

**Pembrey and Burry Port Town Council**

**Ordinary Meeting**

**Wednesday 16<sup>th</sup> December 2020**

**Dydd Mercher 16<sup>eg</sup> Rhagfyr 2020**

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

**Present: Councillor Lisa Mitchell (Mayor)**

**Councillors Linda Edwards, Peter Freeman, John Hedley Jones, Karen Morris, David Owens, Andrew Phillips, Hugh Shepardson, Michael Theodoulou, Moira Thomas, Karen Trimble and Mary Wenman**

**In attendance: Huw Thomas (Clerk and Responsible Finance Officer), Shân Loudon (Deputy Clerk), Kevin Williams (Projects Manager), Paul Mann (Cemetery and Facilities Superintendent) Louise Robinson (Community Development Officer) and Ed Davies (Admin Assistant)**

**Absent: Councillors Rachel Evans, Les George and Stephen James.**

**Via videoconference 7pm – 7.45pm**

**113. To receive apologies for absence.**

Apologies had been received from Cllrs Robert John and Bob Walpole.

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

None were raised.

**115. To confirm the minutes of the meeting held on held on Wednesday 18<sup>th</sup> November 2020.**

Members noted a requested correction relating to the planning recommendations.

Cllr Linda Edwards **PROPOSED**, seconded by Cllr Hugh Shepardson that provided the correction was made the minutes were an accurate record of the meeting. **RESOLVED.**

**116. To consider the budget monitoring report.**

Members had received copies of the budget monitoring report in advance of the meeting. Rather than repeat the variances line by line, as was done at committee meetings, the Clerk/RFO gave members a high-level report of each committee as an overview. He stated that a paper version of the overview would be sent out in members packs henceforth.

Facilities and Assets Committee's net spend was at 58.7% and so was broadly in line with budget expectations.

Finance, Governance and Personnel Committee's net spend was at 62.5% and so was over budget, however this included some annual charges.

Regeneration and Community Engagement Committee's net spend was at 45.5% although there were other identified costs yet to come in.

Overall this left the Town Council's net spend at 50%. He highlighted that this equated to £44,000 under budget target and that £42,000 of grant funding had been secured to cover some expenditure and so the operational spend was at 58%.

He stated that members should not be complacent and that things at present were relatively under control however there were many volatile factors at play for the remainder of the financial year.

Cllr David Owens **PROPOSED**, seconded by Cllr Moira Thomas that the report be accepted. **RESOLVED.**

**117. To consider the following planning applications.**

Members heard the following recommendations from the Planning Sub-Committee:

<u>Application No.</u>	<u>Date</u>	<u>Site Address</u>	<u>Description of Application</u>
PL/00848	26/11/2020	Pembrey Country Park, Factory Road, Pembrey, Burry Port, SA16 0EJ	Removal/Variation of a condition. Variation of Condition 1 on S/36935 (Extend the time period for a further 36 months) Siting of 2 no. toilet and 2 no. shower blocks in adapted steel containers
Members raised no objections to the application.			

Cllr David Owens **PROPOSED**, seconded by Cllr Mary Wenman that the recommendation be accepted. **RESOLVED.**

PL/00826	04/12/2020	Land at Bay View, Y Graig, Burry Port	Lawful development: Proposed use. "Works undertaken in relation to planning approval S/30251 for the construction of 2No. 4 bedroom detached dwellings along with the demolition of existing garage to replace with hardstanding to include; 1. Demolition of existing garage 2. Reduce site dig operations 3. Installation of surface water drainage run
Following discussion, members felt that providing the applicant fully complies with the conditions imposed on application number S/30251, they would raise no objection.			

Members discussed and noted that this was not a planning application but a statement of lawful development.

Cllr Moira Thomas **PROPOSED**, seconded by Cllr Karen Morris that the recommendation be accepted. **RESOLVED**.

PL/00927	08/12/2020	Rock Mews, 83 Gwscwm Road, Burry Port, SA16 0YR	Proposed front family room single storey extension
Members raised no objections to the application.			

Cllr Linda Edwards **PROPOSED**, seconded by Cllr John Hedley Jones that the recommendation be accepted. **RESOLVED**.

**ACTION: Projects Manager**

**118. To receive the County Councillor’s report.**

Cllr Hugh Shepardson stated that there was nothing to report for Pembrey ward. He notified members of the sudden increase in positive Covid-19 cases in Pembrey and Burry Port and all members expressed their alarm at the news. He stated that he had been informed that the cause was no a single event or activity but people mixing and gathering indoors.

In response to a query regarding flooding of the canal path, he stated that he had been chasing up the issue but that there was a dispute between three departments at the County Council with uncertainty over who was responsible for addressing the matter. He was continuing to pursue for an answer.

Cllr Mary Wenman stated that she understood that Cllr Amanda Fox had intended to submit a written report to the Town Council but that she had recently suffered an illness and been unable to do so. Once recovered she intended to submit a report to every meeting. She stated that the main items that were to be included were that

- Work on the harbour walls had started and would take 39 weeks to complete.
- The foodbank the County Councillors had set up in Burry Port had won an award from the Cefn Sidan Rotary Club for its work.
- Some residents in the Bacce had complained about the loss of parking spaces caused by the new housing development and that this was being assessed.

**Cllr Hugh Shepardson lost connection 7.17pm**

**119. To receive the Mayor’s report.**

The Mayor stated that there were no events to report on. She had arranged a Christmas card competition for local school children to submit a design for use as the Council Christmas card for this year. The winner was Rhys Yates of Ysgol Parc y Tywyn who had won a gift for himself and his class for his effort. She congratulated him and gave him thanks for his wonderful design.

**120. To receive reports by elected members as Council Representatives on outside bodies.**

Members heard that there would be a written report on recent developments from One Voice Wales to be distributed at the next meeting as there had been insufficient time to prepare it for this meeting.

Similarly, there would be a written report to follow, from the Food Forward Steering Group which had met earlier in the day.

**121. Consideration of the 2021/22 budget.**

The Clerk/RFO advised members of the current status following the first draft of the budget.

- Regeneration and Community Engagement’s changes resulted in a 12% increase to their budget.
- Finance, Governance and Personnel’s changes resulted in a 2.5% increase to their budget.
- Facilities and Assets changes resulted in a 16% increase to their budget.

It was noted that the Finance, Governance and Personnel Committee had given their assessment of it as a whole. The total increase would result in a 28% increase to the precept which they felt would be unacceptable to the Council and the Community. They recommended that each Committee reassess their portion of the budget to reflect a target increase of no more than 10% to the precept.

Members discussed whether or not any further specific advice could be given to the Facilities and Assets Committee in particular for where they could make reductions given the projects list that was within their remit. It was noted that any advice may be dependent on the results of a requested report from the Clerk/RFO on potential reductions from greater detail on the phased draw down of the loan, an increase to the budgeted income and the impact to the precept from new dwellings in Pembrey and Burry Port wards.

It was noted that no official statements had been received from the County Council regarding the Council Tax Base as yet.

It was hoped that the Committees would look to meet urgently as needed prior to the deadline at the end of January to discuss potential reductions and members **AGREED** to refer the matter to all Committees.

**ACTION: Ref to all Committees**

**122. Approval of the external auditor report.**

Members noted that the information needed to discuss this item had not yet been received and so it would be deferred until the next meeting.

**ACTION: Defer to next meeting**

**123. To note the following minutes for information:**

<b>Date</b>	<b>Meeting</b>
4 <sup>th</sup> November 2020	Facilities and Assets Committee
10 <sup>th</sup> November 2020	Chairs Committee
10 <sup>th</sup> November 2020	Finance, Governance and Personnel Committee
11 <sup>th</sup> November 2020	DRAFT Regeneration and Community Engagement Committee

Cllr David Owens **PROPOSED**, seconded by Cllr Moira Thomas to note all of the above minutes. **RESOLVED**.

**124.** *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.

Cllr Moira Thomas **PROPOSED**, seconded by Cllr Karen Morris that the meeting proceed in camera. **RESOLVED**.

**125. a) To confirm the confidential minutes of the meetings held on Wednesday 18<sup>th</sup> November 2020.**

Members noted and discussed a requested amendment to the minutes.

Cllr Michael Theodoulou **PROPOSED**, seconded by Cllr John Hedley Jones that provided the agreed upon amendment be included, that the minutes be accepted as an accurate record of the meeting. **RESOLVED**.

**b) Update on staffing matters.**

Members agreed to take this item last.

**c) To note the following confidential minutes for information:**

<b>Date</b>	<b>Meeting</b>
4 <sup>th</sup> November 2020	Facilities and Assets Committee
10 <sup>th</sup> November 2020	Chairs Committee
10 <sup>th</sup> November 2020	Finance, Governance and Personnel Committee
11 <sup>th</sup> November 2020	DRAFT Regeneration and Community Engagement Committee

Cllr Andrew Philips **PROPOSED**, seconded by Cllr Karen Trimble that the above confidential minutes be noted. **RESOLVED**.

**Ed Davies, Paul Mann, Louise Robinson and Kevin Williams left the meeting at 7.36pm**

Members returned to item 125. b)