

Pembrey and Burry Port Town Council

Minutes Regeneration and Wellbeing Committee Meeting

Wednesday 13th June 2018

Present: Councillors Mrs Pam Every, Peter Freeman, Robert John, Mrs Lisa Mitchell and Michael Theodoulou

In attendance: Alan Howells (Responsible Finance Officer), Ed Davies (Administrative Assistant-Minute Taker)

Clerk's Office, Memorial Institute, Burry Port 6.30pm – 8.35pm

1. To receive apologies for absence.

No apologies had been received. It was noted that Cllrs Mrs Linda Edwards, Mrs Amanda Fox and John James had informed the Council that they were not attending meetings at present.

2. To appoint a Chair of the Regeneration and Wellbeing Committee

The RFO, as acting Chair of the meeting asked members for their nominations.

Cllr Michael Theodoulou nominated Cllr Robert John, seconded by Cllr Mrs. Pam Every.

In the ensuing vote 5 members voted in favour, with 0 against and 0 abstentions. Cllr Robert John was therefore appointed as Chair of the Committee.

3. To appoint a Vice Chair of the Regeneration and Wellbeing Committee

The RFO, as acting Chair of the meeting asked members for their nominations.

Cllr Michael Theodoulou nominated Cllr Mrs Lisa Mitchell, seconded by Cllr Peter Freeman.

In the ensuing vote 5 members voted in favour, with 0 against and 0 abstentions. Cllr Mrs Lisa Mitchell was therefore appointed as Chair of the Committee.

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

None were made.

5. To confirm the minutes of the Regeneration and Community Services Committee meeting held on Wednesday 2nd May 2018

In relation to accuracy all members were **AGREED** that they were representative of the meeting of the 2nd May and no corrections were needed.

ACTION: OFFICE

6. To consider any matters arising from the minutes and the action list provided

P2(4) – re: Remembrance event

Members were informed of the meetings that had taken place with Bonnie Lewington of the Royal British Legion. At her request the calls to expand the group attending from the Town Council had been dropped as the RBL was leading on the organisation of it all and did not want it to become any larger than Cllrs Robert John and Mrs Lisa Mitchell.

Cllr Mrs Pam Every declared an interest as she was involved with the Royal British Legion.

Cllr Michael Theodoulou **PROPOSED** that the RBL's wishes be respected on this matter, seconded by Cllr Mrs Pam Every.

In the ensuing vote 5 members voted in favour, with 0 against and 0 abstentions.

P2(4) – re: website calendar

Progress on the requested calendar was enquired after.

Members took the opportunity to discuss the notice of lack of attendance at meetings by some members of the Committee. One of the reasons given in their email was concern at the legal status of Committees in terms of their plenary powers. Cllr Michael Theodoulou apologised for not having copied in all members to the response he had sent and read aloud the email (copies on file). Members discussed at length the definition of the terms “plenary powers” and “terms of reference”.

The RFO updated members on his efforts to arrange for mediation between all parties concerned, stating that all had agreed for it to be arranged but he was awaiting a response from Human Resources and Paul Thomas as to when this could be for.

The RFO as acting Proper Officer was asked to seek out advice from the SLCC and OVW on what constitutes “plenary powers” and “delegated authority” and any other terms under discussion. The RFO stated he would do so and that he would also contact the Regulatory Authority on the matter, in advance of the next Town Council meeting.

ACTION: RFO

There followed a brief discussion of how individual members should respond to emails from the members not currently attending meetings, and of the differences between requests for information and the submission of proposals and ideas via email.

The RFO reported that he was dealing with any queries as they came in but, larger questions and demands were being delegated to the relevant committees.

Members then moved on to discuss the plans for a forthcoming meeting between the local business community and Antur Teifi with regards the wi-fi towns project. Cllr Robert John was instructed to continue to arrange the meeting and to set an appropriate date. Members discussed the merits of using the meeting as an opportunity to discuss with the business community about the opportunities afforded by the recently announced Tour of Britain cycling race Stage 1, which would be departing from Pembrey Country Park on Sunday September 2nd. Members were informed that the Council had been approached by the Pembrey and Burry Port Cycle Club who were keen to work in partnership to promote the event locally and raise awareness of it and its benefits, while working in conjunction with whatever was being arranged by the County Council. A meeting was due shortly

and members would be kept informed accordingly on progress on the matter. Members discussed whether or not the meeting should be solely for the business community or open to the whole community and that the “business community” should be expanded to include local organisations and 3rd sector groups as they could benefit greatly from the event also.

In relation to the meeting the RFO reminded members that it was an agenda item on the forthcoming Town Council meeting on June 20th and the date for such a meeting could be discussed and confirmed then.

There was a brief discussion of the forthcoming Songs of Praise events, where it was confirmed the Cllr John James was leading the arrangements. A request had been received by one member from one of the Methodist Chapels for details with regards the invites. The details would be passed on to the office for forwarding to Cllr John James.

ACTION: OFFICE

Members were updated on the arrangements for the Walk for Life event which would take place on 24th June at 10am as had been previously discussed. All members were warmly invited to support the event.

Members were informed that the Mayor’s Ceremony would be taking place at the end of July, with details to be confirmed.

7. Consideration of the Committee’s budget monitoring report

Members were informed that there was no report this month due to the preparations for the end of year.

8. Consideration of applications received for financial donations (if any).

An application had been received from the Grab and Bag litter picking group for £866.98 for a variety of equipment and items, which were listed precisely within the application. Members expressed their strong support for such groups and the need to assist whenever possible.

All members **AGREED** for the grant to be awarded provided the details of the Bank Account they had set up were in order.

ACTION: OFFICE

Two applications had been received from the Burry Port Male Voice Choir. One for £100 to help the organisation with its management, and the second for £500 towards coaches to allow them to attend a large singing festival.

All members **AGREED** for the grants to be awarded.

ACTION: OFFICE

In relation to a previous application received from the organisers of the Harbour Raft Race that had been deferred until the sum was known, it was confirmed that the sum applied for was £300.

All members **AGREED** for the grant to be awarded.

ACTION: OFFICE

An request for donations had been received from Shopmobility related to the provision of mobility scooters in Carmarthen and Llanelli. As there was no service provided in Burry Port and the

Committee had not previously given to organisations operating outside the area the request was **REFUSED** unanimously.

An request had been received from the Heritage Group for a donation from the Council towards the groups Blue Plaque appeal to help celebrate and notable members of the community.

ACTION: OFFICE

Members expressed great enthusiasm for the project and felt the Council needed to do more to celebrate the heritage of both Pembrey and Burry Port. Members discussed the need to arrange a meeting with the group to help establish the scope of potential future projects with the aim of setting out a plan and costings.

Cllr Michael Theodoulou **PROPOSED** the group be given a donation of £150 towards the erection of the blue plaques and for a request to accompany it for a meeting to discuss future projects, seconded by Cllr Mrs Lisa Mitchell.

In the ensuing vote 5 members voted in favour, with 0 against and 0 abstentions.

ACTION: OFFICE

9. Update on the ‘Community Care Campaign’

Members were informed that in relation to the Summer Holiday Foodbank appeal, it would be dealt with next once the Amelia Earhart 90th Anniversary Event had been concluded. It was noted that because Ysgol Parc y Tywyn was in the process of moving sites, it would be beneficial to wait until that was concluded before starting the work.

It was suggested that the Council could apply for a grant from the Big Lottery Awards for All scheme for up to £10,000 which could be used to help supply meals and possibly arrange events to support families that struggled during the long summer break from school. Office staff were asked to download the necessary information and a meeting would be arranged as soon as possible for the Events Sub-Committee to discuss.

ACTION: OFFICE

10. Update on arrangements for the Amelia Earhart 90th anniversary commemorative event.

Members were provided with the following updates:

- Heras fencing would be arriving on the 14th June to fence off the event space.
- The marquee would arrive and be erected on the same date.
- The Chairman of the County Council had agreed to open the event.
- Confirmation had been received from a number of the performers
- Local expert Les George was unable to attend personally but had prepared a short statement for the day.
- A selection of stalls including arts and crafts and charitable organisations had confirmed their attendance.
- Llanelli Art Society had made the arrangements for the Art on the Rails event to promote and celebrate local artists work at the event.
- St Mary’s Church would be doing the refreshments on the day.
- The heritage group were attending with an audio visual display.
- A kitemaking competition had been arranged for children
- The St David’s day art competition winners would be receiving their awards on the day also.

Cllr Michael Theodoulou declared an interest as a relative of his was one of the winners.

Members queried as to the provision of refreshments for performers, but other than bottled water, nothing had been confirmed yet. A poster had been produced but there was a regrettable withdrawal by one of the performers which had resulted in the poster having to be re-made and re-publicised but that this was in hand. Power generation and sound systems had also been arranged. All members were asked to help on the morning on the event and during if possible.

The RFO informed members that a request had been received from a radio station in Newfoundland asking for an interview with someone on the subject of Amelia Earhart. Members felt that it would be appropriate for Cllr Robert John to answer the call but also to arrange with Les George, the local expert on the subject, so that he was present also.

ACTION: CLLR JOHN

The County Chair had asked what they wished him to address in his opening statement. Members responded that it would need to include a few words on the importance of Amelia Earhart and her achievements to the community and internationally.

Members were informed that a commemorative programme from a previous Amelia Earhart event was being updated and re-printed with all proceeds going towards the Wales Air Ambulance charity.

11. To consider correspondence previously circulated to members:

	Date	From	Subject
a	10 th May	Play Wales Chwarae Cymru	Play for Wales magazine
b	11 th May	Alzheimer's Society Cymru	Your Walk, Your Way
c	14 th May	Seafarers UK	Red Ensign – Merchant Navy Day
d	18 th May	Marie Curie	Blooming Great Tea Party
e	30 th May	Heritage Group	Blue Plaque programme
f	5 th June	Michael Roberts	Precious Plastic Project

- a) Members were informed the copy was being kept in the office, and they were free to peruse its content.
- b) Members noted the correspondence, stating that there was a strong similarity with the Walk for Life event currently being organised. It was also noted that the Council had decided to support the Dementia Carer's group on these issues and that this was a separate organisation.
- c) All members expressed their desire to mark the day, noting that they would likely need to find out the costs of a Red Ensign, should the Council not already own one.

ACTION: OFFICE

- d) Members discussed the correspondence and felt that the Council needed to support more local groups who provided assistance for those affected.
- e) Members noted that this correspondence had been previously discussed.
- f) The contents of the correspondence were read aloud. It was a request for an email of support for the project. All members expressed their support for the project and requested the email be sent.

ACTION: OFFICE

Additional correspondence had been received after the agenda had been distributed as follows:

- g) 9th June Eisteddfod yr Urdd. The correspondence informed members of a public meeting on the 25th June at 7pm in Neuadd Y Gwendraeth, Drefach, to discuss staging the Eisteddfod yr Urdd in Carmarthenshire in 2021. Members agreed that Cllr Mrs Lisa Mitchell should attend.
- h) 6th June Kidney Wales. The correspondence had accompanied the delivery of leaflets and posters to promote the forthcoming event. Noted
- i) 29th May Antur Teifi. This correspondence had been discussed and dealt with previously.

Members discussed recent complaints received about grass cutting opposite Sea View Terrace. All **AGREED** for the matter to be referred to the next Facilities and Assets Committee meeting.

ACTION: FACILITIES CMTE

Members discussed an oversight on the agenda, namely the need to set up the Sub-Committees. The previously agreed to Sub-Committees approved at the AGM were:

- Events
- Planning
- 3 policy groups to deal with the themes of the Wellbeing of Future Generations (Wales) Act 2015

It was recognised that the Standing Orders made it clear that it was up to each Committee which Sub-Committees it set. Members felt that with the current situation with so many Councillors not attending meetings it would be impractical for them to continue with the idea of setting 3 policy groups.

Cllr Michael Theodoulou **PROPOSED** that the following 3 Sub-Committees be set, seconded by Cllr Robert John:

- Events
- Planning
- 1 policy group to deal with the themes of the Wellbeing of Future Generations (Wales) Act 2015

In the ensuing vote 5 members voted in favour, with 0 against and 0 abstentions.

ACTION: OFFICE

There followed a discussion where members expressed concern at undertaking all of the work with only 5 members currently attending, and that staff were already under additional pressures. Members were reminded that each Sub-Committee could co-opt appropriate non-councillors to their membership, which may go some way to alleviate the pressures. It was felt that it may be necessary for the Regeneration and Wellbeing Committee to undertake the intensive work on those issues brought forward by the Sub-Committees also.

Members were informed of a fund that was available to certain Town Council's from the County Council that will fund an officer to help the Town Council with the delivery of their responsibilities towards the themes of the Wellbeing of Future Generations (Wales) Act 2015 and on management of the recently transferred assets. As the remit of the post fell under both Facilities and Assets Committee and the Regeneration and Wellbeing Committee it had been raised with the other Committee in their last meeting and had been approved as a course of action to follow. Although the main bulk of the post would be responsible to this Committee, it was felt that the post holder would respond jointly to the Chairs of the two committees.

Members then proceeded to discuss the working remit of the three Sub-Committees and agreed them as follows:

- Planning – as previously, to discuss the relevant planning applications and make recommendations for approval by the Town Council.
- Events – to work on events that had been approved by this Committee
- Wellbeing – to address the policy elements put forward by the Wellbeing of Future Generations (Wales) Act 2015

The Chairs of each Sub-Committee were discussed next:

- Planning – Cllr Michael Theodoulou **PROPOSED** Cllr Mrs Pam Every as the Chair, seconded by Cllr Robert John.
- Events – Cllr Robert John **PROPOSED** Cllr Mrs Lisa Mitchell as the Chair seconded by Cllr Mrs Pam Every.
- Wellbeing – Cllr Mrs Pam Every **PROPOSED** Cllr Michael Theodoulou as the Chair seconded by Cllr Peter Freeman.

Each was voted for in turn and the proposals were **APPROVED** unanimously. Cllr Michael Theodoulou stated that he would hold the position of Chair while the previously mentioned application was being prepared and submitted, but would be happy to hand it over as soon as it was convenient.

Members were informed that study of the Standing Orders had revealed that the public were allowed to attend Committee meetings in the same way as they could attend Town Council meetings. This would be addressed immediately, and provision made for the meetings to allow public attendance, with the agenda's being posted on the notice boards and website, and arrangements for the venue to be large enough to allow the public to attend. Sub-Committees could continue to meet as they had previously as it was not mandatory for them to be publicly attended. Members were informed that unlike Town Council meetings, the Standing Orders stated that the public could request to address the Committee during the meeting but that it was at the discretion of the Chair, and under strict time limit. It was recognised that the Chair would need to liaise closely with the acting Proper Officer and the Office to manage this including the logistics.

In relation to the Sub-Committees Cllr Peter Freeman **PROPOSED** that they should suspend the appointment of Vice-Chairs until all members were attending meetings, seconded by Cllr Michael Theodoulou.

In the ensuing vote 5 members voted in favour, with 0 against and 0 abstentions. The proposal was therefore **AGREED**.

The membership of each Sub-Committee was **AGREED** as follows:

- Planning – Cllr Mrs Pam Every (Chair), Cllrs Peter Freeman and Robert John
- Events – Cllr Mrs Lisa Mitchell (Chair), Cllrs Michael Theodoulou, Peter Freeman and Robert John
- Wellbeing – Cllr Michael Theodoulou (Chair), Cllrs Peter Freeman, Mrs Lisa Mitchell, Robert John

Members instructed the acting Proper Officer to compose an email informing the absent Committee members of the three Sub-Committees set and that they be informed that there was space for two

Labour members on each, which could be agreed on their return. The email was to be sent to the three members of this Committee not currently present and for all Councillors to be copied in to the email.

Cllr Mrs Pam Every requested to join the Burials Sub-Committee which sat under the Facilities and Assets Committee.

ACTION: FACILITIES CMTE