

Pembrey and Burry Port Town Council

Minutes Regeneration and Wellbeing Committee Meeting

Wednesday 12th June 2019

Present: Councillors Robert John (Chair), Richard Adler, Peter Freeman, Shirley Matthews, Lisa Mitchell, Michael Theodoulou and Mary Wenman.

In attendance: Kevin Williams (Technical Services Officer), Ed Davies (Administrative Assistant-Minute Taker)

Senior Citizen's Hall, Burry Port 6.30pm – 7.55pm

1. To receive apologies for absence.

Apologies had been received from Cllr Pam Every.

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 Regeneration and Wellbeing Committee meeting held on Wednesday 8th May 2019.

Members had received a copy of the minutes from Wednesday 8th May in advance of the meeting and were agreed that they were representative of the meeting and **RESOLVED** unanimously that they be accepted.

ACTION: Admin Assistant

4. To consider any matters arising from the minutes.

None were raised.

5. Consideration of the Committee's budget monitoring report.

No report had been prepared as the RFO was still busy preparing the Annual Returns.

6. Consideration of applications received for financial donations

An application had been received from Pembrey and Burry Port Gardening Club for a Community Grant asking for £350 to support their payments for specialist speakers at their monthly meetings, marquee hire and other running costs associated with their Annual Show.

The RFO had looked over their submitted accounts and produced a report which gave his approval for their accounts. Members heard that this report had not been shared in advance of the meeting as the RFO and only just completed it due to his workload.

Cllr Shirley Matthews **PROPOSED** that the application be granted, seconded by Cllr Peter Freeman.

In the ensuing vote 6 members voted in favour with 0 against and 0 abstentions.

ACTION: RFO

Members heard that matters related to a previous application would be heard during the in camera session.

Cllr Lisa Mitchell arrived at 7.42pm

Members discussed additional steps that would be introduced into the application process for larger sums. The RFO report would be accompanied by an assessment by the Community Development Officer of the constitutions and management organisation of applicants. Members would then make a decision on the application, although Officer report findings did not preclude the Committees decision. There would also be follow-up checks made to ensure the applied for sums had been spent appropriately. There was concern from some at the increased bureaucracy but it was believed necessary to protect the spending of rate-payers money and that it may benefit applicants as the CDO would be able to provide assistance for those who needed it.

7. Update on the position of Community Development Officer

Members noted that the post had been advertised but there had been no applications received as yet. If the response remained low, members were warned that it may be necessary to re-advertise. It was confirmed that the post and salary had been evaluated via an SLA by the Human Resources Department at Carmarthenshire County Council, but that on speaking to experienced CDO's with other Town Councils that the set salary may be too low to be attractive. Additional information would be looked at during the in-camera session.

Members noted that there was a large amount of work that needed completion before the CDO could be appointed, particularly if there were insufficient applications received. It had been suggested by the Finance, Governance and Personnel Committee and the Chairs Committee to look at appointing someone temporarily until the post could be filled but this would have to wait until the close of the application process.

Meanwhile Cllr Michael Theodoulou had agreed to undertake the work of preparing the report to the Public Service Board on the Council's strategy with regards its responsibilities to the Wellbeing of Future Generations (Wales) Act 2015 which was due on the 28th June. This would have been the work of the CDO. A final draft would be submitted to the Town Council meeting on 19th June.

8. Consideration of an application for safe routes in community grant

Members were reminded that last year they had considered working with Ysgol Parc y Tywyn to apply for improvements to the access routes at its new location, however on enquiring with the scheme, had found out that the deadline had passed. In particular they had looked at making improvements to the crossings by the roundabout by-pass road to the south of the school as this would have additional benefits in making the coastal path more accessible to residents as well as pupils. The County Council Officer who had been consulted had stated that the application had good potential but it should be expanded to further improve the benefits for all.

Members discussed the processes, noting that the deadline was short and that there was a presentation from the County Council Highways department in advance of the Ordinary Meeting on July 17th. The Chair **AGREED** to speak with the school and work with them on the matter.

ACTION: Cllr Robert John

9. To note correspondence previously circulated to members (if any):

There was no correspondence for consideration.

10. To receive any reports from sub committees.

There was no update from the Planning Sub-Committee.

An update was received from the Community Engagement Sub-Committee. Members were informed that the priority was to produce the previously discussed report to the Public Service Board. They were reminded that the two public meetings related to the Community Forums were taking place on Thursday 13th in Burry Port and Friday 14th in Pembrey. Following on from these meetings there would be the workshops with organisations and stakeholders on 16th July, the production of a first draft Community Strategy and subsequent plan and the establishment of a partnership board.

11. To consider any referred matters from the other Committees (if any).

None had been received.

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

Members raised concerns in relation to vandalism in the parks and were asked to raise the matter with the Chair of the Facilities and Assets Committee.

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.

13. To confirm the in camera minutes of the Regeneration and Wellbeing Committee meeting held on Wednesday 8th May 2019

The in camera minutes of the Regeneration and Wellbeing Committee meeting held on Wednesday 8th May 2019 had been received by all members in advance of the meeting and the Committee **RESOLVED** that they be accepted as accurate.

14. To consider the Schedule of accounts

The schedule had not been prepared for the meeting as the RFO had previously explained.

Members discussed staffing matters in detail.

TSO left the meeting at 7.30pm

15. To consider a previous grant application/award

Members discussed in detail a previous grant decision after review by the Finance, Governance and Personnel Committee.

Ed Davies left the meeting at 7.45pm