

Pembrey and Burry Port Town Council

Ordinary Meeting

Wednesday 18th September 2019

**Present: Councillor Peter Freeman (Mayor)
Councillors Richard Adler, John James, Robert John, John Hedley Jones, Lisa Mitchell,
Karen Francis-Morris, David Owens, Hugh Shepardson, Michael Theodoulou, Moira
Thomas, Bob Walpole and Mary Wenman.**

**In attendance: Huw Thomas (Acting Clerk and Responsible Finance Officer), Shan
Loudon (Temporary Assistant Town Clerk) and Louise Robinson (Community
Development Officer)**

Minute taker: Ed Davies (Administrative Assistant)

(Memorial Hall 7.05pm – 8.00pm)

47. Opening prayer

A prayer was read out by the Rev. Nicholas Jones.

48. To receive apologies for absence

Apologies had been received from Cllrs Linda Edwards, Pam Every, Amanda Fox, Stephen James and Shirley Matthews.

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

Cllrs John Hedley Jones, David Owens and Hugh Shepardson declared an interest in relation to planning application number S/39327 as they were members of the Board of Governors of Pembrey School.

Cllr John James declared an interest in all planning applications due to being a member of the Planning Committee of Carmarthenshire County Council.

50. To consider Police Business if any

No representatives were in attendance but a written report had been received and distributed to members in advance of the meeting.

Cllr Peter Freeman **PROPOSED** that the report be noted, seconded by Cllr David Owens.

The Council voted unanimously in favour and **RESOLVED** to note the report.

51. To confirm the minutes of the meeting held on Wednesday 17th July

Cllr Robert John **PROPOSED** that the Council accept the distributed minutes were an accurate record of the meeting, seconded by Cllr Bob Walpole.

Mayor/Maer
16/10/2019

In the ensuing vote 13 members voted in favour of the proposal and **RESOLVED** to approve the minutes. The Mayor then proceeded to sign the minutes in the presence of those assembled.

Action: Admin Assist

52. To receive a verbal update from the Chairs Committee

Members heard that the Committee had met on the 10th September where they had discussed the following matters:

- Set the agenda for the Town Council Ordinary Meeting.
- A number of issues which were on the agenda for this current meeting, including one for discussion in camera.
- The need for the Chairs to change its focus to being pro-active as opposed to re-active in its agenda issues.

53. To consider the budget monitoring report

The Acting Clerk and RFO had highlighted for members some of the key figures in the report and guided members through them.

He stated that overall the targets for this report would be expected to be at 33% but that the current Net Operational Expenditure was currently at 26.49%.

Facilities and Assets Committee – The income was currently at 48.92% which was well ahead of target, while total expenditure was at 33.64%.

Cllr Mary Wenman arrived at 7.15pm

Finance, Governance and Personnel Committee – The income was currently at 103.77% however he added that this was due to income from Mayoral events and that there would be a change to reporting to make it clearer of what money was available for the Mayor in relation to his charitable spending.

The total expenditure for this Committee was at 29.18%

Regeneration and Wellbeing Committee – Income was currently at 0% and this was because none of the events to date had had any income but that this would change over the coming months.

Expenditure for this Committee was low at 11.23 % but it was noted that a number of expensive items were not due until the winter period which would quickly see the levels rise.

The RFO closed his report by stating that the Committees appeared to be in control of their budgets.

Members thanked the RFO for the report and commented that although being under budget showed control, that they were concerned that it may indicate the Council was not delivering what it had set out to do with this budget and so **REFERRED** to the Finance, Governance and Personnel Committee the task of assessing each Committee's report to highlight areas of action.

ACTION: Ref. to FGP

Pembrey and Burry Port Town Council

DRAFT - Ordinary Meeting

Wednesday 18th September 2019

Present: Councillor Peter Freeman (Mayor)

Councillors Richard Adler, John James, Robert John, John Hedley Jones, Lisa Mitchell, Karen Francis-Morris, David Owens, Hugh Shepardson, Michael Theodoulou, Moira Thomas, Bob Walpole and Mary Wenman.

In attendance: Huw Thomas (Acting Clerk and Responsible Finance Officer), Shan Loudon (Temporary Assistant Town Clerk) and Louise Robinson (Community Development Officer)

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Mayor/Maer
16/10/2019



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ACTION: Ref. to FGP

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On a point of accuracy members also asked the RFO to ensure that correct terms be used in the notes section as someone could easily mistake some of the annotated payments to mean something else.

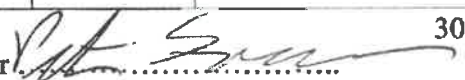
ACTION: RFO

Cllr David Owens **PROPOSED** that the report be accepted seconded by Cllr Bob Walpole. The Council voted unanimously in favour of the proposal and **RESOLVED** to accept it.

54. To consider the following planning applications.

Members heard that the Planning Sub-Committee had met on 17th September and had discussed the following applications and made the following recommendations:

<u>Application No.</u>	<u>Date</u>	<u>Name and Address of Applicant</u>	<u>Description of Application</u>
S/39327	20/08/19	Property design & Projects Manager - Hywel Harries, Block 3, Parc Myrddin, Richmond Terrace, Carmarthen, SA31 1HQ	Non material amendment on S/37075 (demolition of the existing school building and the redevelopment of the site for a new school, car park, sports pitch, MUGA and associated infrastructure works) Proposed change the wording of conditions 13, 31 and 32 at Pembrey CP school, Ashburnham Road, Pembrey, Llanelli, SA16 0TP
Members had no objections and recommended the application be APPROVED			
S/39349	27/08/19	Sebastiano Puglisi, 50 Gwscwm Road, Pembrey, Llanelli, SA16 0YW	Retrospective planning to maintain an as built wetland area
Members discussed the location of this development, noting that the application was retrospective as they understood the applicant had initially been advised by the planning team that the development would not require planning permission. Members had no objections and recommended the application be APPROVED			
S/39415	05/09/19	Carmarthenshire County Council - Hywel Harries, Property Design & Projects Manager, Block 3, Parc Myrddin, Richmond Terrace, Carmarthen, SA31 1HQ	Non-material amendment (proposed changes to the site and buildings) to S/38235 [proposed construction of residential development comprising 32 units with associated access, parking, landscaping & infrastructure works], granted 27/03/2019 at land adjacent to Glanmor Terrace, Burry Port, SA16 ONE
Members had no objections and recommended the application be APPROVED			
S/39449	11/09/19	Margaret Ricketts 64 Gwscwm Road, Burry Port, SA16 0YU	Proposed ground floor side extension to provide new lounge and walk-in wardrobe to existing bedroom and rear external raised decking at 64 Gwscwm Road, Burry Port SA16 0YU.

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Members discussed the location of the development. Members had no objections and recommended the application be **APPROVED**

S/39469	16/09/19	Mr Jonathan Mark Davies 139 Pencoed Rd, Burry Port, SA16 0PS	Proposed new build annex
Following discussion of the location and of potential visibility over neighbouring properties, members could come to no conclusion due to lack of information but noted that they did not normally support back garden developments and so recommended REFUSAL .			
S/39478	16/09/19	Heddwyn Thomas Air Weapons Range, Pembrey Sands, Carmarthenshire SA16 0HZ	New kennel building at the helicopter support unit, this will be achieved with the construction of a new extension to the existing hangar building. The new build will be constructed in keeping with the aesthetics of the existing building.
Members had no objections and recommended the application be APPROVED			

Members noted the recommendations and voted on whether to accept the recommendation of the Sub-Committee for each application in turn with the following results

S/39327 – 9 members voted in favour with 4 abstentions and 0 against. The abstentions were all due to previously declared interests.

S/39349 – 12 members voted in favour with 1 abstention and 0 against. The abstention was due to a previously declared interest.

S/39415 – 12 members voted in favour with 1 abstention and 0 against. The abstention was due to a previously declared interest.

S/39449 – 12 members voted in favour with 1 abstention and 0 against. The abstention was due to a previously declared interest.

S/39469 11 members voted in favour with 2 abstentions and 0 against. One abstention was due to a previously declared interest while the other was due to lack of information.

S/39478 – 12 members voted in favour with 1 abstention and 0 against. The abstention was due to a previously declared interest.

ACTION: TSO

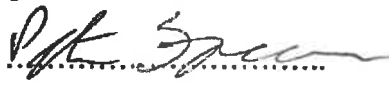
55. To receive any County Councillors' reports

Cllr John James reported that he understood that the police CCTV would be installed in Burry Port at the end of September.

Cllr Hugh Shepardson reported that in relation to the proposed development at Garreg Lwyd the County Council Planning Committee would be undertaking a site visit during their assessment. He also stated that Pembrey Country Park was doing very well, with the new restaurant proving to be successful. He added that members should expect 2 announcements in relation to the Country Park during the winter.

56. To receive the Mayor's report.

The Mayor reported that he had attended the following events:

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- Burry Port Town Band concert
- Mayors Civic Service and Reception
- Bosworth Day Festival, St Peters Church, Caerfyrddin
- Pembrey Gardening Club Show – prize presentations
- Merchant Navy Day
- Llanelli Rural Council Charity Carvery evening
- ALC Board Meeting
- Culture Forum Meeting
- Llanelli Rural Council Psychic evening
- RNLI boathouse Official Opening
- Llanelli Rural Council Twinning Curry Night

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

Cllr Michael Theodoulou reported that he had attended the meeting of the National Executive of One Voice Wales. At that meeting it had been shown that there was a growing momentum for larger Town and Community Councils on developing their strategies and introducing “place” plans.

At the meeting the advice of the Auditor General was for Town and Community Councils to expect the annual audits to become more rigorous once the implementation returned to the Auditor General’s Office from the contractors. The indication was that the process would be cheaper, also.

It had also been discussed if there was a political pressure to have more rigorous audits as it may allow the continuation of delay in increasing the responsibilities of Town and Community Councils.

Some information in relation to the responsibilities of the Council in relation to reporting on its biodiversity and environmental activities had been received and forwarded on to the Resilient Community Forum lead. A template for this reporting would be available from One Voice Wales and the report would need to be produced by the end of the year.

There would be an update from the next meeting of the joint One Voice Wales and Welsh Local Government Association meeting, due in early October at the next Town Council meeting.

58. Consideration of Code of Conduct training

The Acting Clerk stated that the email from Linda Rees Jones had been sent to all members and advised that all Councillors needed to indicate that they had received it.

Cllr Michael Theodoulou **PROPOSED** that the Council note and accept the communication from Linda Rees Jones and that all Councillors should receive a hard copy of the code of conduct, seconded by Cllr Robert John.

Members voted unanimously in favour of the proposal and it was therefore **RESOLVED**.

ACTION: Acting Clerk

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In addition the Acting Clerk stated that members needed to choose a date to receive the Code of Conduct training.

Following discussion, Cllr Michael Theodoulou **PROPOSED** that the training be arranged for Wednesday 2nd October at 10am, seconded by Cllr Lisa Mitchell.

In the ensuing vote members voted unanimously in favour of the proposal and it was therefore **RESOLVED** to arrange the training at that time and date.

ACTION: Acting Clerk

Members noted that it was imperative that they attend and that those not present be duly informed.

59. Consideration of Carmarthenshire Town of Culture 2020 application

Members were informed that the Council had been invited to be the Town of Culture for 2020 by County Cllr Peter Hughes Griffiths. He had attended an emergency Chairs Committee meeting and made a presentation to explain the commitment expected from the Town Council if it were to accept. Members that there may be some cost to the Council but that the award was a way of framing events the Council already arranged and that a small budget could be applied to from the County Council for additional events such as the launch. The County Council would also make available the resources of their Public Relations and Advertising departments to promote Council Events.

It was clarified that the award had been given to other towns in the past and that it was an award by invitation.

Members heard that with the budgets available for holding events there would be sufficient money available to fund all of the events currently scheduled for the following year.

Members discussed the invitation noting that they already had a programme of events in place for 2020, with sufficient budget to arrange them, and this award would provide an opportunity to further promote the town.

Cllr Robert John **PROPOSED** that the Council accept the invitation to be the Town of Culture for 2020, seconded by Cllr Moira Thomas.

In the ensuing vote members voted unanimously in favour of the proposal and it was therefore **RESOLVED** to accept the invitation to be the Carmarthenshire Town of Culture 2020 and for the Acting Clerk to make the necessary arrangements.

ACTION: Acting Clerk

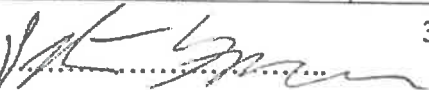
Members felt that as the Community Engagement Sub-Committee was dealing with events, it would be appropriate to delegate the responsibility for any additional arrangements to that Sub-Committee.

ACTION: Ref to Comm. Eng. Sub-Cmte

60. To note the following minutes for information:

Date	Meeting
Wednesday 3 rd July 2019	DRAFT Regeneration and Wellbeing Committee

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Wednesday 10 th July 2019	Facilities and Assets Committee
Monday 8 th July 2019	Finance, Governance and Personnel Committee
Monday 8 th July 2019	Community Engagement Sub Committee
Tuesday 9 th July 2019	Chairs Committee
Tuesday 9 th July 2019	Burial Sub Committee

Cllr Michael Theodoulou **PROPOSED** that the minutes be noted, seconded by Cllr David Owens.

In the ensuing vote members voted unanimously in favour of the proposal and it was therefore **RESOLVED** to note the minutes.

61. To consider communications received

Cllr Michael Theodoulou **PROPOSED** that all communications be noted, seconded by Cllr David Owens.

In the ensuing vote members voted unanimously in favour of the proposal and it was therefore **RESOLVED** to note the communications received.

Members of the Planning Sub-Committee were reminded to take the survey mentioned in the relevant communication, and all members were informed that the survey was open to all also.

The RFO stated that there was another communication received for discussion in camera.

62. In camera discussions

Cllr Peter Freeman **PROPOSED** that the meeting move to in camera, seconded by Cllr Robert John.

In the ensuing vote 13 members voted in favour. It was therefore **AGREED** to move the meeting to in camera.

Ed Davies and Louise Robinson left the meeting 7.55pm


***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.**

a) To confirm the confidential minutes of the Town Council meeting held on Wednesday 17th July 2019

The minutes of the above meeting were approved.

b) Update on staffing issues

Staffing issues were discussed.

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c) **To note the following confidential minutes**

Date	Meeting
Wednesday 3 rd July 2019	DRAFT Regeneration and Wellbeing Committee
Wednesday 10 th July 2019	Facilities and Assets Committee
Monday 8 th July 2019	Finance, Governance and Personnel Committee
Tuesday 9 th July 2019	Chairs Committee

Noted.