

Pembrey and Burry Port Town Council

Minutes Regeneration and Wellbeing Committee Meeting

Wednesday 11th July 2018

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

In attendance: Ed Davies (Administrative Assistant-Minute Taker)

Bowls Club, Memorial Park, Burry Port 9.40am – 11.00am

1. To receive apologies for absence.

Apologies were received from Cllrs Mrs Amanda Fox and John James as well as the RFO.

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

None were made.

3. To confirm the minutes of the Regeneration and Community Services Committee meeting held on Wednesday 13th June 2018

In relation to accuracy all members were **AGREED** that they were representative of the meeting of the 13th June and no corrections were needed.

ACTION: OFFICE

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

P4 (9) – re: Sub-Committees

Members **AGREED** that with the new structure in effect it would be beneficial for each Sub-Committee to report on its activities at each meeting of the Regeneration and Wellbeing Committee and should therefore be an agenda item.

ACTION: OFFICE

P4 (9) – re: Amelia Earhart 90th Anniversary Event

Members commented on the success of the event and were informed that letters of thanks had been sent to all of the contributors and notable guests.

P6 (11) – re: Sub-Committees

Members noted the decision to only create 3 Sub-Committees at present as any changes would need to involve all Committee members.

5. 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. Members **AGREED** that the matter needed to be referred to the Finance, Governance and Personnel Committee to establish what resources the RFO required to complete both tasks.

ACTION: FINANCE, GOVERNANCE AND PERSONNEL

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

An application had been received from the Gardening Club for £300 to help with the cost of the marquee for their annual show.

Cllr Mrs Pam Every arrived at 10.00am

Cllr Peter Freeman declared an interest due to his membership of the club.

Members discussed the date of the show, which was confirmed as the 18th August, and expressed their desire to support for the club and the show.

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

ACTION: OFFICE

7. Update on the ‘Community Care Campaign’

Prior to receiving the update members discussed and **AGREED** to change this agenda item for future meetings to read “report of the Events Sub-Committee”.

ACTION: OFFICE

Members were provided with a timeline of upcoming events and activities that had been arranged. It was **AGREED** that this should be shared with absent members and put on the website.

ACTION: OFFICE

It was confirmed that the Council would be taking part in the Merchant Navy Day celebrations and that a Red Ensign flag would need to be purchased, and for the official attendees to be confirmed.

ACTION: OFFICE

8. Update on arrangements for the Tour of Britain Stage 1 Grand Depart.

Cllr Mrs Lisa Mitchell updated the Committee with the following information:

- There would be 2 bike check events for the public, with security checks and cycling promotional information planned.
- Talks with local Primary Schools to raise awareness of the event had been arranged (delivered by the Cycling Club)
- Arrangements being made for a number of T-shirts/polo shirts promoting the event and banners to be printed.
- Cycle Club arranging to create oversized wooden cut-outs in the shape of bicycles, to paint green for placing around the community.
- A Caption Competition for children with a prize, winner announced at the event.

There followed a discussion of the number of t-shirts/polo shirts to order as well as the number of banners. Members noted that the Council was still awaiting information from the County Council on what their preparations would be and that this may impact their decision.

After consideration the Committee **AGREED** to request a budget to cover 4 banners with the locations to be arranged, and for 20 t-shirts/polo shirts to be purchased, with 8 earmarked for Councillors.

ACTION: RFO

The Committee discussed the requirements of the budget for the Tour of Britain event and what sum to set, given the arrangements previously discussed. After much consideration the Committee **AGREED** unanimously to set a budget of £1500 from the Events budget.

ACTION: RFO

Members proceeded to discuss the forthcoming business community meeting on 17th July at which the Tour of Britain was one aspect being looked at. The other topics were the forthcoming Town Wi-Fi project and the car boot sale. Members noted that Antur Teifi had yet to confirm their attendance. In relation to the car boot sale, members noted that although a similar discussion had been arranged recently by a County Councillor, it had not involved any Town Councillors who were not linked to the Carnival Committee, and as such a separate meeting arranged by the Town Council was required. Some members stated that they had been approached by many business owners in the community after that meeting expressing concern which supported the inclusion of the matter for discussion to find a resolution that worked for local businesses and the Carnival Committee.

Members were reminded to take up their newly created email addresses and to contact the office if they encountered difficulty.

Members discussed the Local Hero Awards, with proofs of the application forms provided. Members felt that promotion of the event needed to be significant as it competed with a number of other awards ceremonies.

The discussion continued onto the Remembrance Service, and members were informed that:

- Songs and entertainment were in place
- Arrangements for the sound system needed finalising
- Poppy confetti “bombs” were going to be organised
- The special poppy light filters would need installing
- The Town Band and Choir were both involved

Ysgol Glan y Mor was being approached to provide a re-enactment performance they had previously prepared and their composition on the Canary Girls of the munitions works in ROF Pembrey during the Second World War. It was noted that the decision of including an act for the event or not was at the discretion of the Royal British Legion Burry Port Branch, as they were organising it.

Members discussed whether they could look to do more over the Christmas period, noting that a Christmas market event the Council had run previously had not been very successful. It was felt that by speaking to local businesses, they may find an idea to make a bigger or better event of a similar nature more successful. There was much agreement to the suggestion.

It was noted that the Burry Port Choir had expressed an interest being a part of the OAP Christmas Dinner. It was felt that by starting the event earlier it may be possible to continue to ask for schools participation as well as inviting the Choir to make more of the event.

Members discussed the Songs of Praise event that had happened recently, with those who attended stating the Cllr John James had done an excellent job of organising it this year. There followed a discussion as to whether or not the event was a Town Council event or not, although there was uncertainty from many members, it was believed that it was a Council event, and that it had been conceived as the Council’s contribution to the Carnival events. It was felt by some that if this was the case then in future the Council should make a financial contribution to the marquee costs.

9. Update wi-fi Towns initiative

Members noted that this was on the agenda for discussion with the business community at the meeting on the 17th July.

10. To consider correspondence previously circulated to members:

	Date	From	Subject
a	5 th June	Chief Planning Officer	Consultation on the consolidation and amendment of the Use Classes Order and the Permitted Development Order
b	5 th June	Phil Thomas – Records Officer at CCC	Mapping of Public Sector Land and Property Ownership
c	6 th June	Forwards Planning Section at CCC	Local Development Plan Workshop for Community and Town Councils Carmarthenshire
d	15 th June	There but not there	Grants for Remembrance Day Installations
e	22 nd June	Safe Routes in Communities	Application for safe route in communities grant
f	4 th July	Burry Port Raft Race	Invite for advert for programme, raft race entry, event attendance.

- a) This matter was referred to the Planning Sub-Committee.
- b) This matter was referred to the Planning Sub-Committee.
- c) Cllrs Mrs Pam Every and Michael Theodoulou expressed a desire to attend the workshop of the 30th July. The office was asked to contact the organisers and make the arrangements.
ACTION: OFFICE
- d) Members noted that the date for application had since passed.
- e) Members discussed whether or not work was already being done on improving the safe routes to the new school site. Members **AGREED** for the school to be contacted and to ask about their travel plan. Cllr Mrs Lisa Mitchell was attending the Governors Board Meeting later in the week and would make the enquiries on this to work together on the matter.
ACTION: CLLR MITCHELL
- f) Members discussed what they could use the space to advertise for and **AGREED** to advertise the forthcoming Local Hero Awards. It was also agreed that the Council should attend the event with a stand to promote the Council and events such as the Local Hero Awards. Cllr Mrs Lisa Mitchell wished to enter a raft in the race and members agreed to contact relatives to ask if they would be prepared to represent them on the raft as they did not feel confident in the water.
ACTION: OFFICE and CLLR MITCHELL

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

Members were read the Summer Food Bank Appeal letter which was going to be sent to the children of all of the schools. All **AGREED** that the contents were suitable and the letter should be sent.

ACTION: OFFICE