

Pembrey and Burry Port Town Council
Monthly Meeting
Wednesday 21st October 2015

Councillor Mrs Jean Hire (Mayor)

Councillors John James, Stephen James, Mrs Pat Jones, John Hedley Jones, Mrs Shirley Matthews, Mrs Susan Northam, David Owens, Andrew Phillips, Michael Theodoulou, Mrs Moira Thomas and Mrs Mary Wenman.

In attendance: Melanie Carroll-Cliffe (Town Clerk), Alan Howells (RFO) and John Ridgway (TSO)

(Former OAP Hall, 7.00pm – 9.45pm)

81. Opening Prayer

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

Given the attendance by members of the public in relation to item number 5 on the agenda (item number 82 below), it was proposed and **APPROVED** that this item be brought forward for consideration and also be linked in with item number 17 on the agenda (item number 97 below).

82. Public participation item-by a representative of the Copperworks Groups Social Enterprise Project, who is inviting the Town Council to consider the following:

“The Copperworks Groups Social Enterprise Project understand that Pembrey & Burry Port Town Council are considering the demolition of the Copperworks Girls School Building for which there is substantial amount of objection represented by submission of a petition against these plans. The Project has been founded to investigate the continuing, extended, viable use of the building for the benefit of the total community and requests a deferment of any demolition plan to allow time for a feasibility study by the Group to be carried out and reported back to the Council.”

Three members of the Copperworks Groups Social Enterprise Project were in attendance at the meeting, namely Ray Hobbs, Roz Moreton and Sarah Marsh. Mr Hobbs outlined to members that the group would like to take over the Copperworks building and use it as a hub for the group. He advised that a petition had been commenced towards the end of the previous week in relation to the building and there had been 500 signatures already, with interest from as far away as Australia. Mr Hobbs advised that the group wished to explore viable use of the building and was therefore urging the Council to allow a feasibility study to be prepared and thereafter to report back to the Council.

Ms Moreton added that the group has been working on the matter for a while. She further indicated that views of the local community had been obtained, as well as online comments and they wished to have time to present the comments to the Council, as well as the group's ideas.

Cllr Michael Theodoulou referred to him being Chair of the Bacce Sub Group, which was looking at the regeneration of that community. He advised that the group had already met

with representatives of the County Council to explore how they could work jointly to rejuvenate the area.

Cllr Michael Theodoulou emphasised that the Copperworks building required significant work and that there were many health and safety issues and as a result, the Town Council could not afford to address these. He emphasised that the Town Council had not taken the decision lightly to close it down and move out the user groups. However, given the current economic climate, with difficulties being faced not just within the local community but country wide, the Council has to exercise judgement and face hard decisions.

Cllr Michael Theodoulou made reference to item number 17 on the agenda and advised that although this related to not proceeding with the immediate demolition of the building, the Council had not changed its mind about disposal of the building.

In response to a query regarding the activities which the group intends to carry out, Ms Moreton advised that she had initially wished to take it over as an Art School but realised that it needs to be more of a well being centre, with such activities as tai chi and yoga. She referred to activities being carried out at the Methodist Church but that this has limited space. Ms Moreton envisaged that the centre could be used by all ages, who could come to learn skills, including people with special needs.

In response to a query regarding funding for the building, it was indicated that the group wishes to undertake a viability study, for which it requires access to the building. It was confirmed that there is someone within the group who has knowledge of undertaking a viability study.

It was confirmed that the TSO would provide members of the group with access to the building. It was emphasised to the group members present that the onus was on the group to come up with a feasibility study and an ongoing working project, and that after six months, the building would be placed on the open market for sale.

83. Personal Matters

Apologies were received from Cllrs Malcolm Davies, Ken Edwards, Robert John and Hefin Williams, together with County Councillor Hugh Shepardson. The resignation of Cllr Graham Davies was also noted.

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

Members confirmed their usual declarations of interest. No new interests were declared.

85. Police Business

There was no attendance by the police and therefore no report was provided at the meeting.

There was a discussion between members in relation to public concern regarding anti social behaviour at the Railway Station in Burry Port. Reference was made to the fact that the issues seem to have increased, following the withdrawal of the monitoring of CCTV. Cllr John James reported that at a recent PACT meeting, it had been stated that there was the possibility

of a person undertaking the monitoring of the CCTV on a voluntary basis, who had previously carried this out.

Members also queried what the Transport Police are doing in relation to the anti social behaviour. It was therefore **APPROVED** that letters be sent to the local police force and also to the Transport Police, to express the Council's concerns.

86. To confirm the minutes of the meeting held on 16th September 2015

The minutes of the Town Council meeting held on 16th September 2015 were accepted as a true record.

87. Information from the aforesaid minutes

P47 (67) Information from the aforesaid minutes – to consider/approve new committee structure

Cllr Michael Theodoulou indicated that he had been told that he had been seen as being aggressive in relation to this matter at the previous Town Council meeting. He indicated that it was not his intention to be aggressive and that he apologised unreservedly for that. However, he went on to state that he did not apologise for what he had said but only the way in which he had said it, if deemed as being aggressive.

P53 (76) Update on potential collaboration opportunities with local Councils and consideration of notes of the meeting held on 29/07/15

Following a query as to whether a meeting had as yet been arranged with the other local Councils, the Clerk confirmed that she had attended a meeting with the Clerks of Llanelli Rural Council and Llanelli Town Council on the 19th October. At this meeting, an assurance had been given by the Clerk of Llanelli Town Council that his Council intended to continue with the meetings and never intended withdrawing from the group but only wished to meet if there was something substantive to discuss. The Clerk further confirmed that items for discussion had been agreed at the recent meeting and therefore a further meeting was to be shortly arranged, which it had been agreed would take place at Pembrey and Burry Port Town Council's office.

P55 (78) To consider communications received - item number 4

The Clerk advised that a meeting had now been arranged with Ian Llewleyn of Carmarthenshire County Council and this was to take place on 4th November 2015.

P58 (80) Report of the Clerk on matters of administration - item number 7

The Clerk confirmed that a meeting is being arranged with representatives from Burry Port Memorial Park Bowling Club and it is hoped that this will take place in the first week of November 2015.

88. Report of the Technical Services Officer (TSO)

Cemetery

Burials

During the month of September 2015 there has been 1 burial and 4 burial of ashes.

Wales in Bloom /Britain in Bloom 2015

1 Pembrey and Burry Port won the Small Town category for 2015 and were presented with the award at the ceremony at Wolfs Castle. A copy of the judges scoring sheet is attached.

2 The TSO requested a quotation from the CCC for the Wales in Bloom road signs on 22nd September 2015.

3 The Britain in Bloom UK Finals Awards will be held in Sunderland on the 16th October 2015 the Council will be represented by Cllr Shirley Matthews and the TSO.

The TSO updated members that he and Cllr Mrs Shirley Matthews had attended the Britain in Bloom Awards Ceremony in Sunderland on Friday 16th October. He advised that there was a marked difference between Wales in Bloom and Britain in Bloom, which had been evident from attending this ceremony. Not only were the standards outstanding but it was clear that Britain in Bloom is more volunteer based and this is one of the areas where our entry could have been improved. The TSO explained that there are three types of award, that is gold, silver gilt and silver. In the category which Pembrey and Burry Port was entered, there were three gold awards, two silver gilt awards and two silver awards.

The TSO informed members that Pembrey and Burry Port would not re-enter the Britain in Bloom competition until invited to do so by the Wales in Bloom Committee.

The TSO informed members that he and Cllr Mrs Shirley Matthews had met with the judges who had attended Pembrey and Burry Port in order to obtain feedback. The judges had commented that the size of the area was large to manage and was spread out.

Cllr Mrs Shirley Matthews expressed that it was an honour to be a part of Britain in Bloom and the extent of this had only been realised when attending this awards ceremony. She emphasised that Pembrey and Burry Port should be proud of what it has achieved.

Members expressed congratulations to all those who had been involved in the Wales in Bloom and Britain in Bloom competitions this year, especially the Town Council's groundsmen who had tended to the floral displays. It was also acknowledged that there were many others outside of the Town Council who had contributed to the success and it was **APPROVED** that letters be sent to make these individuals/organisations aware of the contribution which they have played, resulting in the success.

Cllr Michael Theodoulou commented that the Council would need to look very carefully at the cost of entering Britain in Bloom again and suggested that a cost/value analysis should be undertaken. Cllr Mrs Shirley Matthews emphasised that a number of local businesses had made a financial donations towards this year's floral displays and such sponsorship would be

sought again next year. She was confident that additional businesses would be interested in sponsorship, due to the success in this year's and last year's competitions.

Memorial Hall

The TSO requested a quotation from the CCC for directional road signs on 22nd September 2015.

OAP Hall

Following the TSO appraisals of 3 quotations for flooring in the hall the Regeneration and Leisure Committee accepted KSC Carpets quotation and work will commence on 26th October 2015 following decoration of the hall.

Copperworks School Demolition

At the Regeneration and Leisure Meeting on the 8th October 2015 the TSO outlined potential drainage problems for the new development if the School was demolished before a planning application for the new development was submitted.

The members then agreed to recommend that the demolition aspect of the project be included in the main planning application

Copperworks Proposed Development

At the Regeneration and Leisure Meeting on the 8th October 2015 the TSO was instructed to submit a planning application for the housing development as soon as possible. The TSO consulted with Darkin Architects and outlined below is an approximate time scale.

- 1 02/11/2015 Submission of Planning Application.
- 2 16/11/2015 Planning Application Registered.
- 3 11/01/2016 Latest date by which Planning Decision made (Subject to agreement on Section 106 items).

Christmas 2015

TSO has ordered Christmas Trees for Burry Port and Pembrey.

Christmas Lights

The CCC lighting department have given a quotation for locating power sockets on existing lighting standards to minimise the number of private properties where an electrical supply is required in Burry Port and Pembrey.

The TSO informed members that the existing budget would not cover the cost of this work, as he has reviewed the budget with the RFO.

Cllr Mrs Shirley Matthews referred to the regular car boot sales being held by the Community Forum and that the Forum wishes to donate the sum of £3,000 towards the Christmas lights. This would mean that there are sufficient funds to undertake the required work.

The Clerk also updated members that it is possible that a donation will be received from Welsh Water, who she has been in communication with, as a gesture to compensate the local community for the disruption being caused by the RainScape project.

Footpath Maintenance

The Level 71/22: Gorse Site: Memorial Gardens/Hall: Moreb: The Level

Elkington/Stepney Road: Cage Walk 71/24: Embankment 57/60: Neptune

Moreb/Harbour/Clwb Bach Roundabouts: Stepney Road School: Furnace

Fields 71/15: Furnace Road 71/30: Lloetrach 57/20: Elkington/Stepney Rds

Shoreline 71/29: Tanybryn 71/27: Memorial Gardens/Hall: Ship Aground

Cllr Mrs Mary Wenman referred to the problem of litter surrounding the rugby pitch and the Memorial Park in Burry Port, particularly when matches are played on the weekend. It was felt that the situation is worsened by the Rugby Club serving food. It was therefore proposed and APPROVED that a letter be sent to the Rugby Club, requesting them to clean up the area following rugby matches.

89. To consider the report of the Regeneration and Leisure Committee meeting held on Thursday 3rd September 2015

It was **RESOLVED** that the minutes of the Regeneration and Leisure Committee meeting held on the 3rd September be signed and accepted as a true record.

Matters arising from the minutes

There were no matters arising.

90. 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 August 2015 :-

	Balance at bank	Unpresented cheques	Council cash book balance
	£	£	£
Business Instant Access account	243,922.72		243,922.72
Community Account	52,982.17	28,602.91	24,379.26
Imprest account	426.30		426.30
	£297,331.19	£28,602.91	£268,728.28

2. Schedule of accounts paid

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

<u>Supplier</u>	<u>Details</u>	<u>Ref</u>	<u>Cost ex Vat</u> £	<u>VAT</u>	<u>Total cost</u>
Argos Business Solutions	Youth Club contribution	9	495.42	99.07	594.49
Toppers	Pembrey Memorial Hall - maintenance	1	607.84	121.56	729.40
Xerox Finance	Admin - Photocopier costs	3	143.09	28.62	171.71
Powercut	Cemetery - Equipment	4	16.50	3.30	19.80
Powercut	Cemetery - Equipment	4	124.16	24.84	149.00
Travis Perkins	Cemetery - Maintenance	4	39.94	7.99	47.93
Travis Perkins	Cemetery - Maintenance	4	19.98	4.00	23.98
Travis Perkins	Cemetery - Maintenance	4	206.92	32.62	239.54
Consortium	Youth Club contribution	9	142.97	28.60	171.57
Consortium	Memorial Hall & toilet cleaning materials	1	172.73	34.57	207.30
CCC Re: Pension Deficit (July - August)	Pension Deficit (July - August)	3	416.00		416.00
Bower Supplies Ltd	Floral displays	9	462.00	92.40	554.40
BT	Admin - telephone	3	157.81	31.56	189.37
IWEC	Floral displays	9	227.74	45.55	273.29
Mike Clarke Printing	Civic expenditure	9	166.00		166.00
Wrenvale Nurseries	Floral displays	9	1008.00	202.00	1210.00
Wrenvale Nurseries	Floral displays	9	1640.00	328.00	1968.00
Wrenvale Nurseries	Floral displays	9	2178.00	436.00	2614.00
Wrenvale Nurseries	Floral displays	9	1500.00	300.00	1800.00
Wrenvale Nurseries	Floral displays	9	55.00	11.00	66.00
LBS	Cemetery	4	128.50	25.70	154.20
Biffa	Hall	1	97.15	19.43	116.58
Biffa	Cemetery	4	85.92	17.18	103.10
British Gas - Electricity	Copperworks - electricity	1	40.27	2.01	42.28
British Gas - Electricity	Institute - Electricity	1	110.57	5.52	116.09
British Gas - Electricity	Pembrey School - Electricity	1	49.01	2.45	51.46
British Gas - Electricity	BP Memorial Hall - Electricity	1	280.10	56.02	336.12
British Gas - Electricity	Cemetery - Electricity	4	42.44	2.12	44.56
British Gas - Electricity	OAP building - Electricity	1	30.45	1.52	31.97
British Gas - Electricity	Pembrey Memorial Hall - Electricity	1	56.18	2.80	58.98
SA1 Laundry	BP Memorial Hall -Laundry	1	23.86	4.77	28.63
Parker Plant Hire	Hall - storage	1	64.40	12.88	77.28
Parker Plant Hire	Hall - storage	1	64.40	12.88	77.28
Burry Port Football Festival	Donations	9	200.00		200.00
Cruse Bereavement Care	Donations	9	50.00		50.00
Plusnet	Admin	3	15.00	3.00	18.00
Greenwell Power Tools	Cemetery - maintenance	4	44.86	8.97	53.83
Gegin Fach Y Wlad	Civic expenditure	9	500.00		500.00
British Gas	Burry Port Memorial Hall - Gas	1	95.43	4.77	100.20
British Gas	Pembrey Memorial Hall - Electricity	1	90.44	4.52	94.96
Trade UK	Cemetery - equipment	4	14.26	2.86	17.12
Trade UK	Cemetery - equipment	4	20.35	4.07	24.42
Wynnstey	Cemetery - equipment	4	17.16	3.43	20.59
Biffa	Hall	1	119.00	23.80	142.80
Biffa	Cemetery	4	135.44	27.09	162.53
Chivers Corner Garage	Cemetery	4	250.53	50.11	300.64
The Consortium	Toilets	1	306.98	61.41	368.39

BT	Admin - phone	3	20.00	4.00	24.00
The Consortium	Youth Club contribution	9	344.25	68.86	413.11
The Consortium	Youth Club contribution	9	149.99	30.00	179.99
Aaron North	Youth Club contribution	9	150.70		150.70
Plusnet	Admin	3	17.00	3.40	20.40
			<hr/>	<hr/>	<hr/>
			13394.74	2297.25	15691.99

3. Petty Cash

Payments made from 1st to 31st August 2015

Coop - Water	3	1.99		1.99
Peter's Plumbing	4	8.00		8.00
Burry Bargains - cleaning materials	4	3.00		3.00
Llanelli Star	3	0.75		0.75
Picton Sports	4	28.80		28.80
Llanelli Star	3	0.75		0.75
Post Office	3	0.32		0.32
LTC - 7 pin plugs	3	7.00	1.40	8.40
Llanelli Star	3	0.75		0.75

Total payments made from petty cash

£51.36 £1.40 £52.76

The RFO advised members that the bank balance had been boosted by the second instalment of the precept.

In relation to expenditure, the RFO highlighted that there were a number of payments relating to the floral displays and also cemetery equipment and maintenance. He also highlighted that the youth club contribution was now continuing to be spent.

4. Budget Monitoring Report

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

The RFO advised that income and expenditure should be 42% at this point in the financial year.

Income is below budget at 34.47% but however, a number of SLAs have not yet been received from the County Council nor has the footpath grant been received. The RFO advised that the SLA in relation to Pembrey Memorial Hall should shortly be received, following a conversation with Mr Matt Morden of Carmarthenshire County Council.

Income from room rentals should also shortly be increased, as some annual payments are being chased up.

In relation to expenditure, employees' costs are slightly over budget overall, which is attributable to overtime payments for the maintenance operatives due to additional work on the floral displays.

Also, administrations costs are slightly over budget, which is mainly attributable to the annual payment of insurance.

In relation to marketing and promotion, the RFO advised that the costs of the Wales in Bloom banners had been removed as approved, which just left expenditure on the lamp post banners.

Civic expenditure is over budget year to date but this includes the payment of the annual mayoral allowance. The RFO indicated that there is still some expenditure to be paid relating to the Civic Service and also, the Christmas Tea and Cawl Cennin are yet to take place.

Expenditure on the cemetery/footpaths is slightly under budget overall. However, the expenditure on maintenance and repairs is going to be reviewed by the RFO and TSO. The RFO referred to a suggestion made by the Finance Committee that consideration be given to entering an annual maintenance agreement to cover the cost of repairs. The RFO referred to the fact that vehicle costs are also over budget, which is attributable to having the additional vehicle.

Expenditure on the hall and institute is slightly over budget, which is mainly attributable to the annual payment of rates. Also, the first payment on the PWLB loan was made during August.

The RFO referred to expenditure on the Copperworks being over budget but again, annual payments relating to water and rates have been made and virements have been actioned.

Expenditure on the former Pembrey School is within budget.

Expenditure on Pembrey Memorial Hall is slightly over budget year to date but again, annual payments have been made for rates and insurance. The RFO confirmed that the expenditure on Pembrey Memorial Hall refurbishment will be reimbursed by Carmarthenshire County Council.

Expenditure on special projects is below budget but the RFO advised that there will be additional costs to be paid relating to floral displays. There will also be further payments of donations and community grants within the current financial year. The RFO referred to the fact that the special development projects are progressing well.

Net expenditure is on budget overall at 42.69%.

In delivering his report, the RFO also referred to the Council's Risk Assessment for the current financial year. He confirmed that this had already been considered at the Finance Committee meeting. The Committee had looked at improving the format, despite the fact that the old format had been acceptable to the auditor. The RFO outlined the new format in terms of identifying risk and scoring the various risks, with a further score being allocated following action to minimise the risk. The RFO confirmed that the new format had been recommended by the Finance Committee. It had also been approved by the Finance Committee that any risks which still have a score of three or above following control measures would be looked at as part of the budget setting process.

Following the information provided by the RFO, it was **RESOLVED** that the new format be **APPROVED**.

Lastly, the RFO referred to the fact that at the previous Town Council meeting, the Clerk had reported that information had been received from the external auditor, BDO. No major items were identified in the audit but just three minor issues were highlighted, which were as follows:

- Printed minutes had been submitted as part of the audit and the pages had not been initialled by the person signing the minutes as confirmed minutes.
- An issue had been raised in relation to categorising expenditure on donations. These had been stated as being under Section 19 of the Local Government (Miscellaneous Provisions) Act 1976 but it had been stated that charitable donations should be under Section 137 of the Local Government Act 1972. In this respect, the RFO indicated that there was some ambiguity as previously, there had been criticism for utilising Section 137.
- The third issue highlighted related to the level of Fidelity Guarantee Cover, which it was stated appeared to be insufficient in light of the bank balances held at 31st March 2015 and the amount of precept subsequently received in April 2015. The RFO reminded members that the insurers had been changed this year and the Clerk referred to better insurance cover, despite the fact that it is at a considerably lower rate than the previous insurers.

Members were assured that the foregoing issues are being or have already been addressed.

91. To consider the report of the Finance Committee meeting held on Monday 14th September 2015

It was **RESOLVED** that the minutes of the Finance Committee meeting held on the 14th September be signed and accepted as a true record.

Matters arising from the minutes

There were no matters arising.

92. To consider any planning applications

The TSO advised that there were two additional applications which had been notified to the Town Council, following the distribution of the Town Council agenda. All of the applications had been considered by the Council Planning Committee and no difficulties had been identified. Accordingly, all were being recommended for approval, which was endorsed by full Council.

Application No	Name and Address of Applicant	Description of Application
S/32668	Mrs Ella Hammel Glan Stony Farm Pinged	Retrospective planning for goat shed.
S/32833	Welsh Water	Proposed development of two kiosks and associated engineering works to increase sewer resilience to flooding and minimise the

		water quality impact on local watercourses by reducing combined sewer overflow spill frequency.
S/32832	The Cooperative Group	New refrigeration plant installation and redecorations to the front of the store.
S/32851	Mr Keri Mckibbin 7 Bro Deri Burry Port	Proposed kitchen extension to rear of existing property.
S/32839	Lorna Williams Ty Dolaufan Dolau Fan Road	Addition of a conservatory to the rear of the property.

93. To consider any County Councillors' reports

Following on from information provided at the previous Town Council meeting, County Councillor Mrs Pat Jones updated members that there were only four caravans remaining in Glanmor Terrace and these will be removed the following week.

County Councillor John James referred to there being some concern about the condition of the Harbour car park and that Rory Dickinson is looking into this. There is particular concern that there is no lighting on the lighthouse side.

County Councillor John James also referred to proposed new traffic measures for New Street, Burry Port and the fact that there are various available options. He therefore suggested that a drop in session could be arranged at the Council offices, to enable members to consider the various options, in advance of the next Town Council meeting. This would then enable an informed decision to be made, prior to the matter going out for public consultation. At this stage, the public would be made aware of the Town Council's views. It was therefore **APPROVED** that a date be arranged for such a drop in session.

94. To consider the Mayor's report

No report was given by the Mayor, who indicated that she had not attended any events in the previous month.

95. To further consider/ approve a new Committee structure (copy report on recommendations attached)

The recommendations from the Town Council's Chairs group had been circulated with the agenda in advance of the meeting and therefore members had had the opportunity of considering these.

In discussing the agenda item, Cllr Michael Theodoulou requested that his thanks be recorded to everyone involved in the process in relation to the committee re-structuring and stated that the exercise had been an example of how well Councillors could work together, irrespective of party.

Cllr Stephen James requested that his thanks be recorded to the Finance Committee, as he will no longer be sitting on this under the new committee structure.

Cllr Michael Theodoulou outlined that there is a further recommendation from the Chairs group, which was that the involvement of the group should continue on a quarterly basis, so as to review how the new structure is working.

Following the discussions, it was proposed and **RESOLVED** that the Town Council adopts the new committee structure, to include the additional recommendation in relation to the continuing involvement of the Chairs group.

96. Further consideration of the Council's position and intentions in relation to the former Pembrey School building, including information received from the Head of Corporate Property at Carmarthenshire County Council (copy email attached).

The Clerk updated members that a meeting had taken place with the County Council's Head of Corporate Property, Mr Jonathan Fearn on the 30th September, together with Mr Matt Morden. There were also some Pembrey ward Councillors at the meeting, as at the previous meeting.

At the meeting, various options had been discussed in relation to the former Pembrey School building, consequent to which, Mr Fearn had detailed the options in writing, as had been agreed. The email received had been circulated to members with the agenda in advance of the meeting.

Cllr David Owens thanked the County Council members for their assistance in bringing pressure upon the County Council officers in order to progress the matter.

The three options in relation to the former Pembrey School were as follows:

- New lease – Carmarthenshire County Council renews the current lease for five years, with a three year rent free period as a result of the Town Council undertaking the damp penetration works.
- Surrender of lease to Carmarthenshire County Council – the Town Council hand back the property to the County Council, who would then undertake the necessary repairs, arrange a new lease with the nursery which operates from the building and continue to run the library.
- Town Council to run the library.

The email from Mr Fearn additionally outlined that the third option would remain a possibility should Carmarthenshire County Council's library service change in the future.

Following discussions, it was proposed and unanimously **RESOLVED** that the second option be taken of surrendering the lease to Carmarthenshire County Council. However, this was subject to there being a satisfactory agreement with the County Council on the financial implications, as the Clerk had emphasised the electrical remedial works which had been undertaken by the Town Council and also, the fact that the library part of the building would be handed back in a significantly enhanced condition than it had been when the original lease commenced. It was **APPROVED** that the Clerk arrange a further meeting with Mr Fearn and the same Town Councillors who had previously been involved in order to deal with the financial implications of surrendering the lease.

97. Update on the Copperworks site and consideration of a recommendation from the Regeneration and Leisure Committee meeting of 08/10/15 to not proceed with demolition, in advance of submitting an application for outline planning permission for development of the site / approval of a budget for the planning application , as recommended by the Finance Committee meeting of 12/10/15.

The TSO outlined that if the building on the Copperworks site was demolished then the right to use the drains would be lost. It would then be regarded as a new site, which would mean putting forward a proposal as to where the water is removed to.

This issue had been considered at the recent meeting of the Regeneration and Leisure Committee and as a result of this new information, it was being recommend that immediate demolition was not proceeded with but instead, an application for outline planning permission for the demolition of the site be progressed at the earliest opportunity. The TSO advised that if planning consent was obtained, then this would be valid for a five year period.

Although it was discussed that the case put forward on behalf of the community group in relation to the Copperworks site was worthwhile, it was felt that the application for planning consent should not be delayed. This would mean that if the community group's plans are not viable, then the Town Council could look to sell the site on the open market after six months.

Following the discussions, it was proposed that the recommendation not to immediately demolish the building be accepted and instead, the Town Council proceeds as soon as possible with its application for planning consent. Save for one abstention by Cllr Mrs Mary Wenman, all members voted in favour of this proposal.

Members further **APPROVED** a budget of £10,000 in relation to the planning application.

98. To consider a recommendation of the Finance Committee meeting of 12/10/15 to provide financial assistance to facilitate the installation of high visibility flashing signs near to Pembrey School, to improve the safety of pupils.

The Clerk referred to a letter received from the head teacher of Pembrey School, which had already been considered at the recent meeting of the Finance Committee on 12th October 2015. The Finance Committee had made a positive recommendation that the Town Council should provide a contribution of one half of the cost of the work in installing high visibility flashing signs near to the school, to improve safety. The overall cost quoted was £7,850.

Cllrs David Owens and John Hedley Jones emphasised their declarations of interest in this matter, as they are both governors of the school.

Members felt that the proposed work would assist with improving safety around the school. It was therefore proposed and unanimously **RESOLVED** that the Town Council make a contribution to cover one half of the cost of the work.

99. Update on Burry Port Harbour regeneration

Cllr John James advised members that the harbour is under consideration by the County Council, including the condition of the walls. He advised that a brief had been received on

the 7th September and responses should be in by 30th October, following which the matter will be considered by the Executive Board. In the meantime, funding is being sought.

Cllr Michael Theodoulou stated that it was encouraging that the County Council is continuing to treat the matter seriously. He also referred to the fact that an independent group is being formed, being the Friends of Burry Port Harbour. An initial meeting has already taken place and a second meeting is anticipated within the next two weeks when a constitution will be approved. The Chief Executive of Carmarthenshire County Council, Mr Mark James has been informed about the group and its wish to work with the County Council. It is hoped that a meeting will shortly take place with Mr James and also, that Mr Ian Jones of Carmarthenshire County Council will be attending the next meeting of the group.

Members were of the view that the harbour has to remain as a high priority for the area, as it is integral to the town's future. Cllr Michael Theodoulou confirmed that he would report back as to any ways in which the Town Council could provide assistance and suggested that this could possibly be through providing a small grant, as it will be necessary for a website to be set up in due course.

100. To consider Communications received

1. Email on 21st September 2015 from an officer of Arts Council Wales. This advised that she is currently running workshops with some of the pupils of Glan y Mor School. The pupils are putting on a show entitled "Some people have too many legs" on the evening of 23rd November, in relation to which the pupils will also be making promotional posters, writing a press release, selling tickets, making refreshments and planning a raffle to raise funds for the school. An invitation has been extended to all Councillors to attend as VIP guests at the show and, confirmation in advance of attendance has been requested.

This was noted. However, the Clerk advised that a time for the event is still awaited and would be notified to Councillors in due course.

2. Email on 22nd September 2015 from the Corporate Property Department of Carmarthenshire County Council, attaching a public notice, which was being published in the Western Mail as a legal requirement. The notice relates to the transfer of open spaces to Community/Town Council and community organisations. **Copy notice attached.**

Members were opposed to the proposed disposal of the open spaces by the County Council, in light of facilities which have already been taken on by the Town Council from the County Council.

3. Letter from the Project Manager of Ty Mair Burry Port Family Centre dated 7th October 2015. This advises that the Family Centre will shortly be celebrating its fifth birthday on Thursday 29th October and will be holding a fundraising day with stalls and entertainment on this date between the hours of 10am and 2pm. An invitation is extended to all Town Councillors to attend this event. It has been requested that if possible, confirmation of attendance be provided in advance.

Noted. However, the Clerk also informed members that a request had since been received from the Project Manager for the Town Council's crockery to be used for this event. Members were in agreement with this, subject to payment of the appropriate fee.

4. Email on 8th October 2015 from One Voice Wales, forwarding details of the Independent Remuneration Panel for Wales draft Annual Report – February 2016, which would have effect for the municipal year 2016/17. The draft report can be accessed online at <http://gov.wales/irpwsb/home/publication/2016-17/?lang=en>. Section 10 of the report specifically refers to Town and Community Councils and a summary of the proposed changes is **attached**. Any representations upon the report are to be submitted no later than 30th November 2015.

Members APPROVED that this report be referred to the Finance Committee for further consideration.

5. Notes are **attached** from the recent meeting of representatives of Town and Community Councils in the Llanelli Constituency area and County Councillors for the area, arranged and chaired by Nia Griffith MP.

The Clerk advised members that following receipt of an invitation from Nia Griffith MP, she had attended this meeting, together with the Mayor and Deputy Mayor.

101. To receive reports by elected members, if any

Cllr David Owens referred to the presentation event which he had recently attended at Glan y Mor School. He further referred to the previous presentation which had been given to the Town Council by the school's head teacher and proposed that he should be invited back, to update members on the progress made by the school. This was **APPROVED**.

Cllr Stephen James referred to recent meetings which he had been involved with through One Voice Wales regarding the Well-being of Future Generations (Wales) Act 2015. He emphasised the importance of the legislation and confirmed that he has already had some discussion upon it with the Clerk. Upon his request, it was **APPROVED** that Cllr Stephen James be co-opted on to the new Well-being Sub Committee, to enable him to provide full feedback.

Cllr Stephen James also advised of a recent meeting which he had attended with the Minister, Leighton Andrews. He emphasised that strong recommendations were being made by the Minister, which will undoubtedly have an impact upon our Council in due course.

There was some discussion between members in relation to the financial implications of the approved new committee structure. It was agreed that "departmental" budgets will now be set for the next financial year, which will mean that each committee has the power to spend within its budget, without reference to the Finance Committee and full Town Council. This will mean that there needs to be ongoing monitoring of each committee's budgets and therefore, it was proposed and **APPROVED** that the RFO be present at main committee meetings, to take members through the budget.

It was discussed that the successful bid to the Heritage Lottery Fund had been reported to the Regeneration and Leisure Committee. Also, the Clerk and the RFO have since met with the co-ordinator, Graham Davies to discuss the administration of the funds to be received. It was proposed and **APPROVED** that a letter should be sent to the group, congratulating them on their success and that this should be directed through the Chairperson, Cllr Andrew Phillips.

102. Report of the Clerk on matters of administration

1. Notification from the Wales Audit Office of changes to the external audit arrangements for 2015/2016 onwards. This advises that the Auditor General for Wales will become the Statutory Auditor following the amendment of the Public Audit (Wales) Act 2004. Grant Thornton will become the appointed auditor on behalf of the Auditor General for delivering the audit of the Councils Annual Return for 2015/16, 2016/17 and 2017/18. There is an option to extend the arrangement for an additional two years but it is indicated that the Council will be notified of this at the appropriate time.

The Auditor General's September 2013 report "Improving Financial Management and Governance: Issues from the Audit of Community Council Accounts 2011/12" set out changes to the audit arrangements for Town and Community Councils for the 2015/16 audit. The new arrangements will have a greater focus on governance, with an extended Annual Governance Statement having a new section highlighting "thematic" areas for review at all Councils. These themes will vary year on year and will address concerns arising from audit findings.

In order to allow local Councils to develop their governance arrangements, Councils will be notified in advance of the specific areas that will form part of the thematic review each year.

It is indicated that auditors will focus on budget setting and monitoring and the engagement of internal audit for the 2015/16 audits and that Grant Thornton will advise of the information that they require for the audit.

It was APPROVED that this be referred to the new Audit Sub Committee for consideration at the earliest opportunity.

2. Notification received from Hywel Dda University Health Board and Hywel Dda Community Health Council that they are holding a series of events in communities across Carmarthenshire, Ceredigion and Pembrokeshire to provide information and to listen, with a view to improving services.

The two nearest events are being held in Carmarthen and Felinfoel. The event in Carmarthen will take place on 2nd November from 6.30pm until 8.30pm at the Cambrian Room, Glangwili Hospital. The event in Felinfoel will take place on 17th November from 2pm until 4pm at Felinfoel Community Resource Centre.

Noted.

3. Notification received from Carmarthenshire County Council of a consultation on proposals for a Public Spaces Protection Order in the County. Information was provided in relation to this issue by County Councillor John James at the last Town Council meeting. The consultation concerns dog fouling and dog related anti social behaviour issues and views on the proposals can be provided on the website at <http://ilocal.carmarthenshire.gov.wales/consultations/pspo-dog-control-orders/>. The consultation runs from 19th October until 14th December and a report with the results of the consultation will be placed before the Executive Board in February 2016 for a final decision.

Noted.

4. Final items to be taken in camera.