussed that at a meeting the previous evening, the Guides and Brownies had indicated that they would not move to Pembrey Memorial Hall. The Scouts had been more amenable and although they would prefer to stay where they are, they had indicated that they would move to Pembrey, if necessary. Additionally, the Aikido Society would, if possible, prefer to stay at the Copperworks, as there would be considerable cost in moving to Pembrey Memorial Hall.

Members entered into lengthy discussion in relation to the future of the Copperworks Site. Cllr Michael Theodoulou referred to the fact that the matter needs to be looked at on a step by step basis. He referred to the advice of the TSO in that if there was a formal inspection, the building would be closed. He stated that the Council would not be breaking the law if the building is kept open for a short time, subject to a resolution having been made to close it. He emphasised that he wishes to put the safety of the users first. Once a decision has been taken to close the building, then the Council would need to decide a long term policy. It is possible that there could be a change in the flood plain reorganisation, which would then enable a planning application to be made. However, if the planning status does not change, then it would probably mean the demolition of the building at a later date and some communal use.

Cllr Michael Theodoulou expressed his view that the users of the Copperworks are being put in a dangerous situation and also that if the Council spent £20,000 on remedying the electrics, it would be a waste of money, having regard to the overall work required. Cllr Theodoulou therefore recommended in the strongest terms that the building be vacated as soon as possible.

Cllr Graham Davies stated that he would not wish to keep open an unsafe building but he saw it as part of the regeneration of the Bace area. He queried whether there was another alternative, such as making it known that the facility could be sold, as he felt that there maybe other groups who would be willing and able to seek funding.

Discussion took place in relation to the extent of the electric works required and the cost of the same. The TSO clarified that IWEC had provided an estimate of £15,000 to £20,000 to rewire all of the building. It was clarified that no other costings have been obtained as when tenders are invited, it is due to the Council having specifically authorised expenditure, which is not the position here.

Cllr David Owens expressed an opinion that the Council must provide safe facilities and requested it to be minuted that he did not support keeping open a building which is unsafe. Cllr John Hedley Jones echoed this opinion.

Cllr Mary Wenman expressed her view that if the Copperworks building is closed, then the Council has a duty to provide facilities in Burry Port for those who do not wish to move, such as the Girl Guiding organisation.

Following the lengthy discussions, a proposal was made and unanimously **RESOLVED** that the Copperworks building close on or before 1st June 2014 and that the Town Council does all it can to welcome the Girl Guiding movement to its facilities in Burry Port. Cllr David Owens referred to this effectively being the recommendation which had been made at the February meeting of the Regeneration and Leisure Committee meeting. However, Cllr Graham Davies commented that he did not feel that a decision could be made on the third part of that earlier proposal at present, in relation to a possible transfer of the building.

A query was raised by Cllr John Hedley Jones addressed to the RFO, as to whether rates would be payable if the building was vacated. The RFO confirmed that he would look into this issue.

187. Dog Bins

Cllr Ken Edwards referred to previous concerns upon this issue. He referred to the fact that he had been previously tasked along with the TSO to identify “hotspots” where bins were needed in addition to ones already in place. This had been done and ten sites had been identified. This had then been brought back to the Regeneration and Leisure Committee and subsequently to the full Town Council when it was **APPROVED** that the Town Council purchase these bins. However, a meeting had taken place with County Councillor Jim Jones (Executive Member and Vice Chair of Regeneration and Leisure Committee), who had been very helpful. As he was impressed with the Town Council’s initiative in wishing to improve the environment in the area, it was agreed that not only would the County Council pay for the emptying of the bins but they would also purchase and install the bins. Unfortunately, these bins never materialised and no reason has been given for this delay. Furthermore, to exacerbate the situation, existing bins have been removed from the most popular locations along the Millennium Path.

Cllr Ken Edwards advised that he had recently coincidentally spoken to two Dog Wardens, who had shared his concerns but had advised that their department was not responsible for the removals.

Cllr John James expressed his own concerns in relation to the issue of dog fouling. He advised that he and Cllr Pat Jones were meeting with colleagues from Llanelli the following day to formulate questions which need to be addressed at a meeting with the Head of Leisure, which Meryl Gravell is being asked to attend. Cllr John James also advised that he and Cllr Pat Jones are due to meet with County Councillor Jim Jones the following Monday to consider the harbour area.

Cllr Ken Edwards proposed that clarification be sought over the policy of providing litter bins. He specifically proposed that a letter be sent to David Gilbert, Acting Chief Executive, with a copy to County Councillor Jim Jones, asking the following:

1. Has the County Council policy changed in relation to providing litter and dog waste bins?
2. We wish clarification as to whether this is an initiative that is Councillor led, or an initiative led by Officers, and who gave authorisation for the removal of the bins.

This proposal was voted upon and it was unanimously **RESOLVED** that such a letter be sent.

188. To consider Communications received

1. Letter from the Scheme Coordinator of Burry Port and District Community First Responder Scheme received on 25th February 2014. This invites members of the Town Council to attend the “First Responder Presentation Evening” to be held at Burry Port Rugby Club House on Friday 4th April 2014 at 7pm. It advises that the “First Responder Scheme” is a service that offers the communities of Burry Port, Pembrey and surrounding areas a further “safety net”, working in partnership with the Welsh Ambulance Service in providing a service that can contribute towards saving lives.

Noted

2. Letter for information purposes from the Electoral Registration Manager of Carmarthenshire County Council received on 3rd March 2014. This firstly advises of the correct procedure for when a vacancy occurs within the Town Council and secondly, is to ensure awareness of the requirements of Section 116 of the Local Government (Wales) Measure 2011 with regards giving public notice where vacancies are to be filled by co-option. **(Copy correspondence attached).**

Noted

3. Email from One Voice Wales forwarding a letter from the President of the Adjudication Panel for Wales. The letter advises that the Adjudication Panel for Wales Annual Report for the 2012 – 2013 year has now been published on the Adjudication Panel Wales website and is available to view at www.adjudicationpanelwales.org.uk.

Noted

4. Email from One Voice Wales on 3rd March 2014. This advises that the Welsh Government has published a consultation on proposed regulations and supporting guidance to be made under the Playing Fields (Community Involvement in Disposal

Decisions) (Wales) Measure 2010. The consultation documents and information on how to respond can be accessed via the link <http://wales.gov.uk/consultations/localgovernment/draft-regulations-and-statutory-guidance-for-playing-fields>.

Noted

5. Letter received from the Chairperson of the Environment Partnership Development at Carmarthenshire County Council dated 5th March 2014. This advises that the Environment Partnership and the Making the Connections Project are inviting members to attend an event on 26th March 2014 at the Haliwell Centre, Carmarthen, commencing at 9.30am. There will be an opening address from Peter Davies, Commissioner for Sustainable Futures. There will also be a presentation from Dr Alan Netherwood (Netherwood Sustainable Futures), as well as workshops. The event is free and there is space for up to three representatives from each Council to attend.

Noted but if any members are interested in attending, names should be provided to the Town Clerk.

6. Email from One Voice Wales on 6th March 2014, providing information on the repeal of Section 150 (5) of the Local Government Act 1972 – Implementation. **(Copy attached).**

Noted

7. Letter from the Clerk to Llanelli Rural Council received on 10th March 2014 regarding the possibility of a meeting between representatives of Llanelli Rural Council, Llanelli Town Council, Pembrey and Burry Port Town Council and Llangennech Community Council. A **copy of the letter is attached**, from which it will be seen that it is suggested that each Council nominates the Clerk and two Councillors to attend the initial meeting.

The Mayor Cllr Moira Thomas indicated that there were two nominations to attend the proposed meeting, namely Cllrs Andrew Phillips and John James. Cllr Stephen James referred to the Williams report and it being some years off before changes will take place. One Voice Wales' view is that it would be expensive to amalgamate Town Councils and it would be preferable to "cluster". Cllr Stephen James expressed that he had two concerns in relation to the letter. He stated that our Council has never previously received assistance from Llanelli and he would be highly concerned about our Council being "swallowed up". He also felt that more than two Councillors should be in attendance at the proposed meeting and he suggested that himself and Cllr Michael Theodoulou additionally attend.

It was discussed that it would be preferable for our Council to have representatives at such a meeting as alternatively, we would obviously not have any say. As there will be discussions about potential transfer of assets, Cllr Michael Theodoulou suggested that it may be inappropriate for a County Councillor to represent our interests. The Clerk clarified that as previously indicated, advice had been obtained from the Monitoring Officer to the effect that there is no conflict of interest in such a situation.

A proposal was made by Cllr Ken Edwards that the two Councillors, as nominated, attend the first meeting and if it progresses to further meetings, then if appropriate,

more Councillors potentially attend these. Members voted on this proposal. 11 members voted in favour, 2 against and 2 abstained.

189. To receive reports by elected members, if any

Cllr John James reported that he had attended a meeting the previous evening of the Carmarthenshire Unified Sports Committee, at which Jonathan Fearn was present. The County Council's fees and charges have now been frozen for the time being for sports and play areas, although there is still uncertainty as to the long term position.

190. Report of the Clerk on matters of administration

1. The Clerk requests the Town Council to reconsider renewal of membership of One Voice Wales. It will be recalled that this was discussed at February's Town Council meeting under the Clerk's report. It was decided that the matter be referred for full consideration by the Civic Governance and Personnel Committee. This Committee has now met, when the merits of membership of One Voice Wales were fully considered. Consequently, there is an unanimous recommendation from the Committee's members to Town Council that membership with One Voice Wales should be renewed for 2014/15.

*Following the recommendation from the Civic Governance and Personnel Committee, it was **RESOLVED** that the Town Council should renew its membership with One Voice Wales for 2014/2015.*

2. Following a request from a Town Council employee, the Civic Governance and Personnel Committee has considered registering for the Cycle to Work Scheme. The Scheme involves the purchase of a bicycle for an employee or employees at a reduced cost. This is then paid for through a salary sacrifice by the employee over a period of 12 or 18 months. The employee can receive this benefit in kind free of tax, instead of salary on which tax and Class 1 NICs would also have been fully payable. As this benefit is covered by a tax exemption, the employer will not have to account for Class 1A NICs. The Civic Governance and Personnel Committee recommends to full Town Council that it should register for the Cycle to Work Scheme.

*Again, following the recommendation from the Civic Governance and Personnel Committee, it was **RESOLVED** that the Council should register for the Cycle to Work Scheme, to enable employees to participate on this scheme.*

3. At the February Town Council meeting, it was approved that the Council participate once more in the Kidney Wales Foundation Walk for Life, to be held on Sunday 27th April 2014. The Clerk has notified Kidney Wales Foundation of this and they now require full details in order to prepare the promotional materials. They specifically need to know what time the walk will start, where it will start from and where it will finish. They also need an estimate of how many sponsorship forms will be required.

*It was **APPROVED** that the route of the Walk should be the same as the previous year, that is from the Yacht Club at Burry Port Harbour to Pembrey Country Park and again, as last year, it should commence at 11am. Members felt that 50 sponsorship forms should initially be requested.*

4. The Clerk has received information from One Voice Wales in relation to its training programme for Mid and South Wales. Details of these are attached.

Additionally, information has been received from One Voice Wales in relation to a new training model on devolution of services that can be delivered on a bespoke basis to any one or group of Councils in Wales. It is stated that the new training model provides a highly interactive experience for Councillors and Clerks and covers the following key areas:

- a. Models for asset transfers.
- b. Understanding lease issues and freehold transfers.
- c. Models for and approaches to Service Devolution.
- d. Policy Drivers.
- e. Opportunities, pitfalls and planned outcomes.
- f. Due diligence arrangements.
- g. Asset management responsibilities.
- h. Important role of Councillors.
- i. Community engagement approaches.

The cost is £400 for up to 20 delegates. One Voice Wales will endeavour to fill any vacant places that a Council is unable to fill by advertising the course to Councils within a 20 mile radius of the venue.

*Members felt that it would be beneficial to undertake this new training course. Accordingly, it was **APPROVED** that the Clerk contact One Voice Wales so that arrangements can be made to hold this course, at the earliest opportunity.*

5. 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.