

Pembrey and Burry Port Town Council

Regeneration and Community Engagement Committee Special Meeting

Wednesday 10th November 2021
Dydd Mercher 10^{fed} Tachwedd 2021

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

Present: Councillors Michael Theodoulou (Chair), Peter Freeman, Lisa Mitchell (arrived 6.49pm), Moira Thomas, Sharon Thomas, Karen Trimble, Bob Walpole and Mary Wenman.

In attendance: Huw Thomas (Town Clerk and RFO), Shân Loudon (Deputy Town Clerk), Louise Robinson (Community Development Officer), Ed Davies (Administrative Assistant-Minute Taker)

Apologies: Cllrs Robert John and Karen Morris.

Absent: Cllrs Les George and Stephen James

Via Zoom 6.30pm to 7.05pm

1. To receive apologies for absence.

Apologies had been received from Cllrs Robert John and Karen Morris.

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

Agenda item	Councillor	Interest
12	Michael Theodoulou	Personal and prejudicial – Is an employee of CBSA who deliver the one of the toy box appeals being supported.
12	Peter Freeman	Personal – sits on the board of directors for CBSA who deliver one of the toy box appeals being supported.

3. To confirm the minutes of the Regeneration and Community Engagement Committee meeting held on Wednesday 13th October 2021.

Cllr Bob Walpole **PROPOSED**, seconded by Cllr Moira Thomas that the minutes were an accurate record of the meeting. **RESOLVED**.

4. To consider any matters arising from the minutes.

None were raised.

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

The Clerk/RFO guided members through the report with the following highlights raised:

- Income – Community events income is derived primarily from the Youth Theatre and its recent performance, and some from sponsorship for the Local Heroes awards evening.

- Expenditure – Staff costs were increased due to costs for Kickstarters.
- Community grants – a large grant awarded had been paid which generated a variance. However, the year to date figure was within budget.
- Community support - £608 had been spent but was offset by income under Community Resilience.
- The overall total for this Committee stood at 48.57% which equated to £1300 under budget.

Members requested that staff establish what activities the local club which had been awarded the grant were currently undertaking.

ACTION: CDO

6. To consider the schedule of accounts.

Members noted that the schedule gave the detail of the previously noted variances.

7. Consideration of applications received for financial donations.

Carmarthenshire Secondary Teaching and Learning Centre

Members noted that this was a request to support a project which was aiming to teach the pupils entrepreneurship skills. The awarded grant would be used to assist in the purchase of materials for the production of items to be sold at the Christmas market.

Cllr Bob Walpole **PROPOSED**, seconded by Cllr Moira Thomas that they be awarded £150 and to be offered a cabin instead of a table at the Christmas Market. **RESOLVED**.

ACTION: CDO

8. Update on grants applied for/received.

Members noted that the Council had been successful with its application for the Awards for All grant for the purchase of a marquee.

Members **AGREED**, that as permission had been given to submit the grant the CDO did not need additional permission to arrange the purchase of the materials set out in the grant.

ACTION: CDO

9. Update from community forums and community partnership.

Members noted that some of the forums had moved back to online meetings following a poor turn out for the arranged physical meetings. It was noted that some forum members were unable to attend online meetings either and were looking forward to a move to hybrid meetings.

The joint forums had produced some good ideas with some projects in the pipeline. An update would come by the next meeting.

The Partnership Board had had its first meeting where its role and responsibility had been discussed as well as its relationship with the forums also. They had agreed to invite the Chair of the Llanelli partnership board which had been running for 6 years to present on how they worked and provide guidance on the community partnership.

10. Update on community support/CDO Report.

The CDO provided members with a verbal update on the headline items.

Youth theatre – the performance had gone down very well. Following this there had been an increased interest of those wishing to join the youth theatre.

Intergenerational digital project – new volunteers had stepped forward and the project was set to start in the new year.

Halloween parties – 2 had been arranged and had been well received and attended.

Fairtrade Day – was successful and the Council had been praised by the Llanelli Fairtrade group for their support.

Christmas Festivals - Following the consultation with the Burry Port Royal British Legion on using the Memorial Gardens to place the cabins, and community engagement via Facebook on the same, there had been positive feedback on the matter and so the festival in Burry Port would be arranged as originally hoped. The Memorial Hall was sold out for stalls with a small number of cabins remaining.

At the Pembrey Victorian Christmas, the stalls were sold out also.

Mayor’s Local Heroes Dinner – The Mayor was asking if members would be prepared to help announce the winners of the different categories, with members to respond to the email the CDO would be sending out shortly. Members noted that it would be a ticketed event and there would be a charge.

Cllr Lisa Mitchell arrived 6.49pm

Members congratulated the CDO on her work in arranging the Youth Theatre performance and relayed the positive comments being passed from other Councils on the number and variety of events that had been arranged during this year. Thanks and congratulations was also extended to the volunteers and staff who had facilitated the performance.

It was noted that a recording of the performance had been made and would be available soon.

11. Consideration of correspondence received, if any.

None received.

12. Consideration of Christmas Toybox Appeal 2021.

Members noted that this had been set up in 2019 but had not run by the Council in 2020 as a group in the community had taken the lead on it. The Council had instead contributed towards that appeal. The CDO was suggesting that the Council act as a collection point for donations and purchase toys to a certain value as a donation also. Members noted that two local organisations were arranging appeals this year, namely the CETMA Food Bank and CBSA.

Cllrs Michael Theodoulou and Peter Freeman declared an interest.

Members requested the CDO enquire if any other organisations were also arranging an appeal.

Cllr Lisa Mitchell **PROPOSED**, seconded by Karen Trimble that a budget of £400 be provided for making donations to the supported appeals, to be drawn from the Community Support budget.
RESOLVED.

ACTION: CDO

Cllr Michael Theodoulou abstained from voting as his was a prejudicial interest.

Members noted the Clerk's advice that there would be potential for virement at a later date should the donation adversely impact the budget.

13. Consideration of the "Consultation Hub for Carmarthenshire – Strategy for Greening 8 Towns".

Members discussed the email which was a request for a response as the Council was an identified stakeholder to contribute.

Cllr Michael Theodoulou **PROPOSED**, seconded by Cllr Lisa Mitchell that Cllr Bob Walpole and the Clerk/RFO meet to compose and submit a response before 30th November deadline.
RESOLVED.

ACTION: Clerk/RFO

14. To consider the 2022/23 budget.

Members were reminded that following the last meeting the Clerk/RFO had prepared a forecast of the remaining budget for 21/22. This he had done with the assumption of netting off income and expenditure on community events and support.

This forecast showed the Committee coming in under budget at 99.47%. He asked members to provide guidance on what to include when setting the draft budget.

Following discussion members **AGREED** that the draft should include:

- best available advice on inflationary increases.
- best available advice on salaries increases.
- itemise the proposed areas of spending for inclusion or exclusion.

ACTION: Clerk/RFO

15. Any referred matters.

No referred matters.

16. Any urgent business at the discretion of the Chair.

None raised

Meeting ended 7.05pm