

Pembrey and Burry Port Town Council
Monthly Meeting
Wednesday 18th June 2014

Councillor Andrew Phillips (Mayor)

Councillors Graham Davies, Malcolm Davies, John James, Stephen James, Robert John, Mrs Pat Jones, John Hedley Jones, Mrs Susan Northam, Michael Theodoulou, Mrs Moira Thomas, Mrs Mary Wenman and Hefin Williams

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

(Former OAP Hall, Burry Port 7.00pm – 9.05pm)

20. Opening Prayer

The opening prayer was given by Cllr Graham Davies. Cllr Davies also referred to the fact that Reverend Ian Waugh had passed away at the end of the previous week. Although his main Church was at Hall Street, Llanelli he also had responsibility for the Methodist Church in Burry Port. Cllr Davies therefore requested that there be a few moments silence.

21. Personal Matters

Apologies were received from Cllrs Ken Edwards, Mrs Jean Hire, Mrs Shirley Matthews, David Owens and County Councillor Hugh Shephardson. Congratulations were expressed to Cllr Jean Hire for being a winner at the Llanelli Star Community Awards, recently held at Parc y Scarlets. A formal letter of congratulations from the Council is to be sent to Cllr Hire.

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

Members confirmed their usual declarations of interest.

24. Police Business

PCSO Phill Davies was in attendance at the meeting and presented the police report, as set out below:

During the month of May 2014, 20 crimes have been reported in the Burry Port section down from 29 in the same period last year. All these crimes have been detected. The detection rate for the year to date is 74.8%.

Within the month of May, officers have had to attend to 172 calls, 26 of these needed an immediate response, 51 had to be answered within the hour and 68 were registered as simply needing attendance with another 27 not needing a response.

Crimes of note:

Criminal Damage

There have been 7 recorded cases of criminal damage. A window was damaged at a property in Randall square Pembrey, a wiper was damaged on a vehicle parked on Dandorlan Road. Also a glass panel was damaged at a premises on Station Road with enquiries still on-going.

Burglary

1 Burglary was recorded in the Graig area of Burry Port where unknown person/s have entered a workshop and damaged a vehicle within it. Enquiries are still on-going.

Anti-Social Behaviour

There were 18 anti-social behaviour calls in May, but these were mainly relating to neighbour disputes, with no calls relating to the town centre.

Drug Offences

In May there were 3 drug offences recorded and detected for the Burry Port section with a 100% detection rate.

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

25. To confirm the minutes of the Annual meeting held on 21st May 2014

The minutes of the Town Council meeting held on 21st May 2014 were accepted as a true record. There were no matters arising.

26. To confirm the minutes of the meeting held on 21st May 2014

The minutes of the Town Council meeting held on 21st May 2014 were accepted as a true record.

27. Information from the aforesaid minutes

P11 (12) County Councillors Reports

CLlr Moira Thomas queried whether a representative from the bus company was due to attend a Town Council meeting. It was confirmed that this had not been requested at this stage.

28. Report of the Technical Services Officer (TSO)

Cemetery

(a) Burials

During the month of May 2014 there have been 3 burials of ashes and 1 scattering of ashes.

Wales in Bloom 2014

All planting has now been completed and containers and baskets installed.

The TSO updated that notification had now been received of the judge who will be attending.

The TSO mentioned that last year, there had been difficulties with the cutting of the grass, which was carried out very late on. Cllr Stephen James advised that whilst at the railway station recently, he had overheard a resident commenting how wonderful the flowers are but had also heard a conversation about other areas being an eyesore. Cllr James enquired if our own staff would be able to cope with the additional work if the Town Council took over responsibility for these other areas. The TSO advised that it would probably be necessary to employ somebody to undertake this work. Cllr John James referred to the fact that there are cutbacks, of which everyone is aware but he will contact Nicky French at the County Council in order to endeavour for the grass cutting to be carried out. He also indicated that he would emphasise the position in relation to the Wales in Bloom competition.

There was brief discussion in relation to an alternative plan being in place. It was therefore **RESOLVED** that if the grass cutting is not undertaken by the County Council within a week of the competition, then the TSO could proceed to make alternative arrangements for it.

Clothes Banks

The Salvation Army have located clothes banks at Burry Port Memorial Hall, Pembrey Memorial Hall, and Copperworks, this information has been posted on the website.

Cllr Michael Theodoulou suggested that the presence of the clothes bank facilities on Town Council premises should be advertised. The TSO referred the Star reporter, Miss Gemma Roberts to the Town Council's website for the press release.

Memorial Hall

The front stage curtains will be erected on Saturday 14th June with the rear curtains erected on Saturday 21st June.

The TSO updated that the curtains were not erected the previous Saturday, due to the frame surrounding the stage not having been painted as yet. Therefore, the front curtains are due to be erected this Saturday, the 21st June and the rear curtains the week after.

The TSO referred to the fact that new chairs had not been ordered to date and the fact that there was now uncertainty as to what was required to be ordered, with a suggestion that there ought to be arms on the chairs. It was therefore **APPROVED** that the TSO would proceed in obtaining a costing for chairs with arms.

Snooker Room

Darkin Architects have been instructed to carry a feasibility study of converting the room into offices and a council chamber.

The TSO updated that Darkin Architects have attended at the Snooker Room and presently, he is awaiting initial comments. It was confirmed that they will be looking at the option of a lift as part of this exercise.

Footpath Maintenance

The Level 71/22 : Furnace Field 71/15 : Lookout 71/13 : Pembrey Square

The TSO additionally advised members that the Fire Officer had attended at Pembrey Memorial Hall. He was quite happy for an evacuation chair to be used but it is not feasible for the upstairs room to be partitioned into two areas. The TSO advised that the full report from the Fire Officer is awaited. Cllr Michael Theodoulou added that it may mean that if the Council meets its responsibilities to tenants, then it may have to revise the earlier resolution on how often it meets there.

29. To consider the report of the Regeneration and Leisure Committee meeting held on Thursday 1st May 2014

It was **RESOLVED** that the minutes of the Regeneration and Leisure Committee meeting held on the 1st May be signed and accepted as a true record.

Matters Arising

P4 (8) Update on Copperworks Site

Cllr Moira Thomas referred to the fact that the Church in Wales has taken over some land at the front of Pembrey Memorial Hall and therefore, it should be up to the Church to maintain it. It was discussed that a letter would need to be sent to the Diocese in St Davids to query maintenance of this land. Cllr John Hedley Jones referred to the fact that the area of land is land locked by Pembrey Memorial Hall and therefore, there appears little use to it from the Church's perspective. It was therefore proposed and **APPROVED** that a letter be sent, enquiring about the possibility of the land being donated to the Town Council.

In discussing the minutes, Cllr Mary Wenman enquired about the possibility of having the minutes of the most recent Regeneration and Leisure Committee meeting at the Town Council meeting. The Clerk emphasised the practical difficulties of this, as had been addressed in a previous meeting some time ago. There are obvious time constraints, having regard to when the meeting takes place. The Clerk also emphasised the fact that all minutes of the various meetings are prepared by her. Accordingly, a proposal was made that the Chair of the Committee provide an update of important developments at the Town Council meeting. This was unanimously **RESOLVED**.

30. 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 31st May 2014 :-

	Balance at bank	Unpresented cheques	Council cash book balance
	£	£	£
Business Instant Access account	261363.24		261,363.24
Community Account	7303.99		7,303.99
Imprest account	636.49		636.49
	£269,303.72	£0.00	£269,303.72

2. Schedule of accounts paid

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

Supplier	Details	Ref	Cost ex Vat £	VAT	Total cost
Heart internet	Admin - Web provider	3	8.99	1.80	10.79
Sita UK Ltd	Hall - Waste disposal	1	81.79	16.36	98.15
Sita UK Ltd	Cemetery - Waste disposal	4	71.20	14.24	85.44
Travis Perkins	Pembrey Memorial Hall - Maintenance	1	151.50	30.30	181.80
IWEC	Hall - Maintenance	1	152.37	30.47	182.84
ND Photography	Admin - Website development	3	100.00		100.00
Darren Daniel Plumbing & Heating	Hall - Maintenance	1	225.00	45.00	270.00
Xerox Finance	Admin - Photocopier	3	143.09	28.62	171.71
R. Morgan	Pembrey Memorial Hall - Maintenance	1	1800.00		1800.00
Parker Plant Hire	Floral Displays - equipment	9	45.00	9.00	54.00
IWEC	Pembrey Memorial Hall - Maintenance	1	301.70	60.34	362.04
IWEC	Hall - Maintenance	1	40.00	8.00	48.00
IWEC	Pembrey Memorial Hall - Maintenance	1	250.75	50.15	300.90
Consortium	Hall - Cleaning materials	1	384.10	76.84	460.94
Dwr Cymru / Welsh Water	Hall - Water Charges	1	588.15		588.15
Dwr Cymru / Welsh Water	Hall - Water Charges	1	68.85		68.85
Dwr Cymru / Welsh Water	Copperworks - Water Charges	1	168.40		168.40
British Gas	Hall - Heating	1	422.98	84.59	507.57
Davies Craddock	Admin - Insurance (Legal Expenses cover)	3	296.80		296.80
Davies Craddock	Admin - Insurance (Prof Indemnity)	3	305.28		305.28
Davies Craddock	Admin - Insurance (Van)	3	282.48		282.48
Davies Craddock	Admin - Insurance (Comm Combined cover)	3	16767.00		16767.00
Melanie Carroll-Cliffe	Admin - Licence application	3	21.00		21.00
Plusnet	Admin - internet provider	3	15.00	3.00	18.00
BT	Admin - Telephone	3	502.97	100.59	603.56
Lyreco	Admin - Office Supplies	3	122.42	24.48	146.90
Parker Plant Hire	Hall - storage	1	61.60	12.32	73.92
Parker Plant Hire	Hall - storage	1	61.60	12.32	73.92

Powercut	Cemetery - materials	4	290.05	58.02	348.07
Chivers Corner Garage	Cemetery - van	4	176.62	35.33	211.95
LBS Builders	Hall - Refurbishments	1	40.13	8.03	48.16
LBS Builders	Hall - Refurbishments	1	24.29	4.86	29.15
LBS Builders	Hall - Refurbishments	1	68.95	13.79	82.74
LBS Builders	Hall - Refurbishments	1	97.24	19.45	116.69
BT	Admin - Telephone	3	320.92	64.18	385.10
BT	Admin - Telephone	3	128.25	25.65	153.90
BT	Admin - Telephone	3	78.22	15.64	93.86
S&J Catering	Mayor's Charity Dinner - Catering	9	648.00		648.00
IWEC	Copperworks - maintenance	1	46.00	9.20	55.20
Biffa	Cemetery - Waste disposal	4	159.77	31.95	191.72
Biffa	Hall - Waste disposal	1	224.16	44.83	268.99
Wynnstay	Cemetery - materials	4	53.73	10.75	64.48
Lewis & Evans	Hall - Refurbishments	1	720.00		720.00
One Voice Wales	Admin - Training	3	400.00		400.00
Communicorp	Admin - subscription	3	12.00		12.00
ICCM	Admin - subscription	4	90.00		90.00
Shapewright Services	Floral Displays	9	896.00	179.20	1075.20
Travis Perkins	Hall - Refurbishments	1	161.68	25.15	186.83
Derwen Press Printers	Admin - order books	3	60.00		60.00
TRA Imports Ltd	Xmas lights	9	841.50	168.30	1009.80
Parker Plant Hire	Floral Displays	9	90.00	18.00	108.00
Harbour Tyres and Exhausts	Cemetery - van	4	70.00	14.00	84.00
			£29,137.53	£1,354.75	£30,492.28

The RFO referred to the overall bank balances totalling £269,303.72 as at the end of May 2014. He referred to some late invoices having gone into the previous year's accounts and there also being some large expenditure already, such as insurances.

3. Petty Cash

Payments made from 1st to 31st May 2014

Tesco - Ant Powder	1	7.00	7.00
Llanelli Star	3	0.70	0.70
Argos - Kettle, Phone and phonecard	3	24.99	24.99
Argos - Phone and phonecard	3	19.99	19.99
Batteries	3	2.98	2.98
Llanelli Star	3	0.70	0.70
Postage - 1st class	3	62.00	62.00
Llanelli Star	3	0.70	0.70
Total payments made from petty cash			£119.06
			£0.00
			£119.06

The RFO confirmed that there was no unusual petty cash expenditure.

4. Budget Monitoring Report

The RFO advised that up to the end of May 2014, income and expenditure should be around 16% of budget. He advised that some items will be over budget due to a number of annual payments having already been made.

The RFO advised that income is just under budget at 15.29%. Cemetery income is slightly under budget. There are also a number of income sources where the income is awaited to be received and this is mainly due to a change of premises from the Copperworks.

Employees' costs are within budget. In relation to administration costs, this is considerably over budget and is due to insurances having been paid for the full year in May.

There has been no Civic Expenditure at present.

Expenditure on the cemetery/footpaths is slightly over budget for year to date. The main reason for this is rates having been paid in April.

Expenditure on the Hall and Institute is also slightly over budget and again, this is due to the payment of annual rates in April.

Expenditure on the Copperworks is slightly over budget and once again is attributable to the payment of annual rates in April. Likewise, expenditure on the former Pembrey School is over budget for the same reason.

Expenditure on Pembrey Memorial Hall is over budget, with payment of annual rates in April and also insurance paid in May.

There has been no miscellaneous expenditure at present. Expenditure on Special Projects is below budget. There has been some expenditure on floral displays and also the sum of £2,500 was paid to the Eisteddfod, being the second payment agreed.

Net expenditure is 20.92% but the RFO emphasised that this is mainly due to rates having been paid on all of the Town Council's buildings.

Cllr Michael Theodoulou enquired when there will be segregation of revenue and capital in the budget monitoring report, as previously discussed. He also referred to an article in the newspaper regarding Kidwelly Town Council where there was criticism of them not having differentiated between revenue and capital. Cllr Theodoulou therefore urged that this segregation be carried out as a matter of urgency.

Cllr Michael Theodoulou also referred to the information given in relation to the Council's reserves. He specifically referred to the earmarked reserves and his view was that there should be more detail about what is earmarked but not yet committed. His view was that there should be earmarked reserves for projects under discussion and not just in terms of resolutions having been made.

Cllr John James referred to the fact that it had been agreed at a previous Finance Committee meeting in relation to the segregation of revenue and capital. However, Cllr Theodoulou emphasised the need for a timescale to implement this.

5. Annual Return for year ended 31st March 2014

The RFO advised that the Annual Return is presently with the internal auditor, Mr Lyn Llewellyn. He has to sign this off by the end of the week, prior to it being sent to the external auditor.

The RFO took members through the various headings of the Annual Return. In relation to income, the Council was within budget but this was mainly attributable to additional income received from Pembrey Memorial Hall. As advised by the RFO on previous occasions, rental income was reduced, as was the cemetery income. Having said this, the cemetery income was in line with that received in the previous year.

Employees' costs were within budget. Administration costs were also within budget. Again, as previously advised there was no expenditure on Marketing and Promotion or Public Notices. This is mainly due to an increase of the use of the website.

Civic Expenditure was on budget.

Expenditure on the cemetery/footpaths was within budget, with only one item being over budget, being electricity costs.

Expenditure on the Hall and Institute was over the revised budget. The RFO highlighted increased electricity costs, and also the costs for maintenance and repairs, with a new boiler having been installed in the former OAP Hall.

Expenditure on the Copperworks was slightly over the revised budget by £723. Again, the main increase is in relation to energy bills.

Expenditure on the former Pembrey School was within budget. In relation to Pembrey Memorial Hall, the expenditure upon this has been reimbursed by the County Council, as agreed.

Miscellaneous expenditure was within budget. The RFO referred to the fact that the Christmas Tea cost substantially less than the previous year, due to lower numbers having attended.

Expenditure on Special Projects was just over budget. Expenditure on floral displays was quite significantly over budget, and this is partially due to additional displays in Pembrey. Cllr Stephen James enquired how much of the £14,310 spent on floral displays was a one off payment. It was confirmed that very little of this amount was.

The RFO advised that he had split the costs for the Christmas lights between maintenance/energy and additional lights. It was highlighted that the Carnival Committee had made a contribution of £1,500 towards additional lights.

In relation to net expenditure, the RFO referred to the sum of £21,553.30 being taken out of reserves. Cllr Michael Theodoulou queried if this was for operational expenses or capital. He again referred to the need to separate what we resolve to spend on capital and what we resolve to spend as an operational expense. The RFO advised that part of the problem is how the expenditure is reported.

The RFO referred to the sum of £24,000 being used from the general reserves. Therefore, the sum of general reserves carried forward is £167,926.13.

In relation to earmarked reserves, there is the Election Fund, which is added to each year. There is also the major replacement fund. The sum of £10,000 was removed from the fund of £23,000 as payment towards the new heating system, with the balance coming out of general reserves.

The £10,000 Youth Contribution was added to earmarked reserves and therefore, the total earmarked reserves carried forward are £35,000.

Cllr Stephen James queried if the Council is currently within the guidelines in relation to the holding of reserves. The RFO confirmed that the reserves are within guidelines and emphasised the fact that they had reduced from the previous year.

The RFO referred members to the breakdown of donations made by the Town Council during the last financial year. He referred to the fact that there had been previous criticism by the auditor due to all donations having been made under the category of Section 137 payments, which he had now addressed.

In conclusion, the RFO requested the approval by members of the Annual Return. This was unanimously **APPROVED**.

31. To consider the report of the Finance Committee meeting held on Monday 12th May 2014

It was **RESOLVED** that the minutes of the Finance Committee meeting held on the 12th May be signed and accepted as a true record.

Matters Arising

P3 (7) Quarterly Review of Risk Assessment

Cllr Michael Theodoulou commented that he welcomed the review of the risk assessment.

32. To consider any planning applications

It was advised that due to there being only one planning application, the Planning Committee had not met that month. Therefore, members were asked to consider the one application, as referred to below.

<u>Application No.</u>	<u>Name and Address of Applicant</u>	<u>Description of Application</u>
S/30251	Mr Shaoul Hour Land at Bayview Y Graig	2 no 4 bedroom detached dwellings along with demolition of existing garage to be replaced with hard standing. APPROVED

Cllr Graham Davies referred to the fact that there is an increasing feeling of the Town Council Planning Committee being redundant. He advised that the Town Council is described as an

“interested party” but he does not feel that this is sufficient and that enough regard is paid to the Town Council’s views. Also, when the Town Council does have objections, we do not seem to receive any feedback and therefore, there sometimes feels little purpose in a Planning Committee meeting taking place.

Cllr Moira Thomas referred to the fact that this has been brought up on several occasions previously. Both Eifion Bowen and Robert Davies have been spoken to and they have indicated that members do not have the expert knowledge and therefore can only comment.

Cllr Stephen James referred to the fact that it is a statutory process, which cannot be changed. Cllr Michael Theodoulou added that in order for change to occur, the Town Council would have to start lobbying our local MP.

Cllr John James referred to the fact that it would be difficult for the County Council to provide results to everybody and emphasised the fact that the information is on the County Council website. He referred to the Town Council being statutory consultees and one of the first things that is looked at is what the local Town and Community Councils feel and also the views of the local members. Cllr John James emphasised that there have to be legitimate planning reasons in order for a planning application to be refused.

Cllr John Hedley Jones referred to the fact that many applications do not go before the Planning Committee, with the officers making decisions. Those that go to Committee are usually based on statutory objections from neighbours.

A proposal was made that a letter be sent to our local MP and to the Welsh Assembly, requesting clarification of the Town Council’s role on planning applications and seeking similar powers to those in England. Before a vote was taken, Cllr John James advised that certain procedures have been looked at but he had not seen the feedback as yet. One of the things being considered was that Town Councils should be given more time to provide observations.

A vote was taken upon the foregoing proposal, with 4 members voting in favour, 5 against and the remaining members abstaining.

33. To consider any County Councillors’ reports

County Councillor Pat Jones advised that she had had sight of the new Youth Club facilities, although the work is not quite finished. The official opening is to take place on 23rd September 2014. She further advised that there was to be a meeting the following evening with the children of Burry Port and Pembrey, which had been arranged by the youth worker Jo Rogers. This is to obtain the youngsters’ suggestions for what they need at the new Youth Club. Therefore, more information will be available following this meeting.

Cllr Stephen James indicated that he was pleased about the youth club being due to open and emphasised that this would not have happened without the determination of Cllr Pat Jones, for which he thanked her. County Councillor Pat Jones indicated that prior to the official opening, she will try to arrange a site visit for the Town Council.

County Councillor Pat Jones also reported that the Burry Port Junior School has been told that they will be moving out of the premises. This will mean that the Police PACT meetings will have to take place elsewhere.

County Councillor Pat Jones also referred to an email which she had received in relation to the proposed recycling centre. This set out that it is for the Town Council to take the project forward. She advised that there has been a private individual eager to take on this project. It was clarified that the email was indicating that the County Council was not going to fund the project. Cllr Michael Theodoulou commented that grant funding would not be available if this was a private business intending to make a profit. Cllr Theodoulou also advised that he had previously met with a County Council representative regarding his own company's involvement in this project but had not heard anything further for in excess of a year.

County Councillor John James referred to the fact that the County Councillors were tasked with identifying suitable land for a recycling centre, which had been done. The next step is therefore to meet with the person who has expressed an interest in taking on the project.

County Councillor John James referred to an offer having been made by Mr Nigel Francis of the County Council to install lights near the railway bridge in Burry Port (by the chemist). The cost of installation will be met by the Street Lighting Department of Carmarthenshire County Council but there will be a cost to the Town Council of £11 for electricity and £12 for maintenance. Members **APPROVED** that this work be undertaken.

County Councillor John James also provided an update in relation to the petition to reinstate the bus service to Prince Phillip Hospital. He advised that a meeting is to be held on 2nd July 2014 with a Cross Party Committee.

34. To consider the Mayor's report

The Mayor advised that a date had now been arranged for his Civic Service, which will take place at St Mary's Church, Burry Port on 20th July 2014. He also advised that during the course of the last month, he had attended a few functions in his role as Town Mayor.

In the absence of Cllr Shirley Matthews, the Mayor requested assistance for Cllr Matthews with the entrance gates for the carnival on Saturday 5th July 2014, with volunteers to be attendance by 12 noon. Cllr Michael Theodoulou, Robert John, Malcolm Davies, Graham Davies and Mrs Pat Jones confirmed that they would assist.

The Mayor also advised members that the meeting had taken place with representatives of Llanelli Rural Council, Llanelli Town Council and Llangennech Community Council the previous week, which was attended by himself, the Clerk and Cllrs John James and Michael Theodoulou. One of the main purposes of this was to consider the transfer of assets from the County Council and during the meeting, each Council had set out its basic stance in relation to what is currently happening. Although it had been felt that little could be done immediately, it is intended that a further meeting take place in September 2014. Cllr Michael Theodoulou also added that there had been discussion around the possibility of collaborating on the delivery of services and this will also be included on the agenda for the September meeting.

35. To consider Communications received

1. Email from One Voice Wales dated 28th May 2014, attaching a letter from Peter Davies, Commissioner for Sustainable Futures, providing an invitation to participate in the National Conversation on "The Wales We Want" (**copy attached**).

Noted

2. Email from Legal Services Department of Carmarthenshire County Council dated 29th May 2014, providing details of experimental waiting restrictions. This advises that on 19th May 2014 the Council made an Order under Section 9 and 10 of the Road Traffic Regulation Act 1984 as amended and the Traffic Management Act 2004, the effect of which is to prohibit waiting at any time on the side of the road in the specified areas. The Order will come into operation on 6th June 2014. After an initial period of 12 months, the Council will then consider whether the provisions of the Order are to be continued in force indefinitely. Grounds for objection of the making of a permanent Order are to be made in writing to the Head of Administration at Law at Carmarthenshire County Council, County Hall, Carmarthen by 7th June 2015. The only affected area in Pembrey and Burry Port is on the B4311 Ashburnham Road, Pembrey, from a point 15 metres North West of the centre its junction with Brooks Lane for a distance of 38 metres in a South Easterly direction.

Noted

3. Email from the Public Health Division of the Welsh Government dated 29th May 2014. This attaches a letter from the Head of Health Protection Division, raising awareness of the current Public Health White Paper consultation and specifically the proposal in relation to toilets for public use. Chapter 5 of the White Paper asks for views on the proposal to place a duty on each County Council to develop a strategy on the provision of and access to toilets for public use in their area. This strategy would be based on local community needs, consulted upon and reviewed on a regular basis. The deadline for responses to the consultation is 24th June 2014. The consultation document is available on the Welsh Government website at <http://wales.gov.uk/consultations/healthsocialcare/white-paper> .

Noted

4. Email from Mr Kenneth Rees, Secretary of Llanelli Shop-Mobility, to request that a delegate from the Town Council be represented on their Shop-Mobility venture (**copy attached**).

It was APPROVED that Cllr Susan Northam be a delegate from the Town Council.

5. Email from Mr Eifion Bowen, Head of Planning at Carmarthenshire County Council on 10th June 2014. This advises that as part of the final stages of its preparation, the Carmarthenshire Local Development Plan (LDP) is currently subject to Examination and the Council is now consulting on a number of proposed changes that have emerged as a result of matters arising during Hearing Sessions of the Examination. The proposed changes relate to elements of the LDP written statement and proposals map and are set out in the schedule of Matters Arising Changes, a copy of which is available for inspection on the Council's website at www.carmarthenshire.gov.uk/ldp. Comments on the Matters Arising Changes should be submitted using the Representation Form which is available to download from the Council's website. Any representations must be submitted, either to the email address or by post to the Forward Planning Manager, Council Offices, 8 Spilman Street, Carmarthen by 4.30pm on 25th July 2014.

It was APPROVED that the Planning Committee consider this in detail.

6. Email from One Voice Wales on 10th June 2014, forwarding a communication from National Energy Action Cymru, which is the national fuel poverty charity. This advises that support has been obtained from Calor to work with one Town or Community Council in Wales to help them tackle rural fuel poverty (**copy attached**).

Cllr Michael Theodoulou highlighted his interest. It was APPROVED that this be considered at a future Regeneration and Leisure Committee meeting.

36. To receive reports by elected members, if any

Cllr Michael Theodoulou advised that earlier that day, he had attended what was likely to be the last meeting of the Governors of Glan y Mor School, due to the Federation being in the process of proceeding. He referred to this an historical day and paid tribute to Cllr Pat Jones, who has chaired the Governors at Glan y Mor for a number of years. He also commended Cllr Stephen James, who had been the Deputy Chair prior to himself taking over. The Council's gratitude was expressed for what Cllrs Pat Jones and Stephen James have done over the years.

Cllr Michael Theodoulou advised that within the new Federation, 7 out of the 17 Governors will be for Burry Port. There will be 2 Deputy Head Teachers, with the Head Teacher looking after both schools.

Cllr Moira Thomas provided an update on the arrangements for the commemoration of WWI. She advised that an educational event involving the participation of local schools is due to take place on Friday 26th September 2014. This is not a concert but instead, the children will share their educational experiences. It is intended that other events also be arranged.

37. Report of the Clerk on matters of administration

1. Email received on 13th June 2014, providing an invitation to a public presentation entitled "Understanding Climate Change", by Professor Paul Pearson of the School of Earth and Ocean Sciences, Cardiff University. The event is to be held at the Civic Hall in Llandeilo on 26th June 2014 at 7.30pm. The presentation will be followed by a discussion on how we can respond locally to climate change. There is no need to register for the event and there is no charge but donations are welcomed to cover costs.

Noted

2. Letter received from the Development Officer of Trwco Time Bank. This advises that the Trwco Time Bank is now operating in Carmarthenshire and enables and supports private, public and third sector organisations operating within the County to trade skills, services and resources by using time as payment. It goes on to state that the Trwco Time Bank currently has over 50 members, including a number of community halls and venues. There is no fee for an organisation to join and Trwco staff provide initial and ongoing support to members. The Trwco Time Bank will run until August 2015 and is funded by the Big Lottery Fund.

Cllr Michael Theodoulou highlighted his interest. It was APPROVED that consideration of joining the Trwco Time Bank be referred to a future meeting of the Regeneration and Leisure Committee.

3. Letter from the Chief Operating Officer of Hywel Dda University Health Board received on 16th June 2014. This provides an invitation to meet with Hywel Dda University Health Board to find out more about the changes to maternity, neo natal, paediatric and gynaecology services at Withybush and Glangwili Hospitals that will be taking place from August 2014. These changes follow an extensive consultation on the Health Board's Clinical Services strategy during 2012 and the subsequent supportive decision of an independent expert panel, following referral of the Board's decision in relation to neo natal services to the Minister for Health and Social Care. The information sessions are intended to provide Town and Community Councils with an opportunity to find out more about how the new services will operate and how the University Health Board is preparing for these changes. The nearest session will be held on 9th July 2014 at 6.30pm at the Cothi Suite, Haliwell Conference Centre, University of Wales Trinity St David, Carmarthen. Town and Community Councils are invited to send a maximum of two representatives to the information sessions and confirmation needs to be provided to the Health Board no later than the 25th June 2014 of any intended representatives attending.

Cllr John James volunteered to attend this information session. He suggested that Cllr Shirley Matthews may also be interested in so doing. Cllr Michael Theodoulou indicated that he was happy to be a reserve, should another representative not be found.

4. Email from the Chairman of One Voice Wales on 17th June 2014. This provides information on the event known as "Fly a Flag for the Commonwealth", which will take place on 9th March 2015. It advises that County Councils and Town Councils throughout the United Kingdom, Channel Islands and Isle of Man will fly the Commonwealth flag from 10am to midnight on 9th March 2015 in celebration of Commonwealth Day. The email explains that "Fly a Flag for the Commonwealth" is an imaginative way for people in their local communities to join with others nationwide and in the wider world of the Commonwealth, to become involved and to associate themselves with more widespread public expressions of appreciation for the Commonwealth, the opportunities it offers, and the values it stands for. The email encourages our Town Council to participate and advises that it is to become an annual event growing in size and stature over the next few years, involving all the 53 countries of the Commonwealth. Registration of participation must be by 31st January 2015.

Members APPROVED that the Town Council should register its participation for this event and that two flags should be purchased.

5. The Town Council will be hosting a "Blooming Great Tea Party" to raise funds for Marie Curie Cancer Care at the Memorial Hall, Burry Port on Tuesday 24th June 2014 from 10.30am until 1pm. Members are requested to assist with this event, by the donation/baking of cakes, donation of a raffle prize and attendance on the day. Members are also requested to consider sponsoring the event, so as to maximise the charitable fundraising, by the purchase of the tea bags, milk, sugar and some cakes/biscuits.

Members APPROVED a budget of £100 to cover expenditure in relation to this event.

6. 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.