

**9 January, 2007.**

**LLANELLI RURAL COUNCIL**

**Minute Nos: 339 – 351**

At a **COUNCIL** Meeting of the Llanelli Rural Council held at the Council Chamber, Vauxhall Buildings, Vauxhall, Llanelli, on Tuesday, 9 January, 2007, at 6.00 p.m.

**Present:** Cllr. T. D. Bowen (Chairman)

**Cllrs.**

S. M. Caiach	M. P. Jones
D. V. Darby	T. J. Jones
D. J. Davies	S. N. Lewis
S. L. Davies	A. G. Morgan
R. E. Evans	A. S. Peters
M. Howells	R. G. Thorne
M. B. Hughes	G. H. Wooldridge

Together with Mr. T. Giles, Chief Executive and Ms. N. Hale, Membership and Marketing Manager, Carmarthenshire Tourist Association.

**339. CHAIRMAN'S ANNOUNCEMENT**

The Chairman, having wished Members a Happy New Year, referred to the recent passing of Mrs. E. Hopkins, wife of former Member and Past Chairman, Mr. H. Hopkins. Members and Staff thereupon stood in silent tribute.

**340. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs. M. Davies, T. Devichand, C. Edwards, M. L. Evans and C. A. Rees.

**341. MEMBERS' DECLARATIONS OF INTEREST**

No declarations of interest were made.

**342. CARMARTHENSHIRE TOURIST ASSOCIATION**

The Chairman welcomed Mr. Tim Giles and Ms. Nia Hale to the meeting and invited them to address Members.

Mr. Giles gave a short presentation, during which he informed of the work of the Carmarthenshire Tourist Association (CTA) and stated that tourism in Carmarthenshire was

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worth £240 million per annum, with 4000 direct and 2000 indirect jobs having been created. He referred to changes and influences which had developed into the main infrastructure of the CTA. With recent developments such as the Millennium Coastal Park, National Botanical Gardens, Aberglasney House and Gardens, Machynys Peninsula Golf and Country Club, etc., the upgrading of local hotels, sports facilities and speciality foods, Carmarthenshire was a prime area for tourists. Mr. Giles also referred to the promotion of Wales throughout the world as being a prime objective with the Welsh Assembly and trade organisations.

Ms. Hale gave a brief overview of the Association's membership; the management committee of which comprised of 300 members and represented a cross section of businesses. Also, a new affiliated membership was being set up to enable the development of networking and partnerships.

Ms. Hale referred to staff development opportunities and to the marketing of the organisation, which included a website and publications being readily available. A public relations service, together with a survey system, was proving successful and was of great value in promoting businesses and many campaigns were being lobbied. Community websites were equally important as they were helping to build and develop local businesses, as was an on-line business directory.

In reply to a query regarding the creation of jobs for young people within the organisation, Mr. Giles stated that it was difficult and challenging to find appropriately qualified personnel and that the Association was working with colleges in order to motivate interest in the many opportunities available. There were exciting aspects regarding future major sporting competitions leading up to the next Olympics, however the Association did not have the resources to fund such training.

The Chairman and Members thanked Mr. Giles and Ms. Hale for attending and they thereupon withdrew from the meeting.

### **343. 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 12 December, 2006.  
(Subject to Minute No. 299 being amended to read the following correct insertion:-

“At a Meeting of the SENIOR CITIZENS’ DAY CENTRE JOINT MANAGEMENT COMMITTEE held at The Old Vicarage, Town Hall Square, Llanelli on Wednesday, 13<sup>th</sup> September 2006 at 6.00 p.m.

PRESENT: Councillors N. Bevan, R. Brown, A.G. Morgan, R.P. Neil, and G.H. Wooldridge.

APOLOGIES: Councillors G.K. Thomas (Chairman) and R.E. Evans (Vice-Chairman).

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8. APPOINTMENT OF CHAIRMAN PRO TEMPORE

RESOLVED – that, in the absence of both the Chairman and Vice-Chairman, Councillor N. Bevan be appointed Chairman for the duration of the meeting, whereupon Councillor Bevan took the chair.

9. MINUTES OF PREVIOUS MEETING

RESOLVED – that the Minutes of the previous meeting held on 12<sup>th</sup> July 2006 be received, verified and confirmed.

10. FINANCIAL REPORTS  
(1) INCOME AND EXPENDITURE

RESOLVED - that the Financial Report giving details of cumulative income and expenditure for the period 1<sup>st</sup> April 2006 to 31<sup>st</sup> August 2006 in the sums of £28,107 and £22,674 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 9<sup>th</sup> March 2006 – 13<sup>th</sup> September 2006 in respect of Direct Debits, cash reimbursements, BACS payments and Vouchers No. 3921 – 3939 (inclusive) amounted to the sum of £13,728.00

RESOLVED – that payment of the aforementioned accounts be approved.

11. HIRINGS

RESOLVED – that the hirings of the Day Centre for the months of July and August 2006 be approved as follows:-

July

4 <sup>th</sup> , Tuesday	-	Camford O.A.P.
27 <sup>th</sup> , Thursday	-	Labour Women's Forum.

August

1 <sup>st</sup> , Tuesday	-	Camford O.A.P.
2 <sup>nd</sup> , Wednesday	-	Llanelli Photographic Society.
9 <sup>th</sup> , Wednesday	-	Llanelli Photographic Society.
16 <sup>th</sup> , Wednesday	-	Llanelli Photographic Society.
23 <sup>rd</sup> , Wednesday	-	Llanelli Photographic Society.
30 <sup>th</sup> , Wednesday	-	Llanelli Photographic Society.

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12. ANNUAL RENT

Further to Minute No. 12 of the Committee meeting held on 12<sup>th</sup> July 2006, members considered two recent letters which had passed between the Town Clerk and the Chief Executive of YMCA Wales (copies having been previously circulated to members). The reply from the Chief Executive confirmed that YMCA Wales were currently awaiting the completion of a feasibility study regarding the regeneration of the YMCA and that, subject to a favourable outcome, would then enter into negotiations with the landlord (Carmarthenshire County Council) regarding a new headlease. Negotiations regarding a new underlease in respect of the Centre would not commence until both the feasibility study was completed and a new headlease agreed.

RESOLVED – that the information be noted, and that the Secretary be asked to maintain a close watching brief on progress.

13. LLANELLI O.A.P. REPRESENTATIVES –  
JOINT MEETING AND DINNER

Further to Minute No. 19 of the Committee meeting held on 14<sup>th</sup> September 2005, members were asked to consider whether they wished to continue with the practice of an informal meeting with the O.A.P. representatives at the Day Centre on the last Monday of November, followed by a dinner.

Following discussion, it was

RESOLVED – that previous practice should continue; that the meeting and dinner be arranged for Monday 27<sup>th</sup> November 2006; and that invitations be extended to the Associations agreed by the Committee.

14. ELECTRICAL WORKS

Further to Minute No. 7 of the Committee meeting held on 10<sup>th</sup> May 2006, the Secretary reported that instructions had been given to H + C Electrical Solutions Limited to undertake the necessary electrical works in accordance with the quotation received from the company. Instructions had been issued for the company to proceed with the works, and two invoices (No. 1280 and 1287) had been received in respect of both the work identified in the quotation and additional works which had been subsequently recommended following the contractors' attendance at the Day Centre. Details of the works involved were set out in the two invoices (copies having been previously circulated to members).

RESOLVED – that the decision to instruct the contractor to proceed with the works be confirmed, and that authority be granted for the payment of invoice No. 1280 in the sum of £302 plus VAT and No. 1287 in the sum of £1,212.26 plus VAT.

The meeting concluded at 6.20 p.m.”)

**RESOLVED** that the Minutes be noted.

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Recreation and Welfare Committee	19 December, 2006.
Policy and Resources Committee	20 December, 2006.
Finance and General Purposes Committee (Subject to Cllr. S. M. Caiach being included as present and Cllrs. T. Devichand and M. B. Hughes as being absent from the meeting)	21 December, 2006.
Planning and Liaison Committee	2 January, 2007.

**344. SUSTAINABLE COMMUNITIES BILL**

Further to Minute No. 294, correspondence was received from Nia Griffith, MP, informing that, following a recent MP's ballot for private members' bills, the above Bill was now being taken up by Nick Hurd, MP. The Bill had excellent cross-party support and Ms. Griffith stated that she would ensure her appropriate presence when required in order to get the bill through the parliamentary procedure.

Ms. Griffith also informed of her support for the Bill entitled 'Local Planning Authorities; Energy and Efficiency'. A copy of the Early Day Motion document which provided a brief explanation of same was also circulated to Members.

**RESOLVED** that the information be noted.

**345. REVIEW OF COMMUNITIES – CARMARTHENSHIRE**

Pursuant to Minute No. 316, it was

**RESOLVED** that the following recommendation of the Policy and Resources Committee meeting held on 20 December, 2006, be accepted:-

RECOMMENDED that

- (1) an increase of one member for the Pemberton Ward be proposed in view of the forecasted electorate number; and
- (2) that electors at Brynteg, Five Roads be transferred from the Hengoed Ward to the GlynWard.

**346. BANKING ARRANGEMENTS**

Further to Minute No. 330, it was

**RESOLVED** that the following recommendation of the Finance and General Purposes Committee held on 21 December, 2006, be accepted:-

RECOMMENDED that

- (1) the proposals contained within the report to adopt an electronic process for paying creditors and the introduction of the Commercial Card facility be accepted;

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- (2) a motion be put to the Council meeting to be held on 9 January, 2007 to vary Standing Order No. 97 (a) to include the payment of creditors by BACS, HSBC Net and Commercial Card.

**FURTHER RESOLVED** that, in accordance with Standing Order No. 64, the decision to vary Standing Order 97 (a) shall stand adjourned without discussion to the next ordinary meeting of the Council.

**347. CENSUS TEST**

Correspondence was received from the Director of Regeneration and Leisure, Carmarthenshire County Council, informing that every 10 years, a census of the population was undertaken by the UK Government, the results of which would show the balance of population by age, employment skills, housing, etc. and would highlight where service providers needed to target their finite level of resources.

In the 2011 census, new questions would be asked; including usage of language. The form would also include a 'Welsh identity' tick box, which had not been available in 2001. A census test would illustrate whether the questions would be responded to correctly, were too complex or were considered intrusive. In Wales, the pilot census test would be run in Carmarthenshire on 13 May, 2007. Approximately 10,000 households would receive a test census form in Carmarthenshire, 5000 would receive the form in the post and 5000 would have enumerators delivering and collecting the forms. Census enumerators would not require admittance into the homes of residents.

The census test was voluntary, but without adequate response, the full census in 2011 would not be as robust on which to plan the next decade of policy making, therefore every return was important. £65 billion a year (for ten years) was allocated to Councils on the basis of the census population count and a further £60 billion a year to NHS Trusts, consequently the Welsh Assembly would use census data to help target resources to where it was most needed.

As in a full census, all information was strictly confidential and test forms would be destroyed without being scanned as soon as the test was completed.

The writer confirmed, via the aid of a map, the test areas identified within this Council's administrative area. The test areas covered the Dafen and Felinfoel wards and part of the Hengoed ward.

**RESOLVED** that the information be noted.

**348. STANDING COMMITTEES –  
PLANNING AND LIAISON COMMITTEE**

Further to Minute No. 332, an e-mail was received from Cllr. G. H. Wooldridge which stated that, owing to the demise of the Departures Committee, he was now a member of Carmarthenshire County Council's Planning Committee and he would, therefore, have to resign from the Rural Council's Planning and Liaison Committee with immediate effect due to a conflict of interest.

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**RESOLVED** that the information be noted.

**349. PUBLIC AND COMMERCIAL SERVICES UNION  
- PCS WEST WALES REVENUE NETWORK**

A letter was received from the Assistant Branch Secretary, PCS West Wales Revenue Network, informing of Her Majesty's Revenue and Customs proposed plans to streamline its operations and which would affect all government departments with devastating changes to the way in which services would be accessed by the public in Wales.

The author stated that the enquiry centre in Llanelli would 'have a presence', but there would not be a guarantee that this facility would be available in the long term. Also, local businesses and accountancy professionals would not have the depth of back room knowledge and experience available to them as was presently being experienced.

The writer therefore, requested that this Council's support be given to his organisation's campaign to save the Llanelli tax office.

The Clerk stated that, as a local authority, this Council should not support the political endeavours of any trade union. However, if the Council was minded to support the tax office, then it could support the campaign to directly lobbying Her Majesty's Revenue and Customs and, it was

**RESOLVED** that a letter supporting the retention of the Revenue and Customs office in Llanelli be forwarded to Her Majesty's Revenue and Customs and that the Assistant Branch Secretary, PCS West Wales Revenue Network be informed accordingly.

**350. LLANELLI JOINT BURIAL AUTHORITY**

Members received the following Minutes of a meeting of the Llanelli Joint Burial Authority held on 8 November, 2006:-

"At the Meeting of the Llanelli Joint Burial Authority held at Vauxhall Buildings, Vauxhall, Llanelli, on Wednesday, 8 November 2006 at 4:00 pm.

Present: Cllr. C.C. Lucas (Vice Chairman (in the Chair))

Cllrs.

C. Edwards  
D. J. Harries

M. Howells  
E. Smith

Apologies: Cllrs D.J. Davies, T.J. Jones, M. Prothero and C. E. Richards.

**37. CONFIRMATION OF MINUTES**

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

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Ordinary Meeting - 11 October 2006

38. MATTERS ARISING

LLANELLI CREMATORIUM LTD

Further to Minute No. 36, Members were informed that Jennings Solicitors were proceeding with the Authority's instructions and that the matter would be determined within the week. The Secretary also confirmed that Llanelli Crematorium Limited had been billed for next year in accordance with previous instructions.

RESOLVED that the information be noted.

39. INCOME AND EXPENDITURE REPORTS

RESOLVED that the income and expenditure report for September 2006 and the provisional report for October 2006 be noted.

40. SCHEDULE OF PAYMENTS

Consideration was given to the schedule of payments for October 2006, which revealed expenditure for the month amounted to £27,459.85.

RESOLVED that the information be noted.

41. CHRISTMAS HOLIDAY ARRANGEMENTS

RESOLVED that in accordance with Minute No. 45 (10 February 2004), this year's Christmas holiday arrangements at the cemetery be confirmed as detailed below, with two days annual leave being added to employees' annual leave entitlement for 2006/2007:

Friday	22	December	2006	-	Normal working day
Saturday	23	December	2006	-	Non working day
Sunday	24	December	2006	-	Christmas Eve
Monday	25	December	2006	-	Christmas Day
Tuesday	26	December	2006	-	Boxing Day
Wednesday	27	December	2006	-	Locally agreed holiday
Thursday	28	December	2006	-	Normal working day
Friday	29	December	2006	-	Normal working day
Saturday	30	December	2006	-	Non working day
Sunday	31	December	2006	-	New Year's Eve
Monday	1	January	2007	-	New Year's Day
Tuesday	2	January	2007	-	Normal working day



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42. 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.

43. TRADE REFUSE COLLECTION SERVICE

The Secretary reported that the Authority was experiencing problems with the trade refuse collection service. The refuse collection vehicle was too large to negotiate the narrow cemetery road infrastructure. The refuse company had performed a risk assessment and concluded that from now on the refuse must be collected from one central point near the main entrance.

As an attempt to overcome the problem enquiries had been made with other trade refuse collection companies (including Carmarthenshire County Council, the former service provider). Regrettably, all the companies identified the same problem with the size of the refuse vehicle, which was now standard for the industry.

Members discussed options for change but they were rejected because of the negative impact on service and on the grounds of cost and efficiency. Given the prevailing circumstances, the only viable option was for the Authority to purchase towable trade refuse bins. These could be left insitu in the cemetery grounds and towed to the central collection point behind the Authority's dumper truck as and when necessary. The Secretary stated that owing to the specification of the bins they could only be sourced from one manufacturer and a quotation for the supply of nine 1100 litre bins was presented for Members' consideration. Members were informed that there was no budget provision for the purchase of the bins so the expenditure would have to be met from general reserves. However, if the Authority proceeded to purchase the bins, there would be a cost saving on the trade refuse contract. There would be a reduction in the total number of bin lifts per annum and the charge for bin rental would no longer apply.

Following discussion it was

RESOLVED that the quotation based on the bin specification received from Egbert H. Taylor & Company Limited, Ryelands Lane, Elmley Lovett, Droitwich, for the supply of nine bins at £358.70 per unit and two bin tow links at £32.00 per unit (all exclusive of VAT) be accepted.

FURTHER RESOLVED that the Secretary provide for information purposes details of the cost savings identified in the trade refuse collection contract at the next meeting, as a result of purchasing the bins.

44. CEMETERY OFFICE CLEANING CONTRACT

Members were informed that the cleaning contract had been reviewed owing to price increases. Furthermore, the contract did not provide for the cleaning of the cemetery chapel nor the public toilets.

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The Secretary stated that it was desirable to negotiate a new agreement with these additional elements included in the contract and invited Members to consider quotations received from three local cleaning companies, one of which being the current service provider.

Following discussion it was

**RESOLVED** that:

- (1) The cleaning contract be awarded to Simon Todd Commercial Cleaning Specialist, 28 Cilmaengwyn Road, Pontardawe, Swansea for the sum of £129 per month and that notice be served on the current service provider; and
- (2) The company's offer to provide an initial one off spring clean including a thorough clean and polish of the wooden floor in the cemetery chapel at a cost of £95.00 also be accepted.

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The meeting concluded at 4:30 pm”  
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**RESOLVED** that the Minutes be noted.

**351. LETTERS OF APPRECIATION**

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

- (1) The Young at Heart Club, Bynea;
- (2) Trallwm Community Playgroup;
- (3) St. David's Church, Llwynhendy;
- (4) Soar Chapel, Llwynhendy;
- (5) Bynea Primary School;
- (6) Tabernacle Chapel, Llwynhendy;
- (7) Ysgol Bryn Teg;
- (8) Ysgol Gymraeg Brynsierfel;
- (9) Llwyn yr Ynys Social Club;
- (10) RSPCA – Llys Nini Branch;
- (11) Bynea Rugby Football Club;
- (12) St. Michael and All Angels Church, Dafen;
- (13) Maescanner Church, Dafen.

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The Meeting concluded at 6.45 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 February, 2007, adopted by the Council.