

Pembrey and Burry Port Town Council
Minutes Regeneration and Community Services Committee Meeting
08/09/2016

Present: - Chair Shirley Matthews, Cllrs, Michael Theodoulou, Geraint Davies, John James, Mrs Moira Thomas.

In attendance: Melanie Carroll-Cliffe (Town Clerk)
Lee Fox (Interim TSS) and
Mrs Katrina Mudge Pembrey Growing Association.

(Meeting Room, Memorial Hall, Burry Port 9.30am – 11.55am)

1. Personal Matters.

The Town Clerk advised members that apologies had been received from Cllrs Andrew Phillips and Mrs Mary Wenman. She also informed members that Cllr Hefin Williams has resigned from the committee due to work commitments.

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

There were no declarations in relation to the business to be transacted.

3. To consider further information from Pembrey Growing Association regarding an intended project and how the Town Council can potentially provide assistance.

Cllr Mrs Shirley Matthews welcomed Mrs Katrina Mudge to the meeting. Mrs Mudge provided the committee with a thorough overview of the Pembrey Growing Association and its current projects. She explained that there are 36 plots on site and also an area designated for the community to use. It is hoped that this will be used by schools and local groups. She mentioned a proposal to build a large pond and that there was evidence of a natural well on the current site. They also propose to build a community shed for schools and groups to access where there will be microscopes and hand held lenses. A picnic area is also intended and compostable toilets are being considered.

Mrs Mudge confirmed that she is liaising with the local schools. She also mentioned that Mrs Pat Neil is assisting with a grant application. In response to a query, Mrs Mudge advised that the pond would be shallow and fully fenced off.

Cllr Michael Theodoulou commented that the plan could be a very attractive proposition to the Big Lottery Fund if it was more structured and ambitious with a larger amount being sought. He recommended that a detailed plan be created. He further confirmed that he would be happy to assist with the business plan, if the initial draft was prepared.

4. To confirm the minutes of the Regeneration and Community Services Committee meeting held on Thursday 7th July 2016

The minutes of the meeting held on the 7th July 2016 were approved as a true record.

5. To consider any matters arising from the minutes.

P1 (4) Matters arising - Anne Frank Trees

Cllr John James queried the position regarding the Anne Frank plaques. The Interim TSS confirmed that the cost of the engraved plaques would be £8.00 each. It was approved that these be purchased.

P5 (9) Bar Facilities

The Clerk outlined that at a recent meeting of the working group, it was agreed that it was a viable option for the Town Council to operate its own bar facilities at events at the Memorial Hall. The group intends to meet again on the 26th September to consider plans and costings for the proposed new bar facility. In connection with this it was confirmed that the interim TSS would be including in his report to the next Town Council meeting details of the new remote alarm and CCTV system.

6. To consider difficulties in relation to the Council's entry to the Wales in Bloom 2016 campaign.

Cllr Mrs Shirley Matthews informed members that the main project this year was the replica lighthouse on Moreb roundabout. Unfortunately, a local firm which had promised to build and donate the lighthouse had failed to do so at short notice, due to timescales and manpower. The Interim TSS outlined what work was then undertaken to fulfil the project. The Interim TSS also outlined some difficulties with the hanging baskets, together with the benefits of self watering baskets. He confirmed that all issues in relation to equipment have been rectified following the purchase of two new mowers.

There was a discussion in relation to the attendance at the Wales in Bloom Awards Ceremony on the 16th September 2016 and the best method of transport. It was confirmed that the event be attended by Cllrs Moira Thomas, Shirley Matthews and (Interim TSS) Lee Fox, subject to the Wales in Bloom organisers agreeing to there being three representatives. .

It was agreed by the committee that the Interim TSS was to drive to Prestatyn ensuring a cost effective trip.

As there is no available budget for this the committee also agreed to recommend expenditure of up to £400 to the Finance Committee.

There was some discussion in relation to the condition of the verges. Cllr John James advised that he will be raising this issue at a meeting with the Director of Technical Services at Carmarthenshire County Council.

It was also requested that the Interim TSS finish off his report on the lessons learned from this year's campaign and looking forward. It was further approved that the Interim TSS should report on the full cost of the floral displays and the intentions for future years so that the standards can be maintained but costs can be reduced. It was suggested that this form part of a three year plan.

7. To consider planning ahead for the hosting of the Wales in Bloom 2017 campaign.

It was discussed that there needed to be two events arranged for the hosting of Wales in Bloom 2017. Initially, there is a launch ceremony around March/April and there is the much larger scale awards ceremony which is held during September. It was agreed that there should be even more engagement with local individuals, organisations and businesses so as to obtain maximum publicity and support. It was further agreed that the Wales in Bloom Sub Group would need to prepare a separate plan specifically for the hosting of the event.

8. Update on Christmas lighting for 2016

Cllr Mrs Shirley Matthews referred to the difficulties encountered with the existing lighting last Christmas. As a result, alternative options are being considered for this and future years, to include the possibility of hiring lighting. Hiring would alleviate the problems with storage and breakages. It was agreed that a task group needed to be formed and to meet quickly in order to progress the plans for this year's Christmas lighting. The members of the group will be Cllrs Mrs Shirley Matthews, Mrs Moira Thomas, John James, Michael Theodoulou and Geraint Davies. It was agreed that the group will meet on 15th September at 11.30am.

9. To consider applications for financial donations.

The Clerk outlined the various applications which had been received for financial donations, as follows:

Burry Port Town Band is seeking funding to purchase new music. A donation of £200 was **approved**.

Burry Port Senior Citizens Fellowship Club. No information had been provided on the application form in relation to the amount of the donation being requested, nor had any bank statements been attached. Accordingly, in accordance with usual practice, it was agreed that this application be **deferred** until such time as further information had been obtained.

Burry Port Operatic Society. A community grant of £810 was being sought to assist with the cost of this year's opera production to be held at the Memorial Hall and specifically to cover accommodation costs of the three principal performers. This was **approved**.

Burry Port Male Choir. A community grant of £400 was being sought for the purchase of additional sheet music specifically for a performance at the Royal

Albert Hall, London in 2018. The music will also supplement the resources for local concerts. This application was **approved**.

Burry Port Charity Fund. No information had been provided on the application form in relation to the amount of the donation being requested. It was agreed that this application should be **deferred** as it was felt that there was insufficient information. The application stated that the grant was requested to raise money for local causes within Pembrey and Burry Port and it also indicated that this year, funds were specifically being raised for an autistic charity. Members discussed that such local organisations can directly make an application to the Council for grant funding and that this information should be referred back to Burry Port Charity Fund.

There was a general discussion in relation to the current format for awarding grants, which occurs on three occasions per year. It was felt that it would be preferable for there to be a more flexible system, so that the Committee could consider applications at any of its meetings. It was therefore **APPROVED** that as from January 2017, there be a standing item on the Committee's agenda to consider any requests which had been received for financial donations. This information should be notified to the usual organisations that make applications. Additionally, they should be informed that normally, donations will be limited to two per year for each organisation.

10. To consider any referred matters from the other Committees

There were no additional referred matters.

11. Any other competent business.

The Clerk circulated the Committee's budget monitoring report which she had obtained from the RFO, for the consideration of members. A query was raised by Cllr Michael Theodoulou as to whether the marketing and promotion budget was under the remit of the correct committee. He further queried what the up to date position was in relation to a proposed fishing festival and fireworks display. Cllr Mrs Shirley Matthews advised that she had encountered difficulties in obtaining interest from the local Yacht Club. However, she indicated that the Carnival Committee would be prepared to consider the organisation of a fireworks display. She confirmed that she would look into this further and would report back to the Committee.