

(PUBLIC) Minutes of Pembrey and Burry Port Town Council

Chairs Committee Meeting

6.30pm Tuesday 13th October 2020

Dydd Mawrth 13^{eg} Hydref 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 (arr 6.33pm), Karen Morris and David Owens.

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

Minute taker: Ed Davies (Administrative Assistant)

6.30pm – 7.35pm

1. To receive apologies for absence

All members were present.

2. To receive members' declarations of interest

None were made.

Members were reminded to return their register of interests to the office as soon as possible. A request was made to remind all councillors via email.

Action: Deputy Clerk

3. To confirm the minutes of the meeting held on Tuesday 8th September 2020, Tuesday 22nd September 2020, 1st October 2020, 5th October 2020

Members **RESOLVED** unanimously to accept all of the above minutes as accurate.

4. Matters arising

The only matters arising from any of the minutes would be heard in camera.

5. Update on prioritisation from Committee Chairs

Members received an update from each committee chair in turn as follows:

Facilities and Assets Committee

The Chair reported that they had agreed to prioritise the works necessary to make Council facilities compliant with fire safety advice and for the repair of the roof at Pembrey Memorial Hall. The

remaining projects and works would be prioritised as funding was identified. The Committee had agreed to form a new sub-committee which would oversee all major projects and make recommendations to facilities as required. Following a query he added that completion of the sale of Copperworks had not been ranked within the priorities of the Committee, but progress was being made as the Clerk had instructed the solicitor to treat it as a high priority. Additionally, prioritisation of a permanent toilet provision at the harbour was dependent on further information from forthcoming meetings with the County Council.

The Clerk informed members that following the earlier meeting of the Finance, Governance and Personnel Committee, the works to Pembrey Memorial Hall roof had been approved to be funded from reserves, which was to be replenished by the proceeds of the sale of Copperworks in due course. The sale was close to completion but there was no prediction as to when that would take place.

The Committee was asked to look at and prioritise the works necessary within their delegated authority as well as the major projects.

Finance, Governance and Personnel

The Chair of the Committee reported that they were at the tail end of the process with the priorities of the other Committees directly affecting its own. The Committee had approved financial training for its members, although all were welcome to attend.

The Committee was currently prioritising the budget revision which would allow them to seek the funding for projects once they were identified. It was also seeking to ensure that the asset transfers and sale were completed.

It was suggested that maintaining the reserves at the required level should also be a high priority.

The Clerk advised that the budget revision was to go in front of the Town Council at the October meeting. This would also impact on the budget setting that would take place soon. He advised that if the proceeds from the sale of Copperworks were delayed, it may be possible to seek the already approved loan immediately.

Members discussed the matter and **AGREED** for the matter of “public works borrowing rules” to be added to the next Finance, Governance and Personnel meeting

ACTION: Deputy Town Clerk

Regeneration and Community Engagement Committee

Members heard that the committees priorities were in maintaining their urgent Covid response, followed by the longer term impacts from the pandemic.

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

Members heard that the 10 standard items would be joined by items on the following

- Community support
- Town Council priorities
- Place based services
- Revised budget

There was a request for an item to discuss a “roll of honour” memorial for Councillors who have passed while in office, in recognition of their work. Members briefly discussed the matter and **AGREED** for it to be added to the agenda.

ACTION: Deputy Town Clerk

Due to technical differences, Cllr David Owens took over as Chair of the meeting 7.15pm

Following discussion members **AGREED** to add to the agenda an item to discuss “the next steps of harbour development and renovation”.

ACTION: Deputy Town Clerk

Cllr Michael Theodoulou returned to the meeting and resumed as Chair 7.19pm

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

There was no urgent business raised.

Cllr Karen Morris **PROPOSED**, seconded by Cllr Robert John for the meeting to 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 Monday 5th October 2020

Members **RESOLVED** unanimously to accept the minutes of the meeting as accurate.

9. Matters arising.

Members discussed staff issues.

Members discussed matters surrounding the Bowls Club and bowls facility.