

**(PUBLIC) Pembrey and Burry Port Town Council**

**Minutes of the Chairs meeting**

**Dydd Mawrth 10<sup>fed</sup> Tachwedd 2020**

**Tuesday 10<sup>th</sup> November 2020**

**This meeting was held via video conference under the Local Authorities (Coronavirus) (Meetings) (Wales) 2020**

**Present: Cllrs Michael Theodoulou (Chair), Linda Edwards, Peter Freeman, Robert John, Karen Morris**

**Non-members present: Cllr Moira Thomas**

**In attendance: Huw Thomas (Clerk/RFO), Shân Loudon (Deputy Clerk), Louise Robinson (Community Development Officer), Paul Mann (Cemetery and Facilities Superintendent), Kevin Williams (Projects Manager)**

**Minute taker: Ed Davies (Administrative Assistant)**

**6.30pm – 6.45pm**

**1. To receive apologies for absence**

Cllr David Owens had sent his apologies.

**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 meeting held on Tuesday 13<sup>th</sup> October 2020.**

Cllr Peter Freeman **PROPOSED**, seconded by Cllr Karen Morris that the minutes were an accurate record of the meeting. **RESOLVED**.

**4. Matters arising.**

None were raised.

**5. Update from Chairs of Standing Committees.**

The Vice Chair of the Finance, Governance and Personnel Committee gave a run through of their previous meeting. Their primary concern was making sure that urgent works were funded and undertaken as soon as possible.

The Chair of the Facilities and Assets Committee reported no updates, only that the focus remained on ensuring the necessary works to Pembrey Memorial Hall roof were undertaken.

The Chair of the Regeneration and Community Engagement Committee had no updates.

**6. Consideration of the agenda for October's Town Council meeting.**

The Chair read aloud the contents of the agenda as it stood, including in camera items.

The Clerk advised members that the item related to the Public Works Loan did not need to be discussed in camera, as the information was publicly available. However members should refrain from naming any contractors who may be asked to tender for the works the loan would cover.

Members **RESOLVED** unanimously to accept the agenda for the next Town Council meeting.

**7. Any other urgent business at the discretion of the Chair.**

None were raised

Cllr Peter Freeman **PROPOSED**, seconded by Cllr Linda Edwards that the meeting should proceed in camera. **RESOLVED.**

*In camera* - That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press be excluded from the meeting during consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

**8. To confirm the confidential minutes of the meeting held on Tuesday 13<sup>th</sup> October 2020.**

Cllr Peter Freeman **PROPOSED**, seconded by Cllr Linda Edwards that the minutes were an accurate record of the meeting. **RESOLVED.**

**9. Matters arising.**

None were raised.

Members briefly discussed staff issues

Meeting ended 6.45pm