

KIDWELLY TOWN COUNCIL

10th JANUARY 2017

At the meeting of the **FULL COUNCIL** held at the Princess Gwennlian Centre, Kidwelly on Tuesday 10th January 2017

Present	Town Mayor	S.John
	Deputy Mayor	
	Councillors	D.Lloyd-Waterford, J.Mayne, P.Thompson, J.Gilasbey, C.Peters-Bond, L.Jones, F.Burke-Lloyd, A.Jenkins
	Town Clerk	Virginia O'Reilly
	Estates Officer	Stephen Thomas
	Town Secretary	Anna Padgett
Apologies	Councillors	T.Burns, J.Lewis, M.Thomas

Rev. Felicity Randall, Mayor's Chaplain attended and gave thoughts and prayers. The Mayor wished everyone a Happy New Year.

509 MEMBER'S DECLARATIONS OF INTEREST

Minutes 513 [c] and 522 – Councillor P.Thompson left the room.

510 POLICING MATTERS

PCSOs Adam Newell and Trudi Scandone were thanked for their attendance. A written report was provided and will be circulated. The next PACT meeting will be held on 18th January 2017.

511 CONFIRMATION OF MINUTES AND POLICIES

It was **RESOLVED** that the following minutes be confirmed:-

- Full Council 6th December 2016
- General Purposes Committee 6th December 2016
- Estates Committee 13th December 2016
- Finance Committee 13th December 2016

Matters arising from Full Council on 6th December 2016

512 PHASE 2 DEVELOPMENT

It was reported that a ground survey has been completed and technical drawings prepared. An exact cost of the build should be available at the Estates Committee meeting on 17th January 2017. The start date for the build will depend on the type of foundation chosen. Funding sources will be clarified.

513 ASSET TRANSFERS

A] Playgrounds:

A site visit of the play areas in the town was carried out on 4th January 2017. It was noted that they are all in a very poor state of repair but no claims for injuries have been made against the county council since 1996. No request for Section 106 money has been made. An independent report on the state of the playgrounds would cost £460. It was **RESOLVED** to ask the county council to prepare such a report. This could help community groups at a later date if they wished to apply for grants to improve the play areas. A meeting with county council officers will be held on 12th January 2017. No decisions will be made until after this meeting.

B] Land at the Quay:

An expression of interest has been made but no response received as yet.

C] Toilets:

Ynghyd has submitted a proposal for refurbishing the disabled toilet to include an adult changing area. It was agreed that this would be a valuable facility. However, there are many practical issues that need to be discussed. A meeting with the county Compliance Officer will be arranged.

514 SURGERY SERVICES

A meeting was held on 22nd December 2016 attended by Councillors P.Thompson, M.Thomas, County Councillor R.Thomas Nia Griffith MP and health board representatives. Councillor P.Thompson gave details of: the recruitment position, phone triage, ante-natal services, disease management, access issues and the Facebook page. Minutes of the Public Meeting held are still awaited. The Patient Participation group is to meet this month.

A further meeting was held on 5th January 2017 attended by Councillor P.Thompson, Nia Griffith MP, Lee Waters AM, Vaughan Gethin, Minister of Health and health board representatives. The “Kidwelly Model” of health care currently provided at Kidwelly Surgery is based on a primary health care team made up of many different health practitioner specialists. Thanks were expressed to the councillors involved in spearheading the initiatives now being carried out at the surgery.

515 OWNERSHIP OF CAPEL SUL CEMETERY

The trustees of Capel Sul have requested that the council take over the management of the cemetery, which is at a separate location from the chapel building. It was previously **RESOLVED**, in principle, to take over the cemetery providing a financial arrangement can be reached regarding future maintenance costs. Mr Nigel Gower, treasurer has died so negotiations will be undertaken with Mr Lyn Jones. It was reported that Capel Sul will now not be put to auction in April 2017. The estates officer will estimate the funding required for the cemetery maintenance and development.

516 COMMUNITY HALLS

Gwenllian Centre:- Burns Night will be held on 21st January 2017. 2 fundraising events will be held in February.

Mynydd y Garreg Hall:- A report will be circulated

517 REPORTS FROM SCHOOL GOVERNORS, YOUTH COUNCIL, OTHER REPRESENTATIVES

Ysgol y Castell – The December newsletter had been circulated. January newsletter is awaited

Ysgol Gwenllian – The Christmas concert held in the Gwenllian centre was supported by over 300 family and friends.

Ysgol Mynydd y Garreg – no information available.

Kidwelly Parks Sporting Association – No information available

The Hub – Minutes had been circulated

Youth Council – No information available

518 MAYOR'S DIARY / FORTHCOMING MEETINGS

DATE	APPOINTMENT	
10 th January	Full Council and General Purposes Committee	6.30pm
11 th January	Charity Tapas Evening – Llanelli Town Mayor	7.00pm
17 th January	Estates and Finance Committee	6.30pm
31 st January	Policy & Strategy Committee	6.30pm

FORTHCOMING MEETINGS

<u>DATE</u>	<u>APPOINTMENT</u>	
7 th February	Full Council and General Purposes Committee	6.30pm
14 th February	Estates and Finance Committee	6.30pm

519 RATIFICATION OF BUDGET 2017 - 2018

It was **RESOLVED** to increase the precept by 3.5% to a figure of £124,857. This reflects the increased expenditure which will be incurred by the asset transfers from the county council – town toilets, play areas and other assets. Note and **Close** this item.

520 RATIFICATION OF RISK ASSESMENT 2017

It was **RESOLVED** to accept the revised Risk Assessment. Note and **Close** this item.

521 NOTIFICATION OF ELECTION OF MAYOR 2017 - 2018

Nomination Forms for Mayor for the year 2017 – 2018 were distributed.

522 TRANSLATION OF THE HUB WEBSITE

A request has been received for assistance from the council in translating the Hub website into Welsh. It was **RESOLVED** that due to pressure of work the staff would be unable to help. Note and **Close** this item.

523 CORRESPONDENCE – DECEMBER 2016 /JANUARY 2017

There was no correspondence. Note and **Close** this item.

KIDWELLY TOWN COUNCIL

7th FEBRUARY 2017

At the meeting of the **FULL COUNCIL** held at the Princess Gwennlian Centre, Kidwelly on Tuesday 7th February 2017

Present	Town Mayor	S.John
	Deputy Mayor	J.Lewis
	Councillors	D.Lloyd-Waterford, J.Mayne, P.Thompson, J.Gilasbey, C.Peters-Bond, A.Jenkins, T.Burns, M.Thomas
	Town Clerk	Virginia O'Reilly
	Estates Officer	Stephen Thomas
	Town Secretary	Anna Padgett
Apologies	Councillors	F.Burke-Lloyd, Lyn Jones

Rev. Felicity Randall, Mayor's Chaplain was unable to attend.

581 MEMBER'S DECLARATIONS OF INTEREST

There were no declarations of interest. Councillor P.Thompson informed members that he had received a Dispensation to speak – but not vote – on matters concerning the Kidwelly Community Hub and Ynghyd Community Interest Company.

582 POLICING MATTERS

The police were unable to attend. No report was available. The next PACT meeting will be held on 15th February 2017.

583 CONFIRMATION OF MINUTES AND POLICIES

It was **RESOLVED** that the following minutes be confirmed:-

- Full Council 10th January 2017
- General Purposes Committee 10th January 2017
- Estates Committee 17th January 2017
- Finance Committee 17th January 2017
- Policy & Strategy Committee 31st January 2017

Matters arising from Full Council on 10th January 2017

584 PHASE 2 DEVELOPMENT

It was reported that final quotations are awaited. A draft schedule of work was presented and will be e-mailed to members when finalised. It is anticipated that the build will take 46 weeks. A letter will be sent to residents of Hillfield Villas informing them of the building work. Details will also be posted on the website as the project develops.

585 SURGERY SERVICES

Members were informed that issues regarding ante-natal care were still outstanding. Problems of access have been referred to the health board estates department. A meeting of the Patients Participation Group has been held.

586 ASSET TRANSFERS

A] Playgrounds:

Mynydd y Garreg Playground:-

Installation of the play equipment has commenced. For insurance purposes every item of play equipment will have to be listed. The county council has possessory title only of the land. To indemnify the town council against any future claims on the land it will be necessary to take out indemnity insurance when the land transfer takes place. Transfer costs will be £1500. It was **RESOLVED** to lease the playground at Mynydd y Garreg from the county council and take out indemnity insurance.

Parc Stephens, Ger y Gwendraeth Park & Water Street Park:-

Parc Stephens is held in trust for the people of Kidwelly. The asset transfer can only be by licence. It was **RESOLVED** to lease the three parks from the county council.

Parc Pendre:-

The proposed lease includes a clause that states the county council can withdraw the lease and removed the equipment if the land is needed for development. It was therefore **RESOLVED** not to enter into a lease for Parc Pendre playground.

B] Land at the Quay:

An expression of interest has been made but no response received as yet.

C] Toilets:

Ynghyd has submitted a proposal for refurbishing the disabled toilet to include an adult changing area. It was agreed that this would be a valuable facility. However, there are many practical issues that need to be discussed. A meeting with the county Compliance Officer will be arranged.

587 OWNERSHIP OF CAPEL SUL CEMETERY

The trustees of Capel Sul have requested that the council take over the management of the cemetery, which is at a separate location from the chapel building. It was previously **RESOLVED**, in principle, to take over the cemetery providing a financial arrangement can be reached regarding future maintenance costs. It was noted that the chapel is up for sale at an asking price of £135k. A considerable amount of paperwork has to be sifted by the remaining trustees before any action can be taken. The town clerk will arrange a meeting with the trustees.

588 ELECTION OF MAYOR 2017 - 2018

Two nomination had been received. Councillors D.Lloyd-Waterford and A.Jenkins. A secret ballot was held and Councillor Andrew Jenkins was elected mayor for the year 2017-2018. Note and **Close** this item.

589 COMMUNITY HALLS

Gwenllian Centre:- A fundraiser – Lets Party for Plol will be held on 18th March 2017. The trustees meeting considered the new hall extension.

Mynydd y Garreg Hall:- the boiler has been repaired. An acoustic night will be held on the last Friday of the month.

590 REPORTS FROM SCHOOL GOVERNORS, YOUTH COUNCIL, OTHER REPRESENTATIVES

Ysgol y Castell – The January newsletter had been circulated. An Eco meeting will be held on 10th February 2017.

Ysgol Gwenllian – No report available

Ysgol Mynydd y Garreg – no information available.

Kidwelly Parks Sporting Association – No information available

The Hub – Minutes are awaited

Youth Council – No information available

Patient Participation Group – information was circulated

591 MAYOR'S DIARY / FORTHCOMING MEETINGS

DATE	APPOINTMENT	
3 rd February	Chairman of Carmarthenshire County Council's Charity Concert	7.00pm
7 th February	Full Council and General Purposes Committee	6.30pm
9 th February	Llanelli Rural Council's Charity Night	7.00pm
14 th February	Estates and Finance Committee	6.30pm
25 th February	St David's Parade, Carmarthen	10.45am

FORTHCOMING MEETINGS

DATE	APPOINTMENT	
7 th March	Full Council and General Purposes Committee	6.30pm
14 th March	Estates and Finance Committee	6.30pm

592 SUSTAINABLE ENERGY WORKING GROUP

It was agreed to proceed with the working group as discussed at the Policy & Strategy Committee meeting on 31st January 2017.

593 CORRESPONDENCE – FEBRUARY 2017

There was no correspondence. Note and **Close** this item.

KIDWELLY TOWN COUNCIL

7th MARCH 2017

At the meeting of the **FULL COUNCIL** held at the Princess Gwennlian Centre, Kidwelly on Tuesday 7th March 2017

Present	Town Mayor	S.John
	Deputy Mayor	J.Lewis
	Councillors	D.Lloyd-Waterford, J.Mayne, P.Thompson, J.Gilasbey, C.Peters-Bond, A.Jenkins, T.Burns, M.Thomas, L.Jones F.Burke-Lloyd
	Town Clerk	Virginia O'Reilly
	Estates Officer	Stephen Thomas
	Town Secretary	Anna Padgett
Apologies	Councillors	

Rev. Felicity Randall, Mayor's Chaplain attended and gave prayers.

642 MEMBER'S DECLARATIONS OF INTEREST

Minute 647 – Councillor P.Thompson.

643 POLICING MATTERS

The police were unable to attend. No report was available. It was reported that vandals had damaged the ramp to the council offices. Young boys had been causing problems at the Gwennlian Centre. The next PACT meeting will be held on 15th March 2017.

644 CONFIRMATION OF MINUTES AND POLICIES

It was **RESOLVED** that the following minutes be confirmed:-

- Full Council 7th February 2017
- General Purposes Committee 7th February 2017
- Estates Committee 14th February 2017
- Finance Committee 14th February 2017

Matters arising from Full Council on 7th February 2017

645 PHASE 2 DEVELOPMENT

The estates officer, who is managing the project, reported that estimated build costs will be £390k including VAT. A meeting with a VAT specialist has given firm advice that VAT can be reclaimed on the elements of Council's activities, which are non-business activities. This means that the majority, (in the order of 90%) of the project's VAT can be reclaimed, proportionate to the Council's overall percentage split between business and non-business activities.

The donation of £100k from the hall towards the build has the effect of reducing the percentage of VAT reclaimable by the Council proportionate to its percentage contribution of the total cost.

The advice is that the anticipated VAT reimbursement on current calculations should be at least £60k, which may mean other capital reserves may be temporarily required to ease cash flow.

To reduce the impact of this, two governance steps will be employed.

1. Changing to monthly VAT returns, thereby maximising speed of reimbursement;
2. Front loading insofar as practicable VAT rated elements of the project to ensure early reimbursement of vatable elements.

Details of the cost of groundworks will be circulated.

It was **RESOLVED** to accept the recommendations of the estates officer, architect and VAT specialist and proceed with the project.

646 SURGERY SERVICES

A second meeting of the Patients Participation Group has been held. Officers have been appointed. Public events are being held to update patients about the new services implemented at Minafon Surgery. The Kidwelly meeting will be held on 23rd March 2017 at Kidwelly Rugby Club 6.00 – 8.00pm.

647 ASSET TRANSFERS

A] Playgrounds:

Mynydd y Garreg Playground:-

Installation of the play equipment should be completed by 17th March 2017. For insurance purposes every item of play equipment will have to be listed. The county council has possessory title only of the land. To indemnify the town council against any future claims on the land it will be necessary to take out indemnity insurance when the land transfer takes place. Transfer costs will be £1500. It was previously **RESOLVED** to lease the playground at Mynydd y Garreg from the county council and take out indemnity insurance.

Parc Stephens, Ger y Gwendraeth Park & Water Street Park:-

Parc Stephens is held in trust for the people of Kidwelly. The asset transfer can only be by licence. The sporting association is still awaiting transfer. It was previously **RESOLVED** to lease the three parks from the county council.

It was **RESOLVED** that no transfer of the Youth Hut be made at present. Discussions on the future of Youth provision in the town will continue.

B] Land at the Quay:

An expression of interest has been made but no response received as yet.

C] Toilets:

Ynghyd has submitted a proposal for refurbishing the disabled toilet to include an adult changing area. It was agreed that this would be a valuable facility. However, the county council will not fund this initiative.

It was noted that the ramp needs adjustment, manholes need covering and damaged sewers need repairing. The toilets are also flooding and are not adequately cleaned.

Whilst this Town Council remains in principle committed to preserving the town toilets as an asset for the community, at this stage the Town Council feels that owing to the County Council's lack of clarity and action in respect of the town toilets that it is not able to take them on at present.

It was **RESOLVED** to call upon the County Council to resolve the outstanding issues by the end of September 2017 or it will have to withdraw its in principle agreement to the transfer.

648 OWNERSHIP OF CAPEL SUL CEMETERY

The trustees of Capel Sul have requested that the council take over the management of the cemetery, which is at a separate location from the chapel building. It was previously **RESOLVED**, in principle, to take over the cemetery providing a financial arrangement can be reached regarding future maintenance costs. It was noted that the chapel has been sold subject to contract.

649 SUSTAINABLE ENERGY WORKING GROUP

It was previously agreed to proceed with the working group as discussed at the Policy & Strategy Committee meeting on 31st January 2017.

650 COMMUNITY HALLS

Gwenllian Centre:- The trustees meeting had been cancelled.

Mynydd y Garreg Hall:- 7th April 2017 – Cousin Joan’s Quiz Night, bookings for several children’s parties. Maintenance schedule had been circulated.

651 REPORTS FROM SCHOOL GOVERNORS, YOUTH COUNCIL, OTHER REPRESENTATIVES

Ysgol y Castell – The February newsletter had been circulated.

Ysgol Gwenllian – No report available

Ysgol Mynydd y Garreg – no information available.

It was noted that all the schools had put on excellent performances for St David’s Day

Kidwelly Parks Sporting Association – Minutes will be circulated

The Hub – Minutes had been circulated

Youth Council – No information available

Patient Participation Group – information was circulated

652 MAYOR’S DIARY / FORTHCOMING MEETINGS

<u>DATE</u>	<u>APPOINTMENT</u>	
7th March	Full Council and General Purposes Committee	6.30pm
14th March	Estates and Finance Committee	6.30pm

FORTHCOMING MEETINGS

<u>DATE</u>	<u>APPOINTMENT</u>	
7th March	Full Council and General Purposes Committee	6.30pm
14th March	Estates and Finance Committee	6.30pm

653 MEMBERSHIP OF ONE VOICE WALES 2017 - 2018

It was **RESOLVED** to renew membership for One Voice Wales for the forthcoming year at a cost of £494. The town clerk will inform the organisation that the VAT advice received was not of an acceptable standard. Note and **Close** this item.

654 SCHEDULING OF COMMITTEE MEETINGS

It was **RESOLVED** that the Policy & Strategy Committee meeting be held once a quarter, in place of the General Purposes Committee. Any urgent GP matters will be brought to the Policy & Strategy Committee for immediate attention. Note and **Close** this item.

655 CORRESPONDENCE – FEBRUARY 2017

Boundary Commission for Wales	Members were informed that first consultation responses have been published and comments have to be made by 27 th March 2017. Note and Close this item.
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KIDWELLY TOWN COUNCIL

23rd March 2017

At the meeting of the **FULL COUNCIL** held at the Princess Gwennlian Centre, Kidwelly on Thursday 23rd March 2017

Present	Town Mayor	S.John
	Deputy Mayor	J.Lewis
	Councillors	T.Burns, A.Jenkins, L.Jones, D.Lloyd-Waterford J.Gilasbey, P.Thompson, C.Peters-Bond, F.Burke-Lloyd, J.Mayne
	Town Clerk	Virginia O'Reilly
	Estates officer	Stephen Thomas
	Admin.Assistant	O.Davies
Apologies	Councillors	M.Thomas

705 MEMBERS' DECLARATIONS OF INTEREST

Minute 706 – Councillor S.John left the room. Councillor J.Lewis took the chair.

706 TENDERS FOR GROUNDWORKS OF PHASE 2 DEVELOPMENT

The Estates Officer noted that he and the architect had checked the tenders and were satisfied that they all met the specification. He noted that work would begin on 3rd April 2017. A document had been circulated to members which contained a breakdown of costs for the Phase 2 development. Concerns were raised due to a projected shortfall. The Town Clerk noted options available to cover this estimated cost which included redirecting money allocated towards other projects. She explained that the projects such as the Town Square were currently on hold due to County Council asset transfers being delayed. Other options to cover the shortfall cost included selling small parcels of land not suitable for grazing or other purposes which were currently costing Kidwelly Town Council money to maintain them. Savings will also be made by ceasing the existing rental costs for the porta cabins where currently the Town Council offices reside. It was agreed that parcels of land could be sold together with the re-allocation of funds to cover any possible shortfall. It was **RESOLVED** that the cheapest tender be accepted.

The successful applicant was named as Morgan Construction, Pengau, Ferryside.

KIDWELLY TOWN COUNCIL

4th APRIL 2017

At the meeting of the **FULL COUNCIL** held at the Princess Gwenllian Centre, Kidwelly on Tuesday 4th April 2017

Present	Town Mayor	S.John
	Deputy Mayor	J.Lewis
	Councillors	D.Lloyd-Waterford, J.Mayne, P.Thompson, J.Gilasbey, A.Jenkins, T.Burns, F.Burke-Lloyd
	Town Clerk	Virginia O'Reilly
	Estates Officer	Stephen Thomas
	Town Secretary	Anna Padgett
Apologies	Councillors	M.Thomas, L.Jones, C.Peters-Bond

Rev. Felicity Randall, Mayor's Chaplain was unable to attend.

707 MEMBER'S DECLARATIONS OF INTEREST

There were no declarations of interest.

708 POLICING MATTERS

PCSO Adam Newell attended and provided a written report which was considered. He will investigate the progress made on the vandalism caused to the Grotto. It was noted that the Police Station is to close but no details have been received. The town clerk will write to the Police Commissioner expressing concern over the closure. The next PACT meeting will be held on 19th April 2017.

709 CONFIRMATION OF MINUTES AND POLICIES

It was **RESOLVED** that the following minutes be confirmed:-

- Full Council 7th March 2017
- General Purposes Committee 7th March 2017
- Establishment Committee 7th March 2017
- Estates Committee 14th March 2017
- Finance Committee 14th March 2017
- Full Council 23rd March 2017

Matters arising from Full Council on 7th March 2017

710 PHASE 2 DEVELOPMENT

Work is due to start on 5th April 2017. It is hoped that the slab will be finished by the end of the month. Tenders for the steelwork are due to be returned by 7th April 2017. A deposit will be needed before the steelwork can be ordered.

711 SURGERY SERVICES

A public meeting was held on 23rd March 2017. Minutes are awaited. Ferryside has no GP, Trimsaran has a GP for 5 days, this arrangement could be split between the two surgeries. Kidwelly has only a locum. The next Patient Participation group meeting will be held on 24th April 2017.

712 ASSET TRANSFERS

A] Playgrounds:

Mynydd y Garreg Playground:-

Installation of the play equipment has not been completed. The lease has been signed but no hand over date has been set.

Parc Stephens:-

The asset transfer can only be by licence. A group of mothers wishing to develop facilities at the playground has been founded. They will meet on 11th April 2017.

Ger y Gwendraeth:-

The draft lease has only just been received by the solicitor, so no action has been taken as yet. The fence surrounding the play area is no longer there.

Water Street Park:-

The lease has been signed and full liability insurance has been taken out.

B] Land at the Quay:

An expression of interest has been made but no response received as yet.

C] Toilets:

Ynghyd has submitted a proposal for refurbishing the disabled toilet to include an adult changing area. It was agreed that this would be a valuable facility. However, the county council will not fund this initiative.

It was noted that the ramp needs adjustment, manholes need covering and damaged sewers need repairing. The toilets are also flooding and are not adequately cleaned. Used syringes have been found in the toilets and forwarded to the police.

Whilst this Town Council remains in principle committed to preserving the town toilets as an asset for the community, at this stage the Town Council feels that owing to the County Council's lack of clarity and action in respect of the town toilets that it is not able to take them on at present.

It was previously **RESOLVED** to call upon the County Council to resolve the outstanding issues by the end of September 2017 or it will have to withdraw its in principle agreement to the transfer.

713 OWNERSHIP OF CAPEL SUL CEMETERY

The trustees of Capel Sul have requested that the council take over the management of the cemetery, which is at a separate location from the chapel building. It was previously **RESOLVED**, in principle, to take over the cemetery providing a financial arrangement can be reached regarding future maintenance costs. It was noted that the chapel has been sold subject to contract. Further details are awaited.

714 SUSTAINABLE ENERGY WORKING GROUP

It was previously agreed to proceed with the working group as discussed at the Policy & Strategy Committee meeting on 31st January 2017. Note and **Close** this item.

715 COMMUNITY HALLS

Gwenllian Centre:- The trustees meeting was held on 30th March 2017.

Mynydd y Garreg Hall:- The report had been circulated.

716 REPORTS FROM SCHOOL GOVERNORS, YOUTH COUNCIL, OTHER REPRESENTATIVES

Ysgol y Castell – The March newsletter had been circulated.

Ysgol Gwenllian – No report available

Ysgol Mynydd y Garreg – no information available.

Kidwelly Parks Sporting Association – Minutes will be circulated

The Hub – Minutes had been circulated

Youth Council – No information available

Patient Participation Group – information will be circulated

717 MAYOR'S DIARY / FORTHCOMING MEETINGS

DATE	APPOINTMENT	
4 th April	Full Council and General Purposes Committee	6.30pm
11 th April	Estates and Finance Committee	6.30pm

FORTHCOMING MEETINGS

DATE	APPOINTMENT	
4 th May	Election	
9 th May	AGM & Full Council	6.30pm
16 th May	General Purposes, Estates & Finance Committees	6.30pm
21 st May	Civic Service & Luncheon	11.00am

718 STAFF TRAINING COURSES

Training courses are available for staff wishing to complete a qualification relevant to community councils. Further details are awaited.

719 CASTLE PASSES

It was reported that residents are not producing entry passes when wishing to visit the castle and some are abusive to castle staff when refused entry. Cadw has proposed that a letter be sent from the town council to pass holders stating that no entry will allowed if no pass is shown. Cadw will fund the initiative. A draft letter from CADW is awaited.

720 CORRESPONDENCE – APRIL 2017

There was no correspondence. Note and **Close** this item.

The retiring Mayor thanked everyone for their support during his mayoral year and wished all candidates every success in the forthcoming election.

KIDWELLY TOWN COUNCIL

11th April 2017

At the meeting of the **FULL COUNCIL** held at the Princess Gwennlian Centre, Kidwelly on Tuesday 11th April 2017

Present	Town Mayor	S.John
	Deputy Mayor	J.Lewis
	Councillors	T.Burns, D.Lloyd-Waterford, J.Gilasbey, P.Thompson, C.Peters-Bond, F.Burke-Lloyd, J.Mayne
	Town Clerk	Virginia O'Reilly
	Estates officer	Stephen Thomas
	Town Secretary	Anna Padgett
Apologies	Councillors	M.Thomas, A.Jenkins, L.Jones

737 MEMBERS' DECLARATIONS OF INTEREST

Minute 738 – Councillor S.John left the room. Councillor J.Lewis took the chair.

738 TENDERS FOR THE STEELWORK FOR PHASE 2 DEVELOPMENT

The architect and estates officer had examined the tenders. It was **RESOLVED** to accept their recommendation that the cheapest tender of £83,500 exc. VAT be accepted. The successful applicant was named as Morgan Construction, Pengau, Ferryside.

KIDWELLY TOWN COUNCIL

9th MAY 2017

At the **ANNUAL GENERAL MEETING** of the **FULL COUNCIL** held at the Princess Gwenllian Centre, Kidwelly on Tuesday 9th May 2017 at 6.30pm.

Present	Town Mayor	A. Jenkins
	Deputy Mayor	C. Peters-Bond
	Councillors	V. Bevan-Jones, T. Burns, S. Davies, C. Davies, J. Gilasbey, G. Jones, D. Lloyd-Waterford, P. Thompson
	Town Clerk	V. O'Reilly
	Estates Officer	S. Thomas
	Town Secretary	A Padgett
	Admin. Assist.	O. Davies
Apologies	Councillors	J. Mayne, G. Beer, L. Jones

Rev. Felicity Randall attended and gave prayers.

DECLARATIONS OF ACCEPTANCE OF OFFICE

The Town Clerk accepted the declarations of office from all councillors present.

INAUGURATION OF THE MAYOR

Councillor Andrew Jenkins was sworn in as Mayor for the year 2017-2018

Councillor Chris Peters-Bond was appointed as Deputy Mayor

The AGM concluded and the first meeting of FULL COUNCIL of the new session commenced.

1 MEMBER'S DECLARATIONS OF INTEREST

There were no declarations of interest.

2 CONFIRMATION OF MINUTES AND POLICIES

It was **RESOLVED** that the following minutes be confirmed:-

- Full Council 4th April 2017
- General Purposes Committee 4th April 2017
- Full Council 11th April 2017
- Estates Committee 11th April 2017
- Finance Committee 11th April 2017
- Establishment Committee 11th April 2017

Matters arising from Full Council on 4th and 11th April 2017

3 PHASE 2 DEVELOPMENT

The Estates Officer reported that the build is ahead of schedule and on cost. It was **RESOLVED** to pay the invoices for Morgan Construction - £79779.29 and the M & E consultant £2062.50.

4 ASSET TRANSFERS

The Town Clerk gave an update on present progress:-

A] Playgrounds:

Mynydd y Garreg Playground:-

Installation of the play equipment should be completed by 19th May 2017. The lease has been signed but no hand over date has been set.

Parc Stephens:-

The asset transfer can only be by licence. This is in the hands of the solicitors.

Ger y Gwendraeth:-

The draft lease has only just been received by the solicitor, so no action has been taken as yet. The fence surrounding the play area is no longer there.

Water Street Park:-

The lease has been signed and full liability insurance has been taken out. A group of volunteers has been formed to help maintain the play area. For Health & Safety reasons all work carried out must be supervised and agreed by the Estates Officer.

It was recognised that any voluntary work must be undertaken as part of an overall development plan as a long term commitment.

A group of mothers wishing to develop play area facilities has been founded. They met on 11th April 2017 and a further meeting is planned for 19th May 2017.

The Town Clerk recommended that volunteer groups be assisted by the county council's Community Development Officer. As a properly constituted body, the group can attract grant funding. A meeting will be arranged.

B] Land at the Quay:

An expression of interest has been made but no response received as yet.

C] Toilets:

An agreement in principle to transfer the toilets has been made. The county council has agreed to provide a compliant ramp. Remedial work is outstanding.

5 COMMUNITY HALLS

No reports were available as representatives had not been appointed.

6 REPORTS FROM SCHOOL GOVERNORS, YOUTH COUNCIL, OTHER REPRESENTATIVES

No reports were available as representatives had not been appointed.

7 MAYOR'S DIARY / FORTHCOMING MEETINGS

DATE	APPOINTMENT	
4 th May	Election	
9 th May	AGM & Full Council	6.30pm
13 th May	Carmarthenshire Young Farmers Annual Rally	9.00am
16 th May	General Purposes, Estates & Finance Committees	6.30pm
17 th May	Annual Meeting Llanelli Town Council	6.00pm
21 st May	Mayor's Civic Service & Luncheon	11.00am

FORTHCOMING MEETINGS

DATE	APPOINTMENT	
6 th June	Full Council & General Purposes	6.30pm
13 th June	Estates & Finance Committees	6.30pm

8 CASTLE PASSES

It was reported that residents are not producing entry passes when wishing to visit the castle and some are abusive to castle staff when refused entry. Cadw has proposed that a letter be sent from the town council to existing pass holders stating that no entry will be allowed if no pass is shown. Cadw will fund the initiative. A draft letter from CADW has been received but it was not considered adequate to reflect the situation. The Town Clerk will approve any further alterations. Note and **Close** this item.

9 APPOINTMENT OF CHAIRS OF COMMITTEES AND REPRESENTATIVES

Committee	Chair - Councillor	Deputy Chair - Councillor
Full Council	Cllr. A. Jenkins – Mayor	Cllr. C. Peters-Bond – Deputy Mayor
Establishment	Cllr. A. Jenkins - Mayor	Cllr. C. Peters-Bond– Deputy Mayor
General Purposes	Cllr. P. Thompson	Cllr. G. Jones
Estates	Cllr. T. Burns	Cllr. J. Gilasbey
Finance	Cllr. D. Lloyd-Waterford	Cllr. V. Bevan-Jones
Policy & Strategy	Cllr. C. Peters-Bond	Cllr. C. Davies

Community Halls	
Gwenllian Hall Representative	Mayor - Councillor A. Jenkins Councillor J. Gilasbey Councillor T. Burns
Mynyddgarreg Hall Representative	Mayor - Councillor A. Jenkins Councillor C. Peters-Bond Councillor J. Gilasbey
Schools	
Ysgol Y Castell	Councillor J. Gilasbey
Ysgol Gwenllian	Councillor C. Davies
Ysgol Mynyddgarreg	Councillor A. Jenkins
Other Organisations	
One Voice Wales	Mayor - Councillor A. Jenkins Deputy – Councillor C. Peters-Bond
Kidwelly Twinning Association	Councillor T. Burns
Youth Council	Councillor S. Davies
Town Forum	Councillor D. Lloyd-Waterford
Ynghyd / The Hub	Councillor A. Jenkins
Parc Stephens Community Association	Councillor P. Thompson

10 AMENDMENT TO STANDING ORDERS

It was **RESOLVED** to amend the Standing Orders to reflect the increase in the number of councillors from 13 to 16. Note and **Close** this item.

11 NOTICE OF CO-OPTION OF 3 COUNCILLORS

It was noted that the Election held on 4th May 2017 was uncontested. Thirteen councillors were returned unopposed. There are therefore three vacant seats on Kidwelly Town Council. Notices will be published.

12 MOTIONS FOR ONE VOICE WALES CONFERENCE

Motions for the conference must be submitted to the office before the next Full Council meeting on 6th June 2017. The Mayor and Town Clerk will attend the conference as usual.

13 RENEWAL OF LEASE OF THE FORESHORE FROM THE CROWN

It was agreed to make further enquiries regarding the renewal of the lease for the foreshore.

14 CORRESPONDENCE – APRIL/MAY 2017

1	Wales Audit Office	Notes on Audit Fees 2015-16 had been circulated. Note and Close this item.
2	CCC	Code of Conduct training dates have been received. 29 th June and 6 th July 2017. Members will book a place via the office. Note and Close this item.
3	Christian Aid Week	Invitation to a Strawberry Tea on 18 th May 2017 have been received. All members were invited. Note and Close this item.

KIDWELLY TOWN COUNCIL

6th JUNE 2017

At the meeting of the **FULL COUNCIL** held at the Princess Gwennlian Centre, Kidwelly on Tuesday 6th June 2017 at 6.30pm.

Present	Town Mayor	A.Jenkins
	Deputy Mayor	C.Peters-Bond
	Councillors	G.Beer, V.Bevan-Jones, T.Burns, S.Davies, J.Gilasbey, G.Jones, D.Lloyd-Waterford, P.Thompson, J. Mayne
	Town Clerk	V. O'Reilly
	Estates Officer	S. Thomas
	Town Secretary	A Padgett
Apologies	Councillors	L.Jones, C.Davies

The Chair welcomed Rev Trevor Copeland, who offered prayers prior to the commencement of business. A Minute Silence was held to remember those affected by the Manchester and London bombings.

60 MEMBER'S DECLARATIONS OF INTEREST

There were no declarations of interest.

61 POLICING MATTERS

The police were unable to attend.

62 CONFIRMATION OF MINUTES AND POLICIES

It was **RESOLVED** that the following minutes be confirmed:-

- AGM and Full Council 9th May 2017
- General Purposes Committee 16th May 2017
- Estates Committee 16th May 2017
- Finance Committee 16th May 2017

Matters arising from Full Council on 9th May 2017

63 PHASE 2 DEVELOPMENT

The Estates Officer reported that the slab had been completed and the steel work would be commenced the next day. Tenders for the brickwork will be returned by 9th June 2017. If the preferred contract is over £20k the matter will be referred to the Finance Committee.

64 ASSET TRANSFERS

A] Playgrounds:

Water Street Park:-

The lease has been signed and full liability insurance has been taken out. Two quotes for bin emptying have been received. It was **RESOLVED** to accept the quote of £16 + Vat per month for 3 bin clearances per week during the summer season – until 30th September 2017. It was further **RESOLVED** to accept the quote of £53 per month for grass cutting – until 30th September 2017.

Ger y Gwendraeth:-

The draft lease has been received by the solicitor. No action has been taken as yet. The fence surrounding the play area is no longer there. It was noted that the play equipment is in a dangerous condition. The town clerk and the county councillor will request the county council to remove the equipment as a matter of urgency. There are no immediate plans to replace the equipment. Although a community group wishes to take over the play area, the town clerk advised that any such group should be fully constituted. This would enable them to apply for appropriate insurance and grant funding. An Open Consultation Meeting will take place at the Rugby Club on 7th July 2017 to consider future development of the play area. The county councillor will request the attendance of an appropriate county council officer/ community group worker.

Mynydd y Garreg Playground:-

Installation of the play equipment should be completed by 16th June 2017. The lease has been signed but no hand over date has been set.

Parc Stephens:-

The asset transfer can only be by licence. A group of mothers wishing to develop facilities at the playground has been founded.

B] Land at the Quay:

An expression of interest has been made but no response received as yet.

C] Toilets:

No further information has been received.

65 SURGERY SERVICES

No further information is available.

66 OWNERSHIP OF CAPEL SUL CEMETERY

The sale of the Chapel is awaited. Negotiations to take over the cemetery can then commence.

67 NOTICE OF CO-OPTION OF 3 COUNCILLORS

It was noted that the Election held on 4th May 2017 was uncontested. Thirteen councillors were returned unopposed. There are therefore three vacant seats on Kidwelly Town Council. Six expressions of interest have been received. A meeting with those interested will be held on 20th June 2017. The estates officer left the room as a family member was involved.

68 MOTIONS FOR ONE VOICE WALES CONFERENCE

It was **RESOLVED** that the following motion be submitted:-

“One Voice Wales therefore calls upon the Welsh Assembly Government to redesignate all current request stops as mandatory stops in the new franchise where either;

(i) *The ORR figures show a total passenger entries and exits for that station in excess of 20,000 in the year 2015-16;*

or

(ii) *The 2015 ONS mid year population estimates show a population in excess of 3,000 people for that town or village.”*

The town clerk will enquire as to the outcomes of the motion proposed by the town council at last year's conference. Note and **Close** this item.

69 RENEWAL OF LEASE OF THE FORESHORE FROM THE CROWN

Further information regarding the extent of the land, the use it could be put to and the possible benefits of renewing the lease will be explored. Maps will be provided.

70 COMMUNITY HALLS

No reports were available

71 REPORTS FROM SCHOOL GOVERNORS, YOUTH COUNCIL, OTHER REPRESENTATIVES

Ysgol y Castell – The May newsletter had been circulated.

Ysgol Gwennlian – No report available

Ysgol Mynydd y Garreg – no information available.

Kidwelly Parks Sporting Association – Cllr D.Lloyd-Waterford will be a representative

The Hub – Cllr D.Lloyd-Waterford will be a representative

Youth Council – No information available

Patient Participation Group – No information available

Gwendraeth Valley Group - Cllrs D.Lloyd-Waterford and J.Gilasbey will represent the town council

72 MAYOR'S DIARY / FORTHCOMING MEETINGS

DATE	APPOINTMENT	
3 rd June	Kidwelly Rugby Football Club Presentation Evening	6.30pm
6 th June	Full Council & General Purposes	6.30pm
9 th June	Carmarthen Town's Mayor's Installation Ceremony	6-6.30pm
9 th June	Ty Hafan fundraising event, St Mary's Church	7.00pm
11 th June	Carmarthen Town's Civic Service, Priordy Chapel	10.00am
11 th June	Chairman of Carmarthenshire County Council's Civic Service	2.00pm
11 th June	Christian Aid Service of Worship at Trinity Church	6.00pm
13 th June	Estates & Finance Committees	6.30pm
16 th June	Opening of Gravel's garage	12.00noon
16 th June	Kidwelly Black Cats Presentation Evening	7.00pm
19 th June	Armed Forces Day – Llanelli Town Hall	10.15am
20 th June	Armed Forces Day - Kidwelly	11.00am

It was noted that the Christmas Lighting will be held on 30th November 2017.

FORTHCOMING MEETINGS

DATE	APPOINTMENT	
29 th June	Code of Conduct training	6.00pm
4 th July	Full Council & General Purposes	6.30pm
8 th July	Kidwelly Carnival	1.00pm
11 th July	Estates & Finance Committees	6.30pm

73 CORRESPONDENCE –MAY/JUNE 2017

There was no correspondence. Note and **Close** this item.

KIDWELLY TOWN COUNCIL

13th JUNE 2017

At the meeting of the **FULL COUNCIL** held at the Princess Gwenllian Centre, Kidwelly on Tuesday 13th June 2017 at 6.30pm.

Present	Town Mayor	
	Deputy Mayor	C.Peters-Bond
	Councillors	G.Beer, V.Bevan-Jones, T.Burns, S.Davies, J.Gilasbey, C.Davies, G.Jones, D.Lloyd-Waterford, P.Thompson
	Town Clerk	V. O'Reilly
	Estates Officer	S. Thomas
	Town Secretary	A Padgett
Apologies	Councillors	L.Jones, A.Jenkins, J.Mayne

91 MEMBER'S DECLARATIONS OF INTEREST

There were no declarations of interest.

92 APPROVAL OF ACCOUNTS – YEAR END 31st March 2017

It was **RESOLVED** to approve the accounts for the year end 31st March 2017.
Note and **Close** this item.

93 APPROVAL OF INTERNAL AUDIT REPORT - 2016 - 2017

The Internal Auditor had informed the town clerk that the Internal Audit had revealed that all procedures were in order and no action was needed. A written statement confirming this would be forwarded. It was **RESOLVED** that, in principal, the Internal Audit Report be accepted.

94 ANNUAL GOVERNANCE STATEMENT

It was **RESOLVED** to approve the Annual Governance Statement for the year end 31st March 2017. Note and **Close** this item.

KIDWELLY TOWN COUNCIL

4th JULY 2017

At the meeting of the **FULL COUNCIL** held at the Princess Gwennlian Centre, Kidwelly on Tuesday 4th July 2017 at 6.30pm.

Present	Town Mayor	A.Jenkins
	Deputy Mayor	C.Peters-Bond
	Councillors	V.Bevan-Jones, T.Burns, S.Davies, J.Gilasbey, G.Jones, D.Lloyd-Waterford, P.Thompson, J. Mayne, C.Davies
	Town Clerk	V. O'Reilly
	Estates Officer	S. Thomas
	Town Secretary	A Padgett
Apologies	Councillors	L.Jones, G.Beer

The Chair welcomed Rev Trevor Copeland, who offered prayers prior to the commencement of business.

127 MEMBER'S DECLARATIONS OF INTEREST

Minute 130 – Cllr Jenkins left the room.

128 POLICING MATTERS

The police were unable to attend. The town clerk will ask them to provide an update on the vandalism to the Grotto. Members were informed that resurfacing work to Bridge Street, New Street and Causeway Street will be carried out on 17-18th July 2017 and disruption to traffic was inevitable. The next PACT meeting will be held on 19th July 2017.

129 CONFIRMATION OF MINUTES AND POLICIES

It was **RESOLVED** that the following minutes be confirmed:-

- Full Council 6th June 2017
- General Purposes Committee 6th June 2017
- Full Council 13th June 2017
- Estates Committee 13th June 2017
- Finance Committee 13th June 2017

Matters arising from Full Council on 6th and 13th June 2017

130 APPROVAL OF INTERNAL AUDIT REPORT 2016-2017

It was **RESOLVED** to approve the Internal Audit Report for 2016-2017. Note and **Close** this item.

131 PHASE 2 DEVELOPMENT

The Estates Officer reported that the steel frame is up and the brickwork has been started. The roof covering should be on site next week. The M & E contracts had been sent out. The build is on time and on budget.

132 SURGERY SERVICES

No further information is available.

133 ASSET TRANSFERS

A] Playgrounds:

Parc Stephens:-

The asset transfer can only be by licence. Issues surrounding restrictive covenants are being considered by the council's solicitor.

Ger y Gwendraeth:-

The lease has been signed but will not be sent off until the play equipment, which is in a dangerous condition, has been removed. The town clerk and the county councillor have requested that the county council remove the equipment as a matter of urgency. The fence surrounding the play area is no longer there.

Although a community group wishes to take over the play area, the town clerk had advised that any such group should be fully constituted. This would enable them to apply for appropriate insurance and grant funding. An Open Consultation Meeting will take place at the Rugby Club on 7th July 2017 to consider future development of the play area. The county councillor will request the attendance of an appropriate county council officer/ community group worker.

Mynydd y Garreg Playground:-

Installation of the play equipment has been completed. However, considerable remedial work is needed to make the area safe and landscaped. The lease has been signed but no hand over date has been set.

The county council has informed the town clerk that an Executive Board decision made on 26th June 2017 states that the 2 year maintenance grant for the parks will be reduced by 1/24th for every month the transfer is delayed – as from 1st April 2017. It was noted that this was retrospective. It was **RESOLVED** to inform the county council that delays were not caused by the town council, which should therefore not be penalised.

B] Land at the Quay:

An expression of interest has been made but no response received as yet.

C] Toilets:

Drainage work has been carried out. Work on the ramp is awaited.

134 OWNERSHIP OF CAPEL SUL CEMETERY

The sale of the Chapel is awaited. Negotiations to take over the cemetery can then commence.

135 NOTICE OF CO-OPTION OF 3 COUNCILLORS

There are three vacant seats on Kidwelly Town Council. Six people had expressed an interest in the position and had met with members. A vote was taken. It was **RESOLVED** that the following would be co-opted onto the council:- Tony Burnett, Julie Bezant and Carys-Mae Evans. Note and **Close** this item.

136 RENEWAL OF LEASE OF THE FORESHORE FROM THE CROWN

It was noted that there were no benefits to renewal of the lease. Any problems developing on the land would become the responsibility of the town council to remedy. It was **RESOLVED** not to renew the lease of the foreshore. Note and **Close** this item.

137 COMMUNITY HALLS

No reports were available

138 REPORTS FROM SCHOOL GOVERNORS, YOUTH COUNCIL, OTHER REPRESENTATIVES

Ysgol y Castell – The June newsletter had been circulated. It was noted that Emily Jarvis was the winner of the Parks Poster Competition.

Ysgol Gwenllian – no information available.

Ysgol Mynydd y Garreg – no information available.

Kidwelly Parks Sporting Association – no information available.

The Hub – no information available.

Youth Council – No information available

Patient Participation Group – No information available

Gwendraeth Valley Group - no information available.

139 MAYOR'S DIARY / FORTHCOMING MEETINGS

DATE	APPOINTMENT	
2 rd July	Llanelli Rural Council Civic Service, Felinfoel Church	2.30pm
4 th July	Full Council & General Purposes Committee	6.30pm
8 th July	Kidwelly Carnival	11.30am
9 th July	Llanelli Town Council Civic Service, Parish Church	11.00am
11 th July	Estates & Finance Committees	6.30pm
14 th July	Bastille Day Celebration Event, Llanelly House	7.00pm
16 th July	Pembrey & Burry Port Town Council Civic Service	2.30pm
22 nd July	Art & Craft Exhibition at Trinity Church	10.00am
22 nd July	Côr Meibion Dyffryn Tywi Annual Concert	7.00pm

FORTHCOMING MEETINGS

DATE	APPOINTMENT	
12 th August	Kidwelly Horticultural Society Show	1.00pm
5 th September	Full Council & General Purposes Committee	6.30pm
12 th September	Estates & Finance Committees	6.30pm

140 HOUSING CO-OPERATIVE

The town clerk and estates officer have met with members of the Wales Co-operative Housing Project with a view to establishing a partnership which could develop a housing project on land owned by the town council. Pobol has set up a similar scheme in Carmarthen. It was noted that the land used would be leased and not sold. The town clerk will arrange a meeting with the group in September.

141 EXECUTIVE ACTION DURING THE RECESS

It was **RESOLVED** that Executive Powers be delegated to the Mayor, Deputy Mayor and Chair(s) of relevant Committee(s) during the summer recess. Any action taken during this period will follow the established procedures.

142 CORRESPONDENCE –JUNE/JULY 2017

1	CCC	Lee Waters AM will meet with CCC Highways Officer Steve Pilliner on 21 st July 2017. County Councillor Gilasbey will attend on behalf of the town council and report to the General Purposes Committee. Note and Close this item.
2	One Voice Wales	The AGM and conference will be held on 30 th September 2017. The Mayor and Town Clerk usually attend. Note and Close this item.
3	Mynydd Hall Committee	A request for information regarding the defibrillator for Mynydd y Garreg was received. The committee will be informed that the machine and its cabinet have been ordered and should be delivered soon. Note and Close this item.

KIDWELLY TOWN COUNCIL

11th JULY 2017

At the meeting of the **FULL COUNCIL** held at the Princess Gwenllian Centre, Kidwelly on Tuesday 11th July 2017 at 6.30pm.

Present	Town Mayor	A.Jenkins
	Deputy Mayor	C.Peters-Bond
	Councillors	G.Beer, V.Bevan-Jones, T.Burns, J.Gilasbey, G.Jones, D.Lloyd-Waterford, P.Thompson, J.Mayne, T.Burnett, C.Evans (S.Davies from Min.156)
	Town Clerk	V. O'Reilly
	Estates Officer	S. Thomas
	Admin Assist.	O.Davies
Apologies	Councillors	L.Jones

Councillors T.Burnett and C.Evans took the Declaration of Office and joined Kidwelly Town Council as co-opted members.

154 MEMBER'S DECLARATIONS OF INTEREST

Minute 156 – Cllr P.Thompson left the room.

155 PHASE 2 CONTRACT

It was **RESOLVED** to accept the recommendation of the architect and estates officer and accept the tender of £47,286 for the M & E contract.

Note and **Close** this item.

156 COMMUNITY ENERGY PROJECT

The Town Clerk has initiated discussions with an Energy Consultant and Energy Saving Trust. The town council has land which could be made available for community projects involving wind turbines and solar panel installation. Formation of community partnerships would be necessary – possible partners being, Gwendraeth Valley Energy and Ynghyd. A Memorandum of Understanding has been produced. It was **RESOLVED** to accept the Memorandum of Understanding. Councillor G.Beer joined the steering group.

KIDWELLY TOWN COUNCIL

5th SEPTEMBER 2017

At the meeting of the **FULL COUNCIL** held at the Princess Gwennlian Centre, Kidwelly on Tuesday 5th September 2017 at 6.30pm.

Present	Town Mayor	A.Jenkins
	Deputy Mayor	C.Peters-Bond
	Councillors	V.Bevan-Jones, S.Davies, G.Jones, C.Evans D.Lloyd-Waterford, P.Thompson, J. Mayne, G.Beer, J.Bezant, T.Burnett, C.Davies (from Min. 196) L.Jones (from Min. 196) J.Gilasbey (from Min. 201)
	Town Clerk	V. O'Reilly
	Estates Officer	S. Thomas
	Town Secretary	A Padgett
Apologies	Councillors	T.Burns

The Chair welcomed Rev Trevor Copeland, who offered prayers prior to the commencement of business.

191 MEMBER'S DECLARATIONS OF INTEREST

Minute 199 - Councillors P.Thompson and C.Davies left the room.

192 POLICING MATTERS

The police were unable to attend but had provided a written report which had been circulated. The next PACT meeting will be held on 20th September 2017.

193 CONFIRMATION OF MINUTES AND POLICIES

It was **RESOLVED** that the following minutes be confirmed:-

- Full Council 4th July 2017
- Policy & Strategy Committee 4th July 2017
- Full Council 11th July 2017
- Estates Committee 11th July 2017
- Finance Committee 11th July 2017

Matters arising from Full Council on 4th and 11th July 2017

194 PHASE 2 DEVELOPMENT

The Estates Officer reported that the brickwork will be completed by the end of the month and the building should also be water tight by then. Due to Fire Regulation requirements it will be cost effective to do more work on the upper level than was anticipated. This will put the build schedule back by a month to the end of January 2018. Part of this cost will be borne by the PGC.

195 SURGERY SERVICES

No further information is available.

196 ASSET TRANSFERS

A] Playgrounds:

Parc Stephens:-

The asset transfer can only be by licence. Issues surrounding restrictive covenants are being considered by the council's solicitor. No further information is available.

Ger y Gwendraeth:-

The lease has been signed but will not be sent off until the play equipment, which is in a dangerous condition, has been removed. The town clerk and the county councillor have requested that the county council remove the equipment as a matter of urgency. The fence surrounding the play area is no longer there.

It was **RESOLVED**, in principal, to discuss locating a scout hut on the site.

Mynydd y Garreg Playground:-

Installation of the play equipment has been completed and the park has been opened. Considerable remedial work is needed to make the area safe and landscaped. The lease has been signed but no hand over date has been set. £30k will be retained until completion.

B] Land at the Quay:

An expression of interest has been made but no response received as yet.

C] Toilets:

The town council has signed an undertaking to take over the toilets. The county council has countersigned, agreeing to construct a DDA compliant ramp. The county council will be requested to construct the ramp as a matter of urgency.

The county council has informed the town clerk that an Executive Board decision made on 26th June 2017 states that the 2 year maintenance grant for the asset transfers will be reduced by 1/24th for every month the transfer is delayed – as from 1st April 2017. It was noted that this was retrospective. The town clerk has already informed the county council that delays were not caused by the town council and should therefore not be penalised. Other clerks will be contacted and asked to support the challenge to this decision as it also affects their reimbursement.

197 OWNERSHIP OF CAPEL SUL CEMETERY

The sale of the Chapel has been completed. A meeting with trustees was held on 4th September 2017. The town council will not take over the cemetery until adequate funding is provided by the remaining trustees who were unaware of this proviso despite previously receiving letters stating the council's intentions. The situation is complex and further discussions will be undertaken with the chapel's advisory body.

198 HOUSING CO-OPERATIVE

The town clerk and estates officer have met with members of the Wales Co-operative Housing Project with a view to establishing a partnership which could develop a housing project on land owned by the town council. A further meeting with the group has been arranged for 19th September 2017 when a presentation will be given to members. A visit to the Newport Co-operative will be arranged.

199 COMMUNITY ENERGY PROJECT

A Memorandum of Understanding will be signed on 7th September 2017. Links with Swansea University will be sought as the institution is involved with such projects.

200 EXECUTIVE ACTION DURING THE RECESS

No Executive Action has been enacted during the recess. Note and **Close** this item.

201 COMMUNITY HALLS

No reports were available

202 MOTIONS FOR ONE VOICE WALES CONFERENCE

It was **RESOLVED** to vote **FOR** Motions 1, 2, 3, 4, 5, and **AGAINST** Motion 6. Note and **Close** this item.

203 REPORTS FROM SCHOOL GOVERNORS, YOUTH COUNCIL, OTHER REPRESENTATIVES

A request was made for **WRITTEN** reports to be sent to the office before the meetings. They will be circulated enabling all members to have sight of the reports prior to consideration at Full Council.

Ysgol y Castell – Ysgol Gwennlian – Ysgol Mynydd y Garreg – schools have been closed.
Kidwelly Parks Sporting Association – no information available.

The Hub – no information available.

Patient Participation Group – No information available

Gwendraeth Valley Group - no information available.

Youth Council – A meeting is being arranged to re-instate the Youth Council. Close links with the town council will be encouraged.

204 MAYOR'S DIARY / FORTHCOMING MEETINGS

DATE	APPOINTMENT	
3 rd September	Kidwelly Fire Station's Open Day	12.00pm
5 th September	Full Council & General Purposes	6.30pm
10 th September	Open Day at Kidwelly Industrial Museum	10.30am
12 th September	Estates & Finance Committees	6.30pm
15 th September	Neuadd Mynyddygarreg Family Evening & Sports	6.30pm

FORTHCOMING MEETINGS

DATE	APPOINTMENT	
8 th October	Laugharne Corporation's Portreeve's Inauguration Service	11.00am
3 rd October	Full Council & Policy & Strategy Committee	6.30pm
10 th October	Estates & Finance Committees	6.30pm

A schedule of Council meetings for 2018 was circulated.

205 REPORTS REFERRED FROM POLICY & STRATEGY COMMITTEE

DEMENTIA/AUTISM FRIENDLY TOWN

Councillor P..Thompson had prepared a comprehensive written report which had been circulated. He was thanked for his work. It was noted that the Regional Co-ordinator of the Alzheimer's Society will give a presentation at next Full Council.

FLORAL ENHANCEMENT

Councillor J. Gilasbey had prepared a written report on floral related events that had taken place. Floral Enhancement was referred to the Finance Committee. Note and **Close** this item.

Reports on the following were referred to Policy & Strategy Committee on 3rd October 2017
MARKETING & TOURISM, COMMERCE and TOWN SQUARE DEVELOPMENT

206 CORRESPONDENCE – AUGUST/SEPTEMBER 2017

1	Carmarthenshire County Council	A review of electoral arrangements is being undertaken. A presentation will be given on 20th September 2017 in County Hall. Cllrs A.Jenkins, P. Thompson, D.Lloyd-Waterford, J.Gilasbey will attend and report back to council.
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KIDWELLY TOWN COUNCIL

3rd OCTOBER 2017

At the meeting of the **FULL COUNCIL** held at the Princess Gwennlian Centre, Kidwelly on Tuesday 3rd October 2017 at 6.30pm.

Present	Town Mayor	A.Jenkins
	Deputy Mayor	C.Peters-Bond
	Councillors	V.Bevan-Jones, G.Jones, D.Lloyd-Waterford, P.Thompson, G.Beer, J.Bezant, T.Burnett, C.Davies, T.Burns J.Gilasbey
	Town Clerk	V. O'Reilly
	Estates Officer	S. Thomas
	Town Secretary	A Padgett
Apologies	Councillors	J.Mayne, L.Jones, S.Davies, C.Evans

The Chair welcomed Rev Trevor Copeland, who offered prayers prior to the commencement of business.

The Regional Co-ordinator of the Alzheimer's Society, Marcia Vale gave a presentation – see Minute 256

253 MEMBER'S DECLARATIONS OF INTEREST

Minute 262 - Cllrs P.Thompson and C.Davies left the room. Cllr D.Lloyd-Waterford declared an interest.

254 POLICING MATTERS

The police were unable to attend but had provided a written report which had been circulated. They will be requested to provide a summary of the issues arising from policing the town. It was however recognised that the PACT meetings provide an opportunity for such dialogue. The next PACT meeting will be held on 18th October 2017.

255 CONFIRMATION OF MINUTES AND POLICIES

It was **RESOLVED** that the following minutes be confirmed:-

- Full Council 5th September 2017
- General Purposes Committee 5th September 2017
- Estates Committee 12th September 2017
- Finance Committee 12th September 2017

Matters arising from Full Council on 5th September 2017

256 DEMENTIA/AUTISM FRIENDLY TOWN

The Regional Co-ordinator of the Alzheimer's Society, Marcia Vale gave a presentation in which she explained the six steps necessary for the town to become “a safe place to be” for those suffering from dementia. After discussion, it was **RESOLVED** to register and begin the process of becoming a Dementia Friendly Town. Note and **Close** this item.

257 PHASE 2 DEVELOPMENT

The Estates Officer reported that the brickwork is almost complete, delayed by bad weather. Windows and doors will be fitted once the scaffolding has been removed. Cost is on target. It was **RESOLVED** to pay the £135 fee for renewal of the Health & Safety Certification for the estates officer.

258 SURGERY SERVICES

No further information is available.

259 ASSET TRANSFERS

A] Playgrounds:

Parc Stephens:-

The asset transfer is awaiting signature. Santa's grotto will be installed in the park, in the area behind the council's house.

Ger y Gwendraeth:-

The lease has been signed but will not be sent off until the play equipment has been checked.

Mynydd y Garreg Playground:-

Installation of the play equipment has been completed and the park has been opened. Considerable remedial work is needed to make the area safe and landscaped. The park will not be handed over until the problem with the slide has been resolved.

B] Land at the Quay:

An expression of interest has been made but no response received as yet.

C] Toilets:

The town council has signed an undertaking to take over the toilets. The county council has countersigned, agreeing to construct a DDA compliant ramp. The county council will be requested to construct the ramp as a matter of urgency.

The county council has informed the town clerk that an Executive Board decision made on 26th June 2017 states that the 2 year maintenance grant for the asset transfers will be reduced by 1/24th for every month the transfer is delayed – as from 1st April 2017. It was noted that this was retrospective. The town clerk has already informed the county council that delays were not caused by the town council and should therefore not be penalised. Other clerks will be contacted and asked to support the challenge to this decision as it also affects their reimbursement.

260 OWNERSHIP OF CAPEL SUL CEMETERY

The sale of the Chapel has been completed. The town council will not take over the cemetery until adequate funding is provided for its future upkeep. The situation is complex and further discussions will be undertaken with the chapel's advisory body on 23rd October 2017.

261 HOUSING CO-OPERATIVE

A meeting with the Wales Co-operative Housing Group was held on 19th September 2017 when a presentation was given to members. A visit to the Newport Co-operative was undertaken on 25th September 2017. A report will be circulated. The town clerk will draft terms of reference for a Housing Co-operative Working Group comprising of Councillors J.Gilasbey, D.Lloyd-Waterford, V.Bevan-Jones, G.Jones, G.Beer, C.Davies and J.Bezant.

262 COMMUNITY ENERGY PROJECT

A Memorandum of Understanding has been signed. A meeting will be held on 12th October 2017 at The Hub. The Mayor and Cllr D.Lloyd-Waterford are members of the project group. Councillor G.Beer will be the council's representative.

263 ELECTORAL ARRANGEMENTS

A review of electoral arrangements is being undertaken. A presentation was given on 20th September 2017 in County Hall. The county councilor had provided a brief outline of the process in her report. A copy of "Guidance for Principal Councils on the Review of Communities" was provided for each councillor. Members were requested to send their comments to the office as soon as possible so that deadlines could be met.

264 COMMUNITY HALLS

Princess Gwenllian Centre:- The International Evening and Baton Twirling Day were successful. Influenza vaccinations will be given on 6th October 2017. The Gwendraeth Valley Group will meet on 23rd October 2017.

265 REPORTS FROM SCHOOL GOVERNORS, YOUTH COUNCIL, OTHER REPRESENTATIVES

County Councillor – Cllr Gilasbey had provided a written report.

Ysgol y Castell – Ysgol Gwenllian – Ysgol Mynydd y Garreg – no information received.

Kidwelly Parks Sporting Association – no information available.

The Hub – no information available.

Patient Participation Group – No information available

Gwendraeth Valley Group - The next meeting will be held on 23rd October 2017.

Youth Council – A meeting is being arranged to re-instate the Youth Council. Close links with the town council will be encouraged.

One Voice Wales Conference – The mayor and town clerk attended. It was reported that motions 1-6 were carried. Fees were increased by 5%. The guest speaker stressed that next year's precepts should reflect the reality of the additional expenditure imposed by asset transfers. It was noted that some precepts were to be raised by up to 50%. The Auditor General

Expressed concern that elected members did not understand the financial implications of running a council. The town clerk will arrange a Finance Course for members.

266 MAYOR'S DIARY / FORTHCOMING MEETINGS

DATE	APPOINTMENT	
1 st October	Welsh Baton Twirling Association of Wales Championships	9.00am
3 rd October	Full Council and Policy & Strategy Committee	6.30pm
8 th October	Laugharne Corporation's Portreeve's Inauguration Service	11.00am
10 th October	Estates & Finance Committees	6.30pm

FORTHCOMING MEETINGS

DATE	APPOINTMENT	
1 st November	Tŷ Golau Event – “The War Years”	10.00am
7 th November	Full Council and General Purposes Committee	6.30pm
12 th November	Remembrance Day	10.00am
14 th November	Estates & Finance Committees	6.30pm
30 th November	Christmas Lighting Event	6.30pm

267 EXTERNAL AUDIT REPORT YEAR END 31st March 2017

The council has received an unqualified External Audit Report. It was **RESOLVED** to accept the report. Note and Close this item.

268 NEWSLETTER

Amendments are to be made and sent to the sub-committee. The newsletter will be A3 size. A new name will be devised for the “Christmas Lighting Event” to reflect the character of the evening.

269 CORRESPONDENCE – SEPTEMBER/OCTOBER 2017

There was no correspondence. Note and **Close** this item.

KIDWELLY TOWN COUNCIL

7th NOVEMBER 2017

At the meeting of the **FULL COUNCIL** held at the Princess Gwennlian Centre, Kidwelly on Tuesday 7th November 2017 at 6.30pm.

Present	Town Mayor	A.Jenkins
	Deputy Mayor	C.Peters-Bond
	Councillors	V.Bevan-Jones, G.Jones, D.Lloyd-Waterford, J.Mayne P.Thompson, G.Beer, J.Bezant, T.Burnett, C.Davies, J.Gilasbey, L.Jones, S.Davies, C.Evans
	Town Clerk	V. O'Reilly
	Town Secretary	A Padgett
Apologies	Councillors	T.Burns

314 MEMBER'S DECLARATIONS OF INTEREST

Minute 322 - Cllrs P.Thompson, C.Davies and D.Lloyd-Waterford declared an interest.

315 POLICING MATTERS

PSCO Wayne MacNally attended and had provided a written report which had been circulated. 32 incidents of anti-social behaviour had occurred in October (14 in the previous month). It was reported that the youths involved had been identified and were being dealt with (out of court because of their young age). Parents have been made aware of the incidents and are responsive. The town council will work with the police to inform the community of the outcome of the actions taken against the offending youths. It was noted that there is finance available for youth activities. It was recognised that the PACT meetings need to be re-advertised and the police will do this. The next PACT meeting will be held on 15th November 2017.

316 CONFIRMATION OF MINUTES AND POLICIES

It was **RESOLVED** that the following minutes be confirmed:-

- Full Council 3rd October 2017
- Policy & Strategy Committee 3rd October 2017
- Estates Committee 10th October 2017
- Finance Committee 10th October 2017
- Establishment Committee 17th October 2017

Matters arising from Full Council on 3rd October 2017

317 PHASE 2 DEVELOPMENT

The Town Clerk reported that the brickwork is almost complete, windows and doors have been fitted and the scaffolding has been removed. Cost is on target and details of the current spend were circulated. Minutes of the Technical Working Group had been distributed. It was noted that although the estates officer would be leaving the council's employment the architect and technical working group would be on hand to manage the rest of the build. Contracts were in place and the estates officer has stated that he will be available for consultations and will visit the site whenever he can.

318 SURGERY SERVICES

Minutes of the last meeting of the Patient Participation Group will be circulated when received. Future developments and services at the surgery will be reported via this group under the “Reports” section of the minutes. Note and **Close** this item.

319 ASSET TRANSFERS

A] Playgrounds:

Parc Stephens:-

The asset transfer has been signed by the town council and is awaiting completion by the county council.

Ger y Gwendraeth:-

The lease has been signed but will not be sent off until the fence has been erected. The county council has confused this area with the former playground at Clos yr Onnen. This misunderstanding has caused delays in the transfer. County councillor J. Gilasbey and Cllr C. Evans will work towards establishing a playground in Clos yr Onnen. A meeting with the builders Tycroes Developments will be arranged in the new year.

Mynydd y Garreg Playground:-

Installation of the play equipment has been completed and the park has been opened. However, the park will not be handed over until the problem with the slide has been resolved.

A report from an independent inspector is awaited.

B] Land at the Quay:

An expression of interest has been made but no response received as yet.

C] Toilets:

The town council has signed an undertaking to take over the toilets. The county council has countersigned, agreeing to construct a DDA compliant ramp. The county council will be requested to construct the ramp as a matter of urgency.

The county council has informed the town clerk that an Executive Board decision made on 26th June 2017 states that the 2 year maintenance grant for the asset transfers will be reduced by 1/24th for every month the transfer is delayed – as from 1st April 2017. It was noted that this was retrospective. The town clerk has already informed the county council that delays were not caused by the town council and should therefore not be penalised. Other clerks will be contacted and asked to support the challenge to this decision as it also affects their reimbursement.

320 OWNERSHIP OF CAPEL SUL CEMETERY

The sale of the Chapel has been completed. The town council will not take over the cemetery until adequate funding is provided for its future upkeep. A meeting with the chapel’s advisory body was held on 23rd October 2017. The Charity Commission will not allow money for maintenance to be given to the council. However, it will agree to permit finance for remedial work to be carried out. An inspection of headstones by a memorial mason has revealed that most are in danger of falling and need to be laid down. The cost of this and of a general overhaul of the grounds is estimated to be in excess of £40k. The trustees will be informed and a breakdown of costs provided for the Charity Commission. It is hoped that a response will be received by January 2018.

321 HOUSING CO-OPERATIVE

A meeting with the Wales Co-operative Housing Group was held on 19th September 2017 when a presentation was given to members. A visit to the Newport Co-operative was undertaken on 25th September 2017. A meeting will be held on 10th November 2017 in Carmarthen and a further meeting with the town council on 28th November 2017. The town clerk will draft terms of reference for a Housing Co-operative Working Group comprising of Councillors J.Gilasbey, D.Lloyd-Waterford, V.Bevan-Jones, G.Jones, G.Beer, C.Davies and J.Bezant.

322 COMMUNITY ENERGY PROJECT

A Memorandum of Understanding has been signed. A meeting was held on 12th October 2017 at The Hub. An AGM will be held on 29th November 2017.

323 ELECTORAL ARRANGEMENTS

A review of electoral arrangements is being undertaken. A copy of “Guidance for Principal Councils on the Review of Communities” has been provided for each councillor. Members were requested to send their comments to the office as soon as possible so that deadlines could be met.

324 NEWSLETTER

The latest edition of the Newsletter has been distributed. Thanks were expressed to all who delivered, especially Councillor Greg Jones. Note and **Close** this item.

325 COMMUNITY HALLS

Princess Gwenllian Centre:- No report available

Mynydd y Garreg Hall:- No report available

326 REPORTS FROM SCHOOL GOVERNORS, YOUTH COUNCIL, OTHER REPRESENTATIVES

County Councillor – Cllr Gilasbey had provided a written report.

Ysgol y Castell – Ysgol Gwenllian – Ysgol Mynydd y Garreg – no information received.

It was noted that Ysgol y Castell has received a Bronze Award for Y Siarter Iaeth Gymraeg.

Kidwelly Park Sports Association – Minutes of the meeting of 6th June 2017 had been circulated

The Hub – Minutes of the meeting of 25th October 2017 had been circulated.

Patient Participation Group – No information available

Gwendraeth Valley Group – A meeting was held on 23rd October 2017 no minutes as yet.

Youth Council – A meeting is being arranged to re-instate the Youth Council.

327 MAYOR’S DIARY / FORTHCOMING MEETINGS

DATE	APPOINTMENT	
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1 st November	Tŷ Golau Event – “The War Years”	10.00am
7 th November	Full Council and General Purposes Committee	6.30pm
12 th November	Remembrance Day	10.00am
13 th November	Festival of Light, Llanelli Town Council	6.30pm
14 th November	Estates & Finance Committees	6.30pm
21 st November	Budget Setting	6.30pm
25 th November	Net.works Craft Fair, Gwenllian Hall	11.00am
30 th November	Christmas Lighting Event	6.30pm

FORTHCOMING MEETINGS

<u>DATE</u>	<u>APPOINTMENT</u>	
1 st December	Neuadd Mynyddygarreg Lighting Ceremony	6.30pm
1 st December	CCC Chairman’s Charity Cooking Demonstration	7.00pm
3 rd December	Church of Sant Teilo, Mynyddygarreg, Cymanfa Ganu Carolau	7.00pm
5 th December	Full Council and General Purposes Committee	6.30pm
6 th December	Lessons & Carols	7.00pm
12 th December	Estates & Finance Committees	6.30pm

328 INDEPENDENT REVIEW PANEL FOR WALES

Draft legislation to allow councillors to make expenses claims was considered. The legislation was welcomed as it would allow financial assistance for those finding it difficult to attend council meetings. It was noted that members did not have to make a claim. However, if a claim is made it would be taxable. The town clerk will request information from individual members as to their likelihood of making a claim, so that an appropriate amount can be entered into the budget. Note and **Close** this item.

329 STAFFING MATTERS “in camera”

It was **RESOLVED**, with regret, to accept the resignation of the estates officer Stephen Thomas. His great contribution to the work of the council and in particular the building of Phase 2 was noted. Arrangements for continuing the Phase 2 build were agreed. Note and **Close** this item.

330 BUDGET 2018-19

Members were reminded of the Budget setting meeting to be held on 21st November 2017. Comments should be sent to the office as soon as possible so the budget can be finalised on that date. Note and **Close** this item.

331 CORRESPONDENCE –OCTOBER/NOVEMBER 2017

There was no correspondence. Note and **Close** this item.

KIDWELLY TOWN COUNCIL

5th DECEMBER 2017

At the meeting of the **FULL COUNCIL** held at the Princess Gwenllian Centre, Kidwelly on Tuesday 5th December 2017 at 6.30pm.

Present	Town Mayor	A.Jenkins
	Deputy Mayor	C.Peters-Bond
	Councillors	V.Bevan-Jones, G.Jones, D.Lloyd-Waterford, J.Mayne P.Thompson, J.Bezant, T.Burnett, C.Davies, J.Gilasbey, L.Jones, J.Burns
	Town Clerk	V. O'Reilly
	Town Secretary	A Padgett
Apologies	Councillors	G.Beer, S.Davies, C.Evans

379 MEMBER'S DECLARATIONS OF INTEREST

Minute 386 – Cllrs P.Thompson, C.Davies, D.Lloyd-Waterford left the room

Minute 394 – Cllr T.Burns left the room

380 POLICING MATTERS

PSCO Wayne MacNally was unable to attend but had provided a written report which had been circulated. No further information on the vandalism to the grotto has been received. The next PACT meeting will be held in January 2018.

381 CONFIRMATION OF MINUTES AND POLICIES

It was **RESOLVED** that the following minutes be confirmed:-

- Full Council 7th November 2017
- General Purposes Committee 7th November 2017
- Estates Committee 14th November 2017
- Finance Committee 14th November 2017
- Finance Committee (Budget setting) 21st November 2017

It was noted that training will be arranged so that new members become aware of the practicalities of the budget setting procedures. Staff were thanked for their input into the budget process.

Matters arising from Full Council on 7th November 2017

382 PHASE 2 DEVELOPMENT

The Town Clerk circulated an updated schedule of costs and informed members that the build was on schedule. It was noted that Cllr J.Mayne was monitoring the workmen, ordering necessary materials and carrying out cleaning operations. He was thanked for his work.

383 ASSET TRANSFERS

A] Playgrounds: It was noted that costs for removing rubbish from the parks needs to be investigated.

Parc Stephens:-

The asset transfer has been signed by the town council and is awaiting completion by the county council.

Ger y Gwendraeth:-

The lease has been signed but will not be sent off until the fence has been erected. The county council has confused this area with the former playground at Clos yr Onnen. This misunderstanding has caused delays in the transfer. County councillor J. Gilasbey and Cllr C. Evans will work towards establishing a playground in Clos yr Onnen. A meeting with the builders Tycroes Developments will be arranged in the new year.

Mynydd y Garreg Playground:-

Installation of the play equipment has been completed and the park has been opened. The problem with the slide has not been resolved. A report from an independent inspector has been received. The county council will transfer Section 106 funds to the town council for payment to HAGS, the playground contractors. The town council will reclaim the VAT on the final invoice and donate the £13K allocated in the capital budget for refurbishment of the tennis court.

B] Land at the Quay:

An expression of interest has been made but no response received as yet.

C] Toilets:

The town council has signed an undertaking to take over the toilets. The county council has countersigned, agreeing to construct a DDA compliant ramp. A timeframe for this will be set out. The cause of flooding in the town square will be investigated. A design plan for the toilets will be integrated into the overall development of the town square.

The county council has informed the town clerk that an Executive Board decision made on 26th June 2017 states that the 2 year maintenance grant for the asset transfers will be reduced by 1/24th for every month the transfer is delayed – as from 1st April 2017. It was noted that this was retrospective. The town clerk has already informed the county council that delays were not caused by the town council and should therefore not be penalised. Other clerks will be contacted and asked to support the challenge to this decision as it also affects their reimbursement.

384 OWNERSHIP OF CAPEL SUL CEMETERY

The sale of the Chapel has been completed. The town council will not take over the cemetery until adequate funding is provided for its future upkeep. A meeting with the chapel's advisory body was held on 23rd October 2017. The Charity Commission will not allow money for maintenance to be given to the council. However, it will agree to permit finance for remedial work to be carried out. An inspection of headstones by a memorial mason has revealed that most are in danger of falling and need to be laid down. The cost of this and of a general overhaul of the grounds is estimated to be in excess of £40k. The trustees will be informed and a breakdown of costs provided for the Charity Commission. It is hoped that a response will be received by January 2018.

385 HOUSING CO-OPERATIVE

A meeting with the Wales Co-operative Housing Group was held on 28th November 2017. A further meeting is planned for 6th December 2017. The town clerk will draft terms of reference for a Housing Co-operative Working Group comprising of Councillors J.Gilasbey, D.Lloyd-Waterford, V.Bevan-Jones, G.Jones, G.Beer, C.Davies and J.Bezant.

386 COMMUNITY ENERGY PROJECT

A Memorandum of Understanding has been signed. No action has been taken to date. Cllr G.Beer will progress the matter on behalf of the town council. Dissolution of the Memorandum of Understanding will be considered if no advancement has been made by June 2018.

387 ELECTORAL ARRANGEMENTS

A review of electoral arrangements is being undertaken. A copy of “Guidance for Principal Councils on the Review of Communities” has been provided for each councillor. Members were requested to send their comments to the office as soon as possible so that deadlines could be met.

388 COMMUNITY HALLS

Princess Gwenllian Centre:- No report available

Mynydd y Garreg Hall:- No report available

389 REPORTS FROM SCHOOL GOVERNORS, YOUTH COUNCIL, OTHER REPRESENTATIVES

County Councillor – Cllr Gilasbey had provided a written report.

Patient Participation Group – Minutes of the meeting held on 6th November 2017 had been circulated.

No information had been received from the following:-

Ysgol y Castell – Ysgol Gwenllian – Ysgol Mynydd y Garreg

Kidwelly Park Sports Association

The Hub

Gwendraeth Valley Group

Youth Council

390 MAYOR’S DIARY / FORTHCOMING MEETINGS

DATE	APPOINTMENT	
1 st December	CCC Chairman’s Charity Cooking Demonstration	7.00pm
3 rd December	Church of Sant Teilo, Mynyddygarreg, Cymanfa Ganu Carolau	7.00pm
5 th December	Full Council and General Purposes Committee	6.30pm
6 th December	Lessons & Carols	7.00pm
12 th December	Estates & Finance Committees	6.30pm

FORTHCOMING MEETINGS

<u>DATE</u>	<u>APPOINTMENT</u>	
9 th January 2018	Full Council and Policy & Strategy Committee	6.30pm
16 th January 2018	Estates and Finance Committees	6.30pm

391 USE OF SOCIAL MEDIA BY COUNCILLORS

Members were reminded that posts made on social media must state that the opinions expressed are of the individual and not of the council. A training session to include Code of Conduct will be arranged for the new year. Note and **Close** this item.

392 COMMUNITY EVENTS SUB-COMMITTEE

It was agreed that a group should be set up to engage with the community, to fund raise and organise events. A formally constituted group would be better placed to attract grants and funding. An appropriate structure will be investigated by Cllrs J.Gilasbey, P.Thompson, V.Bevan-Jones and T.Burnett. This matter will be considered further at the Policy & Strategy Committee meeting on 9th January 2018. It was **RESOLVED** in principle to set up an Events Committee.

393 TO APPROVE THE BUDGET 2018-19

It was **RESOLVED** to formally approve the budget for 2018 – 2019 as agreed at the Budget setting meeting of 21st November 2017. Note and **Close** this item.

394 CORRESPONDENCE – NOVEMBER/DECEMBER 2017

Princess Gwennlian Centre. A formal request for the release of the £5k allocated in the budget had been received. A detailed list of items to be funded in the refurbishment of the kitchen had been provided. The request to release the money was granted. It was noted that efforts to match fund the allocation would be made. Note and **Close** this item.