

## KIDWELLY TOWN COUNCIL

9<sup>th</sup> JANUARY 2018

At the meeting of the **FULL COUNCIL** held at the Parish Rooms, Kidwelly on Tuesday 9<sup>th</sup> January 2018 at 6.30pm.

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

Rev. Trevor Copeland gave prayers before the commencement of the meeting. A minutes silence was held in respect of the death of former Mayor Glyn Evans.

### **431 MEMBER'S DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **432 POLICING MATTERS**

PSCO Wayne MacNally was unable to attend and no report had been received. The next PACT meeting will be held on 17<sup>th</sup> January 2018.

### **433 CONFIRMATION OF MINUTES AND POLICIES**

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

- Full Council 5<sup>th</sup> December 2017
- General Purposes Committee 5<sup>th</sup> December 2017
- Estates Committee 12<sup>th</sup> December 2017
- Finance Committee 12<sup>th</sup> December 2017

### **Matters arising from Full Council on 5<sup>th</sup> December 2017**

#### **434 PHASE 2 DEVELOPMENT**

The Town Clerk informed members that the build was progressing on schedule. A financial progress report was circulated. A technical group meeting will be held on 10<sup>th</sup> January 2018.

#### **435 ASSET TRANSFERS**

##### **A] Playgrounds:**

##### **Parc Stephens:-**

The asset transfer has been signed by the town council and is awaiting completion by the county council. No payments have been received as yet.

##### **Ger y Gwendraeth:-**

The lease has been signed but will not be sent off until the fence has been erected. The county councillor is liaising with officers on this matter.

### **Mynydd y Garreg Playground:-**

Installation of the play equipment has been completed and the park has been opened. The problem with the slide is still outstanding. The county council has agreed to pay the contractors directly even though the invoice for the work and equipment was issued to the town council as per the order form. A sum will be retained until completion of the work on the slide and an indemnity has been taken out to cover any remedial work needed. The county council will be responsible for overseeing all aspects of the project. The asset transfer has been completed and the maintenance payment has been received.

It was noted that members cannot sign any document committing the council to financial outlay without council approval.

### **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 town council solicitor has been instructed to arrange with the county council for a timeframe for this construction.

### **436 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 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 have been informed and a breakdown of costs provided for the Charity Commission. A response is awaited.

### **437 HOUSING CO-OPERATIVE**

A meeting with the Wales Co-operative Housing Group was held on 6<sup>th</sup> 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.

### **438 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.

### **439 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.

### **440 COMMUNITY HALLS**

Princess Gwenllian Centre:- No report available

Mynydd y Garreg Hall:- A written report was submitted.

#### **441 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 6<sup>th</sup> 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**

#### **442 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 9<sup>th</sup> January 2018. It was previously **RESOLVED** in principle to set up an Events Committee. For clarity this item will be re-named “Community Consultation and Events.

#### **443 MAYOR’S DIARY / FORTHCOMING MEETINGS**

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

#### **FORTHCOMING MEETINGS**

<b>DATE</b>	<b>APPOINTMENT</b>	
6 <sup>th</sup> February 2018	Full Council & General Purposes Committee	6.30pm
13 <sup>th</sup> February 2018	Estates and Finance Committees	6.30pm

#### **444 NOTIFICATION OF ELECTION OF MAYOR**

Notification of the election of Mayor for 2018 – 2019 was given. Nomination papers were circulated. The election will be held on 6<sup>th</sup> February 2018.

#### **445 CORRESPONDENCE – DECEMBER 2017 / JANUARY 2018**

1	Tara Fisher	A request for the council to become involved in making Llanelli and District into a Fairtrade area has been received. It was noted that the council has previously committed to this. This support was reaffirmed. Note and <b>Close</b> this item.
2	One Voice Wales	A newsletter had been circulated detailing activities undertaken by One Voice Wales. Note and <b>Close</b> this item.

## KIDWELLY TOWN COUNCIL

**6<sup>th</sup> FEBRUARY 2018**

At the meeting of the **FULL COUNCIL** held at the Parish Rooms, Kidwelly on Tuesday 6<sup>th</sup> February 2018 at 6.30pm.

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

Rev. Trevor Copeland gave prayers before the commencement of the meeting.

Rhian Howells, agent for the Crown Estate, attended and laid out the advantages / disadvantages of renewing the lease of the foreshore. Previous rent had been £280. This had risen to £750. She stated a lower rent could be negotiated – in the region of £350. The matter will be considered further by the Finance Committee.

### **485 MEMBER'S DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **486 POLICING MATTERS**

PSCO Adam Newall was able to attend. A written report had been received. The next PACT meeting will be held on 21<sup>st</sup> February 2018.

### **487 CONFIRMATION OF MINUTES AND POLICIES**

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

- Full Council 9<sup>th</sup> January 2018
- Policy & Strategy Committee 9<sup>th</sup> January 2018
- Establishment Committee 9<sup>th</sup> January 2018
- Estates Committee 16<sup>th</sup> January 2018
- Finance Committee 16<sup>h</sup> January 2018

### **Matters arising from Full Council on 9<sup>th</sup> January 2018**

### **488 PHASE 2 DEVELOPMENT**

The Town Clerk had circulated a full financial report which included a summary of the present position and the overspend of variable estimates. It was noted that alterations were needed to the width of the stairs to comply with DDA requirements. However, the installation of a lift (which was scheduled for a later date) would negate the alterations. It was agreed to go ahead with the lift installation as it would not add to the overspend. Cleats are needed on the supports for the function room. Technical group meetings have been held on 10<sup>th</sup> January and 6<sup>th</sup> February 2018. The Mayor called for an investigation into the overspend.

## **489 ASSET TRANSFERS**

### **A] Playgrounds:**

#### **Parc Stephens:-**

The asset transfer has been signed by the town council and is awaiting completion by the county council. No payments have been received as yet.

#### **Ger y Gwendraeth:-**

The lease has been signed but will not be sent off until the fence has been erected. The county councillor is liaising with officers on this matter.

### **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 scheduled the construction of a DDA compliant ramp for April 2018. Complaints have been received over the state of the toilets. This will be addressed. The town council needs to take charge of the cleaning contracts. It was noted that the Welsh Assembly is conducting a consultation exercise.

## **490 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 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 have been informed and a breakdown of costs provided for the Charity Commission. A response is awaited.

## **491 HOUSING CO-OPERATIVE**

A meeting with the Wales Co-operative Housing Group was held on 6<sup>th</sup> 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.

## **492 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.

## **493 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.

## **494 NOTIFICATION OF ELECTION OF MAYOR**

Councillor Philip Thompson was elected Mayor for the year 2018 – 2019. He was congratulated. Note and **Close** this item.

#### **495 COMMUNITY CONSULTATION AND EVENTS**

The Consultation Day was held on 3<sup>rd</sup> February 2018 at the Gwenllian Centre. It was well attended, with much positive feedback received and many questionnaires returned. The children's activities were especially appreciated. The police have expressed an interest in attending any future event. It was agreed that other events should be planned.

#### **496 COMMUNITY HALLS**

Princess Gwenllian Centre:- It was reported that the new kitchen was installed in time for Burns Night which was well attended. The new bar area was also used.

Mynydd y Garreg Hall:- No report was available.

#### **497 REPORTS FROM SCHOOL GOVERNORS, YOUTH COUNCIL, OTHER REPRESENTATIVES**

**County Councillor** – Cllr Gilasbey had provided a written report.

**Ysgol y Castell** – the Newsletter had been circulated

No information had been received from the following:-

**Patient Participation Group**

**Ysgol Gwenllian – Ysgol Mynydd y Garreg**

**Kidwelly Park Sports Association**

**The Hub**

**Gwendraeth Valley Group**

**Youth Council**

#### **498 MAYOR'S DIARY / FORTHCOMING MEETINGS**

<b>DATE</b>	<b>APPOINTMENT</b>	
3 <sup>rd</sup> February 2018	CBSA Community Cwtsh Event, Gwenllian Centre	10.00am
6 <sup>th</sup> February 2018	Full Council & General Purposes Committee	6.30pm
13 <sup>th</sup> February 2018	Estates and Finance Committees	6.30pm
2 <sup>nd</sup> March 2018	Cefn Sidan Rotary Club St David's Day Dinner	6.30pm

#### **FORTHCOMING MEETINGS**

<b>DATE</b>	<b>APPOINTMENT</b>	
6 <sup>th</sup> March 2018	Full Council & General Purposes Committee	6.30pm
13 <sup>th</sup> March 2018	Estates and Finance Committees	6.30pm

#### **499 APPOINTMENT OF ESTATES OFFICER**

Two applications had been received. Cllr J.Gilasbey, T.Burns, V.Beven-Jones, J.Mayne, A.Jenkins and T Burnett will meet on 12<sup>th</sup> February 2018 to consider the submissions.

#### **500 CORRESPONDENCE – JANUARY/FEBRUARY 2018**

1	Gwenllian Centre	A request for a loan to the Gwenllian Centre for repairs to the lift to the Upper Conference Room had been received. This matter will be considered further by the Finance Committee. Note and <b>Close</b> this item.
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## KIDWELLY TOWN COUNCIL

**6<sup>th</sup> MARCH 2018**

At the meeting of the **FULL COUNCIL** held at the Parish Rooms, Kidwelly on Tuesday 6<sup>th</sup> March 2018 at 6.30pm.

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

Rev. Trevor Copeland gave prayers before the commencement of the meeting.

Ann Gilly, Co-op Member Pioneer attended and outlined her wide remit which includes working towards a dementia friendly town and enhancing the town with flowers. It was acknowledged that community volunteers would be needed to carry out these initiatives. A meeting has been arranged to progress the dementia friendly town project. Various ideas for floral enhancement were considered. Planting of wildflowers was a favoured option. Sources for obtaining seeds will be investigated – Friends of the Earth offer free seeds. A date will be set when volunteers from the community can meet to carry out the planting. This will be well publicised. A meeting will be held on 9<sup>th</sup> March 2018 at 6.00pm to draw up an action plan.

Cllrs G.Beer, A.Jenkins, T.Burns J.Gilasbey and T.Burnett will attend.

### **549 MEMBER'S DECLARATIONS OF INTEREST**

Minute 653 – Councillor T.Burns.

### **550 POLICING MATTERS**

PSCO Adam Newall was able to attend. A written report had been received. The next PACT meeting will be held on 21<sup>st</sup> March 2018.

### **551 CONFIRMATION OF MINUTES AND POLICIES**

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

- Full Council 6<sup>th</sup> February 2018
- General Purposes Committee 6<sup>th</sup> February 2018
- Estates Committee 13th February 2018
- Finance Committee 13th February 2018

### **Matters arising from Full Council on 6<sup>th</sup> February 2018**

### **552 PHASE 2 DEVELOPMENT**

A financial update was circulated. The build is progressing. Full details will be reported at the Finance Committee.

## **553 ASSET TRANSFERS**

### **A] Playgrounds:**

#### **Parc Stephens:-**

The asset transfer has been signed by the town council and is awaiting completion by the county council. No payments have been received as yet.

#### **Ger y Gwendraeth:-**

The lease has been signed. A letter from the county council agreeing to erect a fence 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 scheduled the construction of a DDA compliant ramp for April 2018. A meeting with the county council officer will be arranged to finalise the arrangements for the toilet transfer.

## **554 OWNERSHIP OF CAPEL SUL CEMETERY**

The town council will not take over the cemetery until adequate funding is provided for its future upkeep. It was noted that the town council has endeavoured to work with Capel Sul to maintain the cemetery and its environment for the future. The chapel has had the benefits of the proceeds of sale of the chapel, which funds are available to contribute to the cemetery's future upkeep. Consequently the council **RESOLVES:-**

Not to progress this matter any further; to communicate this to Capel Sul's representative who has been undertaking discussions; to indicate we would remain open to future constructive offers and discussions; to publicise the history and reasons for our decision to the community via our available communication channels. Note and **Close** this item.

## **555 HOUSING CO-OPERATIVE**

A meeting with the Wales Co-operative Housing Group was held on 6<sup>th</sup> 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.

## **556 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.

## **557 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.



### **558 COMMUNITY CONSULTATION AND EVENTS**

The Consultation Day was held on 3<sup>rd</sup> February 2018 at the Gwenllian Centre. It was well attended, with much positive feedback received and many questionnaires returned. The children's activities were especially appreciated. The police have expressed an interest in attending any future event. It was agreed that other events should be planned.

### **559 APPOINTMENT OF ESTATES OFFICER**

Interviews were held on 6<sup>th</sup> March 2018. It was **RESOLVED** to accept the recommendation of the interviewing panel - Cllrs T.Burns, J.Gilasbey, J.Mayne, T.Burnett, V.Bevan-Jones and appoint Mr Mark Stephens. Employment will commence on 4th April 2018. Note and Close this item.

### **560 COMMUNITY HALLS**

Princess Gwenllian Centre:- No report was available.

Mynydd y Garreg Hall:- No report was available.

### **561 REPORTS FROM SCHOOL GOVERNORS, YOUTH COUNCIL, OTHER REPRESENTATIVES**

**Ysgol y Castell** – the Newsletter had been circulated  
No information had been received from the following:-

**Patient Participation Group**

**Ysgol Gwenllian – Ysgol Mynydd y Garreg**

**Kidwelly Park Sports Association**

**The Hub**

**Gwendraeth Valley Group**

**Youth Council**

### **562 MAYOR'S DIARY / FORTHCOMING MEETINGS**

DATE	APPOINTMENT	
2 <sup>nd</sup> March 2018	Cefn Sidan Rotary Club St David's Day Dinner	6.30pm
3 <sup>rd</sup> March 2018	St David's Day Parade, Carmarthen	11.00am
6 <sup>th</sup> March 2018	Full Council & General Purposes Committee	6.30pm
13 <sup>th</sup> March 2018	Estates and Finance Committees	6.30pm
22 <sup>nd</sup> March 2018	Llanelli Rural Charity Fundraising Evening, Llanelli	6.30pm

### **FORTHCOMING MEETINGS**

DATE	APPOINTMENT	
10 <sup>th</sup> April 2018	Full Council & Policy and Strategy Committee	6.30pm
17 <sup>th</sup> April 2018	Estates and Finance Committees	6.30pm

### **563 SALE OF LEASE AT PEMBREY ROAD**

It was **RESOLVED** to hold this matter "*in camera*" due to its sensitive commercial nature.

#### **564 PAYROLL SUPPORT**

It was noted that both community halls had agreed to their caretaker payrolls being administered by the council's accountants. This will be arranged. The trustees of the Gwenllian Centre have requested that the current monthly payment facility for their caretaker be extended. This will be until the completion of Phase 2 allows for additional income to be generated. Halls will be requested to provide monthly accounts. A financial statement outlining current caretaker spending will be provided for the Finance Committee. Note and **Close** this item.

#### **565 MEMBERSHIP OF ONE VOICE WALES**

It was **RESOLVED** to renew membership for the year 2018-19 at a cost of £521. Note and **Close** this item.

#### **566 FINANCIAL REGULATIONS**

The Financial Regulations were considered and it was **RESOLVED** to amend the following:-

Section 3.3 To raise the amount of expenditure sanctioned by the town clerk, necessary to carry out repairs, replacements or other emergency work, from £500 to £1000.

Section 6.6 To raise the amount of petty cash float from £100 to £500.

Enquiries will be made as to whether the council can have access to a debit card.

Note and **Close** this item.

#### **567 CORRESPONDENCE – FEBRUARY/MARCH 2018**

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

## KIDWELLY TOWN COUNCIL

**10<sup>th</sup> APRIL 2018**

At the meeting of the **FULL COUNCIL** held at the Princess Gwennlian Centre, Kidwelly on Tuesday 10<sup>th</sup> April 2018 at 6.30pm.

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

Rev. Trevor Copeland gave prayers before the commencement of the meeting. He was thanked for his attendance and support during the mayoral year.  
Councillor Lloyd-Waterford was welcomed back after her recent accident.  
Mark Stephens was welcomed as the newly appointed Estates Officer.

### **612 MEMBER'S DECLARATIONS OF INTEREST**

Minute 621 - Councillor T.Burns left the room.

### **613 POLICING MATTERS**

The police were unable to attend. A written report will be circulated when received. The next PACT meeting will be held on 18<sup>th</sup> April 2018.

### **614 CONFIRMATION OF MINUTES AND POLICIES**

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

- Full Council 6<sup>th</sup> March 2018
- General Purposes Committee 6<sup>th</sup> March 2018
- Estates Committee 13th March 2018
- Finance Committee 13th March 2018

### **Matters arising from Full Council on 6<sup>th</sup> March 2018**

#### **615 PHASE 2 DEVELOPMENT**

The Gwennlian part of the new build has opened and a large 4 day event took place over Easter with several hundred delegates attending. The lift will be installed on 18<sup>th</sup> April 2018. The council chamber furniture will be installed before the AGM on 1<sup>st</sup> May 2018.

A Reinstatement Valuation – not a resale valuation – has been received £646k.

Concern was expressed over the rising overspend. An additional £40k is anticipated. Work required by Building Control and the installation of a lift required for compliance has been undertaken. It was recognised that the building was a great asset for the community and every effort to support its development would be made.

It was **RESOLVED** that – a report be provided for the next Finance Committee detailing costs and overspend – a second report be provided when the build is completed that outlines the overall status of the project.

#### **616 ASSET TRANSFERS**

Leases have been signed for Parc Stephens, Ger y Gwendraeth, Water Street, Mynydd y Garreg Playground and the town toilets. These were completed prior to the deadline of 31<sup>st</sup> March 2018. Full reimbursement will be received from the county council. Details of the new transfers will be publicised so the community is aware that the town council has responsibility for these facilities. Toilet cleanliness will be monitored closely. Note and Close this item.

#### **617 HOUSING CO-OPERATIVE**

A meeting with the Wales Co-operative Housing Group was held on 6<sup>th</sup> 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.

#### **618 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.

#### **619 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.

#### **620 COMMUNITY CONSULTATION AND EVENTS**

The Consultation Day was held on 3<sup>rd</sup> February 2018 at the Gwenllian Centre. It was well attended, with much positive feedback received and many questionnaires returned. The children’s activities were especially appreciated. The police have expressed an interest in attending any future event. It was agreed that other events should be planned.

#### **621 SALE OF LEASE AT PEMBREY ROAD**

It was **RESOLVED** to hold this matter “*in camera*” due to its sensitive commercial nature.

#### **622 COMMUNITY HALLS**

Princess Gwenllian Centre:- A successful 4 day event was held over Easter and a Line Dancing Evening on 7<sup>th</sup> April 2018.

The hall is in urgent need of trustees and an appeal was made for volunteers to come forward.

Mynydd y Garreg Hall:- No report was available.

#### **623 REPORTS FROM SCHOOL GOVERNORS, YOUTH COUNCIL, OTHER REPRESENTATIVES**

It was noted that School Governors will be nominated at the AGM

**Ysgol y Castell** – the Newsletter had been circulated

#### **Gwendraeth Valley Group**

A meeting was held on 27<sup>th</sup> March 2018 to discuss procedures for implementing the new Data Protection Act which will come into force on 25<sup>th</sup> May 2018. There will be a further meeting on 2<sup>nd</sup> May 2018 in the Gwenllian Centre.

### **Industrial Museum**

It was noted that the Industrial Museum is closed due to health & safety issues, which are being resolved. Several events are planned for the summer including a classic car day. The next meeting of the trustees is on 23<sup>rd</sup> April 2018.

No information had been received from the following:-

### **Patient Participation Group**

### **Ysgol Gwllian – Ysgol Mynydd y Garreg**

### **Kidwelly Park Sports Association**

### **The Hub**

### **Youth Council**

### **624 MAYOR'S DIARY / FORTHCOMING MEETINGS**

No diary was available.

### **FORTHCOMING MEETINGS**

1 <sup>st</sup> May	AGM and Full Council	6.30pm
12 <sup>th</sup> May	Civic Service and luncheon	11.00am
15 <sup>th</sup> May	General Purposes, Estates and Finance committees	6.30pm

### **625 DONATIONS TO INDIVIDUALS – WELLBEING ACT (WALES)**

It was noted that donations can be made to individuals under the terms of the above act – if the council considers that the expenditure is in the interests of, and will bring direct benefits to the area or some or all of its inhabitants. Note and **Close** this item.

### **626 RESIGNATION OF COUNCILLOR**

Members were informed that with regret Councillor Carys Evans has resigned as councillor. The county council will be informed so that appropriate action can be instigated.

### **627 CERTIFICATES OF ACHIEVEMENT**

After discussion it was **RESOLVED** to reinstate the Certificates of Achievement Awards. The 8 categories will remain. It is proposed to begin the process in the autumn with an award ceremony scheduled for February 2019. Note and **Close** this item.

### **628 USE OF INAPPROPRIATE LANGUAGE**

Members were reminded of the Code of Conduct. Note and **Close** this item.

### **629 CORRESPONDENCE – MARCH/APRIL 2018**

A letter of thanks for the donation has been received from the Allotment Association. Note and **Close** this item.

Members were reminded of the Financial Training Session to be held on Tuesday 24<sup>th</sup> April 2018 at the Gwllian Centre at 6.30pm.

A planned “Catering Stalls” display will be considered at Finance Committee.

## KIDWELLY TOWN COUNCIL

1st MAY 2018

At the **ANNUAL GENERAL MEETING** of the **FULL COUNCIL** held at the Council Offices, Kidwelly on Tuesday 1st May 2018 at 6.30pm.

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

Rev Trevor Copeland offered prayers before the commencement of the meeting.

### **INAUGURATION OF THE MAYOR**

Councillor Philip Thompson was sworn in as Mayor for the year 2018-2019  
Councillor Crisial Davies 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 POLICING MATTERS**

The police were unable to attend. A written report will be circulated when received. The next PACT meeting will be held on 16<sup>th</sup> May 2018.

### **3 CONFIRMATION OF MINUTES AND POLICIES**

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

- Full Council 10<sup>th</sup> April 2018
- Policy & Strategy Committee 10<sup>th</sup> April 2018
- Estates Committee 17<sup>th</sup> April 2018
- Finance Committee 17<sup>th</sup> April 2018

### **Matters arising from Full Council on 10<sup>th</sup> April 2018**

### **4 PHASE 2 DEVELOPMENT**

It was noted that the Council Chamber was now in use although the office move will not take place until 30<sup>th</sup> May 2018 when the data transfer and electronic links will go live. A financial update was circulated.

### **5 HOUSING CO-OPERATIVE**

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.

## **6 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.

## **7 RESIGNATION OF COUNCILLOR**

The vacancy created by the resignation of Councillor Carys Evans has been reported and Notice of Vacancy has been issued. If no request for an election is made before 21<sup>st</sup> May 2018 there will be a co-option.

Members were informed that with regret Councillor Tegwen Burns has resigned as councillor after serving for 18 years. The county council will be informed so that appropriate action for a new councillor can be instigated.

A vote of thanks was given in recognition of the long years of service she has given to the council and to the community. It was noted that she will be sorely missed as councillor.

## **8 COMMUNITY HALLS**

The town clerk stated that a strong commitment to the halls was a pre-requisite to becoming a council representative. Existing posts were confirmed and new appointments made. See list at Minute 11 below.

## **9 REPORTS FROM SCHOOL GOVERNORS, YOUTH COUNCIL, OTHER REPRESENTATIVES**

**Ysgol y Castell** – the Newsletter had been circulated

**Gwendraeth Valley Group**

There will be a further meeting on 2<sup>nd</sup> May 2018 in the Gwennlian Centre.

**Industrial Museum**

It was noted that the Industrial Museum is closed due to health & safety issues, which are being resolved. Several events are planned for the summer including a classic car day. A meeting of the trustees was held on 23<sup>rd</sup> April 2018.

No information had been received from the following:-

**Ysgol Gwennlian – Ysgol Mynydd y Garreg**

**Kidwelly Park Sports Association**

**The Hub**

**Youth Council**

## **10 MAYOR'S DIARY / FORTHCOMING MEETINGS**

DATE	APPOINTMENT	
1 <sup>st</sup> May 2018	AGM – Full Council	6.30pm
2 <sup>nd</sup> May 2018	Llanelli Town Council AGM	6.00pm
8 <sup>th</sup> May 2018	Installation of Chairman of Llanelli Rural Council	5.45pm
11 <sup>th</sup> May 2018	Mayor's Installation Ceremony, Carmarthen Town Council	6.30pm
11 <sup>th</sup> May 2018	Chair's Dinner, Llannon Community Council	7.00pm
12 <sup>th</sup> May 2018	Mayor Making Service + Luncheon	11.00am
15 <sup>th</sup> May 2018	Estates and Finance Committees	6.30pm
18 <sup>th</sup> May 2018	Christian Aid Strawberry Tea at Trinity Church	2.00pm

## **FORTHCOMING MEETINGS**

<u>DATE</u>	<u>APPOINTMENT</u>	
5 <sup>th</sup> June 2018	Full Council & General Purposes Committee	6.30pm
12 <sup>th</sup> June	Estates and Finance Committees	6.30pm

## **11 CHAIRS, SCHOOL GOVERNORS AND REPRESENTATIVES**

All Chairs, Governors and representatives were requested to provide a written report to be circulated in advance of the relevant committee to which it referred.

<b>Committee</b>	<b>Chair – Councillor</b>	<b>Deputy Chair - Councillor</b>
Full Council	P. Thompson – Mayor	C. Davies – Deputy Mayor
Establishment	P. Thompson – Mayor	C. Davies – Deputy Mayor
General Purposes	J. Bezant	G. Jones
Estates	A. Jenkins	J. Gilasbey
Finance	D. Lloyd-Waterford	V. Bevan-Jones
Policy & Strategy	S. Davies	T. Burnett

<b>Community Halls</b>	
Gwenllian Hall Representative	Mayor – Councillor P. Thompson Councillor J. Gilasbey Councillor G. Beer
Mynyddygarreg Hall Representative	Mayor – Councillor P. Thompson Councillor J. Gilasbey Councillor C. Peters-Bond
<b>Schools</b>	
Ysgol Y Castell Ysgol Gwenllian Ysgol Mynydd y Garreg	Councillor J. Bezant Councillor T. Burnett Councillor A. Jenkins
<b>Other Organisations</b>	
One Voice Wales	Mayor – Councillor P. Thompson Deputy – Councillor C. Davies
Kidwelly Twinning Association	Councillor T. Burnett
Youth Council	Councillor S. Davies
Kidwelly Community Hub	Councillor D. Lloyd-Waterford Councillor C. Davies
Parc Stephens Community Association	Councillor D. Lloyd Waterford Councillor A. Jenkins
Industrial Museum	Councillor S. Davies
Gwendraeth Group of Community Councils	Mayor – Councillor P. Thompson Councillor T. Burnett
Kidwelly in Bloom	Councillor J. Gilasbey



**12 CORRESPONDENCE – APRIL/MAY 2018**

Code of Conduct training dates have been received – 14<sup>th</sup> and 26<sup>th</sup> June 2018. Those wishing to attend should contact the office. Note and **Close** this item.

**GENERAL PURPOSES COMMITTEE**

Full Council was followed by General Purposes Committee to consider Meals on Wheels:-

The following rota was arranged:-

Thursday 10<sup>th</sup> May 2018 – Councillor Greg Jones

Friday 11<sup>th</sup> May 2018 – Councillor Greg Jones

Thursday 17<sup>th</sup> May 2018 – Councillor Greg Jones

## KIDWELLY TOWN COUNCIL

**5<sup>th</sup> JUNE 2018**

At the meeting of the **FULL COUNCIL** held at the Council Offices, Kidwelly on Tuesday 5<sup>th</sup> June 2018 at 6.30pm.

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

Apologies:- Members were informed that apologies had to be formally given to the officers before 12.00 noon on the day of the meeting

Rev Trevor Copeland offered prayers before the commencement of the meeting.

### **46 MEMBER'S DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **47 POLICING MATTERS**

The police were unable to attend. A written report will be requested and circulated when received. The next PACT meeting will be held on 20<sup>th</sup> June 2018.

### **48 CONFIRMATION OF MINUTES AND POLICIES**

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

- AGM and Full Council 1<sup>st</sup> May 2018
- General Purposes Committee 1<sup>st</sup> May 2018
- Estates Committee 15<sup>th</sup> May 2018
- Finance Committee 15<sup>th</sup> May 2018

### **Matters arising from Full Council on 1st May 2018**

#### **49 PHASE 2 DEVELOPMENT**

It was noted that the office move has taken place. The plumbing has not been done. It was **RESOLVED** that the contractor will be informed that if the work had not been carried out by the end of the month the contract would be cancelled. DDA parking bays will be checked for compliance. It was agreed that window blinds be purchased.

Future updates will be reported at the Finance Committee when the estates officer will be present to answer queries. Note and **Close** this item.

#### **50 HOUSING CO-OPERATIVE**

One Voice Wales is holding a Workshop on Housing Co-operatives on 4<sup>th</sup> July. Four free places have been allocated to the town council. Six places are required. The town clerk will negotiate arrangements for six delegates.

#### **51 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.

#### **52 RESIGNATION OF COUNCILLORS**

Members were informed that a request for an election has been received in both Castle and Mynydd y Garreg Wards. Notice of Election will be published on 14<sup>th</sup> June 2018. The election will be held on 19<sup>th</sup> July 2018. It was **RESOLVED** not to have polling cards as the cost would be £3200.

#### **53 COMMUNITY HALLS**

Comprehensive written reports had been received from both halls.

**Mynydd Hall** – help with the village Fete to be held on 18<sup>th</sup> August 2018 was requested. A planning meeting will be held on 22<sup>nd</sup> June 2018 all will be welcome.

**Gwenllian Hall** – the police will not be renting space at the hall. The economic impact and ongoing financial issues will be considered at the next Finance Committee.

#### **54 REPORTS FROM SCHOOL GOVERNORS, YOUTH COUNCIL, OTHER REPRESENTATIVES**

**Ysgol y Castell** – the Newsletter had been circulated. A written report was presented. It was noted that plans for a new building on the existing site had been drawn up.

**Ysgol Gwenllian** – It was noted that the head of Ysgol Gwenllian was no longer in post.

**Industrial Museum** – It was noted that the museum was not open. The trustees will be requested to inform the council of the present position and future plans for opening. It was **RESOLVED** to withhold this year's donation until further information was received.

*No information has been received from the following:-*

**Ysgol Mynydd y Garreg**

**Kidwelly Park Sports Association**

**The Hub**

**Youth Council**

**Gwendraeth Valley Group**

## **55 MAYOR'S DIARY / FORTHCOMING MEETINGS**

<b>DATE</b>	<b>APPOINTMENT</b>	
5 <sup>th</sup> June 2018	Full Council & General Purposes Committee	6.30pm
12 <sup>th</sup> June 2018	Estates and Finance Committees	6.30pm
24 <sup>th</sup> June 2018	Llanelli Town Council's Civic Service	11.00am

## **FORTHCOMING MEETINGS**

<b>DATE</b>	<b>APPOINTMENT</b>	
1 <sup>st</sup> July 2018	Kidwelly Town Bowling Club U16s Junior Competition	10.30am
2 <sup>nd</sup> July 2018	Josie's hair salon – Grand Opening	6.00pm
3 <sup>rd</sup> July 2018	Full Council & Policy & Strategy Committee	6.30pm
10 <sup>th</sup> July 2018	Estates and Finance Committees	6.30pm
14 <sup>th</sup> July 2018	Kidwelly Carnival	11.30am

## **56 USE OF EISTEDDFOD CHAIR**

The 1920 Kidwelly Eisteddfod Chair is in the care of Mr Morlais Owen of Drefach who would like to see the chair returned to the Kidwelly locality. It was **RESOLVED** to accept the offer of the return of the chair, provided that it had been treated for woodworm. Note and **Close** this item.

## **57 IMPLEMENTATION OF BI-LINGUAL WEBSITE**

It was **RESOLVED** to proceed with a bi-lingual website. The site will be used more effectively as a tool to disseminate information regarding council activity as well as supporting local businesses and organisations. It was acknowledged that there was a need to promote the Welsh language and culture.

## **58 LICENSING MAYOR'S PARLOUR AS WEDDING VENUE**

It was suggested that the new Phase 2 premises and possibly Mynydd y Garreg Hall could be licensed for weddings. The cost would be £1,200 for 3 rooms for 3 years. It was noted that a full and detailed business plan would be needed before proceeding. It was **RESOLVED** to investigate the issues involved.

## **59 CORRESPONDENCE – MAY/JUNE 2018**

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

## KIDWELLY TOWN COUNCIL

**12<sup>th</sup> JUNE 2018**

At the meeting of the **FULL COUNCIL** held at the Council Offices, Kidwelly on Tuesday 12<sup>th</sup> June 2018 at 6.30pm.

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

### **74 MEMBER'S DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **75 APPROVAL OF ACCOUNTS – YEAR END 31<sup>st</sup> MARCH 2018**

It was **RESOLVED** to approve the accounts for the year end 31<sup>st</sup> March 2018.  
Note and **Close** this item.

## KIDWELLY TOWN COUNCIL

**3<sup>rd</sup> JULY 2018**

At the meeting of the **FULL COUNCIL** held at the Council Offices, Kidwelly on Tuesday 3<sup>rd</sup> July 2018 at 6.30pm.

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

Rev Trevor Copeland offered prayers before the commencement of the meeting.

Jenny Fox, Community Development Officer, Carmarthen Town Council, attended and explained how social media is used by her town council. This was later discussed at the following Policy & Strategy Committee where details of the presentation are outlined.

### **111 MEMBER'S DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **112 POLICING MATTERS**

The police did not attend. The police will be requested to provide a written report if they are unable to attend in future. The next PACT meeting will be held on 18<sup>th</sup> July 2018.

### **113 CONFIRMATION OF MINUTES AND POLICIES**

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

- Full Council 5<sup>th</sup> June 2018
- General Purposes Committee 5<sup>th</sup> June 2018
- Full Council 12<sup>th</sup> June 2018
- Estates Committee 12<sup>th</sup> June 2018
- Finance Committee 12<sup>th</sup> June 2018

### **Matters arising from Full Council on 5<sup>th</sup> June 2018**

#### **114 HOUSING CO-OPERATIVE**

One Voice Wales is holding a Workshop on Housing Co-operatives on 4<sup>th</sup> July. Four free places have been allocated to the town council. Six places are required. The town clerk has negotiated arrangements for six delegates.

#### **115 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.

### **116 RESIGNATION OF COUNCILLORS**

Members were informed that an election will be held on 19<sup>th</sup> July 2018. Three candidates are standing in Castle Ward and two in Mynydd y Garreg Ward.

### **117 IMPLEMENTATION OF BI-LINGUAL WEBSITE**

It was previously **RESOLVED** to proceed with a bi-lingual website. The site will be used more effectively as a tool to disseminate information regarding council activity as well as supporting local businesses and organisations. It was acknowledged that there was a need to promote the Welsh language and culture. This matter will be considered under Minute 127 “Promotion of Welsh Language and Culture”. Note and **Close** this item.

### **118 LICENSING MAYOR’S PARLOUR AS WEDDING VENUE**

It was suggested that the new Phase 2 premises and possibly Mynydd y Garreg Hall could be licensed for weddings. The cost would be £1,200 for 3 rooms for 3 years. It was noted that a full and detailed business plan would be needed before proceeding. It was previously **RESOLVED** to investigate the issues involved.

### **119 COMMUNITY HALLS**

Members were reminded that written reports are required.

**Mynydd Hall** – The hall meeting was held on 2<sup>nd</sup> July 2018. A written report will be circulated. Help was requested for the village Fete, to be held on 18<sup>th</sup> August 2018.

**Gwenllian Hall** – A written report had been received

### **120 REPORTS FROM SCHOOL GOVERNORS, YOUTH COUNCIL, OTHER REPRESENTATIVES**

Members were reminded that written reports are required.

**Ysgol y Castell** – the Newsletter had been circulated. A written report was presented.

**Industrial Museum** – The trustees have been requested to inform the council of the present position and future plans for opening the museum and will do this after recess. Council representatives will be informed of future meetings. All members were encouraged to take an active part in promoting the museum.

*Reports from the following will be circulated:-*

**Kidwelly Park Sports Association**

**The Hub**

**Gwendraeth Valley Group**

*No information has been received from the following:-*

**Ysgol Gwenllian**

**Youth Council**

**Ysgol Mynydd y Garreg** – Councillor A.Jenkins was unable to attend Governor training. The position had therefore become vacant. It was **RESOLVED** to appoint Councillor S.Davies as school governor.

## 121 MAYOR'S DIARY / FORTHCOMING MEETINGS

DATE	APPOINTMENT	
1 <sup>st</sup> July 2018	Kidwelly Town Bowling Club U16s Junior Competition	10.30am
3 <sup>rd</sup> July 2018	Full Council & Policy & Strategy Committee	6.30pm
8 <sup>th</sup> July 2018	Five Roads W.I.'s 'Green Event'	10.00am
9 <sup>th</sup> July 2018	Official Opening of Trimsaran Community School	10.00am
9 <sup>th</sup> July 2018	Grand opening of J & Co hair salon, Kidwelly	6.00pm
10 <sup>th</sup> July 2018	Estates and Finance Committees	6.30pm
14 <sup>th</sup> July 2018	Kidwelly Carnival	11.30am
21 <sup>st</sup> July 2018	Official opening of Trinity Art & Craft Exhibition, Kidwelly	11.00am

## FORTHCOMING MEETINGS

DATE	APPOINTMENT	
19 <sup>th</sup> July 2018	By-election for Castle Ward and Mynyddygarreg Ward	
11 <sup>th</sup> August 2018	Kidwelly Horticultural Show	1.00pm

## 122 GWENLLIAN CENTRE – FINANCIAL ARRANGEMENTS

The mayor informed members that the town council owns the community hall, which is run by a trust. If the trust collapses the council will inherit all liabilities and responsibilities for running the everyday activities. It was noted that the trustees are personally liable for any debts. The hall currently owes the council £21,700. The mayor, town clerk and trustees met and formulated a proposal which was formally accepted by the trustees and was now put before the town council. The proposal stated that **“the hall immediately pay £6k in part payment of the debt. The council will continue to pay an amount equal to the wages of the caretaker as provided by the figures supplied by the accountant. This sum will be reimbursed on a monthly basis to the council by the hall. The hall will pay the money the accountant advises is due to HMRC directly.”**

Various options for managing the ongoing debt were considered. It was agreed that a plan for the future development of the hall was needed. Councillor V.Bevan-Jones volunteered to help with a marketing plan.

It was **RESOLVED** to adopt the proposal highlighted above for a period of 6 months; during this time the Town Clerk, Mayor, Chair of Finance and contributing councillors will work towards a long term solution to reduce the debt and increase the potential of the hall. A recorded vote was taken:

FOR	AGAINST	ABSTAIN
P.Thompson	D.Lloyd-Waterford	V.Bevan-Jones
C.Davies	C.Peters-Bond	S.Davies
G.Beer	A.Jenkins	
J.Gilasbey		
G.Jones		
J.Bezant		
J.Mayne		



**123 EXECUTIVE ACTION DURING 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.

**124 INTERNAL AUDIT REPORT – YEAR END 31<sup>ST</sup> MARCH 2018**

An unqualified Internal Audit Report had been received. It was **RESOLVED** to approve the Internal Audit Report for the year end 31<sup>st</sup> March 2018. Note and Close this item.

**125 ANNUAL GOVERNANCE STATEMENT – YEAR END 31<sup>ST</sup> MARCH 2018**

It was **RESOLVED** to approve the Annual Governance Statement. Note and Close this item.

**126 MOTIONS – ONE VOICE WALES CONFERENCE**

No motions had been submitted. For members to be informed of outcomes of previous motioned adopted, One Voice Wales Newsletters will be circulated. Note and Close this item.

**127 PROMOTION OF WELSH LANGUAGE AND CULTURE**

It was agreed to move forward with policies which reflect the promotion of the Welsh language and culture. Costs for a bi-lingual website and translation will be considered at the next Finance Committee meeting on 10<sup>th</sup> July 2018.

**128 CORRESPONDENCE – JUNE/JULY 2018**

Parc Stephens Community Association have requested financial assistance to purchase a grass cutter. This will be considered at the Finance Committee on 10<sup>th</sup> July 2018. An application for a grant will be required. Note and Close this item.

## KIDWELLY TOWN COUNCIL

**4<sup>th</sup> SEPTEMBER 2018**

At the meeting of the **FULL COUNCIL** held at the Council Offices, Kidwelly on Tuesday 4<sup>th</sup> September 2018 at 6.30pm.

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

Rev Trevor Copeland offered prayers before the commencement of the meeting.

Councillors C.Peters and S.Ratty were sworn into office and welcomed to the council.

Mr & Mrs Lewis, organiser of Ty Golau, attended and gave a presentation about the work of their organisation.

### **172 MEMBER'S DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **173 POLICING MATTERS**

The police did not attend. Members were informed that PCSO Adam Newell has commenced training as a full police constable. A PCSO replacement will be allocated. In future the police will have a base in the Fire Station. The next PACT meeting will be held on 19<sup>th</sup> September 2018.

### **174 CONFIRMATION OF MINUTES AND POLICIES**

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

- Full Council 3rd July 2018
- Policy & Strategy Committee 3<sup>rd</sup> July 2018
- Estates Committee 10<sup>th</sup> July 2018
- Finance Committee 10<sup>th</sup> July 2018

### **Matters arising from Full Council on 3<sup>rd</sup> July 2018**

### **175 HOUSING CO-OPERATIVE**

One Voice Wales is holding a Workshop on Housing Co-operatives on 4<sup>th</sup> July. Four free places have been allocated to the town council. Six places are required. The town clerk has negotiated arrangements for six delegates.

### **176 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 is made.

### **177 RESIGNATION OF COUNCILLORS**

An election was held on 19<sup>th</sup> July 2018. C.Peters and S.Ratty were elected. Note and **Close** this item.

### **178 LICENSING MAYOR'S PARLOUR AS WEDDING VENUE**

It was suggested that the new Phase 2 premises and possibly Mynydd y Garreg Hall could be licensed for weddings. The cost would be £1,200 for 3 rooms for 3 years. It was noted that a full and detailed business plan would be needed before proceeding. It was previously **RESOLVED** to investigate the issues involved.

### **179 GWENLLIAN CENTRE – FINANCIAL ARRANGEMENTS**

The town council owns the community hall, which is run by a trust. If the trust collapses the council will inherit all liabilities and responsibilities for running the everyday activities. It was previously agreed that a plan for the future development of the hall was needed. Councillor V.Bevan-Jones had volunteered to help with a marketing plan. The Town Clerk, Mayor, Chair of Finance and contributing councillors will work towards a long term solution to reduce the debt and increase the potential of the hall

### **180 EXECUTIVE ACTION DURING RECESS**

No Executive Action was needed during the recess. However it was agreed that land at Glan yr Afon could be used for a land art sculpture in time for the Tour of Britain Cycle Race on 2<sup>nd</sup> September 2018. Note and **Close** this item.

### **181 PROMOTION OF WELSH LANGUAGE AND CULTURE**

It was agreed to move forward with policies which reflect the promotion of the Welsh language and culture. The bi-lingual website and translation will be commenced as soon as possible. The town clerk will ensure that it is compliant with current legislation. Members were informed that a Welsh Language Promotion meeting will be held in Carmarthen Library on 15<sup>th</sup> September 2018 and is open to all.

### **182 COMMUNITY HALLS**

Members were reminded that written reports are required.

**Mynydd Hall** – The hall meeting was held on 3<sup>rd</sup> September 2018. A written report will be circulated. The village Fete, held on 18<sup>th</sup> August 2018 was very successful despite inclement weather.

**Gwenllian Hall** – A written report had been received. Members volunteered to assist in clearing up after events at the hall, if necessary, so that bookings can be honoured.

### **183 REPORTS FROM SCHOOL GOVERNORS, YOUTH COUNCIL, OTHER REPRESENTATIVES**

Members were reminded that written reports are required.

**Schools** – the schools have been on holidays

**Industrial Museum** – The trustees have been requested to inform the council of the present position and future plans for opening the museum and will do this on 2<sup>nd</sup> October. A Classic Car Day will be held on 9<sup>th</sup> September 2018.

## **184 MAYOR'S DIARY / FORTHCOMING MEETINGS**

<b>DATE</b>	<b>APPOINTMENT</b>	
1 <sup>st</sup> September 2018	Hanes Cedweli's 6 <sup>th</sup> Annual Medieval Fair	10.00am
2 <sup>nd</sup> September 2018	Tour of Britain	9.30am
4 <sup>th</sup> September 2018	Full Council and General Purposes Committee	6.30pm
9 <sup>th</sup> September 2018	Fantastic Open Day at Kidwelly Industrial Museum	10.00am
9 <sup>th</sup> September 2018	Llangynnwr Community Council Civic Service	11.00am
11 <sup>th</sup> September 2018	Estates and Finance Committees	6.30pm
25 <sup>th</sup> September 2018	Carmarthenshire Scouts Council AGM, Tumble Hall	7.30pm

## **FORTHCOMING MEETINGS**

<b>DATE</b>	<b>APPOINTMENT</b>	
2 <sup>nd</sup> October 2018	Full Council & General Purposes Committee	6.30pm
7 <sup>th</sup> October 2018	Laugharne Corporation Breakfast and Divine Service	9.00am
9 <sup>th</sup> October 2018	Estates & Finance Committees	6.30pm

## **185 COUNCILLOR TRAINING & DECLARATIONS OF INTEREST**

It was recognised that training is essential and it was **RESOLVED** that all members should attend the next sessions. Following the Code of Conduct was emphasised. All councillors should understand the Financial Regulations and Standing Orders and work within procedures. Members were reminded that it was a statutory requirement to provide Declarations of Interest and ensure that they were kept up to date. Note and **Close** this item.

## **186 CORRESPONDENCE – JUNE/JULY 2018**

1	Local Democracy and Boundary Commission for Wales	A Draft proposals Report " <i>Review of the Electoral Arrangements of the County of Carmarthenshire</i> " has been received. Consultation ends on 27 <sup>th</sup> November 2018. For clarity this item will be re-named "Boundary Commission" and considered further at Full Council on 2 <sup>nd</sup> October 2018
2	Mynydd hall trustees	Cllr L.Jones stated that his comments made previously had not had malicious intent. He verbally apologised to Cllr A.Jenkins and the town clerk but indicated that he did not feel the need to offer any further apology to those in Mynydd y Garreg. The hall trustees will be informed. Note and <b>Close</b> this item.
3	Team Cat	A request to leave the land art sculpture in situ at Glan yr Afon was made. This matter will be considered by the Estates Committee. Note and <b>Close</b> this item.
4	Anne Gilley Co-op Pioneer	Mrs Gilley expressed concern over the negativity from certain councillors she experienced during the preparations for the Tour of Britain. Her comments were considered and it was recognised that all members need to work together at future events while following statutory procedures. It was <b>RESOLVED</b> to write to Mrs Gilley and thank her and the Co-op Store for the work done in making the event so successful. Note and <b>Close</b> this item.

## KIDWELLY TOWN COUNCIL

**2<sup>nd</sup> OCTOBER 2018**

At the meeting of the **FULL COUNCIL** held at the Council Offices, Kidwelly on Tuesday 2<sup>nd</sup> October 2018 at 6.30pm.

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

Rev Trevor Copeland offered prayers before the commencement of the meeting. It was reported that former Mayor Derek Dalton had died. A minute silence was held.

### **237 MEMBER'S DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **238 POLICING MATTERS**

The police have not attended nor sent in reports for several months. The town clerk will write to the Chief Inspector indicating that a police presence, or written report presented to Full Council would be beneficial to both parties.

### **239 CONFIRMATION OF MINUTES AND POLICIES**

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

- Full Council 4<sup>th</sup> September 2018
- General Purposes Committee 4<sup>th</sup> September 2018
- Estates Committee 11<sup>th</sup> September 2018
- Finance Committee 11<sup>th</sup> September 2018

### **240 INDUSTRIAL MUSEUM**

Malcolm MacDonald attended on behalf of the Kidwelly Industrial Museum Trust and gave a summary of its history and historical importance. About 3 thousand visitors a year visit the site. He also explained the current situation He stated that the museum had been purchased by the former Llanelli Borough Council and subsequently leased to the Museum Trust to enable the site to operate and attract grant funding. The museum is closed as the county council will no longer finance staff to run it and extensive work is needed to make safe the Headframe and the chimney stack – at a cost of over £400k. A consultant has been engaged to report on options available and should complete the study by February 2019. It was recognised that volunteers to assist at the museum are urgently needed and joint working with the community and research into grant funding will be necessary.

It was **RESOLVED** to write to the county council and ask what action will be taken to ensure the future of the museum.

## **Matters arising from Full Council on 11<sup>th</sup> September 2018**

### **241 HOUSING CO-OPERATIVE**

One Voice Wales held a Workshop on Housing Co-operatives on 4<sup>th</sup> July. The town clerk negotiated arrangements for six delegates.

### **242 COMMUNITY ENERGY PROJECT**

A Memorandum of Understanding has been signed and the project is going ahead. A meeting will be held on 15<sup>th</sup> October 2018. A survey of the land has been carried out. An ecological study is being undertaken. The possibility of installing electrical charge points in Kidwelly is being considered.

### **243 LICENSING MAYOR'S PARLOUR AS WEDDING VENUE**

It was suggested that the new Phase 2 premises and possibly Mynydd y Garreg Hall could be licensed for weddings. The cost would be £1,200 for 3 rooms for 3 years. It was noted that a full and detailed business plan would be needed before proceeding. It was previously **RESOLVED** to investigate the issues involved.

### **244 GWENLLIAN CENTRE – FINANCIAL ARRANGEMENTS**

The town council owns the community hall, which is run by a trust. If the trust collapses the council will inherit all liabilities and responsibilities for running the everyday activities. It was previously agreed that a plan for the future development of the hall was needed. The town clerk, and mayor have met with the hall trustees to commence this initiative. A further meeting will be arranged.

### **245 PROMOTION OF WELSH LANGUAGE AND CULTURE**

It was agreed to move forward with policies which reflect the promotion of the Welsh language and culture. The bi-lingual website and translation will be commenced as soon as possible. The town clerk will ensure that it is compliant with current legislation. A Welsh Language Promotion meeting was held in Carmarthen Library on 15<sup>th</sup> September 2018.

### **246 BOUNDARY COMMISSION**

A Draft proposals Report "*Review of the Electoral Arrangements of the County of Carmarthenshire*" has been received. Consultation ends on 27<sup>th</sup> November 2018. It is proposed to merge Kidwelly's voting wards with part of St Ishmael's. A meeting of Full Council will be called on 30<sup>th</sup> October 2018 to discuss the issues involved if an officer of the county council can attend.

### **247 PHASE 2 REPORT**

The estates officer was unable to attend so it was **RESOLVED** that the matter be deferred until 9<sup>th</sup> October 2018. Councillors A.Jenkins and J.Gilasbey wished it noted that they were displeased at this delay. The town clerk indicated that the matter was scheduled for discussion on 11<sup>th</sup> September 2018 when all staff were present but members had instigated the delay as they wished to have more time to consider the issues. Note and **Close** this item.

## **248 DEVELOPMENT OF COMMUNITY PARKS**

The Co-op Pioneer has expressed concern over the lack of facilities in the parks recently taken over by the town council. Various options for developing the parks were considered. It was agreed that play equipment was necessary but also benches and other such items would benefit all members of the community who use the parks. It was recognised that working with community groups was essential. Enhancement of Parc Stephens will be undertaken initially, with a rolling programme of improvements for other parks. A focus will be put onto ensuring disabled access to all activity areas. The Co-op Pioneer has indicated that Mencap has expressed an interest in the project. It was **RESOLVED** to invite a representative of Mencap and, if possible, a grants officer from the county council, to Full Council on 6<sup>th</sup> November 2018.

## **249 COMMUNITY HALLS**

Members were reminded that written reports are required.

**Mynydd Hall** – A written report had been received. It was noted that e-mails from the town clerk to the hall regarding comments made by Cllr L.Jones and also proposals for a meeting of council members and trustees had not been received. They will be re-sent and a meeting arranged.

**Gwenllian Hall** – No report had been received.

## **250 REPORTS FROM SCHOOL GOVERNORS, YOUTH COUNCIL, OTHER REPRESENTATIVES**

Members were reminded that written reports are required.

**Schools** – Members were informed that both Ysgol y Castell and Ysgol Gwenllian have been included in the county council's Modernising Education Programme and new buildings are planned. An Open Evening will be held at each school to inform the public about the projects. Ysgol Gwenllian on Monday 15<sup>th</sup> October 2018 and Ysgol y Castell on Tuesday 16<sup>th</sup> October 2018. Both events will run between 5.00 and 7.00pm.

**The Hub** – The creative hub will be opening on Saturday 6<sup>th</sup> October 2018. The Pop Up Market will also be running.

## **251 MAYOR'S DIARY / FORTHCOMING MEETINGS**

DATE	APPOINTMENT	
2 <sup>nd</sup> October 2018	Full Council and General Purposes Committee	6.30pm
7 <sup>th</sup> October 2018	Laugharne Corporation Breakfast and Divine Service	9.00am
9 <sup>th</sup> October 2018	Estates and Finance Committees	6.30pm
17 <sup>th</sup> October 2018	Glan-y-Môr Prize Evening	6.30pm
26 <sup>th</sup> October 2018	Halloween Fancy Dress Family Party, Mynyddygarreg	6.30pm

## **FORTHCOMING MEETINGS**

DATE	APPOINTMENT	
2 <sup>nd</sup> November 2018	Llanelli Great War Annual Lecture	6.00pm
6 <sup>th</sup> November 2018	Full Council & Policy & Strategy Committee	6.30pm
11 <sup>th</sup> November 2018	Remembrance Sunday	9.45am
13 <sup>th</sup> November 2018	Estates and Finance Committees	6.30pm
20 <sup>th</sup> November 2018	Budget Setting	6.30pm

**252 CORRESPONDENCE – SEPTEMBER/OCTOBER 2018**

1	Ty Golau	A thank you letter has been received for the donation given to the organisation. Note and <b>Close</b> this item.
2	CCC	A request for Code of Conduct data has been received. Members were reminded of the importance of training and providing updated Declarations of Interest forms. Note and <b>Close</b> this item.
3	Grant Thornton	External Auditors reported that in 2018-19 they will be focusing on compliance with Standing Orders and Delegation to Committees. Note and <b>Close</b> this item.



## KIDWELLY TOWN COUNCIL

**6<sup>th</sup> NOVEMBER 2018**

At the meeting of the **FULL COUNCIL** held at the Council Offices, Kidwelly on Tuesday 6<sup>th</sup> November 2018 at 6.30pm.

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

Rev Trevor Copeland offered prayers before the commencement of the meeting.

Amanda Roberts – Children Information Officer, Mencap Wales, attended and gave a presentation, details in Minute 311 below.

### **302 MEMBER'S DECLARATIONS OF INTEREST**

Minute 307 – Cllrs P.Thompson and C.Davies left the room.

Minute 319 – Cllr J.Gilasbey.

### **303 POLICING MATTERS**

The police were unable to attend but had submitted a written report which had been circulated. The next PACT meeting will be held on 21<sup>st</sup> November 2018.

### **304 CONFIRMATION OF MINUTES AND POLICIES**

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

- Full Council 2<sup>nd</sup> October 2018
- General Purposes Committee 2<sup>nd</sup> October 2018
- Estates Committee 9<sup>th</sup> October 2018
- Finance Committee 9<sup>th</sup> October 2018

### **Matters arising from Full Council on 2<sup>nd</sup> October 2018**

#### **305 INDUSTRIAL MUSEUM**

The museum is closed as the county council will no longer finance staff to run it and extensive work is needed to make safe - the Headframe and the chimney stack – at a cost of over £400k. A consultant has been engaged to report on options available and should complete the study by February 2019. It was recognised that volunteers to assist at the museum are urgently needed and joint working with the community and research into grant funding will be necessary. It was previously **RESOLVED** to write to the county council and ask what action will be taken to ensure the future of the museum.

### **306 HOUSING CO-OPERATIVE**

One Voice Wales held a Workshop on Housing Co-operatives on 4<sup>th</sup> July. The town clerk had negotiated arrangements for six delegates.

### **307 COMMUNITY ENERGY PROJECT**

Cllrs P.Thompson and C.Davies left the room. Cllr T.Burnett took the chair.

Cllr G.Jones was unwell and left the meeting.

A Memorandum of Understanding has been signed and the project is going ahead. A survey of the land has been carried out. An ecological study is being undertaken. The possibility of installing electrical charge points in Kidwelly is being considered. It was **RESOLVED** to request further details in a written report to be provided for the Estates Committee meeting on 13<sup>th</sup> November 2018.

### **308 LICENSING MAYOR'S PARLOUR AS WEDDING VENUE**

It was suggested that the new Phase 2 premises and possibly Mynydd y Garreg Hall could be licensed for weddings. The cost would be £1,200 for 3 rooms for 3 years. It was noted that a full and detailed business plan would be needed before proceeding. It was previously **RESOLVED** to investigate the issues involved.

### **309 GWENLLIAN CENTRE – FINANCIAL ARRANGEMENTS**

The town council owns the community hall, which is run by a trust. If the trust collapses the council will inherit all liabilities and responsibilities for running the everyday activities. A meeting with the trustees was held on 25<sup>th</sup> October 2018. Minutes were circulated.

### **310 BOUNDARY COMMISSION**

A Draft proposals Report “*Review of the Electoral Arrangements of the County of Carmarthenshire*” has been received. Consultation ends on 27<sup>th</sup> November 2018. It is proposed to merge Kidwelly’s voting wards with part of St Ishmael’s giving the authority 2 county councillors. However, it was felt that the population threshold needed for 2 councillor status could be achieved by the addition of an area much smaller than St Ishmael’s. It was **RESOLVED** to object to the merger with St Ishmael and propose a merger with Four Roads and Pont Newydd. It was noted that this was a unanimous decision.

### **311 DEVELOPMENT OF COMMUNITY PARKS**

Amanda Roberts, Children Information Officer, Mencap Wales, attended and explained how Mencap was involved in assisting in the provision of specialist equipment in playgrounds for use by children with a disability. She stated that of the 121 playgrounds in the county, only Pwll had facilities for the disabled. Site visits to playgrounds managed by the town council had been carried out and Parc Stephens had been identified as an ideal location in which to place specialist equipment. The deadline for applications for grant funding is 12<sup>th</sup> November 2018 with work having to be completed by the end of March 2019. Meetings will be held during the coming week in a bid to formulate a proposal to go forward to apply for a grant. It was noted that consideration should be given to all users of the park including the elderly, those with dementia, and all special needs. The estates officer will be involved as future maintenance issues fall within his responsibility area.

### **312 PROMOTION OF WELSH LANGUAGE AND CULTURE**

It was agreed to move forward with policies which reflect the promotion of the Welsh language and culture. The bi-lingual website and translation will be commenced as soon as possible. The town clerk will ensure that it is compliant with current legislation

### **313 COMMUNITY HALLS**

Members were reminded that written reports are required.

**Mynydd Hall** – A written report will be circulated after the meeting on 12<sup>th</sup> November 2018. A very successful Fireworks evening was held on 5<sup>th</sup> November 2018.

**Gwenllian Hall** – Minutes of the trustees meeting held on 25<sup>th</sup> October 2018 had been circulated.

### **314 REPORTS FROM SCHOOL GOVERNORS, YOUTH COUNCIL, OTHER REPRESENTATIVES**

Members were reminded that written reports are required.

**Schools** – Open evenings had been held on 15<sup>th</sup> & 16<sup>th</sup> October 2018 in the town schools detailing plans for the new builds.

Ysgol y Castell – a governors report had been circulated

**County Councillor Report** – a written report had been circulated

It was noted that the Safe Routes initiative application for Mynydd y Garreg school had been completed and was awaiting signature.

An enquiry about one way traffic within the town will be forwarded to the county council.

### **315 MAYOR'S DIARY / FORTHCOMING MEETINGS**

<b>DATE</b>	<b>APPOINTMENT</b>	
2 <sup>nd</sup> November 2018	Llanelli Great War Annual Lecture	6.00pm
6 <sup>th</sup> November 2018	Full Council & Policy & Strategy Committee	6.30pm
11 <sup>th</sup> November 2018	Remembrance Sunday	9.45am
13 <sup>th</sup> November 2018	Estates and Finance Committees	6.30pm
20 <sup>th</sup> November 2018	Budget Setting	6.30pm
29 <sup>th</sup> November 2018	Christmas Lighting Ceremony	6.25pm
30 <sup>th</sup> November 2018	Rotary Club of Cefn Sidan Christmas Dinner	7.00pm

Members were reminded that they should meet at the Rugby Club by 9.15am on Remembrance Day to accompany the procession to St Mary's Church for the service. It was noted that war poems will be read along the procession route. New cleats for the flags had been provided. Cllr J. Mayne will transport the halberds and costumes.

### **FORTHCOMING MEETINGS**

<b>DATE</b>	<b>APPOINTMENT</b>	
4 <sup>th</sup> December 2018	Full Council & General Purposes Committee	6.30pm
11 <sup>th</sup> December 2018	Estates and Finance Committees	6.30pm
13 <sup>th</sup> December 2018	Lessons and Carols Service, St Mary's Church	7.00pm

### **316 TO APPROVE AMENDMENTS TO STANDING ORDERS**

It was **RESOLVED** to approve the following amendments:-

Alteration of meeting place from Princess Gwenllian Centre to Council Offices.

SO3. iv replace Chairman with Mayor

SO3. xiv remove “in a book for such a purpose”

To alter the format so that numbering does not include alphabet or Roman numerals.

Note and **Close** this item.

### **317 TO APPROVE AMENDMENTS TO FINANCIAL REGULATIONS**

It was **RESOLVED** to approve the following amendments:-

2.3 End of February – should be End of November

6.4 to approve the use of variable direct debits

Note and **Close** this item.

### **318 RESIGNATION OF COUNCILLOR**

Members were informed that Councillor V.Bevan-Jones had resigned. It was **RESOLVED** to accept the resignation and inform the County Council Elections Officer. The process of filling the vacancy can then commence. It was **RESOLVED** that Councillor C.Peters-Bond take over as Deputy Chair of the Finance Committee.

### **319 TO CONSIDER THE TIN MUSEUM**

The Tin Museum, located at Laugharne, has to vacate its premises. Its trustees wish to relocate the building and exhibits to Kidwelly. Land adjacent to the Gwenllian Centre has been identified as suitable, although it would be subject to planning permission. Proposed location plans were circulated. Car parking may be an issue. It was noted that the museum was listed as 2<sup>nd</sup> best museum in Wales on Trip Advisor and as an already established music and events venue could attract many visitors to Kidwelly. It was proposed that consideration be given to locating the Tin Museum at Hillfield Villas, the trustees providing the facilities and grant funding. It was **RESOLVED** to continue talks on the venture.

### **320 CORRESPONDENCE – OCTOBER/NOVEMBER 2018**

1	Mr Mansel Thomas	An invitation has been extended to all members to attend events on 16 <sup>th</sup> November 2018. [1] 2.00pm unveiling the Silver Band Noticeboard by children from Mynydd y Garreg School [2] 7.30pm Book Launch “Yr Utgorn Olaf / The Last Trumpet” at Mynydd y Garreg Hall. Note and <b>Close</b> this item.
2	Dyfed-Powys Police	A Go Safe in Partnership Scheme is in operation. A Community Speed Watch initiative could be set up in the town using trained volunteers to collate evidence of speeding using a speed measuring device. The device costs £200. The matter was referred to Finance Committee. Note and <b>Close</b> this item.

## KIDWELLY TOWN COUNCIL

**4<sup>th</sup> DECEMBER 2018**

At the meeting of the **FULL COUNCIL** held at the Council Offices, Kidwelly on Tuesday 4<sup>th</sup> December 2018 at 6.30pm.

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

Rev Trevor Copeland offered prayers before the commencement of the meeting.

### **363 MEMBER'S DECLARATIONS OF INTEREST**

Minute 368 – Cllrs P.Thompson and C.Davies left the room.

### **364 POLICING MATTERS**

The police were unable to attend with no written report provided. They will be requested to submit a report. The next PACT meeting will be held on 19<sup>th</sup> December 2018.

### **365 CONFIRMATION OF MINUTES AND POLICIES**

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

- Full Council 6<sup>th</sup> November 2018
- Policy & Strategy Committee 6<sup>th</sup> November 2018
- Establishment Committee 6<sup>th</sup> November 2018
- Estates Committee 13<sup>th</sup> November 2018
- Finance Committee 13<sup>th</sup> November 2018
- Finance Committee – Budget setting 20<sup>th</sup> November 2018
- Finance Committee – Budget setting 27<sup>th</sup> November 2018

### **Matters arising from Full Council on 6<sup>th</sup> November 2018**

#### **366 INDUSTRIAL MUSEUM**

The museum is closed as the county council will no longer finance staff to run it and extensive work is needed to make safe - the Headframe and the chimney stack – at a cost of over £400k. A consultant has been engaged to report on options available and should complete the study by February 2019. It was recognised that volunteers to assist at the museum are urgently needed and joint working with the community and research into grant funding will be necessary. It was previously **RESOLVED** to write to the county council and ask what action will be taken to ensure the future of the museum.

### **367 HOUSING CO-OPERATIVE**

One Voice Wales held a Workshop on Housing Co-operatives on 4<sup>th</sup> July. The town clerk had negotiated arrangements for six delegates.

### **368 COMMUNITY ENERGY PROJECT**

As Cllrs P.Thompson and C.Davies had left the room Cllr D.Lloyd-Waterford took the chair. A Memorandum of Understanding has been signed and the project is going ahead. A survey of the land has been carried out. An ecological study is being undertaken. The next meeting will be held on 18<sup>th</sup> January 2019 with the AGM of GVEC on 8<sup>th</sup> March 2019.

A request for written information regarding the present position will be made.

### **369 LICENSING MAYOR'S PARLOUR AS WEDDING VENUE**

It was suggested that the new Phase 2 premises and possibly Mynydd y Garreg Hall could be licensed for weddings. The cost would be £1,200 for 3 rooms for 3 years. It was noted that a full and detailed business plan would be needed before proceeding. It was previously **RESOLVED** to investigate the issues involved.

### **370 GWENLLIAN CENTRE – FINANCIAL ARRANGEMENTS**

The town council owns the community hall, which is run by a trust. If the trust collapses the council will inherit all liabilities and responsibilities for running the everyday activities. A meeting with the trustees was held on 25<sup>th</sup> October 2018. Minutes were circulated.

### **371 BOUNDARY COMMISSION**

A Draft proposals Report “*Review of the Electoral Arrangements of the County of Carmarthenshire*” has been received. Consultation ends on 27<sup>th</sup> November 2018. It is proposed to merge Kidwelly’s voting wards with part of St Ishmael’s giving the authority 2 county councillors. However, it was felt that the population threshold needed for 2 councillor status could be achieved by the addition of an area much smaller than St Ishmael’s. It was previously **RESOLVED** to object to the merger with St Ishmael and propose a merger with Four Roads and Pont Newydd. It was noted that this was a unanimous decision.

### **372 DEVELOPMENT OF COMMUNITY PARKS**

Amanda Roberts, Children Information Officer, Mencap Wales, had previously attended and explained how Mencap was involved in assisting in the provision of specialist equipment in playgrounds for use by children with a disability. Parc Stephens has been identified as an ideal location in which to place specialist equipment. An application for grant funding has been made. It was noted that consideration should be given to all users of the park including the elderly, those with dementia, and all special needs. It was **RESOLVED** to review all town council parks, formulate basic development plans and consult with all park users.

### **373 PROMOTION OF WELSH LANGUAGE AND CULTURE**

It was agreed to move forward with policies which reflect the promotion of the Welsh language and culture. The bi-lingual website and translation will be commenced as soon as possible. The town clerk will ensure that it is compliant with current legislation

### **374 RESIGNATION OF COUNCILLOR**

Notice of Vacancy has been published. A request to hold an election must be submitted by 14<sup>th</sup> December 2018.

### **375 TO CONSIDER THE TIN MUSEUM**

The Tin Museum, located at Laugharne, has to vacate its premises. Its trustees wish to re-locate the building and exhibits to Kidwelly. Land adjacent to the Gwenllian Centre has been identified as suitable, although it would be subject to planning permission. Proposed location plans were circulated. Car parking may be an issue. It was noted that the museum was listed as 2<sup>nd</sup> best museum in Wales on Trip Advisor and as an already established music and events venue could attract many visitors to Kidwelly. It was proposed that consideration be given to locating the Tin Museum at Hillfield Villas, the trustees providing the facilities and grant funding. It was previously **RESOLVED** to continue talks on the venture.

### **376 COMMUNITY HALLS**

Members were reminded that written reports are required.

**Mynydd Hall** – A written report had been circulated. Problems with the heating system are being resolved. The stage curtains need replacing. Preparations for the Christmas lighting are in hand. All are invited to the service on 7th December 2018.

**Gwenllian Hall** – There was no trustees meeting on 29<sup>th</sup> November 2018 due to the Christmas lighting evening.

### **377 REPORTS FROM SCHOOL GOVERNORS, YOUTH COUNCIL, OTHER REPRESENTATIVES**

Members were reminded that written reports are required.

**Schools** – Mynydd y Garreg Governors Report had been circulated and various issues were considered.

Ysgol y Castell – a Governors Report had been previously been circulated

**Kidwelly Industrial Museum** – No meeting had been held

**County Councillor Report** – a written report had been circulated

### **378 MAYOR'S DIARY / FORTHCOMING MEETINGS**

<b>DATE</b>	<b>APPOINTMENT</b>	
4th December 2018	Full Council & General Purposes Committee	6.30pm
7 <sup>th</sup> December 2018	Mynydd y Garreg Christmas Lighting	6.30pm
7th December 2018	Christmas Carol Service, Mynyddygarreg	7.00pm
11th December 2018	Estates and Finance Committees	6.30pm
13th December 2018	Lessons and Carols Service, St Mary's Church	7.00pm
14th December 2018	Llanelli Town Council Christmas Evening	7.00pm
15th December 2018	Christmas Fantasia, Hywel Girls' Choir & Boy Singers	7.00pm

### **FORTHCOMING MEETINGS**

<b>DATE</b>	<b>APPOINTMENT</b>	
8th January 2019	Full Council & General Purposes Committee	6.30pm
15th January 2019	Estates and Finance Committees	6.30pm

### **379 TO APPROVE THE BUDGET 2019 - 2020**

It was **RESOLVED** to increase the precept by 22.9% to a figure of £165,715 for the year 2019-2020.

For - 7		Against - 5
A.Jenkins	J.Mayne	D.Lloyd-Waterford
S.Ratty	C.Davies	G.Beer
S.Davies	P.Thompson	C.Peters-Bond
G.Jones		L.Jones
		J.Gilasbey

It was noted that the increase includes;-

Additional costs of £20k for maintenance of the toilets and parks which have been transferred to the town council from the county council to prevent their closure.

Additional costs of £7,236 for councillor's allowance and allowance for dependants. There is a legal requirement to provide funding. However members may choose not to make a claim. Note and **Close** this item.

### **380 TO APPROVE THE PENSION REGULATIONS**

After due consideration it was **RESOLVED** to approve the discretionary policies under the Local Government Pension Scheme. Note and **Close** this item.

### **381 JOINT OPEN DAY**

It was **RESOLVED** to hold an official "Open Day" in the new year. It was suggested that the High Sheriff of Carmarthenshire be invited to officially open Phase 2. Arrangements for the ceremony will be made jointly with the trustees of the hall.

### **382 DEFIBRILLATOR MAINTENANCE**

It was recognised that both council defibrillators need regular maintenance. Mark Gower, of the Wales Ambulance Service has been extremely helpful in advising on this issue. It was **RESOLVED** to accept his offer to look after the equipment in the future. Note and **Close** this item.

### **383 CORRESPONDENCE – NOVEMBER/DECEMBER 2018**

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