

12 January, 2016

LLANELLI RURAL COUNCIL

Minute Nos: 344 – 350

At a **COUNCIL** Meeting of the Llanelli Rural Council held at the Council Chamber, Vauxhall Buildings, Vauxhall, Llanelli, on Tuesday, 12 January, 2016, at 6.00 p.m.

Present: Cllr. M. V. Davies (Chairman)

Cllrs.

S. M. Caiach	R. E. Evans
S. L. Davies	A. G. Morgan
T. Devichand	J. S. Phillips
S. M. Donoghue	C. A. Rees
H. J. Evans	A. J. Rogers

Absent: L. J. Butler

344. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs. F. Akhtar, L. A. Beer, T. Bowen, D. M. Cundy, M. L. Evans, T. J. Jones, S. N. Lewis, W. V. Thomas and G. H. Wooldridge.

345. MEMBERS' DECLARATIONS OF INTEREST

No declarations of interest were made.

346. CONFIRMATION OF MINUTES

RESOLVED that the following Minutes (copies of which had been previously circulated to Members) be confirmed and signed as a true record of proceedings:

Council	8 December, 2015
Civic and Ceremonial Committee	15 December, 2015
Recreation and Welfare Committee	15 December, 2015
Policy and Resources Committee	16 December, 2015
Planning and Liaison Committee	21 December, 2015
Finance and General Purposes Committee	21 December, 2015

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347. SELECTION OF CHAIRMAN ELECT AND VICE CHAIRMAN ELECT

Pursuant to Minute No. 306, it was

RESOLVED that the following recommendation of the Civic and Ceremonial Committee be accepted:-

- (1) Cllr. S. M. Donoghue be confirmed as the Chairman Elect of Council with his Consort being Mrs Michelle Donoghue for the ensuing municipal year;
- (2) Cllr. H. J. Evans be confirmed as the Vice-Chairman Elect of Council with his Consort being Mrs Sylvia Evans for the ensuing municipal year”.

348. TRANSFORMATION OF MENTAL HEALTH SERVICES ENGAGEMENT EVENT

Correspondence was received from the Service Transformation and Partnerships Manager, Hywel Dda University Health Board informing Members of an engagement event to be held on 25 January, 2016, at the Halliwell Centre, Carmarthen.

During discussion, Members were reminded that health board representatives attended the November 2015 Council meeting to garner views about the reconfiguration of Mental Health Services (to which Minute No. 249 refers) and it was

RESOLVED that the event information be noted and that interested Members attend if desired.

349. LLANELLI JOINT BURIAL AUTHORITY

Members received the following Minutes of a meeting of the Llanelli Joint Burial Authority held on 11 November, 2015:

“At the Meeting of the Llanelli Joint Burial Authority held at Vauxhall Buildings, Vauxhall, Llanelli, on Wednesday, 11 November 2015 at 4:00 pm.

Present: M. J. P. Burns (Chairman)

Cllrs.

T. Bowen

R. E. Evans

L. J. Butler

C. J. Reed, MBE

23. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs M. V. Davies, R. M. Davies, P. J. Edmunds, T. J. Jones and L. J. Stedman.

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24. MEMBERS' DECLARATIONS OF INTEREST

No declarations of interest were made.

25. CONFIRMATION OF MINUTES

RESOLVED that the following minutes (copies of which had been previously circulated) be confirmed and signed as a true record of proceedings:

Ordinary Meeting - 9 September 2015

26. MATTERS ARISING

(1) INSTALLATION OF BESPOKE MEMORIAL

Further to Minute No. 19 (2), the Secretary informed Members the Cemetery Manager had met with the family concerned and had reached a compromise on the design of the memorial, which the family were happy with.

RESOLVED that the information be noted.

(2) BURIAL ADMINISTRATION SERVICE – COLLABORATION OPPORTUNITIES WITH NEIGHBOURING AUTHORITIES

Further to Minute No. 20, the Secretary informed Members that the Cemetery Manager was due to visit Pembrey and Burry Port Town Council on the 12 November 2015 to conduct the audit visit.

RESOLVED that the information be noted.

(3) CEMETERY LAND ENCROACHMENT

Further to Minute No. 22, and in reply to a question about progress, the Secretary informed Members no progress had been made since the last update report. This was due to the unavailability of the Solicitor acting on behalf of the Burial Authority. However, officers were attempting to expedite the matter as quickly as possible.

RESOLVED that the information be noted.

27. INCOME AND EXPENDITURE REPORTS

RESOLVED that the income and expenditure reports for August and September 2015 and the provisional report for October 2015 be noted.

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28. SCHEDULE OF PAYMENTS

Consideration was given to the schedules of payments for September and October 2015, which revealed expenditure for the months, amounted to £45,772.13 and £58,958.71 respectively.

RESOLVED that the information be noted.

29. INTERIM INTERNAL AUDIT REPORT FOR 2015/2016

Members considered the interim internal audit report from Auditing Solutions Ltd. The report author confirmed that there were no issues that required attention and that the financial systems continued to operate effectively.

RESOLVED that the report be accepted.

30. EXTERNAL AUDITOR

The Secretary presented Members with correspondence received from the Wales Audit Office informing that the new External Auditor would be Grant Thornton UK LLP, Hartwell House, 55-61 Victoria Street, Bristol, BS1 6FT. The firm would be responsible for the Burial Authority's Annual Return for 2015-16, 2016-17 and 2018-19.

RESOLVED that the information be noted.

31. CHRISTMAS HOLIDAY ARRANGEMENTS

RESOLVED that in accordance with Minute No.45 (10 December 2003), this year's Christmas holiday arrangements at the cemetery be confirmed as detailed below, with two and a half days annual leave being added to employees' annual leave entitlement for 2015/2016.

Monday	21	December	2015	-	Normal working day
Tuesday	22	December	2015	-	Normal working day
Wednesday	23	December	2015	-	Normal working day
Thursday	24	December	2015	-	Christmas Eve (Finish at 12 noon)
Friday	25	December	2015	-	Christmas Day
Saturday	26	December	2015	-	Boxing Day
Sunday	27	December	2015	-	Non working day
Monday	28	December	2015	-	Bank Holiday (In Lieu of Boxing Day)
Tuesday	29	December	2015	-	Locally agreed holiday
Wednesday	30	December	2015	-	Normal working day
Thursday	31	December	2015	-	Normal working day
Friday	1	January	2016	-	New Year's Day

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32. CEMETERY VISIT

The Secretary informed Members that the Office and Chapel refurbishments were now complete.

RESOLVED that the Cemetery Manager liaise with Members to arrange a suitable date for a visit to inspect the completed projects.

33. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, 1960

RESOLVED that in view of the confidential nature of the business to be transacted the following matters be considered in private and that the power of exclusion of the public under Section 1(2) of the Public Bodies (Admission to Meetings) Act, 1960 be exercised.

34. LLANELLI CREMATORIUM – ANNUAL RENT REVIEW

Members considered the Secretary's report informing of the impending annual rent review and which confirmed the amount of rent payable to the Burial Authority from Llanelli Crematorium Ltd, with effect from 1 December 2015.

Following discussion it was

RESOLVED that the rent for the ensuing year be confirmed as £29,994 and that Llanelli Crematorium Ltd be notified accordingly.

35. CANTEEN WELFARE FACILITIES

Further to Minute No. 114 (14 May 2015) Members considered the Cemetery Manager's report on quotations received for the provision of a new welfare facility. After a lengthy discussion it was

RESOLVED that the quotation from Spacemaker Modular & Portable Buildings Ltd, Raven Street, Hull, East Yorkshire for the amount of £8,290 excluding VAT be accepted pending planning approval and that the cost be met from general reserves.

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The meeting concluded at 4:40 pm”
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RESOLVED that the Minutes be noted.

350. LETTERS OF APPRECIATION

RESOLVED that the letters of appreciation for the Council's assistance received from the following, be noted with pleasure:

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- (1) Bynea District Forum;
- (2) Llanelli & Mynydd Mawr Railway Company Limited;
- (3) Urdd;
- (4) Ysgol Bryn Teg.

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The Meeting concluded at 6.20 p.m.
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The afore-mentioned Minutes were declared to be a true record of the proceedings and signed by the Chairman presiding thereat and were, on 9 February, 2016, adopted by the Council.