

9 December, 2008.

LLANELLI RURAL COUNCIL

Minute Nos: 334 - 348

At a **COUNCIL** Meeting of the Llanelli Rural Council held at the Council Chamber, Vauxhall Buildings, Vauxhall, Llanelli, on Tuesday, 9 December, 2008, at 6.00 p.m.

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

Cllrs.

L. J. Butler	T. J. Jones
M. V. Davies	M. J. Lewis
S. L. Davies	S. N. Lewis
T. Devichand	A. G. Morgan
S. M. Donoghue	B. C. M. Reynolds
H. J. Evans	A. C. Thomas
M. L. Evans	V. R. Thomas
T. Rh. Ifan	G. H. Wooldridge

334. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs. T. D. Bowen, S. M. Caiach, D. J. Davies and. C. A. Rees.

335. CHAIRMAN'S ANNOUNCEMENT

The Chairman referred to the recent demise of Mr. W. J. Cole, father of Mrs. G. Lewis. Members and Staff thereupon stood in silent tribute.

336. MEMBERS' DECLARATIONS OF INTEREST

No declarations of interest were made.

337. 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	11 November, 2008
Recreation and Welfare Committee	18 November, 2008
Policy and Resources Committee	19 November, 2008
Finance and General Purposes Committee	26 November, 2008
Planning and Liaison Committee	1 December, 2008

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338. MATTERS ARISING

(1) FURNACE COMMUNITY HALL

Further to Minute No. 298 (2), the Clerk informed that a progress report would be discussed at the next meeting of the Recreation and Welfare Committee.

RESOLVED that the information be noted.

(2) FREEDOM OF INFORMATION

Pursuant to Minute No. 314, and in reply to an enquiry regarding the above template, the Clerk stated that documentation would be presented for approval at the next meeting of the Policy and Resources Committee.

RESOLVED that the information be noted.

(3) LAND AT UPPER PARK STREET, LLANELLI

In reference to Minute No. 298 (4), correspondence was received from the Associate Director, Asbri Planning, which confirmed that a consultation event would be held on Monday, 15 December, 2008, at the Town Hall, Llanelli.

The Clerk having informed that all Members wishing to attend would be welcomed, Cllr. S. M. Donoghue requested that future meetings being held with any organisations be tailored to suit those Members who were in full time employment, i.e. to convene at evening times.

RESOLVED that the information and Cllr. Donoghue's comments be noted.

**339. POLICY AND RESOURCES COMMITTEE –
NOTICES OF MOTION:**

- (1) HMS TRENCHANT**
- (2) FAIRTRADE**

Further to Minute Nos. 315 and 316, it was

RESOLVED that the following Policy and Resources Committee's recommendations be accepted:

- (1) HMS TRENCHANT

The Committee considered the following notice of motion received from Cllr. M. L. Davies that:

- “(1) This Council no longer undertakes visits to HMS Trenchant;*
- (2) after consultation with the Royal Navy and other groups, the Council reviews its relationship with the submarine”.*

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Lengthy discussion thereupon ensued and it was

RESOLVED that the notice of motion was not supported by the Committee and accordingly the Council was recommended not to accept it.

(2) FAIRTRADE

Cllr. M. L. Davies declared a personal interest in the following item, as she was a Member of the local Fairtrade steering group.

The Committee thereupon considered the following notice of motion received from Cllr. M. L. Davies that:

“this Council becomes a Fairtrade Council”.

Lengthy discussion thereupon ensued and Cllr. Davies was asked whether she would be prepared to modify her notice of motion in light of the comments and observations received. Cllr. Davies duly consented to modify the notice of motion and in view of such the Committee was happy to support the amended motion and, it was

RESOLVED that the Council is recommended to consider supporting the principle of Fairtrade on the basis that Fairtrade refreshments be purchased and used in the Members’ room for a trial period of six months. Should the trial prove successful the Council should then consider passing a resolution supporting Fairtrade, and serve Fairtrade coffee and tea to Members.

**340. MINOR AUTHORITY REPRESENTATIVES ON
SCHOOL GOVERNING BODIES -
YSGOL GYMRAEG BRYNSIERFEL**

Members considered correspondence received from the Governor Support Unit, Education and Children’s Services, Carmarthenshire County Council, informing of the impending vacancy on the School Governing Body of Ysgol Gymraeg Brynsierfel.

The writer requested the Council to confirm its nominated representative to serve on the governing body when Cllr. S. M. Caiach’s appointment came to an end and, it was

RESOLVED that Cllr. L. J. Butler be appointed to represent this Authority on the Governing Body of Ysgol Gymraeg Brynsierfel.

341. EXTERNAL EVENTS

Members having received invitations for the Council to be represented at the following, it was

RESOLVED that

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- (1) Carmarthenshire Local Health Board – Health Panel Meeting – Selwyn Samuel Centre, Llanelli – 12 December, 2008 – interested Members attend;
- (2) National Association of Councillors – Conference ‘Tackling Violent Crime & Disorder’ – York – 16-18 January, 2009 – the invitation be noted.

342. MATTERS REPORTED

RESOLVED that the schedule of matters reported be noted.

**343. SENIOR CITIZENS’ DAY CENTRE
JOINT MANAGEMENT COMMITTEE**

Members received the following Minutes of a meeting of the Senior Citizens’ Day Centre Joint Management Committee held on 10 September, 2008:-

“At a Meeting of the SENIOR CITIZENS’ DAY CENTRE JOINT MANAGEMENT COMMITTEE held at The Old Vicarage, Town Hall Square, Llanelli on Wednesday, 10th September 2008 at 6.00 p.m.

PRESENT: Councillors Mrs. P.J. Edmunds (Chairman), Mrs. L.J. Butler, M.L. Evans, J. Roberts and G.H. Wooldridge (Vice-Chairman).

APOLOGIES: Councillors D.H. Skivington and Mrs. L.J. Stedman.

12. MINUTES OF PREVIOUS MEETING

RESOLVED – that the Minutes of the previous meeting held on 9th July 2008 be received, verified and confirmed.

13. FINANCIAL REPORTS

(1) INCOME AND EXPENDITURE

RESOLVED – that the Financial Report giving details of accumulative income and expenditure for the period 1st April to 31st August 2008 in the sums of £23,451 and £21,184 respectively be approved (copies having been previously circulated to members).

(2) ACCOUNTS FOR PAYMENT

Consideration was given to the written report of the Finance Officer relating to accounts for payment (copies having been previously circulated to members). The report disclosed that payments made for the period 10th July – 10th September 2008 in respect of Direct Debits, reimbursements, BACS payments and Vouchers No. 4121 – 4131 (inclusive) amounted to the sum of £9,129.77.

RESOLVED – that payment of the aforementioned accounts be approved.

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14. HIRINGS

Consideration was given to a written schedule of hirings of the Day Centre for the months of July and August 2008 (copies having been previously circulated to members).

RESOLVED – that the report be noted and approved.

15. FOOD HYGIENE INSPECTION

The Secretary reported the receipt of a report of a Food Hygiene Inspection carried out on 3rd September 2008 under The Food Hygiene (Wales) Regulations 2006 by a Carmarthenshire County Council Inspector (copies having been previously circulated to members). Details of any action to be taken in the light of the inspection would be included in a follow-up letter, which had not yet been received.

RESOLVED – that the information be noted.

16. DAY CENTRE VISIT

Further to Minute No. 6 of the Committee meeting held on 21st May 2008, following a brief discussion, it was

RESOLVED – that each member of the Committee wishing to undertake a visit of the Day Centre do so at his/her convenience during normal working hours.

17. CUSTOMER SURVEY

Consideration was given to the written report prepared by the Responsible Financial Officer (copies having been previously circulated to members). The report detailed the results of a survey of Day Centre customers over the period 5th June to 31st July 2008, giving details of the number of persons attending the centre and the amount of money spent at each visit during hourly intervals as displayed.

The survey confirmed what was generally known, namely that the busy period was between the hours of 10.00 a.m. and 2.00 p.m., but also highlighted that very few customers attended from 2.00 p.m. until closing time. As a result, it was recommended that the current opening times be reviewed, together with the current staffing levels and hours worked. The report recommended as follows:

- (1) That the Day Centre opening hours be changed to 9.00 a.m. to 2.00 p.m. each day.
- (2) That the staff attendance hours be changed to 8.30 a.m. to 2.30 p.m. each day, leading to the consequential reduction in hours and change in current working hours by members of staff as set out in the report.

It was considered that, if members agreed to implement the recommendations, it would still mean that customers would be provided with good quality meals at very reasonable prices at the times which they required. Furthermore the recommended changes to staff working hours would result in a weekly wages cost saving.

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Following a detailed discussion, in the course of which the need to agree the changes with the members of staff involved was stressed, it was

RESOLVED – that the report be accepted, and that the two recommendations be implemented as from the beginning of October 2008.

18. FUTURE OF LLANELLI Y.M.C.A.

Further to Minute No. 10 of the Committee meeting held on 9th July 2008, the Secretary reported on the enquiries which he had undertaken in respect of Greenfield Baptist Church, the Llanelli Blind Society Hall, Park Church and the Coleshill Centre, and the negative outcome in each case.

Members were also informed that, following recent contact with the Y.M.C.A. Project Officer, it had been confirmed that terms for the grant of a Head Lease by Carmarthenshire County Council to Y.M.C.A. Wales had still not been concluded. Accordingly, the terms of the proposed Underlease of the Day Centre were still not known.

Members viewed with concern the failure to date to find suitable alternative premises for the Day Centre to occupy during the refurbishment works, and the continuing uncertainty regarding both the Lease to Y.M.C.A. Wales and Underlease of the Day Centre.

Following a detailed discussion, it was

RESOLVED – that the Secretary be authorised to continue discussions with the County Council regarding both Coleshill and any other premises that might be suitable in the town centre area, and to initiate enquiries regarding the use of the Parish Hall and Moriah Chapel Vestry as a temporary home for the Day Centre.

19. LLANELLI O.A.P. REPRESENTATIVES –
DINNER

Further to Minute No. 20 of the Committee meeting held on 12th September 2007, members were asked to consider whether they wished for arrangements to be made for a Day Centre dinner with O.A.P. organisation representatives in November, in accordance with past practice.

Following a discussion, it was

RESOLVED – that a dinner be arranged for Monday, 24th November 2008, and that, as was the case last year, invitations be extended to each of the Associations on the Secretary's database.

The Meeting concluded at 7.05 p.m.”

RESOLVED that the Minutes be accepted.

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344. LLANELLI JOINT BURIAL AUTHORITY

Members received the following Minutes of a meeting of the Llanelli Joint Burial Authority held on 8 October, 2008:-

“At the Meeting of the Llanelli Joint Burial Authority held at Vauxhall Buildings, Vauxhall, Llanelli, on Wednesday, 8 October 2008 at 4:00 pm.

Present: Cllr. T. J. Jones (Chairman)

Cllrs.

M. J. P. Burns
S. L. Davies
W. J. Lemon

A. G. Morgan
K. D. Rees
W. G. Thomas

37. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs T. D. Bowen, D. J. Davies, and C. C. Lucas.

38. MEMBERS' DECLARATIONS OF INTEREST

No declarations of interest were made.

39. 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 - 11 September 2008

40. INCOME AND EXPENDITURE REPORTS

RESOLVED that the income and expenditure reports for August 2008 and the provisional report for September 2008 be noted.

41. SCHEDULE OF PAYMENTS

Consideration was given to the schedule of payments for September 2008, which revealed expenditure for the month amounted to £13,992.60.

RESOLVED that the information be noted.

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42. INSTITUTE OF CEMETERY AND
CREMATORIUM MANAGEMENT (ICCM) –
ANNUAL GENERAL MEETING

The Secretary reported the receipt of an invitation to attend the ICCM's annual general meeting (AGM) to be held on 12 November, 2008. The AGM was normally held at the same time as the ICCM's annual national conference. However, an announcement was made at this year's conference that the accounts had not been formerly prepared in time to be circulated to the membership in accordance with company law.

Members were also informed that some dissenting members of the Institute had called for an extraordinary general meeting (EGM) regarding concerns over the way the present Board of Directors had managed the affairs of the ICCM over the last four years. Rather than rely on the membership to support the call for the meeting, the Board of Directors had decided to take the initiative and it was confirmed at conference that the Board would be calling the EGM in any event. However, prior to convening the meeting the Board revealed that given the nature of the concerns, it had decided to commission its own independent investigation into all its decisions over the last four years and a report would be subsequently presented to the EGM for consideration.

Having attended this year's conference both the Chairman and Secretary confirmed that it was noticeable that all was not well and the number of delegates attending the event was well down on previous years' attendances. They also felt the event itself did not provide value for money in terms of the quality and limited extent of discussion topics included in the programme. Furthermore the hotel catering arrangements were deemed sub standard, and therefore the increase in fees to attend the event could not be justified.

The Secretary confirmed that the ICCM had booked the same venue for the 2009 conference and recommended that prior to making a commitment to attend it would be prudent to await the outcome of the EGM, and also the publication of next year's conference programme. The Burial Authority could then decide how best to proceed.

In response to a suggestion as to whether the Burial Authority should submit a formal notice of motion to the EGM, the Secretary suggested that members await the findings of the investigatory report prior to deciding whether to submit a formal motion for inclusion on the agenda.

RESOLVED that the invitation to attend the AGM be noted and to await further developments regarding the arrangements for the EGM and the 2009 national conference.

43. 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.

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44. MEMORIAL TYPES - BABY SECTION

The Secretary reported that an application for a headstone with a small kerb surround had been submitted for a grave in the baby section. Previously more latitude had been afforded to satisfy customer choice with both lawn and kerb graves being integrated within the section. The new design would incorporate a mix of both lawn and kerb within the one plot. After a brief discussion it was

RESOLVED that the new memorial design be accepted.

45. LLANELLI CREMATORIUM LIMITED – RENT REVIEW

Members considered the Secretary’s report regarding the impending rent review with Llanelli Crematorium Limited. The Secretary confirmed that the company started paying rent in December 2003. The rent had risen incrementally over a five year period and the arrangement would end in December 2008, after which time the current rent would rise annually in accordance with the provisions of the Lease agreement and based on the ‘All Index rate of inflation’.

A small amount of legal work was necessary to aid preparations for the calculation of the revised rent, and it was proposed that Jennings Solicitors (who drew up the original Lease for the Burial Authority) be engaged to undertake the necessary work. After a brief discussion it was

RESOLVED that Jennings Solicitors be engaged to undertake the work and a cost for the work be obtained beforehand.

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The Meeting concluded at 4:30pm”
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RESOLVED that the Minutes be accepted.

345. LETTERS OF APPRECIATION

RESOLVED that the following letters of appreciation for the Council’s assistance be noted with pleasure; and that a letter of congratulation be forwarded to Mstr. T. Townsend upon his recent expedition:-

- (1) Llanelli Citizens’ Advice Bureau;
- (2) Llanelli Historical Society;
- (3) Llanelli Neighbourhood Watch;
- (4) Macmillan Cancer Support;
- (5) Marie Curie Cancer Care;
- (6) Retired Friends United;

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- (7) Shelter Cymru;
- (8) St. John Cymru – Wales – Llanelli Division;
- (9) Mstr. T. Townsend;
- (10) Ysgol Gynradd Pum Heol;
- (11) Ysgol Heol Goffa.

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

RESOLVED that in view of the confidential nature of the business to be transacted, the following matter contained in Minute No. 347 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.

347. CIVIC AND CEREMONIAL MATTERS

Members having considered the Clerk's report, it was

RESOLVED that the matter be referred to the Civic and Ceremonial Committee and that the Committee be granted delegated powers to deal with the matters raised in the Clerk's report. In referring it to Committee the following areas should be addressed:-

- (1) A general review of matters concerning the current selection process for both the Chairman and Vice Chairman posts. This should include an examination of the Council's selection policy and for it to be amended if necessary in light of the prevailing circumstances.
- (2) General roles and responsibilities and the duties and commitment expected by the Council when taking up civic office.
- (3) A specific examination of the issues raised in the Clerk's report and to examine background correspondence and to interview affected parties concerned if necessary.
- (4) The Committee should meet as often as necessary and in private as it is not in the public interest to divulge information. The Committee should come up with a range of recommendations for the Council's consideration.
- (5) For reasons of transparency and fairness the Committee's work should be led by the Deputy Clerk (Administration).

348. CHAIRMAN'S ANNOUNCEMENT

The Chairman wished Members and Staff a Merry Christmas and happy New Year.

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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 13 January, 2009, adopted by the Council.