

KIDWELLY TOWN COUNCIL

7th JANUARY 2020

At the meeting of the **POLICY & RESOURCES COMMITTEE** held at the Princess Gwenllian Centre, Kidwelly on Tuesday 7th January 2020

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

Newly elected Councillor June James was welcomed by the Chair.

499 MEMBERS' DECLARATIONS OF INTEREST

There were no declarations of interest.

500 SPONSORSHIP AND ADVERTISING POLICY

The chair outlined the two different features of this policy:

1. The town council sponsorship of other organisations or groups
2. Other organisations, groups or business sponsorship of activities promoted by the town council

It was recognised that many financial legal and ethical issues will arise from the adoption and implementation of the policy.

Further research and compilation of other model policies will be investigated and considered at the next meeting of the committee.

KIDWELLY TOWN COUNCIL

4th FEBRUARY 2020

At the meeting of the **POLICY & RESOURCES COMMITTEE** held at the Princess Gwenllian Centre, Kidwelly on Tuesday 4th February 2020

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

559 MEMBERS' DECLARATIONS OF INTEREST

There were no declarations of interest.

560 SPONSORSHIP AND ADVERTISING POLICY

The chair outlined the two different features of this policy:

1. The town council sponsorship of community events and organisations.
2. Community Partnership Scheme - Other organisations, groups or business sponsorship of activities promoted by the town council

One amendment was made to the policy draft produced by the Chair, the addition of "where legally permitted".

The Chair, Councillor C.Peters-Bond was thanked for the comprehensive document he had prepared for consideration.

It was **RESOLVED** to adopt the Commercial, Advertising and Sponsorship Policy with the agreed amendment.

KIDWELLY TOWN COUNCIL

3rd MARCH 2020

At the meeting of the **POLICY & RESOURCES COMMITTEE** held at the Princess Gwennlian Centre, Kidwelly on Tuesday 3rd March 2020

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

604 MEMBERS' DECLARATIONS OF INTEREST

There were no declarations of interest.

605 RISK MANAGEMENT STRATEGY

The current document was reviewed. Further information will be sought from One Voice Wales, Society for Local Council Clerks and the county council.

606 COUNCIL NEWSLETTER

A new look, more modern newsletter will be formatted. Councillors C.Peters-Bond and C.Davies will design the layout. Councillors J.Gilasbey and D.Lloyd-Waterford will assist with content. Councillors will meet on 10th March 2020 at 5.45pm prior to the Estates Committee meeting to move forward on this. A draft newsletter will be presented to this committee on 21st April 2020.

607 FORWARD PLAN

This plan was considered at Full Council. The town square and Quay areas being priorities. The 10 Towns initiative is expected to assist in regeneration of the area and members look forward to working with newly appointed consultants in the summer.

A Project Officer has been approached to assist in creating a development plan and to seek grant funding.

KIDWELLY TOWN COUNCIL

7th JULY 2020

At the VIRTUAL meeting of the **POLICY & RESOURCES COMMITTEE** held on Tuesday 7th July 2020

Present	Town Mayor	D.Lloyd-Waterford
	Deputy Mayor	A.Jenkins
	Councillors	J.Gilasbey, J.Bezant, G.Beer, J.James, J.Mayne, P.Thompson, C.Peters, C.Peters-Bond
	Town Clerk	Virginia O'Reilly
	Town Secretary	A Padgett
	Admin Assist.	Owain Davies
Apologies	Councillors	T.Burnett
No apologies		C.Davies

66 MEMBERS' DECLARATIONS OF INTEREST

There were no declarations of interest.

67 RISK MANAGEMENT STRATEGY

The current document is under review. Further information will be sought from One Voice Wales, Society for Local Council Clerks and the county council.

68 COUNCIL NEWSLETTER

The publication of the Newsletter has been delayed due to lockdown. Various methods of distribution and type of content were considered. Members were asked to provide ideas on content and how to disseminate the information to Councillor Peters-Bond by the end of next week.

69 POLICY FOR RELEASE OF GRANTS

The existing Community Grants Policy had been circulated. It was noted that it does not specify the mechanism for distributing the funds. As current budget provision includes several grants of over £5k it is not financially viable to pay out all grants at the beginning of the financial year when only one part of the precept has been received. Various options were considered. It was **RESOLVED** that:-

All grants under £2k can be paid **on request** at any time

All grants over £2k will be paid after the 2nd instalment of the precept, **on request**

All grants over £5k will be split into 3 equal payments, corresponding to precept dates, **on request**.

Organisations which have funds allocated in the budget will be informed of this new arrangement which will commence in the next financial year.

Note and **Close** this item.

70 FORWARD PLAN

Due to the pandemic lockdown, development plans have been put on hold. Communications have been difficult. A new answer phone system has been installed which should ease the situation. The new IT system should be in place before the next session of council meetings. The 10 Towns Project has been put on hold, causing delays in development of the town square and other planned initiatives.

It was **RESOLVED** that:-

First priority project should be the Pandemic Black Cat and Historic Wall Pictures. It is a current issue and it would appear that Covid 19 funding initiatives may be available.

Second priority project should be development of the play area at Ger y Gwendraeth as there is money available in the budget.

Initial talks with the planning officer will be instigated to assess what is possible.

KIDWELLY TOWN COUNCIL

8th SEPTEMBER 2020

At the VIRTUAL meeting of the **POLICY & RESOURCES COMMITTEE** held on Tuesday 8th September 2020

Present	Town Mayor	D.Lloyd-Waterford
	Deputy Mayor	A.Jenkins
	Councillors	J.Gilasbey, J.Bezant, G.Beer, J.James, J.Mayne, P.Thompson, C.Peters, C.Peters-Bond, C.Davies
	Town Clerk	Virginia O'Reilly
	Town Secretary	A Padgett
	Admin Assist.	Owain Davies
Apologies	Councillors	

125 MEMBERS' DECLARATIONS OF INTEREST

There were no declarations of interest.

126 RISK MANAGEMENT STRATEGY

The current document is under review. Further information will be sought from One Voice Wales, Society for Local Council Clerks and the county council.

127 COUNCIL NEWSLETTER

The publication of the Newsletter has been delayed due to lockdown. Suggestions for content were made:-

Long and short term plans of the council, Mayor's comments, councillor vacancies, Kidwelly in Bloom events, thanks to volunteers, Telemat, Black cat, Christmas arrangements, park developments. Items to be submitted to Councillor Peters-Bond as soon as possible.

128 THE WAY FORWARD

It was previously **RESOLVED** that:- Priority projects should be the Pandemic Black Cat and Historic Wall Pictures.

Development of the play areas

It was agreed that appointing Youth Representatives to the council should be progressed. Councillors D.Lloyd-Waterford and J.Bezant will create a protocol to be used as guidance and structure for the youth representatives to follow when they are appointed. They will present this document to Full Council on 6th October 2020.

129 10 TOWNS INITIATIVE

Consultants have been appointed but cannot carry out consultations until the lockdown has eased.

130 SELF-FUNDING PROJECT OFFICER

It was agreed to use the services of a self-funding project officer to investigate grants. Projects suitable for grant funding will be identified and outlines prepared so that grant deadlines can be met. Note and **Close** this item.

KIDWELLY TOWN COUNCIL

6th OCTOBER 2020

At the VIRTUAL meeting of the **POLICY & RESOURCES COMMITTEE** held on Tuesday 6th October 2020

Present	Town Mayor	D.Lloyd-Waterford
	Deputy Mayor	A.Jenkins
	Councillors	J.Gilasbey, J.Bezant, J.James, J.Mayne, P.Thompson, C.Peters-Bond, C.Davies, C.Peters
	Town Clerk	Virginia O'Reilly
Apologies	Town Secretary	A Padgett
	Admin Assist.	Owain Davies
	Councillors	G.Beer

185 MEMBERS' DECLARATIONS OF INTEREST

There were no declarations of interest.

186 RISK MANAGEMENT STRATEGY

The current document is under review. Further information will be sought from One Voice Wales, Society for Local Council Clerks and the county council.

187 COUNCIL NEWSLETTER

Councillor Peters-Bond had circulated a draft of the newsletter and he was thanked for his work. He had included:- a message from the Mayor, details of the Kidwelly in Bloom competition, council support given to community groups, details of investments made in parks after asset transfer and castle lighting refurbishment. It is hoped to add information on 3 extra items:- Telemat, History Shed Experience and a thanks to the community organisations who have worked so hard during the pandemic.

Items proposed for future editions will include information on:- youth representatives, town clock, luncheon club and skateboard park. Further articles can be submitted.

Distribution issues were considered. The ideal would be to send it out electronically. However some hard copies would be left at distribution sites, such as the Co-operative store. It will be bi-lingual.

188 THE WAY FORWARD

Members were informed that the Coastal Communities grant application (stage 1) had been submitted. This included funding for the Black Cat, lamppost banners and glamping facilities.

Ger y Gwendraeth Play area – a residents' committee has been set up to progress the development. Council funding will be allocated in next year's budget. The group will be asked to formally request use of the site for a play area. The estates officer will assist the group.

It was suggested that an on-line Halloween competition be launched with house decoration, costumes and craft categories. Photographs could be submitted. All entries must be plastic free. The Mayor will donate prizes from the tranche.

KIDWELLY TOWN COUNCIL

3rd NOVEMBER 2020

At the VIRTUAL meeting of the **POLICY & RESOURCES COMMITTEE** held on Tuesday 3rd November 2020

Present	Town Mayor	D.Lloyd-Waterford
	Deputy Mayor	A.Jenkins
	Councillors	J.Gilasbey, J.Bezant, J.James, J.Mayne, C.Davies, G.Beer
	Town Clerk	Virginia O'Reilly
	Town Secretary	A Padgett
	Admin Assist.	Owain Davies
Apologies	Councillors	C.Peters, C.Peters-Bond, P.Thompson

234 MEMBERS' DECLARATIONS OF INTEREST

There were no declarations of interest.

235 RISK MANAGEMENT STRATEGY

The current document is under review. Further information will be sought from One Voice Wales, Society for Local Council Clerks and the county council.

236 COUNCIL NEWSLETTER

It was noted that the October Newsletter had been posted on the council website. It was agreed that future editions should be seasonal eg. Christmas, Easter, summer, autumn, depending on activities planned.

Next edition, at Christmas, will be posted on the council website, facebook, at the Hub window and council noticeboards. It will be shared on the Kidwelly and Mynydd y Garreg Noticeboard. Boosting will be considered to increase circulation. It will include results of the Halloween Competition. Thanks were expressed to the Mayor, Deputy Mayor and Mrs Lynda Finch-Jones for their contribution of prizes. The Christmas Competition will be for best dressed house decoration. Sponsorship will be sought.

237 THE WAY FORWARD

Members had been informed that the Coastal Communities grant application (stage 1) had been successful. Stage 2 must be submitted by 6th November 2020. A second public consultation will be held virtually on 4th November 2020.

It was noted that data relating to development strategies collected during previous funding bids and visioning days was available and still current. This data will be re-examined and collated in preparation for future funding bid initiatives. Consideration will be given to the preparation for a wide-ranging National Lottery Bid.

238 CORONAVIRUS STRATEGY

A review of council activity during the pandemic was undertaken. It was noted that community volunteer groups were in place and functioning efficiently and were prepared for the winter season. Kidwelly is now registered with the Burry Port food bank. The Co-op and Londis stores have food collection boxes on their premises. Members were informed that the Luncheon Club recipients are to be provided with a warm "meals on wheels" lunch, once a week during the covid restrictions. Note and **Close** this item.

KIDWELLY TOWN COUNCIL

1st DECEMBER 2020

At the VIRTUAL meeting of the **POLICY & RESOURCES COMMITTEE** held on Tuesday 1ST December 2020

Present	Town Mayor	D.Lloyd-Waterford
	Deputy Mayor	A.Jenkins
	Councillors	J.Gilasbey, J.Bezant, J.James, J.Mayne, C.Peters, C.Peters-Bond, P.Thompson
	Town Clerk	Virginia O'Reilly
Apologies	Town Secretary	A Padgett
	Admin Assist.	Owain Davies
	Councillors	G.Beer, C.Davies

286 MEMBERS' DECLARATIONS OF INTEREST

There were no declarations of interest.

287 RISK MANAGEMENT STRATEGY

The current document is under review. Further information will be sought from One Voice Wales, Society for Local Council Clerks and the county council.

288 COUNCIL NEWSLETTER

The Autumn newsletter had been well received. The competitions were a success. More publicity is needed to reach a wider audience – website, Facebook, Kidwelly Noticeboard and community groups.

The Christmas newsletter will inform residents about the new benches, floral boxes, Christmas market and decorations in the town. Craft bombers will be thanked for their considerable contribution to the displays. A video of events will be advertised.

Christmas competitions: best decorated house: best Christmas jumper (photographic entries). Criteria for judging will be originality and sustainability. The mayor, deputy mayor and councillors J.James and J.Gilasbey will donate prizes sourced from local businesses. Town council support for saving Mynydd y Garreg School will be included.

At 9.00pm it was **RESOLVED** to suspend Standing Orders and continue the meeting.

289 THE WAY FORWARD

It was noted that the Coastal Funding Bid had been submitted and discussion on related matters will continue in January 2021.

290 LOCAL GOVERNMENT AND ELECTIONS (WALES) BILL

A guide to the Bill will be circulated for consideration in the January 2021 meeting.

The meeting concluded at 9.12pm