

(PUBLIC) Pembrey and Burry Port Town Council

Minutes of the Chairs meeting

10am Tuesday 8th September 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 (Deputy Town Clerk), Paul Mann (Cemetery and Facilities Superintendent), Ed Davies (Administrative Assistant, minute taker)

10am – 11.15am

1. To receive apologies for absence

None had been received.

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 21st July 2020.

Cllr Peter Freeman **PROPOSED**, seconded by Cllr Robert John to accept the minutes of the named meeting. **RESOLVED**

4. Matters arising

None were raised.


5. Consideration of place based services

The Clerk briefed members on a recent meeting between himself and other officers from the Town Council, with Jake Morgan (Director of Community Services), Neil Thomas (Senior Outdoor Recreation Manager) and Ian Jones (Head of Leisure) all from Carmarthenshire County Council.

The meeting was to discuss a broad range of topics including toilets and bins around the harbour, and grass cutting regimes. It was hoped that a joint approach may find a solution to the provision needs of the community. The County Officers clarified that whatever additional provision was desired by the community could not be met by the County Council, but that the Town Council was welcome to meet these itself if it wished to. They had confirmed that the delays to the harbour walls works was due to a delay in approval from Cadw. It was understood that the dredger would be arriving in September to begin its work.

The Clerk stated that a joint statement would be prepared between the Town Council and Peter Hughes Griffiths and that a further meeting was being arranged with other senior County Officers to discuss other issues.

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Members discussed the scale of the Councils provision for the future, noting concerns about what the community could afford and what services it required. It would not be possible to transfer services taken on back to the County.

Members **RESOLVED** unanimously for the Clerk to arrange the meeting with the necessary County Officers to discuss the provision of services in the community, for deliberation during the October Town Council meeting.

Action: Clerk

Members advised the Clerk on the content of the joint statement. He would work to get that statement.

Action: Clerk

6. Consideration of priorities of each Standing Committee

Members noted the priorities set by the Facilities and Assets Committee and the Regeneration and Community Engagement Committee.

It was noted that estimated costs for the priorities of the Facilities and Assets Committee were currently being prepared, to be sent to the Finance, Governance and Personnel Committee in due course. The CFS was also preparing additional information for ongoing maintenance works for both Committees as part of the budget revision work.

Regarding the priorities of the Finance, Governance and Personnel Committee, these were partially dependent on knowing the final costed priorities of the other Committees, and so they had not yet met to discuss their own. It was noted that the Governance and Personnel priorities had already been set during the Annual Meeting.

Members **RESOLVED** unanimously to delay final consideration by the Town Council until the October meeting.

Action: Deputy Clerk for October Town Council agenda

7. Consideration of authority for officers to act (*referral from Facilities and Assets Committee 13/08/20*)

Following discussion members **RESOLVED** that officers needed to follow a standard reporting format to the relevant Committee in relation to spending on large projects. Officers should ensure they have authority on spending, either via the project plan or the grant application or in advance of the spend at a Committee meeting. Officers would then be able to report the detail of the spending in their monthly reports.


Action: Clerk

8. Consideration of the agenda for September's Town Council meeting

Members noted the items listed on the agenda, including that due to the attendance of the Police Commissioner that would be taken as the first substantial item.

The Clerk advised that he would be contacting the County Councillors for Burry Port to invite them to report to the Town Council on their work and activities.

Action: Clerk

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Members discussed whether or not meetings should revert to their evening schedule. It was noted that at present not all meetings were able to take place prior to the Ordinary Meeting or the Town Council. The Clerk advised that holding 2 meetings in a day could be difficult for staff if one was in the morning and the other in the evening. Members **AGREED** that each Committee should be asked to consider its scheduling.

Members **RESOLVED** that the Chairs Committee would meet at 6.30pm on the second Tuesday of the month.

ACTION: Deputy Town Clerk

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

Members discussed a recently announced UK Government scheme known as Kickstart.

Cllrs Peter Freeman and Michael Theodoulou declared an interest as they were linked to an organisation which was applying to deliver the scheme and left the meeting. Cllr David Owens continued as Chair of the meeting for this item. 10.46am.

Members asked the Clerk and CDO to gather information on it and report on it to this Committee in the first instance as it would likely have cross-Committee impacts.

ACTION: CDO

Cllrs Peter Freeman and Michael Theodoulou returned to the meeting with Cllr Michael Theodoulou taking over as Chair again. (10.51am).

Cllr David Owens **PROPOSED**, seconded by Cllr Peter Freeman that the meeting move to 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.

10. To confirm the confidential minutes of the meeting held on Tuesday 21st July 2020

Members **RESOLVED** unanimously in favour of the minutes being an accurate record of the meeting.

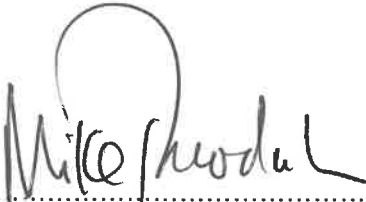
11. Matters arising

Members noted an update on the ongoing work of Cetma and their relocation in Pembrey.

Members discussed place based services and community discussion thereof.

Members noted an item for discussion at the next Regeneration and Community Engagement Committee meeting on press releases.

Meeting ended 11.15am

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