

**14 February, 2012.**

**LLANELLI RURAL COUNCIL**

**Minute Nos: 387 – 394**

At a **COUNCIL** Meeting of the Llanelli Rural Council held at the Council Chamber, Vauxhall Buildings, Vauxhall, Llanelli, on Tuesday, 14 February, 2012, at 6.00 p.m.

**Present:** Cllr. S. N. Lewis (Chairman)

**Cllrs.**

T. D. Bowen	T. Rh. Ifan
L. J. Butler	T. J. Jones
S. M. Caiach	M. J. Lewis
M. L. Davies	A. G. Morgan
M. V. Davies	B. C. M. Reynolds
H. J. Evans	A. C. Thomas
M. L. Evans	G. H. Wooldridge

Together with representatives of Committee for the Improvement of Hospital Services (CIHS).

**387. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs. T. Devichand, S. M. Donoghue, D. J. Davies, C. A. Rees and V. R. Thomas.

**388. MEMBERS' DECLARATIONS OF INTEREST**

No declarations of interest were made.

**389. HYWEL DDA HEALTH BOARD**

- (1) COMMITTEE FOR THE IMPROVEMENT OF HOSPITAL SERVICES (CIHS)**
- (2) WARD 5 PRINCE PHILIP HOSPITAL – POTENTIAL CLOSURE**
- (3) YOUR HEALTH YOUR FUTURE – DISCUSSION DOCUMENT**

The Chairman welcomed representatives of CIHS to the meeting to learn more about the SOSPPAN (Save Our Services Prince Philip Action Network) campaign and for them to address the meeting over the Hywel Dda Health Board's plans to reconfigure hospital services across its administrative area. The Chairman of CIHS proceeded to address the meeting about the likely impact any reconfiguration might have on Accident and Emergency

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(A&E) services at Prince Philip Hospital (PPH), Llanelli and the detrimental effect this would have on the general well being of the people living in the Llanelli area.

While the Health Board had yet to formally consult on firm proposals, the early indication was A&E would be removed from PPH and replaced with an Urgent Care Centre. Such a centre would treat minor breaks, sprains, cuts, scalds, abdominal pains, breathing difficulties, mild asthma attacks, chest infections and back pain etc. More serious injuries and major trauma requiring specialist treatment would go to the next nearest A&E unit (Glangwili).

General discussion ensued and various patient scenarios were portrayed highlighting the importance of retaining all key services at PPH. Despite not having a fully functional A&E Unit at PPH for the time being, real concern was expressed that removal of the A&E service would ultimately result in patient deaths. Given the urban characteristics of Llanelli and district, the industry in the area, the number of deprived electoral wards coupled with the town's population base combined with the catchment area served by PPH; removing A&E would be a recipe for disaster and would put people's lives at risk. Any further erosion of services from PPH would be vigorously fought by the various public bodies and political representatives of the area who would look to rally public support. The very notion of removing A&E was unthinkable and totally unacceptable.

The Chairman of CIHS explained the general discussion document 'Your Health Your Future' was a rural plan which did not fit the urban profile of Llanelli and was fundamentally flawed. The focus of the SOSPPAN campaign was to get A&E fully restored to PPH and Members were encouraged to visit the campaign's website to register support.

The Chairman of Council invited general debate from the floor as all the items associated under the agenda item were inextricably linked. The Leader confirmed that politics mustn't get in the way of the issue and echoed everyone's feelings that the Council should work in unison with CIHS and the town council in supporting the SOSPPAN campaign. However, in contesting any reconfiguration of services it was important to work together to formulate coherent counter proposals and provide sound evidence when putting forward Llanelli's case, rather than merely objecting in general terms to any plans put forward by the Health Board. The Leader referred to the public meeting organised by the SOSPPAN campaign to be held on 16 February, 2012, at 7.00 pm in the Selwyn Samuel Centre, Llanelli and urged everyone to attend to demonstrate their support.

Thereupon the Chairman by way of demonstrating the Council's support to CIHS presented its representatives with a cheque for £500 to put towards the campaign. By way of return the Chairman of CIHS thanked the Council for its generous donation and for allowing CIHS the free use of one of the Council's meeting rooms for hosting CIHS meetings. As discussion continued, Members referred to the asset stripping of PPH under the previous Health Trust/Boards over the years (most of it by stealth under the banner of clinical safety) and also to the over stretched ambulance service covering Llanelli. Concern was expressed that removing A&E from PPH would be too burdensome for paramedics to cope with all the different types of emergencies and possibly having to transfer more and more patients to other hospitals further afield, all within the critical sixty minute period or 'golden hour' as it was more commonly referred to.

Discussion then turned to the potential closure of Ward 5 at PPH and the letter received from the Director of Corporate Services, Hywel Dda Health Board dated 24 January, 2012.

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Recently the local press revealed that Ward 5 was to close with the loss of twenty beds. This was alarming news given that Health Board officials provided an assurance at the November 2011 Council meeting (when discussing the Endoscopy Unit) that no reconfiguration of services would take place until the receipt of the Clinical Services Strategy from the Welsh Government and subsequently the Health Board's consultation process had been concluded (Minute No. 266 refers). The newspaper article appeared to contradict what Health Board officials were publicly stating.

The letter writer confirmed that clinical safety was of absolute importance and there were a number of steps the Health Board would take before any changes were made to Ward 5. The writer explained investment in primary care and community care services would ensure patients received the right care closer to home when they need it. This wasn't about reducing health care at PPH. It was claimed that a recent bed review revealed that 40% of patients in Health Board hospitals were staying too long when they would benefit from alternative care outside the hospital environment. Services were not being taken away. Members referred to their own experiences of visiting Ward 5 with all beds being fully occupied day in day out. It was all very well providing care outside of hospital provided of course the beds freed up by alternative external care arrangements were retained for more needy patients who couldn't leave the hospital environment. It was difficult to envisage bed closures when patients were being cared for on hospital trolleys in corridors.

Members proceeded to generally discuss the Health Board's discussion document 'Your Health Your Future' with its accompanying questionnaire. The documents intended to serve as a listening exercise in order to garner public opinion about potential service options which had been looked at by Health Board representatives and its clinicians. The Health Board was now at a stage where it believed its work thus far, if shared more widely, would help shape the options it puts forward for future consultation. The documents emphasised the Health Board would openly share the work done so far, listen to any concerns and consider any alternative suggestions. Furthermore, no decisions had been reached either in terms of future services or in terms of the options the Health Board would ultimately consult on.

The Leader referred to the public consultation meeting organised by the Health Board earlier in the day at the Selwyn Samuel Centre, Llanelli. The meeting was one of a series of meetings that had been organised to complement the discussion documents. Frustratingly, none of the potential options being aired included the full suite of A&E services being delivered from PPH. This was unacceptable. The meeting was well attended by members of the public all of whom vehemently opposed the removal of A&E services from PPH. The strong depth of feeling had clearly hit home with Health Board representatives.

Regarding the discussion document and without wishing to single out any specific service area for special attention, Members referred to Obstetrics merely to illustrate the point that expectant mums should be given the option of receiving care at Singleton Hospital, Swansea, if desired. For many people it would be quicker to travel to Swansea based hospitals. It was suggested that this was perhaps one way the Health Board needed to approach its review, with it not being restricted to looking inwardly upon itself. Recognition and consideration ought to be given to cross boundary working and partnerships with neighbouring Health Boards, thus putting the patient first. This was just one example of how the Health Board could apply a lateral approach to overcoming some of the challenges highlighted in the discussion document instead of perhaps incurring large amounts of additional capital

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expenditure in areas where it might not be needed and which was contrary to the ongoing backdrop of public sector budget cuts generally across NHS Wales.

Furthermore, all Members concurred that the accompanying questionnaire ought to be completed with an err of caution. There was a perception that some of the questions posed were slanted in favour of Health Board plans and completion of same might misrepresent and misinterpret the Council's general stance over PPH. It was suggested that a general letter also be sent with the questionnaire so as to remove any doubt over the Council's position and wish to retain all key services at PPH. Following closing remarks received from the Leader summarising how the Council ought to proceed, it was

**RESOLVED** that

- (1) the Council shall work in partnership with CIHS and Llanelli Town Council in looking to safeguard services at Prince Philip Hospital;
- (2) all members shall endeavour to attend the public meeting organised by CIHS on 16 February, 2012, at the Selwyn Samuel Centre, Llanelli;
- (3) the notion of holding a joint meeting with Llanelli Town Council inviting the Chief Executive, Hywel Dda Health Board to attend to discuss the Health Board proposals be supported;
- (4) the public petition being raised against hospital cuts (both present and proposed) be supported and the Council shall proactively play its part in garnering support for its completion;
- (5) the Council's HOOHF (Hands Off Out Hospital Forever) campaign be resurrected to demonstrate public solidarity with other stakeholders in an effort to retain all key services at Prince Philip Hospital;
- (6) the Council shall seek to engage medical consultants to put forward counter proposals to any options put forward by Hywel Dda Health Board which in the Council's opinion are considered detrimental to Prince Philip Hospital going forward;
- (7) the letter received from the Health Board regarding the potential closure of Ward 5, Prince Philip Hospital be noted with concern; and
- (8) the Clerk in consultation with the Leader of Council be authorised to respond to the questionnaire received with the Health Board's discussion document 'Your Health Your Future' outlining the Council's objection to the potential removal of A&E services from Prince Philip Hospital.

**390. 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	10 January, 2012
Policy and Resources Committee	18 January, 2012
Finance and General Purposes Committee	25 January, 2012
Civic and Ceremonial Committee	30 January, 2012
Planning and Liaison Committee	30 January, 2012
Special Meeting of the Finance and General Purposes Committee	8 February, 2012
Special Meeting of the Policy and Resources Committee	8 February, 2012
Special Meeting of the Recreation and Welfare Committee	13 February, 2012

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**391. MATTERS ARISING  
SELECTION OF VICE CHAIRMAN ELECT  
AND CONSORT**

Arising out of Minute No. 365, Members considered the following recommendation:

RECOMMENDATION that Cllr. T. J. Jones be confirmed as the Vice Chairman Elect of Council with his Consort being Miss Charlotte Montgomery for the ensuing municipal year.

**RESOLVED** that the Civic and Ceremonial Committee recommendation be accepted.

**392. MINOR AUTHORITY REPRESENTATIVES ON  
SCHOOL GOVERNING BODIES – YSGOL BRYN TEG**

**RESOLVED** that Cllr. B. C. M. Reynolds be this Authority's representative on the Governing Body of Ysgol Bryn Teg.

**393. LLANELLI JOINT BURIAL AUTHORITY**

Members received the following Minutes of a meeting of the Llanelli Joint Burial Authority held on 14 December, 2011 and 23 January, 2012:-

“At the Meeting of the Llanelli Joint Burial Authority held at Vauxhall Buildings, Vauxhall, Llanelli, on Wednesday, 14 December 2011 at 4:00 pm.

Present: Cllr. J Williams (Chairman)

Cllrs.

L. J. Butler  
M. V. Davies

W. J. Lemon  
C. C. Lucas

**58. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs S. M. Donoghue, A. G. Morgan and C. A. Rees.

**59. MEMBERS' DECLARATIONS OF INTEREST**

No declarations of interest were made.

**60. 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.

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Ordinary Meeting - 9 November 2011

**61. INCOME AND EXPENDITURE REPORTS**

RESOLVED that the income and expenditure reports for October 2011 and the provisional report for November 2011 be noted.

**62. SCHEDULE OF PAYMENTS**

Consideration was given to the schedule of payments for November 2011, which revealed expenditure for the month, amounted to £21,614.85.

RESOLVED that the information be noted.

**63. INTERIM INTERNAL AUDIT REPORT FOR 2011/2012**

Members considered correspondence received from Auditing Solutions Ltd dated 6 December 2011 (copies having been previously circulated), in respect of the interim internal audit report. The report author confirmed that there were no significant issues that required attention and that the financial systems continued to operate effectively. During discussion Members commended the staff for the quality of work and high standards achieved over recent years in maintaining the Authority's accounting procedures and systems. Following which it was

RESOLVED that the report be accepted.

**64. DEVELOPMENT OF A NATURAL BURIAL AREA**

Further to Minute No 49 (1), the Cemetery Manager reported upon the outcome of site visits to other cemeteries on 23 November 2011. Visits were made to Torfaen County Borough Council's public cemetery in Cwmbran to inspect a meadow grassland burial area and to Cardiff City Council's public cemetery, Thornhill, Cardiff to inspect a woodland burial area and scattering section. The site visits proved to be worthwhile and informative.

Having appraised Members of the merits/demerits of the two natural burial areas, the Cemetery Manager then proceeded to re-present his original report as presented to the Burial Authority meeting held on 12 October 2011 (Minute No. 42 refers). Having considered the proposals set out in the report the consensus of opinion was to exclude the parcel of land earmarked in section 11 from further consideration as a natural burial area because it was already established as a traditional lawn section. However, Members were of the opinion that the two other areas identified in the report, namely land to the west of section 9 and the wooded area in section 1 warranted further investigation and in view of such should form the focus of attention going forward.

Members felt there were still a number of questions and issues to resolve prior to making a firm decision to proceed and in order to move progress it was

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RESOLVED that

- (1) A cemetery site visit be organised to inspect the two parcels of land earmarked as potential natural burial areas; but in the meantime
- (2) the Cemetery Manager be requested to calculate the longevity of the said areas should they be converted into natural burial areas, paying attention to matters such as access arrangements and layout; the level of demand for the service; the likely number of burials per year; the total number of burial spaces to be created and a cost benefit analysis of the initiative assessing its impact on the potential amount of conventional burial space that would otherwise be available if the areas were retained for traditional burial space.

#### 65. CCTV

Further to Minute No. 82 (14 February 2007) the Secretary presented Members with a detailed progress report on research undertaken over the possibility of installing CCTV cameras at Llanelli District Cemetery; moreover to report upon whether an independent evaluation of CCTV in cemeteries had been conducted.

Members were informed that despite prolonged research and having made enquiries at a national level with the Ministry of Justice (formerly Home Office) it appeared that an independent evaluation of the effectiveness of CCTV systems in cemetery grounds did not exist. However, the Ministry did provide the Burial Authority with a report it had commissioned on the general impact of CCTV based on findings from 14 case studies across the UK.

The Secretary then outlined other research measures adopted to garner further information about the call for, use and effectiveness of CCTV in cemeteries. Against the backdrop of the research the Secretary referred to a number of cemetery developments since being tasked with compiling the report.

The Burial Authority had accumulated £88,539 in an earmarked reserve for CCTV provision. Furthermore, the Burial Authority had recruited a Cemetery Manager to specialise and focus on the cemetery service. The post holder had introduced a number of proactive measures to improve the service. Significantly, a trinket policy had been introduced which prohibits mementos and the like from being left at the graveside. The CCTV petition raised in 2005 stemmed from trinkets allegedly being stolen from a particular plot. This policy development had removed the problem and was introduced to protect cemetery aesthetics and to remove potential health and safety hazards during grounds maintenance activities. The Secretary stated the focus of CCTV provision in the cemetery had shifted to a position whereby the Burial Authority needed to assess CCTV provision against the level of risk associated with mindless acts of vandalism and breaking and entering incidents both of which were considered a low to medium risk. The trinket issue was no longer a problem. Reference was then made to the quantification of the level of risk. Since October 2007, there had been three incidents of vandalism recorded which cost the Burial Authority £3,398 and on average that worked out at £848 per year.

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Having fully considered the findings of the report Members were of the opinion that installing a CCTV system in the cemetery grounds could not be justified based on the level of risk and it was

RESOLVED that

- (1) The content of the report be noted and in view of such no further action be taken over the feasibility of installing CCTV in the cemetery grounds.
- (2) The money identified in the CCTV earmarked reserve be retained for the time being to allow officers to identify other suitable infrastructure/ capital projects which the money could be used for instead, with any such proposals being reported to committee in due course for consideration.

**66. SEASONAL GREETINGS**

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

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The meeting concluded at 4:45 pm  
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At a Special Meeting of the Llanelli Joint Burial Authority held at Vauxhall Buildings, Vauxhall, Llanelli, on Monday, 23 January 2012 at 4:00 pm.

Present: Cllr. J. Williams (Chairman)  
  
Cllrs.  
  
L. J. Butler S. M. Donoghue  
M. V. Davies W. J. Lemon  
  
C. A. Rees

**67. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs. M. J. P. Burns, C. C. Lucas, A. G. Morgan and K. D. Rees.

**68. MEMBERS' DECLARATIONS OF INTEREST**

No declarations of interest were made.



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69. MEMORIAL GARDEN

Members considered the Cemetery Manager's report setting out proposals to create a new style of memorial garden to be contained within the planting area in Garden of Remembrance 4. It was hoped to introduce similar memorial gardens in other areas of the cemetery. Following discussion it was

RESOLVED that the proposals set out in the report be accepted subject to the following terms:

- (1) Every memorial garden plot will be sold with an Exclusive Right of Burial (EROB) period of 15 years at an initial fee of £480.00.
- (2) Additional interments or scattering of ashes within a memorial garden plot will be set at an initial fee of £60.00 per set of ashes.
- (3) Ashes will be loosely buried within the plot, not scattered on the surface.
- (4) Only memorial items purchased from the Burial Authority will be permitted within the plot with any unauthorised memorials being removed immediately by the Burial Authority.
- (5) Planting of flowers and shrubs will be strictly controlled with a maximum height of 30" being permitted with the Burial Authority reserving the right to cut back plants if they exceed the permitted size. Furthermore any inappropriate or incongruous flora will be removed immediately by the Burial Authority in the interests of cemetery aesthetics.
- (6) Flowers, shrubs and other plantings shall not encroach outside the perimeter of a memorial garden plot irrespective of its location nor shall they encroach upon neighbouring memorial gardens. To aid control in this regard an approved list of suitable plant species will be developed by the Cemetery Manager for use within the said gardens.
- (7) Maintenance of a memorial garden shall be the responsibility of the owner of the EROB. However, the Burial Authority reserves the right to carry out maintenance on any garden which it deems to be poorly maintained or unattended in order to safeguard cemetery aesthetics.
- (8) If the Burial Authority needs to act as described in (7) above such action may involve the removal of decaying flora and weeds and may also result in the moving of memorials or removal of any memorial items deemed to have deteriorated and any other alterations to the plot deemed appropriate.
- (9) In instances where the Burial Authority has deemed it necessary to intervene in the maintenance regime of a memorial garden the owner of the EROB shall be notified of the action taken and shall be reminded of his/her maintenance responsibilities. Individuals who refuse to co-operate with the Burial Authority over future maintenance standards may be refused permission to carry out further plantings in the garden and in extreme cases may have the EROB of the memorial garden expunged with no redress to compensation for any financial loss incurred.

70. CCTV EARMARKED RESERVES

Further to Minute No. 65 (2), Members considered the Cemetery Manager's report regarding virement proposals for the CCTV earmarked reserve to other service areas or cemetery projects. After a brief discussion it was

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RESOLVED that the principle of the proposals set out in the report be accepted and that the following earmarked reserves and sums of money be formulated:

- |     |  |   |         |
|-----|--|---|---------|
| (1) | Road infrastructure, section 9         | - | £45,000 |
| (2) | Scattering area and planter, section 9 | - | £11,000 |
| (3) | Buildings and plant and machinery      | - | £32,539 |

71. 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.

72. SCALE OF FEES

(1) Exclusive Rights of Burial Fees

	£
Conventional grave - 30 year period	610.00
Conventional grave - 50 year period	1220.00
Cremated Remains - 30 year period	164.00
Cremated Remains - 50 year period	328.00
Cremated Remains Garden Plot – 15 year period (includes first scattering)	480.00
Cremated Remains Vault – 30 year period (includes first interment)	900.00

(2) Cemetery Management Fees

The following charges would be levied where Exclusive Rights of Burial was not applicable:

Cemetery management fee for a conventional grave	252.00
Cemetery management fee for a cremated remains plot	127.00

(3) Interment Charges

Grave - Depth for 2	373.00
Grave - Depth for 3	585.00
Interment in existing grave	373.00
Interment of cremated remains	123.00
Interment of cremated remains in Vault	51.00
Interment of cremated remains in Garden Plot	60.00
Weekend Surcharge Interment Grave	338.00
Weekend Surcharge Interment Cremated Remains	50.00

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(4) Other Charges

Hire of Chapel (including speaker)	40.00
Still Birth	15.00
Testing of Grave	93.00
Exhumation of Ashes	123.00
Exhumation of body	(Actual & necessary costs)
New memorial - headstone	106.00
New memorial - kerbset	128.00
Additional names cut on headstones	54.00
Memorials within Garden of Remembrance	74.00
Bricked Grave (Admin fee)	353.00
Family History Search (per individual name)	10.00
Memorial Bench	875.00

RESOLVED that the above fees be approved from 1 April 2012.

73. EXHUMATION PAYMENTS

Further to Minute No. 141 (8 December 2004), Members reviewed the special payment made to the cemetery groundsmen when asked to participate in exhumations and it was

RESOLVED that the special payment remain unchanged at £34.99 for exhumation of ashes and £95.23 for a full exhumation.

74. ESTIMATES OF INCOME AND EXPENDITURE

The Secretary presented Members with a detailed report in respect of the Estimates of Income and Expenditure for 2012 / 2013, and after a lengthy discussion it was

RESOLVED that a budget precept of £171,610 be set for the financial year 2012 / 2013, and that a contribution of £85,805 be requested from Llanelli Town and Rural Councils respectively.

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

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**394. LETTERS OF APPRECIATION**

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

- (1) Burry Port Opera;
- (2) Carmarthenshire Youth and Children's Association;
- (3) St. John - Wales.

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The Meeting concluded at 7.10 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 March, 2012, adopted by the Council.