

**Pembrey and Burry Port Town Council**  
**Monthly Meeting**  
**Wednesday 16th July 2014**

**Councillor Andrew Phillips (Mayor)**

**Councillors Graham Davies, Malcolm Davies, Ken Edwards, Mrs Jean Hire, John James, Stephen James, Robert John, Mrs Pat Jones, John Hedley Jones, Mrs Susan Northam, David Owens, Michael Theodoulou, Mrs Moira Thomas and Mrs Mary Wenman**

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

**(Pembrey Memorial Hall, 7.00pm – 9.15pm)**

**38. Opening Prayer**

The opening prayer was given by Cllr Graham Davies.

**39. Personal Matters**

Apologies were received from Cllrs Mrs Shirley Matthews and Hefin Williams, as well as County Councillor Hugh Shepardson. The Mayor also passed on condolences on behalf of the Town Council to the TSO on his recent bereavement.

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

Members confirmed their usual declarations of interest. Cllrs Mrs Mary Wenman, John James and Mrs Pat Jones also highlighted their interest in relation to agenda item 14 regarding the Toddler Park and MUGA.

**41. Police Business**

PCSO Stephanie Maiello from Burry Port Station was in attendance and was accompanied by PCSO Ben Holding from Kidwelly Police Station.

PCSO Stephanie Maiello presented the police report, as set out below:

During the month of June 208 Crimes have been reported in the Burry Port Section down from last year with 211 calls. All the crimes have been detected. The detection rate year to date is 82%.

Within the month of June officers have attended 208 calls, 31 of which were an immediate response, 51 had to be answered within the hour, 77 were scheduled simply needing attendance and 49 did not need a response.

Crimes of note are:

## **Criminal Damage**

There have been 9 cases of criminal damage – A child's ride in the park, vehicle damage in Elkington road and the train station, also a boat down the harbour.

## **Burglary**

There have been 2 burglaries recorded in the area of Burry Port, Landor Road which is being investigated and Ashburnham Road which was resolved.

## **Anti Social Behaviour**

There were 33 anti social behaviour calls in June, several for Glan Y Mor school and Furnace fields – issues with dog fouling and drinking, a few for the harbour and youths drinking and several neighbour hood disputes for noise nuisance or boundary issues.

## **Road Traffic Accidents**

There have been 10 recorded accidents in Burry Port area, none fatal, minor accidents.

NPT currently working on ASB down the Harbour, with a piece in the paper this week – drinking down the harbour and a piece will be going in the paper next week with regards to people diving into the harbour.

At the outset, reference was made to the very recent announcement that Burry Port Police Station will be closing in December 2014. Cllr Pat Jones advised that she and Cllr John James were due to meet with the Police and Crime Commissioner, Christopher Salmon later that week. She expressed her annoyance at the announcement and emphasised that Burry Port should not lose its police station and that if the meeting with the Commissioner does not have a satisfactory outcome, then the issue will need to be opened up for public debate. Cllr John James shared Cllr Pat Jones' view and emphasised there is undoubtedly public support to retain the station in Burry Port.

Concern was also expressed by some Councillors that the Commissioner had failed to make any reference to the potential closure of Burry Port Police Station when he met with Town Councillors earlier this year. Cllr Michael Theodoulou commented that merely protesting often does not obtain a successful result. Accordingly, he was of the view that the Town Council should consider offering some solutions to the Commissioner. He referred to the reference made by the Commissioner that he would be undertaking a fundamental review, although he was not specific. Cllr Michael Theodoulou's suggestion was that the Commissioner could be asked to consider centralising the Kidwelly Police Force with the Burry Port Police Force, with additional space being offered at the Memorial Hall.

Cllr John James confirmed that he and Cllr Pat Jones would report back consequent to the meeting with the Commissioner but emphasised that discussions could be protracted.

Following the discussions, Cllr Stephen James proposed that if negotiations fail after County Councillors meet with the Commissioner, then the Town Council's stance is that it opposes in the strongest terms the closure of Burry Port Police Station, which was unanimously **RESOLVED**.

Cllr Jean Hire thanked the officers for maintaining the position in relation to garages at the rear of Heol Elisabeth and also moving the caravan at the bottom of Elkington Road.

Following the Police report, the Mayor referred to the fact that there was a considerable number of members of the public in attendance and therefore asked members to agree to vary the order of the agenda, to enable item number 14 to be considered next, which was **APPROVED**.

**42. Consideration of a positive recommendation by the Regeneration and Leisure Committee on 3<sup>rd</sup> July 2014 for the Town Council to take over responsibility for the future running of the toddler park and MUGA at the start of the next financial year**

The Mayor referred to a written request received for a member of the Park Committee to address the meeting and therefore, Ms Debbie Edwards was allowed to speak at the outset of this agenda item.

Ms Edwards referred to the Park Committee having been formed in 2010 with the intention being to raise funds to refurbish the Memorial Park, which was successfully done. She went on to state that the Committee was formed in partnership with the Town Council and County Council, with the aim being for the responsibility for the Park to ultimately pass to the Town Council. She urged the Council to consider now taking over responsibility and indicated that the Committee does not have resources to continue running the Park, which is not even a registered charity. Ms Edwards confirmed that there are sufficient funds for the next year but the Committee is looking beyond this. She emphasised that the Committee would like to stay involved and she referred to free activities which are run during school holiday times, which would continue.

Prior to members entering into discussions upon the agenda item, a query was raised by Cllr Stephen James. He enquired if the Clerk could address the issue as to whether from a procedural perspective, it was in order for the recommendation to have been made at the Regeneration and Leisure Committee meeting. The Clerk confirmed that she had discussed this with the Deputy Monitoring Officer at Carmarthenshire County Council, who saw no problem. The Clerk advised that she had also emailed One Voice Wales, although a response had not been received.

Cllr Michael Theodoulou commented that no one wants to see the Park facility closed but raised concern that if the Council proceeds to take on responsibility at present, it may prevent sources of funding being obtained. He therefore felt that time needs to be taken to consider the best option. However, he stated that he would be happy to propose that for the next two years, the Town Council underwrites supporting the running of the Park, in consultation and with the involvement of the Park Committee. He felt that this would provide some security to the Park Committee whilst the options are fully considered.

Cllr Ken Edwards referred to the fact that when Pembrey Memorial Hall was considered, there were concerns but that these were put aside on the basis that it was a community hall that needed to be kept open. He referred to the fact that there have been intermittent discussions relating to the Park for the last two years. He therefore urged members to support the volunteers who are working on behalf of the youngsters who use the Park. Cllr Ken Edwards also stated that these volunteers should be thanked for all their efforts. Cllr Edwards urged all members to unanimously vote in favour of the proposal.

Cllr John James also congratulated the Committee but felt that the Park needs to be taken over sooner and that the Council has the capability to do it. He stressed that grant funding is not guaranteed and therefore members should consider taking on responsibility for the Park with immediate effect and not from the next financial year.

Ms Debbie Edwards was requested to advise what would happen to the Park if the Council did not take over responsibility, to which she responded that she believed it would close.

Cllr Moira Thomas emphasised the extent of the fundraising of the Park Committee and the fact that when formed, the members did not believe that they had to indefinitely keep running the Park. Cllr Moira Thomas also emphasised that the Council had a duty to do its best for all of the community, including children.

Cllr David Owens indicated his support for the original agenda item, that is to take on responsibility from the next financial year. He referred to Ms Debbie Edwards having stated that the Committee had sufficient funds for this year.

There was lengthy discussion between members in relation to the preferred timescale for the Council to take over responsibility for the running of the Park. Subsequently, Cllr Ken Edwards put forward an amended proposal, to amend the agenda item so that the Town Council takes over responsibility as soon as practicably possible, rather than at the start of the next financial year. This amended proposal was voted upon and as all members voted in favour, it was unanimously **RESOLVED**.

#### **43. To confirm the minutes of the meeting held on 18<sup>th</sup> June 2014**

The minutes of the Town Council meeting held on 18<sup>th</sup> June 2014 were accepted as a true record.

#### **44. Information from the aforesaid minutes**

##### P18 (28) – Report of the TSO – Snooker Room

Cllr Stephen James enquired about where the authority came from for Darkin Architects to be instructed to carry out some work regarding the potential alternative use of the Snooker Room. The Clerk advised that it had been raised at a number of meetings but she would have to check up the specific details. It was confirmed that there would only be a fairly nominal figure for the limited work to date. Likewise, Cllr David Owens queried where the expenditure was authorised. The TSO stated that it was intended that this come from his own budget.

Cllr Michael Theodoulou proposed that the Town Council consider authorising a maximum budget of £2,500 for the project. However, it was **APPROVED** that if the cost of the work exceeds £1,000, then it be considered by the Finance Committee.

##### P18 (28) Report of the TSO - Wales in Bloom 2014

Cllr Moira Thomas updated members that the judge had visited and had seemed pleased with what he had seen.

#### P18 (28) Report of the TSO – Memorial Hall

Members were updated that the cost of new chairs with arms had been looked into and as a result, it had been decided that the option of re-covering the existing chairs should be considered.

#### P19 (29) – Report of the Regeneration and Leisure Committee meeting held on 1<sup>st</sup> May 2014

Cllr Pat Jones enquired if a response had been received from the Church in Wales. As this has not, it is to be chased up.

#### P22 (30) – Report of the RFO (4) – Budget Monitoring Report

Cllr Michael Theodoulou enquired as to the progress regarding the splitting of revenue and capital, which it was confirmed was progressing.

#### P26 (33) County Councillors' reports

Cllr Moira Thomas queried the position in relation to the proposed recycling centre. It was confirmed that the interested private individual was being liaised with.

#### P26 (34) Mayor's Report

Cllr Moira Thomas advised that she had assisted on the entrance gates for the Carnival, in addition to those Councillors indicated as volunteering their assistance. Cllr Mary Wenman also took the opportunity of thanking Cllr Shirley Matthews for her hard work in relation to the Carnival.

#### P28 (36) Reports by elected members

Cllr Graham Davies referred to information from Cllr Michael Theodoulou that in the federated arrangement between Glan y Mor School and Bryngwyn School, 7 out of the 17 Governors will be for Burry Port. He enquired whether the Governors would be the same as the existing ones or different. Cllr Graham Davies also commented that 99% of failure is down to leadership and for this reason, he was querying the leadership in the new Federated School.

Cllr Michael Theodoulou advised that there are regulations and a set formula for the appointment of Governors. He reported that there will be a new head teacher for the federated structure as from September 2014, although this person is not a new headteacher for Bryngwyn School. Cllr Theodoulou also advised that there will be a senior management team, with some persons from Glan y Mor, but the majority made up from Bryngwyn.

Cllr Michael Theodoulou advised that the formula requires Local Education Authority Governors to be appointed and also elected governors. There was a choice in relation to the appointment of a community Governor with 4 names being put forward and one being elected. Cllr Theodoulou reported that he was not elected. He indicated that he has some sympathy for Cllr Graham Davies' worries in that those governors who were involved in the decline of Glan y Mor will continue to have some role in the federated school.

Cllr David Owens expressed his personal disappointment that Cllr Michael Theodoulou is not on the new governing body. He emphasised that he undertook a tremendous amount of work in relation to the federation. Cllr Pat Jones agreed with Cllr David Owens' comments.

#### P29 (37) Report of the Clerk – 3

Cllr John James advised that he had been unable to attend the Information Session arranged by Hywel Dda University Health Board. Cllrs Moira Thomas and Shirley Matthews had alternatively attended. Cllr Moira Thomas advised that she was extremely disappointed with what was said at the meeting. It was apparent that they had no idea that there was no direct bus link from Burry Port to Glangwili and no account had been taken of the infrastructure.

### **45. Report of the Technical Services Officer (TSO)**

#### **Cemetery**

##### Burials

During the month of June 2014 there has been 1 burial and 2 scattering of ashes

#### **Wales in Bloom 2014**

The judging took place on the 2<sup>nd</sup> July 2014 the clerk, councillors and members of staff accompanied the judge Simon Beacham.

Cllr Robert John referred to the superb comments in relation to this year's flowers, which are being made by tourists to the area.

#### **Memorial Hall**

The front stage curtains have been erected, the rear curtains and pelmet to be erected on the 8<sup>th</sup> July

The TSO updated that the new curtains are now fully erected. Additionally, a decision had been made to re-cover the chairs, rather than purchasing new ones. This work is being undertaken by a Llanelli firm, who will be removing and re-covering the chairs in batches of 50.

#### **Snooker Room**

Darkin Architects are in the progress of producing preliminary drawings which should be available in the near future.

#### **Pembrey Memorial Hall**

1 Following a report from the Fire Officer which highlighted that in respect of fire safety the building did not comply with current legislation, the TSO is at present obtaining quotations in an attempt to rectify the situation.

2 Mr Brian Lewis who owns a property adjacent to the Memorial Hall has complained that the trees bordering his property are in a dangerous condition, especially in high winds and he

would like them cut down. This has been a long standing issue between Mr Lewis and the CCC. The TSO is endeavouring to resolve the problem.

The TSO updated that he has told Mr Matt Morden at Carmarthenshire County Council of the remedial work required at Pembrey Memorial Hall.

Cllr David Owens requested an update in relation to user groups of Pembrey Memorial Hall. The Clerk updated members in relation to information discussed at the recent Finance Committee meeting regarding a request from the Cylch Meithrin. A request has been received from the Cylch to consider a move to the upstairs room, where they will have exclusive use. Additionally, the Cylch is looking to extend its opening hours. Cllr David Owens requested that there be a resolution from the Council so that matters could be progressed. He referred to changes taking place in Pembrey, with the School also having a nursery and additionally, there being Flying Start provision in Pembrey. For these reasons, the Cylch is looking to have a commercial advantage by offering extended hours.

It was therefore proposed and **RESOLVED** that the Fees and Charges Sub Group meet at the earliest opportunity to consider matters in relation to rentals at Pembrey Memorial Hall, preferably prior to the August recess.

For the purposes of clarification, Cllr David Owens and the Clerk referred to the decision taken at the recent Finance Committee meeting to meet with representatives of the Cylch Meithrin. However, it was clarified and agreed that the Fees and Charges Sub Group needed to meet, as otherwise, no information could be provided to the Cylch.

In relation to the recommendations of the Fire Officer, members were generally of the view that these issues needed to be addressed at the earliest opportunity.

The TSO also updated in relation to the trees at the rear of Pembrey Memorial Hall, which a resident of a neighbouring property believes to be dangerous. The complication is that the resident had been dealing with the County Council for some time in relation to this matter, prior to the Town Council taking over responsibility for the building. However, the Property Services Department had not taken any action to cut down the trees. Arrangements have now been made via Matt Morden of Carmarthenshire County Council for a consultant to attend, to advise if the trees are safe or not. The TSO feels that even if the consultant's view is that the trees are not unsafe, then the resident could still have an issue.

Cllr Michael Theodoulou queried if the trees were protected and the TSO advised that they were not. Cllr Michael Theodoulou therefore suggested that if the cost is not too great and the County Council are not going to take action, that the TSO attends to them, at the earliest opportunity.

Cllr John James expressed concern that this information was not divulged by the County Council when the Town Council was in negotiations for taking over responsibility for the building.

### **Copperworks School**

All groups have now left the premises except the photography society.

## **Footpath Maintenance**

The Level 71/22 : Moreb 57/83 : The Level ( Grace ) : Copperworks School :  
Cage Walk 71/24 : Shoreline 71/29 : Gorse Site : Isgraig Site 71/22 : Isgraig Path 71/09 : Ship  
Aground 57/61 : Embankment 57/60 : Pembrey Square : St. Illtyds Walk 57/62/1 :  
Elkington/Stepney Road : Engine Inn : Stepney Road  
Moreb/Clwb Bach/Harbour Roundabouts : Burry Port Park : Parc- Y – Tywyn  
Pembrey Memorial Hall.

## **46. To consider the report of the Regeneration and Leisure Committee meeting held on Thursday 5<sup>th</sup> June 2014**

It was **RESOLVED** that the minutes of the Regeneration and Leisure Committee meeting held on the 5<sup>th</sup> June be signed and accepted as a true record.

### Matters Arising

#### P2 Regeneration of the area/funding

Cllr John James updated that there is now no further availability for Town Improvement Grants.

#### P4 (8) Update on a tourism leaflet

Cllr Ken Edwards advised that work is still being carried out on the proposed tourism leaflet. The photographer is working on a portfolio and he is making a disc, which will be available for the next Heritage Sub Group meeting on Friday.

#### P5 (12) Update on the commemoration of World War I

Cllr Graham Davies reminded all members of the commemorative event to be held on 4<sup>th</sup> August 2014 and emphasised that it is a Council organised event. A service will be conducted by Reverend Michael Wheatley of St Mary's Church at 6pm, followed by refreshments at the Yacht Club. It is also still hoped that a steam train will be passing through the station.

#### P6 (14) Upgrading of Pembrey Memorial Hall/car park

Cllr Ken Edwards expressed disappointment that the TSO has been unable to recommend work being carried out on the car park. He emphasised that the position should be looked at seriously due to insufficient parking arrangements. He therefore requested that the matter be considered again to see if there are any viable alternatives. Cllr Edwards mentioned the possibility of link matting, which for example will be used at the forthcoming Eisteddfod. It was therefore **RESOLVED** that the TSO consider cheaper alternatives to facilitate additional car parking at Pembrey Memorial Hall.

#### P7 Any other competent business

It was raised that the Regeneration and Leisure Committee did not have the authority to approve spending in relation to the reference to the engagement of industrial cleaners. Instead, it should be a recommendation from that Committee.

## 47. 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 June 2014 :-	Balance at bank	Unpresented cheques	Council cash book balance
	£	£	£
Business Instant Access account	232053.70		232,053.70
Community Account	9639.26	3,457.46	6,181.80
Imprest account	555.08		555.08
	<b>£242,248.04</b>	<b>£3,457.46</b>	<b>£238,790.58</b>

### 2. Schedule of accounts paid

The following accounts have been paid from 1st to 30th June 2014 :-

Supplier	Details	Ref	Cost ex Vat £	VAT	Total cost
Travis Perkins	Hall - Refurbishments	1	1175.5	235.10	1410.60
IWEC	Hall - Refurbishments	1	2531.50	506.30	3037.80
Burry Port Forge	Pembrey Memorial Hall - Refurbishments	1	200.00	40.00	240.00
Burry Port Forge	Pembrey Memorial Hall - Refurbishments	1	110.00	22.00	132.00
Mike Clarke Printing	Mayor's Charity Dinner - Leaflets	9	25.00		25.00
Mike Clarke Printing	Mayor's Charity Dinner - Leaflets	9	50.00		50.00
IWEC	Hall - Refurbishments	1	138.00	27.60	165.60
IWEC	Hall - Refurbishments	1	437.30	87.55	524.85
Parker Plant Hire	Hall - storage	1	61.60	12.32	73.92
Parker Plant Hire	Hall - storage	1	61.60	12.32	73.92
Plusnet	Admin - internet provider	3	15.00	3.00	18.00
Biffa	Cemetery - Waste disposal	4	328.23	65.65	393.88
Biffa	Hall - Waste disposal	1	205.48	41.10	246.58
LBS	Hall - Refurbishments	1	107.50	21.50	129.00
Consortium	Hall - Cleaning materials	1	379.90	75.99	455.89
Consortium	Admin - Office Supplies	3	12.13	2.45	14.58
British Gas	Hall - Heating	1	370.79	74.15	444.94
Chivers Corner Garage	Cemetery - van	4	182.00	36.40	218.40
Xerox Finance	Admin - Photocopier	3	35.92	7.18	43.10
Owen Fuels	Pembrey Memorial Hall - Heating	1	1303.05	65.15	1368.20
Lee Mill Fabrics	Hall - Refurbishments	1	1684.00	336.80	2020.80
CATCHUP	Donations	9	200.00		200.00
SA1 Laundry	Hall - cleaning	1	18.34	3.67	22.01
Llanelli Blinds and Upholstery	Cemetery - maintenance	4	80.00	16.00	96.00

Llanelli Blinds and Upholstery	Hall - Refurbishments	1	570.00	114.00	684.00
Tradepoint	Hall - Refurbishments	1	160.11	32.12	192.23
Tradepoint	Cemetery materials	4	48.98	9.82	58.80
Greenwell Power Tools	Cemetery - repairs	4	28.92	5.78	34.70
Emyr Rees	Pembrey Memorial Hall - Refurbishments	1	720.00		720.00
Emyr Rees	Pembrey Memorial Hall - Refurbishments	1	950.00		950.00
Powercut	Cemetery - repairs	4	101.82	20.36	122.18
Landlife Wildflowers Ltd	Floral displays	3	157.48	31.50	188.98
IWEC	Pembrey Memorial Hall - Maintenance	1	75.00	15.00	90.00
CCC	Waste bags stock	3	484.00	96.80	580.80
IWEC	Hall - Maintenance	1	350.00	70.00	420.00
IWEC	Pembrey Memorial Hall - Refurbishments	1	347.00	69.40	416.40
IWEC	Hall - Refurbishments	1	55.00	11.00	66.00
Consortium	Hall - Cleaning materials	1	23.98	4.80	28.78
Travis Perkins	Hall - Refurbishments	1	49.95	9.99	59.94
One Voice Wales	Admin - conference	3	70.00		70.00
A Phillips	Mayoral Allowance	3	1000.00		1000.00
Amber Skips Ltd	Pembrey Memorial Hall - Refurbishments	1	190.00	38.00	228.00
Amber Skips Ltd	Cemetery - maintenance	4	240.00	48.00	288.00
Lyn Llewellyn	Admin - Internal audit	3	380.00		380.00
British Gas	Hall - Heating	1	168.34	8.42	176.76
Tradepoint	Hall - Refurbishments	1	92.20	18.46	110.66
HF James	Cemetery - maintenance	4	760.00		760.00
			<b>£16,735.62</b>	<b>£2,295.68</b>	<b>£19,031.30</b>

The RFO referred to the overall bank balances totalling £238,790.58 as at the end of June 2014. He advised that quite a considerable number of payments have been made during June and this relates to ongoing work in refurbishing Burry Port Memorial Hall and Pembrey Memorial Hall.

### 3. Petty Cash

Payments made from 1st to 30th June 2014

Llanelli Star	3	0.70	0.70
Fotoworld	3	6.21	6.21
Llanelli Star	3	0.70	0.70
Llanelli Star	3	0.70	0.70
Postage - Reg post	3	7.15	7.15
Llanelli Star	3	0.70	0.70

**Total payments made from petty cash**

**£16.16    £0.00    £16.16**

There was only very limited petty cash expenditure during June.

### 4. Budget Monitoring Report

The near actual Budget monitoring report for the period 1st April to 30th June 2014 has been circulated to Members.

The RFO advised that the budget monitoring report had been considered recently at the Finance Committee meeting. As at the end of June, income and expenditure should be around 25% of budget.

The RFO advised that income is under budget at present. However, the footpath grant and two SLA payments for toilets/bus shelters and gardens are payable later in the financial year. The RFO also advised that some of the income in relation to Pembrey Memorial Hall has not yet been invoiced.

In relation to expenditure, employees' costs are within budget. Administration costs are over budget, mainly attributable to a timing issue with insurances paid early in the year.

One payment has been made to the Mayor in relation to Civic Expenditure. The RFO also referred to the forthcoming Civic Service the following Sunday.

Expenditure on the cemetery/footpaths is slightly over budget at present. This is mainly due to rates paid early in the financial year. The RFO also referred to an increase in maintenance and repairs under this heading, due to refuse costs having increased. This is as a result of the existing company having sold out to Biffa.

Expenditure on the Hall and Institute is just over budget, mainly attributable to the payment of rates. The RFO referred to the fact that he had now split operational costs and refurbishment costs for the Hall.

Expenditure on the Copperworks is under budget.

Expenditure on the Former Pembrey School is within budget. However, expenditure on Pembrey Memorial Hall is over budget in relation to operational costs. This is mainly due to the payment of rates and insurance. In relation to refurbishment costs for Pembrey Memorial Hall, these have already been paid in advance by Carmarthenshire County Council.

There has been no miscellaneous expenditure to date.

On special projects, there has been a payment of £1,314 to date on floral displays. There has also been one donation payment made to date but the RFO advised that other donations have already been approved by the Finance Committee.

Cllr Stephen James referred to the fact that the two budgets for the Cawl Cennin and the Christmas Tea were well under budget the previous year. He expressed the view that they ought to come under the heading of Civic Affairs, as opposed to the heading of "Miscellaneous". He therefore proposed that they be included in general Civic Expenditure, so that if there is an under spend, it can then be put to alternative civic use. This was **RESOLVED**, with all members voting in favour.

The RFO also referred to the external auditor's report which had been received the previous day. He advised that it was an unqualified certificate and report, although minor items were raised as follows:

- The Fidelity Guarantee insurance is still too low.

- The auditor requires refurbishment to assets to be added.

The RFO requested members to approve of the external auditor's report, which they all did, as this now needs to be signed and returned.

**48. To consider the report of the Finance Committee meeting held on Monday 9<sup>th</sup> June 2014**

It was **RESOLVED** that the minutes of the Finance Committee meeting held on the 9<sup>th</sup> June be signed and accepted as a true record.

Matters Arising

P4 (11) Financial Donations

Cllr Michael Theodoulou referred to the Community Grant to Burry Port and Pembrey Community Forum and the fact that this was referred to as being approved, rather than recommended. It was clarified that the donations are not distributed until such time as the minutes have been considered by full Town Council.

**49. To consider any planning applications**

The members were advised that the Planning Committee had recommended approval of all applications, which they endorsed.

<b><u>Application No.</u></b>	<b><u>Name and Address of Applicant</u></b>	<b><u>Description of Application</u></b>
S/30375	Mr and Mrs Williams 15 Maenor Helyg Pembrey	Proposed single storey rear extension and side garage extension <b>APPROVED</b>
S/30374	Mr Mark Hofton 54a Colby Road Burry Port	Single storey rear extension with decking area and storage below and privacy screen <b>APPROVED</b>
S/30440	Mr Lewis Ty'r Onen The Links, Pembrey	Erection of a conservatory to the front elevation <b>APPROVED</b>
S/30442	Creig Lewis 21 Silver Terrace Burry Port	Single storey side extension <b>APPROVED</b>

**50. To consider any County Councillors' reports**

Cllr Pat Jones advised that she and Cllr John James had attended at the Welsh Assembly, where the petition had been handed over in relation to the reinstatement of the direct bus route to Prince Philip Hospital. This has been through the first committee stage.

Cllr John James referred to a visit from the Environmental and Public Protection Scrutiny Committee to the area, which he and Cllr Pat Jones had participated in. He advised that

money has been invested in coastal defences by the County Council and they requested that this continue.

#### **51. To consider the Mayor's report**

The Mayor advised that he and Cllr Robert John had recently attended a seminar on Freedom of Information and Data Protection, which had been very informative. Also, he and the Clerk had attended the Larger Councils Conference at Builth Wells. Other highlights during the month had been the Folk Festival, Carnival and Songs of Praise and he expressed thanks to Cllrs Graham Davies, Shirley Matthews and Pat Jones in relation to these events.

The Mayor also referred to the Kidney Wales Foundation award which had been presented in relation to the Walk for Life.

Lastly, the Mayor reminded members of his Civic Service the following Sunday.

#### **52. To consider Communications received**

1. Email from the Office Manager of CATCH UP on behalf of the Trustees dated 19<sup>th</sup> June 2014 thanking the Council for its donation of £200. This advises that the donation will assist in continuing to provide a much needed home visiting service to the elderly and disabled persons in the area.

*Noted*

2. Email from Shan Cheesman, Manager of Ty Mair Burry Port Family Centre dated 26<sup>th</sup> June 2014. This advises that as part of their summer programme, they are undertaking a litter pick. They have liaised with Carmarthenshire County Council who are supplying the necessary equipment. The email asks the Council to consider if there are specific areas within the community which need this service.

*Members are to notify the Clerk, if they wish details to be passed on.*

3. Email from Mr Jonathan Fearn, Head of Corporate Property at Carmarthenshire County Council dated 30<sup>th</sup> June 2014. This is in response to an earlier letter sent by the Clerk regarding the proposed recycling centre. It advises that the County Council was asked by local County Councillors to identify any Council owned land that might be suitable for a facility. It goes on to state that there are no County Council plans to develop a recycling centre at Burry Port and that it was Mr Fearn's understanding that a project was to be taken forward with grant funding via the Town Council or a third sector organisation.

*Noted*

4. Email from Mr Paul Egan, Deputy Chief Executive of One Voice Wales dated 2<sup>nd</sup> July 2014. This advises that the National Executive Committee of One Voice Wales has requested that guidance notes from the Information Commissioner's Office be circulated to members to assist them in understanding their responsibilities under the Data Protection legislation. **(Data Protection Good Practice Note attached)**

*Noted, but Cllr Robert John emphasised that each member has a personal responsibility.*

5. Minutes of Burry Port and Pembrey PACT meeting of July 2014, for information.

*Noted*

**53. To receive reports by elected members, if any**

Cllr Moira Thomas referred to the fact that the local Eisteddfod Committee for Pembrey and Burry Port has exceeded its target for its donation.

Cllr Stephen James enquired if an invitation had been extended to the Council to attend the Eisteddfod, due to the Council's donation. This has not been received.

**54. Report of the Clerk on matters of administration**

1. Email received from Daniel Hurford, Head of Policy (Improvement and Governance) of the Welsh Local Government Association on 14<sup>th</sup> July 2014. This refers to the fact that Carmarthenshire County Council has commissioned the Welsh Local Government Association to undertake an independent review of its governance arrangements. The overreaching aim of the review which was endorsed by full Council in June is to help make Carmarthenshire become the most open and transparent Council in Wales. The email goes on to state that the review team would welcome views of local partners and stakeholders, as well as the views of Community and Town Councils in Carmarthenshire. Due to timescales, it will not be possible to meet with Community and Town Councils during the review but written submissions are welcomed via email. Interim feedback will be given to the Council on 28<sup>th</sup> July, with the final report being written during August, for submission in September. Further background information on the review is attached.

*Cllr Stephen James referred to this being an important issue. Due to the lack of time, it was **APPROVED** that any member who so wished could directly email his or her views.*

2. Email received on 14<sup>th</sup> July 2014 from the Programme Manager of the Reforming Local Government Programme of the Welsh Government. This refers to the Reforming Local Government White Paper which was published on 8<sup>th</sup> July 2014. The White Paper is the Welsh Government Statement of Intent about the future of Local Government and also responds to the Local Government aspects of the report of the Commission on Public Service Governance and Delivery. Full details are available on the Welsh Government website at <http://wales.gov.uk/consultations/localgovernment/white/paper/reforming/local/governme> [nt](http://wales.gov.uk/consultations/localgovernment/white/paper/reforming/local/governme) and a copy of the White Paper is available at the office. The deadline for submission of comments is 1<sup>st</sup> October 2014.

*Noted*

3. Email forwarded on 14<sup>th</sup> July 2014 from One Voice Wales from the Fly-Tipping Action Wales team. This advises that the new fly tipping strategy by Welsh Government sets out their vision for "a fly-tipping free Wales". The content of the strategy has been shaped by the suggestions and feedback gathered from the focus groups which ran during 2013. The draft fly-tipping strategy can be viewed on the Welsh Government website at <http://wales.gov.uk/docs/desh/consultation/140604draft-fly-tipping-strategy-en.pdf>. The consultation is open until 29<sup>th</sup> August 2014.

*Noted*

4. Letter dated 15<sup>th</sup> July from the Police and Crime Commissioner, Christopher Salmon, in which he outlines a significant new strategy. A copy of the letter is attached, together

with information affecting Burry Port Police Station. This advises that new arrangements are proposed for winter 2014/15.

*Noted*

**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.