

Minutes of the Chairs meeting

11am Thursday 30th April 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, David Owens

In attendance: Huw Thomas, (Acting Clerk/RFO), Shân Loudon (Assistant Town Clerk), Louise Robinson (CDO), Paul Mann (Cemetery Facilities Superintendent) and Kevin Williams (Project Manager)

11am – 12.40pm

1. To receive apologies for absence

No apologies had been received.

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 meeting held on Tuesday 10th March

The minutes were approved.

Action: Assistant Clerk

4. Matters arising

There were no matters arising.

5. Ratification of the Councillor Allowance Policy 2019/20

The policy had been previously circulated. Subject to the amendment to determination 48 which should read "This payment was not accepted", the policy was approved by all members.

RESOLVED

6. Ratification of facilities and burial charges for 2020/21 to include charges whilst in lockdown

After brief discussion it was agreed that the facilities charges would be increased according to inflation (2%) and that the recommendations made by the Burial Sub Committee approved. All members were in agreement. **RESOLVED**

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7. Ratification of purchase of essential packages/food bank items during Covid 19 emergency

The CDO informed members that a number of requests had been received for electric payments, including two persons who had requested a top up on more than one occasion. The CDO sought clarity on the number of payments that could be received by one family. The families requesting this help are receiving packages from the food bank. The cost of each voucher is £10. It was noted that a budget of £3,000 has been approved for emergency help.

After discussion, it was proposed by Cllr Robert John that all requests are considered on an individual basis and each payment awarded authorised by the Chair of the Finance, Governance and Personnel Committee. All members were in agreement. **RESOLVED**

Action: CDO

The Chair asked Officers to ensure that papers relating to individual agenda items are circulated prior to the meeting to ensure efficient discussion.

Action: Officers

8. Consideration of the next Town Council meeting

It was agreed that a full Town Council meeting be held in the near future. Issues surrounding technology in relation to this were discussed and it was agreed that the Clerk would contact Carmarthenshire County Council and Llanelli Rural Council to enquire which video conferencing package they are using and a report would be circulated to the Chairs Committee next week.

Action: Acting Clerk

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

There were a number of items raised:

A member enquired as to how the community is being kept up to date with the work that the Town Council is undertaking. It was noted that the CDO circulates an email to all Councillors at the end of each week stating, for example, the number of prescriptions delivered, care packages issued, birthday treats, pet food parcels as well as monies spent on supplies for both food banks. This information is also posted on the Town Council's Facebook page and website. Cllr Mike Theodoulou has also uploaded videos covering the work undertaken. It was noted that not everyone is on social media and a request was made that this information is placed on the Town Council noticeboards, including the noticeboard at the Cemetery.

Action: CDO

Town of Culture

The CDO informed members that, due to the current crisis, Burry Port could remain as Town of Culture until the end of 2021. All members were in agreement with this and it was **RESOLVED** that the CDO contact Peter Hughes Griffiths to confirm acceptance. It was noted that planning is still going ahead for the Eisteddfod in October 2020.

Action: CDO



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Community Strategy

Cllr Michael Theodoulou informed members that he and the CDO had been working on the community strategy for the next 5 years. This would entail bringing the views of each of the forums together as one document. This document would then be referred to the Regeneration and Community Engagement Committee for approval. As it is not possible for the forums to meet at present, it was suggested that an interim report should be prepared, covering actions to date. All members were in agreement.

Action: CDO

Community Hub

Members were informed that the Cornish Arms is on the market for £200,000. This could be a possible venue for a community hub. At present lottery funding is only being considered for projects that will provide benefit in the current crisis and the difficulties that will be faced coming in the aftermath. The property has enough space to house a permanent food bank, a kitchen to provide meals on wheels and community lunch club, a community information hub, a youth bar and possible training facility/young people supported with entrepreneurships.

It was noted by Cllr Mike Theodoulou that he felt the Town Council could put together a strong application to the Lottery Fund, although the Council may need to part fund it.

All members were supportive of the idea, noting that the Cornish Arms is part of the history of Burry Port and that the way in which the Town Council and the community will operate after the crisis will be very different to how it operated prior to Covid 19. The CDO, together with Cllr Theodoulou will continue working towards gaining Lottery funding.

Asset Transfers

The Clerk informed members that he is experiencing difficulties with asset transfers due to the lack of response from the Town Council's current solicitor. Cllr David Owens declared an interest in relation to the asset transfer of Pembrey Football Club. After discussion, all members agreed that the Clerk contact the solicitors previously agreed to by the Town Council and move all asset transfers and future business to this company. **RESOLVED**

Police

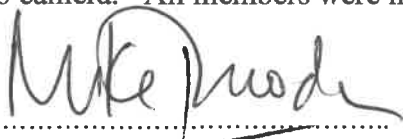
The CDO reported she is attending a virtual meeting with neighbour policing today at 2pm and asked members if they wished to have any concerns raised. One member asked the CDO to confirm where cover is provided from between the hours of 10pm and 8am.

Other

Cllr Peter Freeman raised the issue of the appointment of the next Mayor. Appointment of Mayor and Deputy Mayor can only take place at an Annual Meeting. Prior to an Annual Meeting being held, a successful Ordinary meeting needs to take place.

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

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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.

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

The minutes were confirmed as a true record.

11. Matters arising

There were no matters arising.

12. Update on staffing matters

All staff, except the Acting Clerk, were asked to leave the meeting.



Chair
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