

Pembrey and Burry Port Town Council
DRAFT Minutes of Annual Meeting
Wednesday 21st May 2014

Present: Councillor Andrew Phillips (Mayor Elect)
Councillors Graham Davies, Malcolm Davies, Ken Edwards, Mrs Jean Hire,
John James, Robert John, Pat Jones, John Hedley Jones, Mrs Shirley Matthews,
David Owens, Michael Theodoulou, Moira Thomas (outgoing Mayor), Mrs
Mary Wenman and Hefin Williams

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

(Pembrey Memorial Hall 6.15pm – 6.45pm)

1. Opening Prayer

The opening prayer was given by Cllr Graham Davies.

2. Personal matters

Apologies were received from Cllr Susan Northam and County Councillor Hugh Shepardson. Cllr Stephen James had also provided apologies for missing the Annual Meeting, although he will be in attendance for the main Town Council meeting.

3. To receive address by retiring Town Mayor

Cllr Moira Thomas reflected on her year in office, which she referred to as being a busy, eventful and fruitful year. During the year, she met many interesting people, who have given of their time for good causes. She referred to her attendance at countless charity events. Also, from the Town Council's perspective, she referred to two major events. One of these was the granting of the Freedom of the Communities to the Air Cadets and the 75th anniversary of RAF Pembrey. Cllr Thomas believed that the event was the first of its kind in Wales. The second major event was the entry to the Wales in Bloom competition. This provided an opportunity to promote our area to the whole of Wales, with there are also being benefits to the community and it providing a sense of achievement. Cllr Thomas referred to the two events which ended her year, namely the Charity Concert at Pembrey Memorial Hall, where the talent displayed had been of a very high standard, and also the Charity Dinner at Burry Port Memorial Hall. Both events were successful and Cllr Thomas thanked all who assisted. Both events raised approximately £1,500, which will be donated to local charities.

Cllr Thomas concluded by wishing the incoming Mayor, Cllr Andrew Phillips and the incoming Deputy Mayor, Cllr Jean Hire her best wishes. She referred to Cllr Andrew Phillips having vision to further improve Burry Port and Pembrey. Cllr Thomas referred to Cllr Jean Hire being shortlisted for the Lifetime Achievement Award in the Llanelli Star Community Awards 2014.

4. To appoint the Mayor for the 2014/2015 Civic Year and the Swearing of the Oath

Following an unanimous resolution at the previous Town Council meeting, Cllr Andrew Phillips was **appointed Town Mayor for the Civic Year 2014/2015**. The Oath was sworn by the new Mayor in the presence of Members and the Town Clerk.

5. Declaration of acceptance of office to be signed by the Mayor

Cllr Andrew Phillips signed the declaration of acceptance of office and thanked members for their support.

6. Appointment of the Deputy Mayor for 2014/2015 and the Swearing of the Oath

Following an unanimous resolution at the previous Town Council meeting, Cllr Jean Hire was **appointed Deputy Town Mayor for the Civic Year 2014/2015**. The Oath was sworn by the new Deputy Mayor in the presence of Members and the Town Clerk.

7. Declaration of acceptance of office to be signed by the Deputy Town Mayor

Cllr Jean Hire signed the declaration of acceptance of office and also thanked members for their support.

8. Town Mayor vote of thanks to retiring Town Mayor

The Mayor thanked Cllr Moira Thomas and congratulated her on behalf of all members for what was a very successful year. He also referred to some events which he had attended as Deputy Mayor during the course of the year. These sentiments were echoed by other members and the Clerk also thanked Cllr Moira Thomas for her dedication, hard work and cooperation during her year of office.

9. Review and adoption of new Standing Orders and Financial Regulations

The Clerk referred to the need to review the Standing Orders at the Annual Meeting, in accordance with our current Standing Orders. She furthermore outlined that the model Standing Orders, as recommended by NALC have been amended and therefore suggested that it may be appropriate for the Town Council Standing Orders to be looked at once more.

The Clerk advised that when the Sub Group of the Civic Governance and Personnel Committee had considered and recommended revised Standing Orders the previous year, the recommendation had been and which had been adopted, was that certain matters only be reviewed in an election year, rather than each Annual Meeting. The Clerk had now been approached regarding this being reconsidered, particularly in relation to membership of Committees.

Following the discussions, it was proposed that the structure of the various Committees be placed on the agenda of a future Town Council meeting for full consideration, possibly in September. **RESOLVED.**

The Clerk advised that in the meantime, Cllr Ken Edwards has provided his resignation from the Regeneration and Leisure Committee and that there was a proposal for Cllr Moira Thomas to be appointed as the new member. This was unanimously **APPROVED**.

In relation to Financial Regulations, the RFO advised that these had been discussed at the recent Finance Committee meeting and no changes were being proposed. There has now been a change in relation to the “two signature rule” but in the meantime, it was moved that the existing regulations be adopted. Again, this was unanimously **RESOLVED**.