

**18 September, 2019**

**LLANELLI RURAL COUNCIL**

**Minute Nos: 191 – 202**

At a Meeting of the **POLICY AND RESOURCES COMMITTEE** of the Llanelli Rural Council held at the Council Chamber, Vauxhall Buildings, Vauxhall, Llanelli, on Wednesday, 18 September, 2019, at 4.45 p.m.

**Present:** Cllr. S. M. Donoghue (Chairman)

**Cllrs.**

S. L. Davies	S. N. Lewis
H. J. Evans	A. G. Morgan
J. P. Hart	J. S. Phillips

**Absent:** C. A. Rees, E. Simmons

**191. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs. T. Devichand, P. M. Edwards (Cllr. S. N. Lewis deputising), A. J. Rogers and I. G. Wooldridge.

**192. MEMBERS' DECLARATIONS OF INTEREST**

No declarations of interest were made.

**193. KEEP WALES TIDY**

The Chairman welcomed Mr D Snaith, Carmarthenshire Project Officer, Keep Wales Tidy to the meeting to discuss the programme delivery in the Carmarthenshire area. In support of the item, the council's Community Development Officer had also prepared a covering report (circulated with the meeting agenda) highlighting changes to the Keep Wales Tidy delivery programme and the possible role of the council under the revised arrangements.

Mr Snaith thanked Members for the opportunity to attend the meeting and proceeded to inform Members that the Tidy Towns initiative had come to an end and Keep Wales Tidy was entering a new phase of community engagement through the Caru Cymru project. This was a partnership programme with communities and local authorities throughout Wales focussing on prevention of local environmental quality issues and behaviour change.

One of the delivery outcomes of Caru Cymru was to establish local litter picking hubs. Keep Wales Tidy was encouraging individuals to join or form local litter picking groups and provide support in writing a constitution, setting up a bank account and covering the group's insurance costs for the first year.

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The Community Development Officer then took Members through his report informing how the council could continue to support Keep Wales Tidy by:

- Assisting in setting up litter picking groups within the council's area;
- Provide financial support for insurance and kit;
- Become a litter picking hub and lend out kit for litter picks;
- Promote and take part in annual Keep Wales Tidy campaigns;
- Sign the groups up to the council's Time Credits programme.

The council could assist by removing barriers for groups that operate within its area and meet insurance costs for year two onwards for groups already set up by Keep Wales Tidy.

Members were informed that instead of requests for financial support or applications being made to the council's Community Development Fund; the funds for litter pick groups insurance would be accessed via the Community Development budget with all requests being considered by the Recreation and Welfare Committee. The litter pick groups would be encouraged to apply for the Community Development Fund if they wanted support to purchase their own litter picking equipment. Mr Snaith thereupon stated that Keep Wales Tidy also had kits which could be provided free of charge to constituted groups.

During discussion, Members supported the initiative and it was

**RESOLVED** that the report be accepted and the approved arrangements be enacted by the Community Development Officer to move ahead with the new delivery programme with the council putting itself forward as a local hub.

### 194. COUNCILLORS' ATTENDANCE AT MEETINGS

Further to Minute No. 131, Members received the report of the Clerk informing Members of the legal parameters and general conventions associated with attending formal council and committee meetings.

Members were also presented with a draft chart which was intended to record the results of individual councillor's attendance at council and committee meetings. The chart would be published annually on the council's website at the end of the municipal year.

Members commented that on occasions committee meetings clashed with their work arrangements and other scheduled meetings. In this case, Members were informed that they should submit apologies and should always try and arrange for a deputy to stand in for them. This would help the council to maintain effective governance arrangements when conducting business.

It was important that Members were publicly accountable for their actions as elected representatives. In order to perform their roles more effectively it was important that every Member regularly participates in council business especially when it was transacted through the council's monthly cycle of meetings. The publication of individual Member attendance figures would indirectly help to promote a more positive culture in this regard and in turn this would lead to the promotion of more effective corporate governance standards.

Following discussion, it was

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**RESOLVED** that the report and draft chart be accepted and the recording of attendance data to populate the chart shall commence from 1 January, 2020.

**FURTHER RESOLVED** that:

1. A copy of the Clerk's report be circulated to all Members setting out the new arrangements.
2. Apologies for absence will no longer be accepted during the meeting when conveyed by a Member on behalf of another Member at the start of the meeting because it is the responsibility of the particular Member to submit the apology to the office prior to the commencement of the meeting.

**195. TERMS AND CONDITIONS OF USE OF CHANGING ROOMS**

Further to Minute No. 357 (16 January, 2019, refers), Members received the amended Terms and Conditions of Use of Changing Rooms.

Following discussion, it was

**RESOLVED** that the amended policy be accepted.

**196. REVIEW OF COUNTY ELECTORAL ARRANGEMENTS FOR THE COUNTY OF CARMARTHENSHIRE**

Members received the final recommendations from the Chief Executive, Local Democracy and Boundary Commission for Wales on the review of electoral arrangements for the county of Carmarthenshire.

Members noted the proposal to change the existing Bynea County Council electoral ward from a single member to a two member electoral ward. The recommendations also proposed combining the Dafen and Felinfoel County Council electoral wards into a single ward represented by two members. The ward name would be known as 'Dafen and Felinfoel'.

**RESOLVED** that the information be noted.

**197. PUBLIC PAYPHONES REMOVAL BY BT**

Correspondence was received from the Head of Planning, Carmarthenshire County Council informing of a consultation exercise for the removal of public payphones at Blaen Nant, Swiss Valley and Brynawelon, Llwynhendy. The reason for withdrawing the kiosks was attributable to the small number of calls made from the kiosks over the last 12 months. The consultation also outlined a proposal for communities to adopt a red telephone kiosk at a cost of £1 each.

Following discussion, it was

**RESOLVED** that the correspondence be noted.

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**198. CARWAY SUB POST OFFICE**

Members received correspondence from the Clerk, Llangydeyrn Community Council informing of the unscheduled closure of Carway Post Office.

Llangydeyrn Community Council had been trying to arrange a site meeting with representatives from the Post Office to investigate ways of overcoming the service issues which also affected the Post Office service at Ponthenri.

Following discussion, it was

**RESOLVED** that local ward Members for the Glyn electoral ward be appointed to represent the council at the planned site meeting.

**199. 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.

**200. SKILLS ACADEMY WALES  
ANNIVERSARY EVENT**

Members were informed that plans to celebrate the 10<sup>th</sup> anniversary of the training consortium partnership had been cancelled. Therefore the item had been withdrawn from the agenda.

**201. STAFFING MATTERS**

Members considered the report of the Deputy Clerk informing of staffing matters.

**RESOLVED** that the report referenced 09:2019 be accepted.

**202. INVESTORS IN PEOPLE – DRAFT ACTION PLAN**

Further to Minute No. 98 (20 June, 2018, refers), Members considered the report of the Deputy Clerk informing of the actions identified in response to the recommendations of the Investors in People accreditation and in particular the feedback received from staff and managers following a series of meetings aimed at addressing the Investors In People recommendations.

Following discussion, it was

**RESOLVED** that the next phase of work as outlined in the draft action plan included in the report be approved and that a meeting be convened with staff to provide feedback on the next steps.

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**FURTHER RESOLVED** that the following Members be nominated to attend the staff feedback meeting as a means of demonstrating the council's support for participating in achieving the Investors In People aspirations, namely the Chairman of Council; the Council Leader and Chairman of the Policy and Resources Committee.

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The meeting concluded at 5.55 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 8 October, 2019, adopted by the Council.