

Minutes of the Chairs meeting

2.30pm Tuesday 10th March 2020

Present: Cllrs Michael Theodoulou (Chair), Linda Edwards, Peter Freeman, Karen Morris, David Owens

In attendance: Huw Thomas, (Acting Clerk/RFO), Shân Loudon (Assistant Town Clerk)

Meeting room 2.30pm – 3.40pm

1. To receive apologies for absence

Apologies had been received from Cllr Robert John.

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

No declarations were made.

3. To confirm the minutes of the meetings held on Tuesday 11th February and the Special meetings held on 20th February and 25th February 2020

Subject to the correction of a typo in the minutes of the Special meeting of 20th February, the minutes of the above meetings were approved.

Action: Acting Clerk

4. Matters arising

There were no matters arising.

5. To prepare for the Annual Meeting

Review of delegated Authority/arrangements to committees, sub-committees, officers and other Authorities

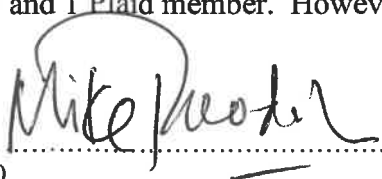
This document had been circulated with the agenda. Subject to the insertion of authority levels as per the Town Council's Financial Regulations, this document was approved and will be submitted to full Town Council for ratification.

Action: Insert appropriate expenditure levels
Town Council agenda April 2019

Receipt of nominations to existing committees "and appointment of Chairs and vice chairs"

The membership of Standing Committees is confirmed at the Annual Meeting. It was noted that membership of the committees was originally made up of 3 Independent members, 2 Labour members and 1 Plaid member. However, this balance has changed during the year.

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After discussion, it was proposed by Cllr David Owens and seconded by Cllr Peter Freeman that the recommendation from the Chairs Committee to Town Council is for the same political balance, with the exception of the Regeneration and Community Engagement Committee where the Chair of each Forum will also be a member unless already part of the committee.

Review and adoption of Standing Orders

The Chair had circulated a document entitled "a review of Standing Orders" which was discussed in detail. Those changes agreed will be highlighted in red and a revised document circulated to all members with the April Town Council agenda.

Action: Assistant Clerk

Review of Council's and/or employees membership of other bodies

There are currently three memberships, One Voice Wales, SLCC and ICCM. The Committee's recommendation is to continue with these.

6. Consideration of items for Carmarthenshire County Council's Scrutiny Committee

There were no matters for consideration.

7. Consideration of co-options to the Town Council

The Clerk informed members that 5 applications for co-option had been received, 3 for Burry Port and 2 for Pembrey. After discussion it was agreed that each nomination would be considered and voted on separately in the March Town Council meeting, and that the letters of application would be circulated via email in advance of the Town Council meeting.

Action: Acting Clerk

8. Consideration of the March Town Council agenda

Items for the March agenda were discussed. It was agreed to recommend that the election and appointment of Mayor and Deputy Mayor and presentation of past medallion take place on the Monday prior to the Annual Meeting, with the meeting then adjourned for the remaining business to take place on Wednesday 20th May.

Action: Assistant Clerk

As the meeting had now reached 2 hours duration, standing order 1w was suspended to allow the meeting to continue.

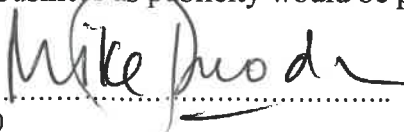
9. Any other urgent business at the discretion of the Chair

There were no urgent matters.

It was **PROPOSED** by Cllr Peter Freeman and seconded by Cllr Linda Edwards that the meeting move into camera. All members were in agreement.

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

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nature of the business to be transacted.

10. To confirm the minutes of the meeting held on Tuesday 11th February 2020

The minutes were confirmed as a true record.

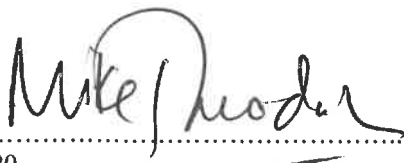
11. Matters arising

There were no matters arising.

12. Update on staffing matters

There were no updates.

The meeting closed at 3.40pm



Mike Rodger