

Pembrey and Burry Port Town Council

Minutes Regeneration and Community Services Committee Meeting

Thursday 18th July 2017

Present: Chair Cllr Robert John, Cllrs Mrs Pam Every, Peter Freeman, Mrs Shirley Matthews, Mrs Lisa Mitchell, Michael Theodoulou, Mrs Moira Thomas, Mrs Mary Wenman and Mrs Linda Edwards (substitute for Mrs Karen Morris)

In attendance: Melanie Carroll-Cliffe (Town Clerk)

Meeting Room, Memorial Hall, Burry Port 10.00am – 11.55am

1. Personal matters

Apologies were received from Cllr Stephen James, Mrs Karen Morris and the TSO.

2. To receive members' declarations of interest in respect of the business to be transacted

Cllr Mrs Linda Edwards declared an interest in relation to item 6 on the agenda (to consider applications for financial donations), due to her involvement with the Dementia Carers' group.

3. To confirm the minutes of the Regeneration and Community Services Committee meeting held on 1st June 2017

Cllr Peter Freeman requested two amendments to the minutes of 1st June 2017. He advised that he had been in attendance at the meeting but his name was not referred to. Also, in relation to item 10 on page 4 of the minutes it should state that the commemorative events referred to were all in English, not Welsh and this should be considered in future.

Some concerns were raised in relation to the omissions/inaccuracies in the minutes and it was emphasised that the staff are carrying out a full time role in part time hours and there was a need to properly resource the Council. There was a brief discussion regarding the methods of advertising the new part time Administrative Assistant's post. Members were advised that the position would be advertised in the local newspaper, on the Council website and with One Voice Wales.

4. To consider any matters arising from the minutes

P2 (4) Matters arising

A query was raised as to whether there was any additional information regarding the youth club held at Glan y Mor school. The Clerk confirmed that following her sending a letter to the Governing Body, she had received a telephone call from the Headteacher and there had been a discussion about him attending a meeting with Councillors to directly discuss the issues. The Headteacher had indicated that he would put this request to meet in a letter, but this had not been received to date. It was discussed that the issue is between two departments of the County Council and therefore, the Town Council is not in a position to make any demands. Nevertheless, it was agreed that it would be helpful to meet with the Headteacher to discuss the unsatisfactory situation.

It appears that the arrangement for the youth club stems from a verbal agreement made with the previous Headteacher, which means that there is no documentary evidence of what was agreed.

Following the discussions, it was **APPROVED** that the Clerk request the Headteacher to attend a meeting with the Committee in September.

P3 (9) To consider the possibility of arranging a “Super PACT” meeting

It was discussed that the intention had been to have a more in depth dialogue with the Police at least once a year. Following a brief discussion, it was agreed that given that there are some urgent concerns to address in the Burry Port area, a letter should be sent to the Police and Crime Commissioner and to the Chief Constable, requesting that arrangements be made to meet with Councillors at the earliest opportunity.

P4 (10) To consider the allocation of a budget for Welsh translation

Cllr Peter Freeman referred to the fact that at the previous meeting, it had been agreed that a working group be set up to promote Welsh cultural awareness. He confirmed that he would like the group to meet shortly, to enable progress to be made.

5. Consideration of the Committee’s Budget Monitoring report

A query was raised regarding the accuracy of the report, given that it stated that there had only been expenditure of £5,003 up to the end of June. The Clerk confirmed that she was aware that there are some pending payments, which should be included in the next report. It was stated that ideally, additional information should be provided by the RFO, so that up to date information is available.

6. To consider applications received for financial donations

The Clerk outlined details of the following applications:

Burry Port Operatic Society

The Chair, Cllr Robert John declared an interest when the Clerk advised members of the application received from the Operatic Society, due to him being the current Chairperson of the Society. He therefore left the room whilst this application was being considered and the Committee’s Vice Chair, Cllr Mrs Lisa Mitchell chaired this part of the meeting.

The application was for a community grant of £850, to assist with the running costs of this year’s opera. Following discussion, a community grant of £850 was **APPROVED**. However, there was a discussion about the desirability of further considering what information is requested on the application forms for donations and how decisions are determined. It was therefore **AGREED** that a working group comprising of Cllrs Michael Theodoulou, Mrs Lisa Mitchell, Mrs Moira Thomas and Mrs Shirley Matthews be set up for this purpose.

Burry Port Memorial Park Bowls Club

The application was for the sum of £660, to purchase a second smaller mower for winter use.

It was discussed that in light of the Special Facilities Management Committee meeting which had taken place the previous day, there was the likelihood of the Bowls Club being a municipal facility

in the future. Accordingly, it was **APPROVED** that this application be deferred, pending clarity on the future arrangements for the Bowls Club.

Burry Port Male Choir

An application for a local donation of £100 was considered, the purpose of which was to assist with day to day running expenses of the choir, such as sheet music, uniforms, transport costs and printing costs. This application was **APPROVED**.

Dementia Carers' Support Group

The Clerk referred to the fact that this application had been deferred, pending the Committee requiring additional information. Cllr Mrs Mary Wenman advised that the request related to the cost of providing training. She further advised that the cost of the training course is £145 per person and this was requested for five volunteers within the group. Following a brief discussion, members **APPROVED** to support the training of five volunteers (total cost of £725).

Urdd Gobaith Cymru

The Clerk outlined the content of a letter which had been received, which was a general letter seeking financial support. It was discussed that the organisation charges for entry to the various events and for residential stays which were referred to in the letter. Also, the Council does not normally contribute to a national organisation. Following discussion, it was agreed that no financial donation should be made at this stage but if in future, there was a specific local event, then consideration would be given to this.

7. Update on entry to Wales in Bloom and Britain in Bloom 2017, to include sponsorship and arrangements for hosting of the Awards Ceremony

The Chair of the Wales in Bloom Sub Committee, Cllr Mrs Shirley Matthews informed members that the judging of the Wales in Bloom competition had appeared to go well on 6th July. The comments which had been made by the judge were positive and also helpful advice had been provided for the judging of the Britain in Bloom competition. Reference was also made to Pembrey and Burry Port Town Council winning the Best Tourism Initiative Award at the recent One Voice Wales Annual Conference/Innovative Practice Awards Ceremony, for which congratulations were extended to the Clerk and the team involved with Wales in Bloom.

8. To consider methods to promote events/ activities within the local community (referral from the Facilities Management Committee of 07/06/17)

It was discussed that some of the Town Council's work is tied into improvement work at the harbour. However, it was felt that the Town Council should try to take greater control in providing a more effective delivery mechanism. It was recognised that in order to do so, the precept would need to be raised. Members were informed of a presentation which had been made at the recent One Voice Wales Annual Conference in relation to a Town Council which had decided not to rely so much on others and had taken over additional facilities from the County Council. This was done through significantly increasing staffing levels and over a four year period, the Town Council's precept had quadrupled.

The Clerk highlighted the sum of £8,000 within the Committee's budget specifically for Council Community events, for which at present, there were no plans for its expenditure. It was raised that many people within the community would like to have a local fireworks display. There was also a

suggestion of a music festival. Following a brief discussion, it was **APPROVED** that members consider potential ideas and there be an agenda item for September's Committee meeting to consider ideas for future events.

9. **To consider any referred matters from the other Committees (if any)**

There were no additional referred matters from the other committees.

10. **Any other competent business**

Members were informed that Cllr Mrs Lisa Mitchell and the Clerk had attended a Time Credits workshop on Friday 14th July. Cllr Michael Theodoulou declared an interest in this item, due to his involvement with time credits. It was agreed that it would be beneficial for members to receive detailed information in relation to the time credits system, due to the potential benefits to the local community. It was therefore **AGREED** that there should be a full presentation to a special meeting of the committee by an appropriate representative in due course, which all Councillors could be invited to attend.