

**13 January, 2009.**

**LLANELLI RURAL COUNCIL**

**Minute Nos: 390 - 397**

At a **COUNCIL** Meeting of the Llanelli Rural Council held at the Council Chamber, Vauxhall Buildings, Vauxhall, Llanelli, on Tuesday, 13 January, 2009, at 6.00 p.m.

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

**Cllrs.**

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

**390. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs. M. L. Evans and C. A. Rees.

**391. CHAIRMAN'S ANNOUNCEMENT**

The Chairman having wished Members and Officers a healthy and prosperous New Year, welcomed Cllr. D. J. Davies to the meeting following his recent indisposition.

**392. MEMBERS' DECLARATIONS OF INTEREST**

No declarations of interest were made.

**393. 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	9 December, 2008
Recreation and Welfare Committee	16 December, 2008
Policy and Resources Committee	17 December, 2008
Finance and General Purposes Committee	18 December, 2008
Civic and Ceremonial Committee	22 December, 2008

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Planning and Liaison Committee  
Planning and Liaison Committee

22 December, 2008  
12 January, 2009

**394. CIVIC AND CEREMONIAL MATTERS**

Pursuant to Minute No. 382, it was

**RESOLVED** that the following Civic and Ceremonial Committee's recommendations be accepted:-

- (1) the Council notes the resignation of the Vice Chairman of Council received via email on 18 December, 2008, and the position be left vacant until the next Annual Meeting is held on 12 May, 2009;
- (2) as a means of assisting the Chairman of Council to fulfil the civic role, Past Chairmen attend civic engagements and invitations in the interim period.

**395. MATTERS REPORTED**

**RESOLVED** that the schedule of matters reported be noted.

**396. LLANELLI JOINT BURIAL AUTHORITY**

Members received the following Minutes of a meeting of the Llanelli Joint Burial Authority held on 12 November, 2008:-

“At the Meeting of the Llanelli Joint Burial Authority held at Vauxhall Buildings, Vauxhall, Llanelli, on Wednesday, 12 November 2008 at 4:00 pm.

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

Cllrs.

T. D. Bowen  
M. J. P. Burns  
W. J. Lemon

C. C. Lucas  
A. G. Morgan  
K. D. Rees

**46. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs D. J Davies and S. L. Davies.

**47. MEMBERS' DECLARATIONS OF INTEREST**

No declarations of interest were made.

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48. 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 - 8 October 2008

49. MATTERS ARISING

Arising out of Minute No. 45, the Secretary reported that Jennings' Solicitors had been consulted over the impending rent review of Llanelli Crematorium. Members were then provided with an explanation of the review process and it was revealed that no further legal input was required unless the rent review was referred to arbitration. After a brief discussion it was

RESOLVED that the information be noted and that the Secretary be authorised to commence the rent review based on the legal advice received and in accordance with the provisions set out in the Lease dated 9 May 2001, made between the Burial Authority and Llanelli Crematorium Limited.

50. INCOME AND EXPENDITURE REPORTS

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

51. SCHEDULE OF PAYMENTS

Consideration was given to the schedule of payments for October 2008, which revealed expenditure for the month amounted to £17,142.84.

RESOLVED that the information be noted.

52. MEMORIAL TESTING FIGURES

Consideration was given to the memorial testing figures for October 2008, which revealed that 187 memorials had been tested to stage two level, with five failures.

RESOLVED that the information be noted.

53. MEMORIAL TEST FORCE – NEW MEMORIALS

The Secretary reported that currently the Burial Authority tested memorials installed before November 2003 using a 35kg pressure test force but tested new memorials and memorials installed after November 2003 using a 50kg test force. The 50kg test force was originally adopted based on work and research conducted by the now defunct 'Memorial Safety

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Advisory Group' (MSAG) established by the former Home Office (now the Ministry of Justice). Whilst this figure had never been revoked by MSAG it has not appeared in any industry guidance, nor has it been used by cemetery practitioners in England or Wales, when performing tests. The test force of 35kg was recognised as the only standard when testing both existing and new memorials.

The Secretary stated that while it was acceptable for the Burial Authority to test to the higher level of 50kg, it would be prudent to conform to the accepted and recognised industry practice of using a 35kg pressure test force for testing cemetery memorials. For the avoidance of doubt, memorials requiring assessment by a structural engineer (as defined in the Authority's procedures) would not be affected by the proposed change as they were subject to separate testing arrangements.

RESOLVED that the test force be reduced to 35kg with immediate effect and the Authority's 'inspection and maintenance of graves' procedures document (version 13, 6 September 2006) be amended to reflect the change.

**54. 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 2008/2009:

Wednesday	24	December	2008	Christmas Eve (finish at 12.00 noon)
Thursday	25	December	2008	Christmas Day
Friday	26	December	2008	Boxing Day
Saturday	27	December	2008	Non working day
Sunday	28	December	2008	Non working day
Monday	29	December	2008	Locally agreed holiday
Tuesday	30	December	2008	Normal working day
Wednesday	31	December	2008	New Year's Eve (normal working day)
Thursday	1	January	2009	New Year's Day
Friday	2	January	2009	Resume normal work pattern

**55. 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.

**56. SECURITY FENCING – FUEL TANK COMPOUND**

Members were requested to vire funds from the Authority's contingency budget (cost code 4435) to its buildings and ground maintenance budget (cost code 4066) to purchase security fencing to form a secure compound around the new fuel tank, located by the shed and general store to the rear of the cemetery office.

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Unlike the old tank (which was housed in a lockable store) the new tank was located outside in the open. Whilst it had a few security features to prevent the possible theft of fuel, it was recommended that the area surrounding the tank be cordoned off to deter opportunist thieves from tampering with the tank in a bid to steal fuel.

Quotations had been sought for the supply of two different lengths of palisade fencing with either a galvanised or powder coated finish. The Secretary stated that there was little price difference between the two different types of finish on offer. Members felt the powder coated finish would provide the better option in terms of protection and aesthetics and accordingly considered four quotations for the supply of same for a 2100mm high fence as follows:

- £
- 1. 2306.00
- 2. 3195.00
- 3. 2749.25
- 4. 3232.50

After a brief discussion it was

**RESOLVED** that:

- (1) the quotation submitted by West Wales Fencing, 28/30 Pengry Road, Loughor, Swansea for the supply of a 2100mm high palisade fence with powder coated finish at a sum of £2306.00 excluding VAT be accepted;
- (2) the virement proposal as outlined in the body of the minute be approved to cover the purchase and installation costs of the fencing; and as a means of providing additional security
- (3) the Secretary and Chairman be granted plenary powers to investigate and purchase a steel mesh cage (or similar) to encapsulate the fuel tank.

**57. LOCAL GOVERNMENT PAY SCALES AND ALLOWANCES**

**RESOLVED** that the National Joint Council circular 2/08 showing interim pay scales and allowances at a rate of 2.45% (plus an additional £100 per annum on spinal column points 4, 5 & 6) effective from 1 April 2008, be received and adopted.

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The Meeting concluded at 4:20pm”  
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**RESOLVED** that the Minutes be accepted.

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**397. LETTERS OF APPRECIATION**

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

- (1) Five Roads PTFA;
- (2) Holy Trinity Church Felinfoel.

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The Meeting concluded at 6.06 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 10 February, 2009, adopted by the Council.