

12 February, 2008.

LLANELLI RURAL COUNCIL

Minute Nos: 419 - 428

At a **COUNCIL** Meeting of the Llanelli Rural Council held at the Council Chamber, Vauxhall Buildings, Vauxhall, Llanelli, on Tuesday, 12 February, 2008, at 6.00 p.m.

Present: Cllr. D. J. Davies (Chairman)

Cllrs.

T. D. Bowen	M. B. Hughes
S. M. Caiach	M. P. Jones
M. Davies	T. J. Jones
S. L. Davies	S. N. Lewis
T. Devichand	A. G. Morgan
M. L. Evans	C. A. Rees
M. Howells	R. G. Thorne
G. H. Wooldridge	

419. CHAIRMAN'S ANNOUNCEMENT

The Chairman conveyed his appreciation to Members and Staff for all their goodwill sentiments during his indisposition.

420. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs. D. V. Darby, C. Edwards and R. E. Evans.

421. MEMBERS' DECLARATIONS OF INTEREST

No declarations of interest were made.

422. MENTER CWM GWENDRAETH

The Chairman welcomed Ms. Rhian Phillips and Ms. Lowri Eaton, Development Officers, Menter Cwm Gwendraeth, Llanelli, to the meeting and invited them to address Members.

Information was given of the Organisation's background and to its Welsh language initiatives. The promotion of bilingualism in the workplace, the creation of a fruitful and proactive partnership between the local community and businesses in Llanelli and raising the profile of the Welsh language, were some of the main issues. It was noted that a well known supermarket, newly arrived in the Llanelli area, now operated the first bilingual tannoy system. Menter Cwm Gwendraeth was able to help with business grants and a translation

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service and support was offered in the community, particularly with young people. Welsh learner events had been held and particular emphasis was given to youth officers visiting schools.

It was hoped that a weekly supplement named 'Sospan Elli' would be in circulation within the Llanelli Star newspaper at the end of the month, which would contain articles of interest and village correspondence.

Meetings were held on a quarterly basis and Members were welcome to attend or contact the Organisation for further information.

The Chairman thanked Ms. Phillips and Ms. Eaton for attending and they thereupon withdrew from the meeting.

423. 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 January, 2008.
Policy and Resources Committee	16 January, 2008.
Planning and Liaison Committee	21 January, 2008.
(Subject to Minute No. 372 being amended to read "... that Carmarthenshire County Council had referred the matter back to the Welsh Assembly Government ..." and not "... with the fact that Cllr. Caiach confirmed that she had received a personal response from the County Council regarding her enquiry ...")	
Finance and General Purposes Committee	30 January, 2008.
Learning and Development Consultative Committee	31 January, 2008.
Special Meeting of the Civic and Ceremonial Committee	6 February, 2008.
Special Meeting of the Policy and Resources Committee	6 February, 2008.
Special Meeting of the Recreation and Welfare Committee	7 February, 2008.
Planning and Liaison Committee	11 February, 2008.

424. MATTERS REPORTED

(1) CILLE STREAM, STRADEY - PROPOSED DIVERSION

Further to Minute No. 372, Cllr. S. M. Caiach informed that the Head of Planning, Carmarthenshire County Council, had stated that Cille Stream was regarded as a statutory issue and the matter had been referred back to the Environment Agency to revisit.

RESOLVED that Cllr. Caiach's information be noted.

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**425. 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 14 November, 2007:-

“At a Meeting of the SENIOR CITIZENS' DAY CENTRE JOINT MANAGEMENT COMMITTEE held at The Old Vicarage, Town Hall Square, Llanelli on Wednesday, 14th November 2007 at 6.00 p.m.

PRESENT: Councillors R.E. Evans (Chairman), R. Brown, Mrs. C. Edwards and G.H. Wooldridge.

APOLOGIES: Councillors N. Bevan (Vice-Chairman), Mrs. M.P. Jones, R.P. Neil and G.K. Thomas.

21. CHAIRMAN'S ANNOUNCEMENT

The Chairman (Councillor R.E. Evans) informed members of Councillor Mrs. M.P. Jones' recent discharge from hospital after a bout of bronchial pneumonia, and wished her a speedy recovery.

The Chairman then referred to the recent passing of Mr. William Evan Sweetlove, Councillor G.K. Thomas' father-in-law, and to the sudden passing of Mr. Ray Gravell, former Llanelli, Wales and British Lions centre three-quarter, whereupon members stood in silence as a token of respect.

22. MINUTES OF PREVIOUS MEETING

RESOLVED – that the minutes of the previous meeting held on 12th September 2007 be received, verified and confirmed.

23. FINANCIAL REPORTS

(1) INCOME AND EXPENDITURE

RESOLVED – that the financial report giving details of cumulative income and expenditure for the period 1st April to 31st October 2007 in the sums of £43,073 and £37,558 respectively be approved (copies having been previously circulated to members).

(2) ACCOUNTS FOR PAYMENT

Consideration was given to the 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 13th September – 14th November 2007 in respect of direct debits, reimbursements, BACS payments and vouchers no. 4066 – 4077 (inclusive) amounted to the sum of £13,000.93.

RESOLVED – that payment of the aforementioned accounts be approved.

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24. HIRINGS

RESOLVED – that the hirings of the Day Centre for the months of September and October 2007 be approved as follows:-

September

4 th Tuesday	-	Camford O.A.P.
5 th Wednesday	-	Llanelli Photographic Society.
12 th Wednesday	-	Llanelli Photographic Society.
13 th Thursday	-	Labour Party
14 th Friday	-	Co-operative Party.
19 th Wednesday	-	Llanelli Photographic Society.
26 th Wednesday	-	Llanelli Photographic Society.
27 th Thursday	-	Co-operative Party.
30 th Sunday	-	Mr. Wilding, 51 Heol Tregonning, Morfa, Llanelli.

October

2 nd Tuesday	-	Camford O.A.P.
3 rd Wednesday	-	Llanelli Photographic Society.
9 th Tuesday	-	transport & General Workers Union.
10 th Wednesday	-	Llanelli Photographic Society.
11 th Thursday	-	Transport & General Workers Union.
16 th Tuesday	-	Transport & General Workers Union.
17 th Wednesday	-	Llanelli Photographic Society.
18 th Thursday	-	Co-operative Party.
23 rd Tuesday	-	Transport & General Workers Union.
24 th Wednesday	-	Llanelli Photographic Society.
25 th Thursday	-	Transport & General Workers Union.
	-	Labour Party.
29 th Monday	-	Transport & General Workers Union.
31 st Wednesday	-	Transport & General Workers Union.
	-	Llanelli Photographic Society.

25. REMEDIAL WORKS FOLLOWING WATER LEAK

Further to Minute No. 13 of the Committee meeting held on 11th July 2007, the Secretary reported that the Consultant Architects had now confirmed that the remedial works to the female toilets had been satisfactorily completed, and it would be in order to pay the lowest tenderer (TAD Builders Limited) the tender price of £2,200 plus VAT.

The Secretary further reported that the total cost of the repair works had already been met by the Y.M.C.A. and their Insurers.

RESOLVED – that the information be noted with pleasure, and that the contractor be paid the tender sum of £2,200 plus VAT.

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

Further to Minute No. 19 of the Committee meeting held on 12th September 2007, the Secretary reported on his further discussions with Ms. Lyndsey Davies, Y.M.C.A. Wales' Project Officer and the Y.M.C.A's Architect, and with Mr. Wynford Lewis, the Committee's Consultant Architect.

Members were shown the original plan prepared by the Y.M.C.A. Architect, and the Secretary explained why this had been considered unsuitable. Members then inspected the revised plan prepared by the Y.M.C.A's Architect, showing the separate locations of both the youth club and the day centre. The Secretary, in consultation with the Consultant Architect, considered this was a much more viable proposition, subject to further minor refinements.

The Secretary also reported that it was highly unlikely that the Y.M.C.A. would be in a position to commence the refurbishment works in June 2008, when the notice to quit expired. It was now estimated that work would not commence until December 2008 at the earliest, and the Project Officer had confirmed that, in such event, the Day Centre and all other present occupiers would be allowed to remain in the building, if they so wished.

However, confirmation of the rent which the Y.M.C.A. proposed to charge for the new facility was still awaited. Following the receipt of that information, the Committee would need to decide whether to proceed or not. Pending such decision, further discussion with the Presbyterian Church elders had been held in abeyance.

Following a detailed discussion on the Secretary's report, it was

RESOLVED as follows –

- (1) That the Committee's in-principle approval be given to the revised plan produced by the Y.M.C.A's Architect, subject to such further refinements as advised by the Consultant Architect.
- (2) That Y.M.C.A. Wales be asked to confirm the annual rent they proposed to charge for the new Day Centre facility as a matter of urgency.

27. CHRISTMAS LUNCH FOR DAY CENTRE PATRONS

Following consideration by members, it was

RESOLVED – that past practice be followed and that Christmas lunch be provided between 11.00 a.m. and 2.00 p.m. over the period Wednesday, 5th December and Saturday, 8th December 2007 (inclusive); that the menu suggested in the Secretary's report be approved; and that the cost of the dinner be fixed at £2.50.

28. CHRISTMAS CLOSURE ARRANGEMENTS

Having given consideration to the arrangements for the closure of the Day Centre for 2007 Christmas period, it was

RESOLVED – that the Day Centre be opened/closed as follows –

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Saturday, 22 nd December	-	open
Christmas Eve	-	closed
Christmas Day	-	closed
Boxing Day	-	closed
Thursday, 27 th December	-	closed
Friday, 28 th December	-	closed
Saturday, 29 th December	-	closed
New Year's Eve	-	closed
New Year's Day	-	closed
Wednesday, 2 nd January	-	open

The Meeting concluded at 6.25 p.m.”

RESOLVED that the Minutes be noted.

426. LLANELLI JOINT BURIAL AUTHORITY

Members received the following Minutes of a meeting of the Llanelli Joint Burial Authority held on 12 December, 2007:-

“At the Meeting of the Llanelli Joint Burial Authority held at Vauxhall Buildings, Vauxhall, Llanelli, on Wednesday, 12 December 2007 at 4:00 pm.

Present: Cllr. C. C. Lucas (Chairman)

Cllrs.

T. D. Bowen
S. L. Davies
D. J. Harries

M. Howells
M. E. Prothero
C. E. Richards

56. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs T.J. Jones, A.G. Morgan and E. Smith.

57. MEMBERS' DECLARATIONS OF INTEREST

No declarations of interest were made.

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58. CONFIRMATION OF MINUTES

RESOLVED that the following minutes (copies of which had been previously circulated) be confirmed (subject to the third line of Minute No. 50 (2) being amended to read "To date fourteen grave owners" and not "To date all sixteen grave owners" as stated therein):

Ordinary Meeting - 14 November 2007

59. INCOME AND EXPENDITURE REPORTS

RESOLVED that the income and expenditure reports for October 2007 and the provisional report for November 2007 be noted.

60. SCHEDULE OF PAYMENTS

Consideration was given to the schedule of payments for November 2007, which revealed expenditure for the month amounted to £16,945.94.

RESOLVED that the information be noted.

61. MEMORIAL TESTING FIGURES

Consideration was given to the memorial testing figures for November 2007, which revealed that 351 memorials had been tested at stage 1 level and that 6 had failed.

RESOLVED that the information be noted.

62. AUDIT OF ACCOUNTS FOR THE YEAR
ENDING 31 MARCH 2007

Members considered the Auditor's report received from BDO Stoy Hayward LLP, (copies having been previously circulated), in respect of the Burial Authority's accounts for 2006/2007. The report confirmed that the information contained in the annual return was in accordance with the Auditor General for Wales' requirements and no matters had come to the Auditor's attention giving cause for concern that relevant legislation and regulatory requirements had not been met.

However, the report raised one other matter which did not affect the Auditor's opinion but which was drawn to the Burial Authority's attention nonetheless. The Burial Authority was recommended to review its Fidelity Guarantee insurance cover so that the amount was sufficient to cover the maximum amount of money held at any one time during the year. The Secretary confirmed that insurance cover was arranged via Llanelli Rural Council and that the amount of Fidelity Guarantee could be increased when the insurance policy was renewed later on in the year.

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RESOLVED that the Auditor's report be accepted and that the Secretary arrange for the amount of Fidelity Guarantee cover to be increased when Llanelli Rural Council's insurance policy is renewed later in the year. Furthermore, that henceforth the amount of Fidelity Guarantee cover be reviewed on an annual basis as recommended.

63. 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 2007/2008:

Monday	24	December	2007	Christmas Eve (finish at 12.00 noon)
Tuesday	25	December	2007	Christmas Day
Wednesday	26	December	2007	Boxing Day
Thursday	27	December	2007	Locally agreed holiday
Friday	28	December	2007	Normal working day
Saturday	29	December	2007	Non working day
Sunday	30	December	2007	Non working day
Monday	31	December	2007	New Year's Eve (normal working day)
Tuesday	1	January	2008	New Year's Day
Wednesday	2	January	2008	Resume normal work pattern

64. LOCAL GOVERNMENT PAY SCALES AND ALLOWANCES

RESOLVED that the National Joint Council circular 04/07 confirming pay scales and allowances effective from 1 April 2007, be received and adopted.

65. APPLICATION FOR INCLUSION ON THE APPROVED LIST OF MEMORIAL MASONS

Consideration was given to an application received from RGR Memorials, 4 Wold Farm Park, Broughton Road, Northamptonshire for inclusion on the list of "Approved List of Memorial Masons". The Secretary confirmed that the company was registered with the British Register of Accredited Memorial Masons and that the application was in order.

RESOLVED that the application be approved.

66. PURCHASING ADJOINING GARDEN OF REMEMBRANCE PLOTS

The Secretary reported to Members that a situation had arisen which challenged the Burial Authority's current practise of insisting that a wider headstone be erected when adjoining garden of remembrance plots were purchased. At present cemetery staff insisted that a wider headstone and double base were erected on adjoining plots so that no spaces were left in the garden of remembrance. Members were shown a sketch plan of a single headstone, which

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could be erected, on a double base with a vase as an alternative to installing a wider headstone. Members were asked to comment on the design and to confirm future policy in respect of the type of memorial designs that were acceptable to span adjoining plots. After a brief discussion it was

RESOLVED that it be reaffirmed that members of the public are permitted to purchase the plot adjoining their next of kin's, following an interment, but with the stipulation that the minimum of a double base plus single headstone and vase on the vacant part of the base be erected. However, if members of the public wished to continue erecting a single wider memorial to span adjoining plots then this is also acceptable.

67. NON-STANDARD GARDEN OF REMEMBRANCE
MEMORIAL

Members considered a request from Mr Graham Williams, Memorial Mason to install a non-standard garden of remembrance memorial. The memorial would cover a double plot and would be the same height and width as a normal memorial but the design included three face plates, with two of the plates set at obtuse angles to the centre plate.

RESOLVED that the request be approved.

68. LANCE CORPORAL RYAN LEE FRANCIS

The Chairman informed Members that he had contacted the family of the late Ryan Lee Francis and they were pleased with the Burial Authority's suggestion to erect a memorial plaque in the cemetery chapel in memory of their son who was sadly killed whilst serving his country in Iraq. It was also proposed to hold a dedication service to mark the occasion. After a brief discussion it was

RESOLVED that the Secretary make the necessary arrangements to purchase and install a suitable memorial plaque, having first consulted the family of Lance Corporal Francis over its design and to discuss the service arrangements.

69. MEMORIAL BENCHES

Members considered two letters, one from Mr D. C. Jones and one from Mrs M. Beecher requesting permission to install memorial benches in the cemetery grounds. The Secretary confirmed that locations had been identified, but reminded Members that if the requests were approved and the Authority subsequently agreed to install concrete foundation bases to receive the benches (in accordance with past practise); then the cost of the foundation bases would have to be met from general reserves as no budget provision was currently available. Following discussion it was

RESOLVED that:

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- (1) Both requests be approved;
- (2) Permission is given on the understanding that both parties would install their benches at their own expense and would be responsible for future maintenance;
- (3) As a gesture of good will, the Burial Authority would install the concrete foundations to receive both benches; and
- (4) The requests would not prejudice similar requests in the future, with each request being considered on its own merits.

70. CEMETERY CAR PARK

Members considered a letter received from Mr P. Silcox, Funeral Director regarding the difficult parking conditions endured by mourners attending funerals at the cemetery. Carmarthenshire County Council had given an undertaking to tarmac the lower car park located behind the offices when they sold off the land at the rear of Bryngolau which accommodated the Authority's former car park. Despite repeated assurances by the County Council the car park had not been resurfaced two years after they gave their assurances in writing. After a lengthy discussion it was

RESOLVED that the Secretary sends a letter of complaint to the Housing Department and copied to the Chief Executive at Carmarthenshire County Council expressing dismay that the work has not been carried out and to insist on a deadline for the work to be completed.

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. LLANELLI CREMATORIUM LTD

Members considered a letter received from Mrs Jopling, the Managing Director of Llanelli Crematorium Ltd dated the 19 November 2007. Mrs Jopling enquired whether her company could pay the year's annual rental on a monthly basis instead of one lump sum payable in advance.

Following discussion, it was

RESOLVED that without prejudice and on the basis that the rent for the previous year had been paid in full then Llanelli Crematorium Ltd be permitted to pay by monthly instalments in advance, on the proviso that if the company defaults on future payments then the full balance of the rent due for the year would become immediately payable.

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73. VANDALISM AT LLANELLI DISTRICT CEMETERY

Further to Minute No.50 (2) the Secretary reported the outcome of tenders received from local memorial masons to reinstate the twenty vandalised memorials as follows:

- 1) £2485.13 inc VAT
- 2) £1823.60 inc VAT
- 3) £2350.00 inc VAT

Following discussion it was

RESOLVED that the tender received from Stonecraft Memorials, Unit 22, Llanelli Workshops, Trostre, Llanelli in the sum of £1823.60 be accepted and that it be noted that the reinstatement work will be completed by 14 December 2007.

Arising out of discussion of the above the Chairman referred to the reinstatement of the memorial on grave reference 3-12-45. Stonecraft Memorials had advised that the headstone had been manufactured from Grantex, which was a plaster and enamel conglomerate. It had a hollow construction and could not be pinned or anchored in accordance with NAMM standards. However adhesives could be used to reconstruct the memorial in an upright position.

Given the circumstances, this was deemed acceptable and the Secretary had spoken with and subsequently written to the memorial owner, advising on the action proposed to reinstate the family memorial. The family understood the difficulties and issues surrounding the reinstatement of the memorial, especially the aesthetic appearance of it once it had been glued together and also the probability of the memorial failing a safety inspection test in the future because of its composition. The memorial would probably crack or break when performing a full controlled push test. However, given that the memorial was hollow and lighter in weight than other lawn type memorials, the risk of serious or fatal injury to persons as a result of it possibly toppling over was greatly reduced. This would be taken into consideration when carrying out future periodic inspection tests on the memorial, if the family chose not to replace it.

74. 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 4:40pm
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RESOLVED that the Minutes be noted.

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427. LETTERS OF APPRECIATION

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

- (1) Bethel Presbyterian Church;
- (2) Committee for the Improvement of Hospital Services;
- (3) Dafen Forum;
- (4) Felinfoel Communities First;
- (5) Mr. S. Holt, Prince Philip Hospital Breast Care Unit;
- (6) Y Tabernacl, Llwynhendy.

428. FUND RAISING EVENTS

Arising out of the preceding Minute, Cllr. T. J. Jones referred to the outstanding achievement made by Members, Staff and Learners of raising £500 in lieu of buying Christmas cards, holding a squash tournament and holding raffles. The amount was divided equally between the Breast Care Unit at Prince Philip Hospital and Breakthro' Llanelli. Cllr. Jones hoped that the practice would continue in the future.

RESOLVED that Cllr. Jones' comments be noted.

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The Meeting concluded at 6.15 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 11 March, 2008, adopted by the Council.