

12 September, 2017

LLANELLI RURAL COUNCIL

Minute Nos: 168 – 179

At a **COUNCIL** Meeting of the Llanelli Rural Council held at the Council Chamber, Vauxhall Buildings, Vauxhall, Llanelli, on Tuesday, 12 September, 2017, at 6.00 p.m.

Present: Cllr. H. J. Evans (Chairman)

Cllrs.

S. M. Caiach	J. P. Hart
M. V. Davies	A. G. Morgan
T. Devichand	R. L. Najmi
P. M. Edwards	E. Simmons
I. G. Wooldridge	

Absent: J. S. Randall

168. CHAIRMAN'S ANNOUNCEMENT

The Chairman referred to the recent demise of Mrs Diana Darby, former Member and Past Chairman of the Council and as a mark of respect Members and Officers stood in silent tribute.

169. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs. F. Akhtar, S. L. Davies, S. M. Donoghue, T. M. Donoghue, T. J. Jones, S. N. Lewis, J. S. Phillips, C. A. Rees, A. J. Rogers and W. V. Thomas.

170. MEMBERS' DECLARATIONS OF INTEREST

No declarations of interest were made.

171. 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 July, 2017
Planning and Liaison Committee	17 July, 2017
Recreation and Welfare Committee	18 July, 2017
Policy and Resources Committee	19 July, 2017

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Finance and General Purposes Committee	26 July, 2017
Special Council	31 July, 2017
Planning and Liaison Committee	7 August, 2017
Planning and Liaison Committee	29 August, 2017

**172. MATTERS ARISING
(1) POLICE AND CRIME PLAN**

Further to Minute No. 117, the Leader informed Members that it was a very informative meeting and that the Police and Crime Commissioner was very positive in his actions.

RESOLVED that the information be noted.

(2) PLAY AREA AT FELINFOEL

Further to Minute No. 119(3), the Clerk informed Members that the installation of the new play area to the rear of Ynyswen, Felinfoel would commence on 25 September, 2017.

RESOLVED that the information be noted.

**173. REVIEW OF ELECTORAL ARRANGEMENTS
FOR THE CARMARTHENSHIRE AREA**

Members received correspondence from the Chief Executive, Local Democracy and Boundary Commission for Wales informing that the Local Democracy and Boundary Commission would be undertaking a review of the electoral arrangements for the Carmarthenshire area with a view to considering and formulating proposals for future arrangements.

Before the commencement of the review, the Commission invited a representative to attend a presentation at the Council Chamber, County Hall, Carmarthen on 20 September, 2017.

RESOLVED that the Clerk attends the presentation to be held on 20 September, 2017.

174. BATTLE OF BRITAIN THANKSGIVING SERVICE

Members received an invitation from the Secretary, Royal Air Forces Association – Llanelli Branch, inviting Members to the Thanksgiving Service to be held on Sunday, 17 September, 2017, at 11.00 am at the St. Elli Parish Church, Llanelli.

RESOLVED that the Chairman and interested Members attend the Thanksgiving Service.

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**175. WORKING TOGETHER FOR SAFER COMMUNITIES
ROADSHOW EVENT**

Members received correspondence from the Police and Crime Commissioner, Dyfed Powys Police inviting Members to attend a roadshow event at Dyfed Powys Police Headquarters, Carmarthen on Friday, 15 September, 2017, 10.30 am to 1.00 pm.

RESOLVED that the information be noted and any feedback from the event be forwarded to Members.

176. MATTERS REPORTED

RESOLVED that the schedule of matters reported be noted.

177 LETTERS OF APPRECIATION

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

- (1) Links;
- (2) Llanelli Ramblers.

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

RESOLVED that in view of the confidential nature of the business to be transacted, the following matter 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.

**179. COLLABORATION ARRANGEMENTS WITH
LLANELLI TOWN COUNCIL
(1) JOINT COUNCIL MEETING**

Members received the following Minutes of a joint council meeting with Llanelli Town Council and Llanelli Rural Council held on 31 July, 2017:

“At a joint council meeting of LLANELLI TOWN COUNCIL and LLANELLI RURAL COUNCIL held at The Lliedi Suite, Selwyn Samuel Centre, Llanelli on Monday, 31st July 2017 at 6.00 p.m.

PRESENT:

LLANELLI TOWN COUNCIL: Councillors J.S. Edmunds (Town Mayor), M.D. Cranham, J.P., Ms. S.A. Curry, D.Ll. Darkin, S.I. Davies, T. Davies, Miss L.A. Edmunds, C. Griffiths, Mrs. S.J. Griffiths, J.P. Jenkins, J.E. Jones, J.P., A.S.J. McPherson, Ms. S. Najmi, J.G. Prosser, S.L. Rees, Mrs. B.A.L. Roberts (Deputy

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Town Mayor), W.E. Skinner, P.T. Warlow, Mrs. J. Williams.

LLANELLI RURAL COUNCIL: Councillors H.J. Evans (Chairman), Ms. F. Akhtar, Ms. S.M. Ciaich (Vice-Chairman), M.V. Davies, Mrs. T. Devichand (Leader of the Council), S.M. Donoghue, Mrs. T.M. Donoghue, Mrs. P. Edwards, J.P. Hart, T.J. Jones, A.G. Morgan, J.S. Phillips, A.J. Rogers, E. Simmons, W.V. Thomas, I.G. Wooldridge.

ALSO IN ATTENDANCE: Mrs. M. Beevers, Messrs. D. Gary Jones, M. Galbraith and D. Kemp.

APOLOGIES: Councillors Mrs. S.L. Davies, M.P. Edmunds, W.J. Lemon, Mrs. S.N. Lewis, Ms. R.L. Najmi, J.S. Randall, C. Reed and Mrs. C.A. Rees.

1. APPOINTMENT OF CHAIRMAN PRO TEMPORE

Members proceeded to appoint a Chairman and following the motion of Cllr. Mrs. J. Williams, seconded by Cllr. Ms. S. Najmi, J.P., it was

RESOLVED – that Cllr. J.S. Edmunds (Town Mayor) be appointed Chairman Pro Tempore.

2. PUBLIC BODIES (ADMISSION TO MEETING) 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.

3. COLLABORATION ARRANGEMENTS

Further to Minute No. 22 of the Extraordinary Town Council meeting held on 15th June 2017, and Minute No. 89 of the Ordinary Rural Council meeting held on 13th June 2017, members welcomed Mr. D. Kemp and Mrs. M. Beevers, Directors, DCK Accounting Solutions Ltd. to the meeting and asked Mr. Kemp to give a further explanation of the necessary revisions required to be made to both council's general accounting arrangements for the 2017/18 financial year to support the areas of collaboration as well as to provide further advice to members about the accounting convention and methodology to be adopted to facilitate:

(1) LLANELLI JOINT BURIAL AUTHORITY

Mr. Kemp explained that the accounts for Llanelli Joint Burial Authority had been incorporated within both council's accounts for 2016/17 and since the LJBA was no longer deemed to be a separate authority the accounts would need to sit within the Rural Council's accounts with an advisory joint committee replacing the work of the LJBA. Mr. Kemp

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distributed a schedule outlining the possible structure on the new working arrangement together with a schedule containing a list of variable factors that could have an effect on the Service Level Agreement.

The day-to-day maintenance of the cemetery would continue as a joint operation and both councils would have an input into the management and overseeing of the accounting systems with the Town Clerk reviewing the accounts. These accounts would be reviewed by the joint advisory committee as it was under the LJBA, however, these accounts would be presented to both councils for consideration on a quarterly basis.

(2) FUTURE MANAGEMENT OF PARKS AND SPORTS FACILITIES

Members considered the servicing of a new collaboration agreement enacted between the constituent councils whereby Llanelli Rural Council will assist Llanelli Town Council to manage and maintain parks, playing fields together with open spaces and the like within the Town Council's administrative area and which specifically have been transferred to the Town Council from Carmarthenshire County Council under its asset transfer programme.

Mr. Kemp informed members that a new Service Level Agreement would regulate the grounds maintenance activities and the work would be undertaken by officers employed by Llanelli Rural Council and charged to the Town Council on a month to month basis and reviewed annually.

Following some questions, which were answered satisfactorily, it was

RESOLVED – that the report be noted and approved.

4. MEMORANDUM OF UNDERSTANDING

Members considered the Memorandum of Understanding (MOU) to be used as the overarching governing document to support the ongoing provision of Cemetery Services at Llanelli District Cemetery and permit Llanelli Rural Council to provide a grounds maintenance service to Llanelli Town Council in connection to parks and playing fields transferred to the Town Council by asset transfer (draft copies having been previously circulated to members).

Members were informed that the MOU was, in essence, a letter of intent and that the Service Level Agreements for both services would be made available to both councils for consideration prior to approval being sought at a further joint meeting in September.

Following a discussion, it was

RESOLVED – that the Memorandum of Understanding be adopted and approved.

The Meeting concluded at 6.35 p.m.”

RESOLVED that the Minutes of the joint council meeting held on 31 July, 2017, be accepted.

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(2) SERVICE LEVEL AGREEMENTS
(i) CEMETERY SERVICES
(ii) GROUNDS MAINTENANCE SERVICE

Members received the service level agreements dated 1 October, 2017 between Llanelli Town Council and Llanelli Rural Council.

Following a lengthy discussion, it was

RESOLVED that the service level agreements be approved and the Chairman and Clerk be authorised in affixing the Council's Seal to the documents.

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The Meeting concluded at 6.25 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 October, 2017, adopted by the Council.