

24 March, 2021

LLANELLI RURAL COUNCIL

Minute Nos: 117 – 142

At a **COUNCIL** Meeting of the Llanelli Rural Council hosted at the Council Chamber, Vauxhall Buildings, Vauxhall, Llanelli, and via remote attendance on Wednesday, 24 March, 2021 at 2.00 p.m.

Present: Cllr. S. L. Davies (Chairman)

Cllrs.

M. V. Davies	S. N. Lewis
T. Devichand	A. G. Morgan
S. M. Donoghue	J. S. Phillips
T. M. Donoghue	A. J. Rogers
W. V. Thomas	

Absent: F. Akhtar, J. S. Randall.

117. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs. S. M. Caiach, H. J. Evans, P. M. Edwards, J. P. Hart, T. J. Jones, C. A. Rees and I. G. Wooldridge.

118. CHAIRMAN'S ANNOUNCEMENT

The Chairman referred to Cllr. C. A. Rees' ongoing indisposition and in light of recent news extended the council's best wishes to her for a swift return to good health.

119. LLWYNHENDY POLICE STATION

The Chairman welcomed Superintendent Gary Phillips, BCU Commander for Carmarthenshire to the meeting to discuss the policing model at Llwynhendy Police Station.

Superintendent Phillips thanked members for the opportunity to attend the meeting and proceeded to provide an overview of his general background and role in the new policing model, which had been in place since June 2020. The focus of the new model centred on 24-hour work patterns. A new model was required because Police Officers were being over utilised under the former work model. Previously nine police officers operated out of Llwynhendy Police Station covering Llanelli Rural East and six Police Officers operated out of Burry Port Police Station providing cover to Llanelli Rural West.

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Staff workload was too high and unsustainable under the former model and workforce demands had changed. The combination of these factors had raised well-being issues. Staff were working longer hours to get their work completed.

Under the new model, the 15 Police Officers start and finish work at the Police Station in Llanelli Town Centre and this simple step had made a positive impact on reducing the overall utilisation rate with it dropping considerably to more acceptable and manageable levels and in turn making more efficient and effective use of the current work force. The new model was working well with no drop in service levels. By centrally pooling resources this offered greater flexibility and meant more staff were available to cover call outs. Superintendent Phillips added that towards the end of this year it was conceivable that the Police Force might consider changing the model once again in a bid to reduce utilisation rates further still. The utilisation rate had dropped from 212 percent under the former model to 117 percent using the new model but it was hoped that these rates could drop to 90 percent if ultimately another policing model was pursued.

Members were keen to stress the importance of retaining a Neighbourhood Police Team (NPT) presence at Llwynhendy Police Station. By way of response, Superintendent Phillips assured members that nine members of staff continued to operate from the police station. The staff complement comprised a NPT Sergeant, a Police Constable and seven Police Community Support Officers (PCSOs). Similarly, in Burry Port Police Station, two Police Constables and five PCSOs continued to work from the station.

Superintendent Phillips also referred to the construction of the new police custody suite in Dafen. Construction work was to commence in the summer with an 18 month completion date. Once operational all staff would be based in Dafen. He then went on to comment about fluctuations in crime rates but rates had not gone up. The crime range was normal and there were no operational concerns in dealing with crime since the merger. He confirmed the level of crime over the past year during the pandemic had remained the same. He then stated that Chief Inspector Shaun Bowen periodically presented a crime report to Llanelli Town Council. He suggested that Chief Inspector Bowen could present similar information to the Rural Council. Members welcomed this offer and discussion arose about the extent of the information to be reported across the Llanelli area as parts of the town area coalesced into the Rural Council area, especially the Hengoed Ward.

Superintendent Phillips then answered several questions posed by members about specific Ward issues, following which the Chairman thanked Superintendent Phillips for attending and he withdrew from the meeting.

120. MEMBERS' DECLARATIONS OF INTEREST

The following members declared an interest in the following matters:

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<i>Minute No.</i>	<i>Councillor</i>	<i>Interest</i>
133	S. L. Davies	Personal interest – member, Dafen Welfare Management Committee.
135(1)	S. L. Davies	Personal interest – member, Dafen Welfare Management Committee.
137	S. L. Davies	Personal interest – involvement with the project in her capacity as a county councillor and because of her role as a member of the Llwynhendy and Pemberton Forum.
138	S. L. Davies	Personal interest – member of the Llwynhendy and Pemberton Forum and member of the steering group, Llwynhendy Hub, which was overseeing the project.
140	S. L. Davies	Personal and prejudicial interest – Chairman, Llanelli Rural Council.
133	T. Devichand	Personal interest – Chairman, Dafen Welfare Management Committee.
135(1)	T. Devichand	Personal interest – Chairman, Dafen Welfare Management Committee.
137	T. Devichand	Personal interest – member of the Llwynhendy and Pemberton Forum.
138	T. Devichand	Personal interest – member of the Llwynhendy and Pemberton Forum.
133	S. N. Lewis	Personal interest – member, Dafen Welfare Management Committee.
135(1)	S. N. Lewis	Personal interest – member, Dafen Welfare Management Committee.
133	A. J. Rogers	Personal interest – member, Dafen Welfare Management Committee.
135(1)	A. J. Rogers	Personal interest – member, Dafen Welfare Management Committee.
129	W. V. Thomas	Personal interest – LEA Governor, Ysgol Y Felin Primary School.

121. 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

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**122. PLANNING MATTERS
(1) PLANNING APPLICATIONS
TOWN AND COUNTRY
GENERAL DEVELOPMENT PROCEDURE ORDER 1995**

Consideration having been given to planning applications received, it was

RESOLVED as follows:-

Application No.	Location	Development
PL/00588	Mr L Grattarola Geraint John Planning Ltd Land at the former NRW National Laboratory Service Pen-y-Fai Lane Furnace	Reserved Matters application for 15 No. dwellings and associated Discharge of conditions 4, 5, 6, 7, 8, 9, 10, 11 and 12 pursuant to Outline permission (Ref: S/36817).

Recommendation – objection on the following grounds:

1. It was likely the development would have a detrimental impact on highway safety along the length of Pen-y-Fai Lane given the narrow width of the lane and with it being unsuitable to accommodate an increase in traffic.
2. The lane was unsuitable to carry out highway improvements to alter its width or to improve visibility at its two junction points running north to south.
3. Although the development site was not located on a local flood plain the land and surrounding area suffered from localised floodwater running off nearby fields. The construction of homes would exacerbate the situation during periods of heavy rainfall.

PL/01067	Mr A Thomas Unit D Bynea Industrial Estate Bynea	Change of use of Unit D to a café, coffee shop, take away.
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Recommendation – no objection.

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Application No.	Location	Development
PL/01340	Mr & Mrs P & C Evans Land part of Gelli Hir Farm Horeb Five Roads	Construction of a log cabin to provide additional holiday-let accommodation.

Recommendation – objection unless:

1. There was an overwhelming and justifiable need for the development to be located outside settlement development limits.
2. The proposal did not conflict with the range of policies set out in the Local Development Plan.
3. The proposal did not create any amenity, highway or public service provision objections.
4. The proposal could demonstrate it had no detrimental impact on local biodiversity and would not be generally harmful to the environmental landscape or create a precedent for further new development on the land.
5. The development proposals were of an appropriate scale and form and were sympathetic to the surrounding countryside.
6. The proposed development was prohibited in the future from being converted to residential development and that a section 106 agreement was entered into to this effect.

PL/01412	T Richard Jones (Betws) Ltd Pennant Quarry Herberdeg Road Pontyates	Discharge of Condition 48 on S/38652 (Reclamation).
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Recommendation – no objection.

PL/01425	Mr D Healey Parc y Scarlets Parc Pemberton Retail Park Llanelli	Indoor marquee 3G training facility for elite performing athletes.
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Recommendation – no objection.

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Application No.	Location	Development
PL/01448	Ms. N Treharne 7 Llys Westfa Llanelli	Two storey front extension and single storey first floor side extension to corner end property to provide garage, new entrance, study and ensuite bedroom.

Recommendation – no objection provided:

1. The scale and design of the extension was subordinate to the main dwelling.
2. The design not having a detrimental impact on the original character of the dwelling and the surrounding street scene.
3. There was no detrimental impact on the amenity and privacy of neighbouring dwellings.

PL/01461	Mr & Mrs Lewis 157 Pant Bryn Isaf Llanelli	Single storey rear extension.
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Recommendation – no objection.

PL/01484	Mr M Jewell 9 Rhandirfelin Llanelli	Proposed rear single storey conservatory extension.
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Recommendation – no objection.

(2) PLANNING APPLICATIONS DETERMINED UNDER THE CLERK'S DELEGATED POWERS

Members were informed that the Clerk had dealt with the following planning applications under the scheme of delegated powers and which had been determined following council wide consultation with members.

Application No.	Location	Development
The following applications had been determined under the Clerk's delegated powers from 25 February, 2021 to 18 March, 2021.		
PL/01324	Mr S Thomas 68 Denham Avenue Llanelli	Removal of small extension, outside WC, conservatory and prefabricated garage and replacement rear extension.

Recommendation – no objection

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Application No.	Location	Development
PL/01347	Mrs G Rees Pentwyn School Road Pwll Llanelli	Side extension to existing dwelling.
Recommendation – no objection.		
PL/01351	Mr C Hewer 49 Maes Y Glo Llanelli	Conversion of the integral garage into an additional reception room.
Recommendation – no objection provided off street car parking would be retained at the property.		
PL/01364	Mr D Daniel Ystad Aur Carway	Proposed remodelling of existing dwelling including internal and external alterations and enlargement of roof, rear extension and proposed new garage including demolition of redundant annex.

Recommendation – no objection provided:

1. The scale of the proposed extension was subordinate and compatible to the size and character of the existing dwelling.
2. There was no detrimental impact on the local environment and the amenity of the neighbouring dwelling.

RESOLVED that the information be noted.

123. INTERNAL AUDIT REPORTS (FINAL UPDATE) 2020/21

Members considered the Internal Audit Reports (Final Update) 2020/21 received from the Director, Auditing Solutions Ltd, which concluded that the Council continued to have effective systems in place and consequently, there were no significant matters arising at present.

The auditor recommended that, members should review and sign off the bank reconciliation periodically when lockdown restrictions allowed.

Members thanked the Deputy Clerk and staff for their collective contributions in regard to the council's general financial management arrangements, and it was

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RESOLVED that the reports be noted and the recommendation be actioned.

124. FINANCIAL REPORTS

RESOLVED that the committee reports for the Administration Department, Burial Services and Training Department to 31 January, 2021, be noted.

125. SCHEDULES OF PAYMENTS

Consideration was given to the schedules of payments for the Administration Department, Burial Services and Training Department for December 2020 and January 2021, (copies of which had been previously circulated) which revealed that the expenditure amounted to £132,719.27, £102,544.16; £39,347.54, £10,920.54; £147,529.07 and £118, 969.40 respectively.

RESOLVED that the reports be noted.

126. FINANCIAL ASSISTANCE

Consideration was given to applications received for financial assistance and it was

RESOLVED that:

- (1) Calsonic Wanderers Bowls Club - that the matter be referred to local ward members.
- (2) Chairman, Carmarthenshire County Council – that a contribution of £50 be made.
- (3) Cruse Bereavement Care – that a contribution of £500 be made.
- (4) Macmillian Cancer Support – that a contribution of £500 be made.
- (5) Llanelli Pride – that a contribution of £100 be made on the understanding that the event was permitted to go ahead following further anticipated easing of the pandemic lockdown restrictions.
- (6) Radio BGM – that a contribution of £250 be made.

FURTHER RESOLVED that the remaining balance of £1,930 representing the budget underspend up to 31 March, 2021, shall be earmarked and carried forward to the 2021/22 finance assistance budget. The surplus budget will be allocated as required during the financial year.

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127. LLANELLI JOINT BURIAL ADVISORY COMMITTEE

Members received the following Minutes of meetings of the Llanelli Joint Burial Advisory Committee held on 11 December, 2019, 22 January, 2020 and 26 January, 2021:

“At the Meeting of the Llanelli Joint Burial Advisory Committee Meeting held at Vauxhall Buildings, Vauxhall, Llanelli, on Wednesday, 11 December 2019 at 4:00 pm.

Present: Cllr. H. J. Evans (Vice Chairman (in the Chair))

Cllrs.

D. L. Darkin
T. Devichand

J. S. Edmunds
P. M. Edwards

18. APOLOGIES FOR ABSENCE

An apology for absence was received from Cllr. B. A. L. Roberts.

19. 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	-	11 September 2019
Special Meeting	-	13 November 2019

20. INCOME AND EXPENDITURE REPORTS

RECOMMENDED that the income and expenditure report up to 31 October 2019 be noted.

21. CEMETERY RULES AND REGULATIONS

Members having received a copy of the cemetery rules and regulations circulated with the agenda received the Cemetery Manager’s detailed verbal report concerning the policy for memorials and related trinkets and memorabilia in the cemetery grounds. After a brief discussion it was

RESOLVED that the policy information be noted.

22. CARMARTHENSHIRE CYCLING FORUM

Members considered a request from Carmarthenshire Cycling Forum to create an additional cycle route through the cemetery grounds. There was a signposted route already in place,

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which ran through the cemetery grounds following the public footpath. The new proposed route would mean that cyclists would travel against the flow of traffic along the one-way system when they travelled north alongside sections 6 towards section 7. Members felt the current route provided the safest route through the cemetery grounds and after a brief discussion it was

RESOLVED that the request be declined for safety reasons.

23. SPECIAL BUDGET MEETING

Following general discussions about the proposed scheduling of the meeting it was.

RESOLVED that the special budget meeting shall be held on Wednesday 22 January 2020 at 3:00 pm.

.....
The meeting concluded at 4.35pm”
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“At the Special Meeting of the Llanelli Joint Burial Advisory Committee held at Vauxhall Buildings, Vauxhall, Llanelli, on Wednesday, 22 January 2020 at 3:00 pm.

Present: Cllr. B. A. L. Roberts (Chairman)

Cllrs.

D. L. Darkin	P. M. Edwards
S. M. Donoghue	H. J. Evans

24. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. J. S. Edmunds and E. Simmons.

25. MEMBERS’ DECLARATIONS OF INTEREST

No declarations of interest were made.

26. 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.

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27. SCALE OF FEES

(1) Exclusive Rights of Burial Fees

	£
Conventional grave - 30 year period	711.00
Conventional grave - 50 year period	1419.00
Cremated Remains - 30 year period	192.00
Cremated Remains - 50 year period	383.00
Cremated Remains Vault – 30 year period	1037.00

(2) Cemetery Management Fees

The following charges would be levied where purchased
Exclusive Rights of Burial was not applicable:

Cemetery management fee for a conventional grave	294.00
Cemetery management fee for a cremated remains plot	148.00

(3) Interment Charges

Grave - Depth for 2	437.00
Grave - Depth for 3	683.00
Child's Grave	0.00
Interment in existing grave	437.00
Interment of cremated remains	145.00
Interment of cremated remains in Vault	61.00
Interment of cremated remains in Garden Plot	71.00
Weekend Surcharge Interment Grave	395.00
Weekend Surcharge Interment Cremated Remains	52.00

(4) Natural Burial Area

Single Depth Grave with 30 year EROB	1148.00
Reservation Fee (10 Years)	54.00
Marker Post	108.00*
Memorial Tree	108.00*
Single Cremated Remains Plot with 30 year EROB	337.00
Reservation Fee (10 Years)	29.00
Marker Post	65.00*
Scattering	38.00

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(5) Scattering Gardens

Scattering in Memorial Gardens	38.00
Garden Wall Memorial Plaque (Square) – 15 Year Lease	129.00*
Garden Wall Memorial Plaque (Square) – 30 Year Lease	204.00*
Garden Wall Memorial Plaque (Oval) – 15 Year Lease	155.00*
Garden Wall Memorial Plaque (Oval) – 30 Year Lease	230.00*
Plaque Space Reservation Fee – 15 Year Period	37.00
Plaque Lease Renewal Fee – 15 Year Period	75.00*
Plaque Lease Renewal Fee – 30 Year Period	149.00*
Second Inscription Fee	43.00*
Ceramic Photo Plaque – 5 cm x7 cm	65.00*
Ceramic Photo Plaque – 8 cm x10 cm	75.00*
Single Walkway Memorial – 15 Year Lease	342.00*
Single Walkway Memorial – 30 Year Lease	450.00*
Double Walkway Memorial – 15 Year Lease	433.00*
Double Walkway Memorial – 30 Year Lease	540.00*
Leaf Vault with 30 Year Exclusive Right of Burial	997.00

(6) Other Charges

Hire of Chapel (including speaker)	42.00
Testing of Grave	110.00
Exhumation of Ashes	145.00*
Exhumation of Body	(Actual and necessary costs)
New memorial - headstone	127.00
New memorial - kerbset	150.00
Additional names cut on headstones	64.00
Memorials within Garden of Remembrance	87.00
Memorial Bench Permit Fee	150.00
Additional Excavation Fee for Bricked Grave	415.00
Family History Search (per individual name)	10.00
Chapel Memorial Plaque	50.00*
Chapel Memorial Plaque Reservation	20.00
All fees marked with * are subject to VAT @ the current prevailing rate of 20%	

RECOMMENDED that the above fees be approved from 1 April 2020.

28. ESTIMATES OF INCOME AND EXPENDITURE

The Secretary presented Members with a detailed report in respect of the Estimates of Income and Expenditure for 2020 / 2021, and after discussion it was

RECOMMENDED that a budget contribution of £133,000 be requested from Llanelli Rural Council for the financial year 2020 / 2021, and that in turn it requests £66,500 from Llanelli Town Council as its contribution towards service costs.

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.....
The meeting concluded at 3.15 pm
.....

At the Special Meeting of the Llanelli Joint Burial Advisory Committee hosted at the Council Chamber, Vauxhall Buildings, Vauxhall, Llanelli, and via remote attendance on Tuesday, 26 January 2021 at 4:00 pm.

Present: Cllr. B. A. L. Roberts (Chairman)

Cllrs.

D. L. Darkin	J. S. Edmunds
T. Devichand	S. J. Griffiths
S. M. Donoghue	S. Najmi
J. S. Phillips	

Together with Mr D. G. Jones (Town Clerk)

29. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. P. M. Edwards and H. J. Evans.

30. MEMBERS' DECLARATIONS OF INTEREST

No declarations of interest were made.

31. 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.

32. SCALE OF FEES

(1) Exclusive Rights of Burial Fees

	£
Conventional grave - 30 year period	718.00
Conventional grave - 50 year period	1433.00
Cremated Remains - 30 year period	194.00
Cremated Remains - 50 year period	387.00
Cremated Remains Vault – 30 year period	1047.00

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(2) Cemetery Management Fees

The following charges would be levied where purchased
Exclusive Rights of Burial was not applicable:

Cemetery management fee for a conventional grave	297.00
Cemetery management fee for a cremated remains plot	149.00

(3) Interment Charges

Grave - Depth for 2	441.00
Grave - Depth for 3	690.00
Child's Grave	0.00
Interment in existing grave	441.00
Interment of cremated remains	147.00
Interment of cremated remains in Vault	62.00
Interment of cremated remains in Garden Plot	72.00
Weekend Surcharge Interment Grave	399.00
Weekend Surcharge Interment Cremated Remains	53.00

(4) Natural Burial Area

Single Depth Grave with 30 year EROB	1159.00
Reservation Fee (10 Years)	54.00
Marker Post	108.00*
Memorial Tree	108.00*
Single Cremated Remains Plot with 30 year EROB	341.00
Reservation Fee (10 Years)	29.00
Marker Post	65.00*
Scattering	39.00

(5) Scattering Gardens

Scattering in Memorial Gardens	39.00
Garden Wall Memorial Plaque (Square) – 15 Year Lease	130.00*
Garden Wall Memorial Plaque (Square) – 30 Year Lease	206.00*
Garden Wall Memorial Plaque (Oval) – 15 Year Lease	156.00*
Garden Wall Memorial Plaque (Oval) – 30 Year Lease	232.00*
Plaque Space Reservation Fee – 15 Year Period	38.00
Plaque Lease Renewal Fee – 15 Year Period	76.00*
Plaque Lease Renewal Fee – 30 Year Period	151.00*
Second Inscription Fee	44.00*
Ceramic Photo Plaque – 5 cm x7 cm	66.00*
Ceramic Photo Plaque – 8 cm x10 cm	76.00*
Single Walkway Memorial – 15 Year Lease	345.00*
Single Walkway Memorial – 30 Year Lease	454.00*

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Double Walkway Memorial – 15 Year Lease	437.00*
Double Walkway Memorial – 30 Year Lease	545.00*
Leaf Vault with 30 Year Exclusive Right of Burial	1007.00

(6) Other Charges

Hire of Chapel (including speaker)	42.00
Testing of Grave	111.00
Exhumation of Ashes	147.00*
Exhumation of Body	(Actual and necessary costs)
New memorial - headstone	129.00
New memorial - kerbset	152.00
Additional names cut on headstones	65.00
Memorials within Garden of Remembrance	88.00
Memorial Bench Permit Fee	152.00
Additional Excavation Fee for Bricked Grave	419.00
Family History Search (per individual name)	10.00
Chapel Memorial Plaque	50.00*
Chapel Memorial Plaque Reservation	20.00
Vault Lease Renewal Fee – 30 Year Period	351.00
All fees marked with * are subject to VAT @ the current prevailing rate of 20%	

RECOMMENDED that the above fees be approved from 1 April 2021.

33. ESTIMATES OF INCOME AND EXPENDITURE

The Secretary presented Members with a detailed report in respect of the Estimates of Income and Expenditure for 2021 / 2022, and after discussion it was

RECOMMENDED that a budget contribution of £133,000 be requested from Llanelli Rural Council for the financial year 2021 / 2022, and that in turn it requests £66,500 from Llanelli Town Council as its contribution towards service costs.

.....
The meeting concluded at 4.15 pm”
.....

RESOLVED that the Minutes and the recommendations contained therein be received and accepted.

128. HMS TRENCHANT

Further to Minute No. 19, members received a letter dated 10 February, 2021, from the Commanding Officer HMS Trenchant informing that the Royal Navy decommissioning event ceremony planned for April 2021 had been cancelled due to the pandemic. The writer went

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on to state that HMS Trenchant had safeguarded the nation for over 32 years and asked whether the council could celebrate her decommissioning in its own special way.

During discussion, members referred to the long association with Llanelli and to the exchange visits that had taken place over the years. The council had appreciated the value of the formal association HMS Trenchant and her crew had developed with the Llanelli area and it was unfortunate HMS Trenchant would be decommissioned without an official ceremony, in view of such it was

RESOLVED that in recognition of the council's long standing association with the submarine, a reply letter be sent to the Commanding Officer HMS Trenchant together with a commemorative council 'coat of arms' plaque for erection and display in HMS Drake, Plymouth.

129. YSGOL Y FELIN PRIMARY SCHOOL

Cllr. W. V. Williams declared a personal interest in the following item, as he was a LEA appointed governor at Ysgol Y Felin Primary School.

Members received a consultation document from the Director of Education & Children's Services, Carmarthenshire County Council informing of the proposal to change the nature of provision at Ysgol Y Felin Primary School.

From 1 September 2022, it was proposed to change the Foundation Phase provision at the school to Welsh medium education. This would only affect pupils starting in the Foundation Phase at the school from September 2022 onwards. Current pupils attending the school would be unaffected.

Following discussion, it was

RESOLVED that the proposal be supported to change the nature of provision at Ysgol Y Felin Primary School from September 2022.

130. SWISS VALLEY PRIMARY SCHOOL

Members received a consultation document from the Director of Education & Children's Services, Carmarthenshire County Council informing of the proposal to change the nature of provision at Swiss Valley Primary School.

It was proposed to change the age range from a 4 to 11 school to a 3 to 11 school from 1 September 2021.

Following discussion, it was

RESOLVED that the proposal be supported to change the age range to a 3 – 11 school at Swiss Valley Primary School from 1 September 2021.

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**131. INDEPENDENT REMUNERATION PANEL FOR WALES
FINAL ANNUAL REPORT 2021/22**

Further to Minute No. 14, members were circulated with the final Annual Report received from the Chairman, Independent Remuneration Panel for Wales. The report set out the Panel's recommendations in respect of the community and town councillors' remuneration framework in respect of the financial year 2021/22.

Members were informed that the council was categorised as a 'Band A Council' because its annual income and expenditure was in excess of £200,000.

Members' attention was drawn to section 13 of the report wherein it stated the payments to members of community and town councils, and it was

RESOLVED that the Council adopt the following determinations:

(1) Determination 42: All community and town councils must make available a payment to each of their members of £150 per year as a contribution to costs and expenses.

(2) Determination 43: Community and town councils in Band A must make available an annual payment of £500 each to a minimum of one and a maximum of five members in recognition of specific responsibilities. This is in addition to the £150 payment for costs and expenses. In regard to this determination only one payment of £500 shall be made to the Leader of Council.

(3) Determination 44: shall not be adopted as it was not applicable to Band A Councils.

(4) Determination 45: Community and town councils are authorised to make payments to each of their members in respect of travel costs for attending approved duties. Such payments must be the actual costs of travel by public transport or the HMRC mileage allowances as below:

- 45p per mile up to 10,000 miles in the year.
- 25p per mile over 10,000 miles.
- 5p per passenger per mile carried on council business.
- 24p per mile for private motor cycles.
- 20p per mile for bicycles.

(5) Determination 46: If a community and town council resolves that a particular duty requires overnight stay, it may authorise reimbursement of subsistence expenses to its Members at the maximum rates set out below on the basis of receipted claims:

- £28 per 24 hour period allowance for meals, including breakfast where not provided.
- £200 – London overnight.
- £95 – elsewhere overnight.
- £30 – staying with friends and/or family overnight.

(6) Determination 47: Community and town councils can pay financial loss compensation to each of their members where such loss has actually occurred, for attending approved duties as follows:

- Up to £55.00 for a period not exceeding 4 hours.
- Up to £110.00 for a period exceeding 4 hours but not exceeding 24 hours.

(7) Determination 48: Community and town councils can provide a payment to the mayor or chair of the council up to a maximum of £1,500. This is in addition to the £150 payment for costs and expenses and the £500 senior salary if these are claimed. In regard to this determination a payment of £1,000 shall be made to the Chairman of Council.

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(8) Determination 49: Community and town councils are authorised to provide a deputy mayor or deputy chair of the council up to a maximum amount of £500. This is in addition to the £150 payments for costs and expenses and the £500 senior salary if these are claimed. In regard to this determination a payment of £500 shall be made to the Vice Chairman.

132. THE LOCAL GOVERNMENT AND ELECTIONS (WALES) ACT 2021

Members received a briefing paper summarising the key areas of interest for the community and town council sector.

The Local Government and Elections (Wales) Act 2021 provided for the establishment of a new reformed legislative framework for local government elections, democracy, performance and governance.

The major package of reforms included electoral reform, a general power of competence for principal councils and eligible community councils; more consistent and coherent collaboration and joint working; voluntary mergers and increasing public participation in local government.

The Clerk guided members through specific provisions of the Act and the implications for the council, while referencing key implementation dates and it was

RESOLVED that the information be noted.

**133. DAFEN PARK BOWLING GREEN
SPONSOR BANNERS**

Cllrs. S. L. Davies, T. Devichand, S. N. Lewis and A. J. Rogers declared a personal interest in the following item, as they were members of the Dafen Welfare Management Committee.

Correspondence was received from the Secretary, Dafen Welfare Bowls Club requesting permission from the council to affix sponsor banners to the inner side of the bowling green boundary fence. The banners would be 6ft x 4ft and placed around and along the bottom of the fence.

The council was also offered the opportunity of placing a banner advertisement at the bowling green should permission be granted.

Following discussion, it was

RESOLVED that:

(1) Permission be granted to Dafen Welfare Bowls Club to erect sponsor banners on the bowling green boundary fence but on the understanding the council was routinely consulted about the suitability and nature of each and every business looking to sponsor the bowling club prior to granting permission to erect the advertisement banners.

(2) Officers obtain a council advertisement banner for display at the bowling green.

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134. 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.

135. FINANCIAL SUMMARY REPORTS
(1) DAFEN COMMUNITY HALL
(2) FIVE ROADS COMMUNITY HALL
(3) PONTYATES WELARE HALL

Cllrs. S. L. Davies, T. Devichand, S. N. Lewis and A. J. Rogers declared a personal interest in item (1) above, as they were members of the Dafen Welfare Management Committee.

Members considered financial summary reports (Statement of Accounts) respectively received from the above hall management committees.

RESOLVED that the annual grant of £400 be made to Dafen Community Hall in regard to the year ending 30 April, 2020; Five Roads Community Hall in regard to the year ending 31 March, 2020; and Pontyates Welfare Hall in regard to the years ending 31 March, 2018, 2019 and 2020.

136. PLANNING MATTERS
(1) TOWN AND COUNTRY PLANNING ACT 1990 – THE DEVELOPMENT OF NATIONAL SIGNIFICANCE (WALES) REGULATIONS 2016 – LAND AT BLAENHIRAETH FARM, LLANGENNECH, LLANELLI

Further to Minute No. 105, members considered email correspondence received from The Planning Inspectorate acknowledging the council's submission response regarding the solar farm application. The council's position in not attending the March 2021 hearing events was noted. Members also considered email correspondence received from Burges Salmon Solicitors, who were acting on behalf of Voltalia Ltd (solar farm applicants), about proposed annual community benefit payments which Voltalia intended to make to the three community councils affected by the development proposal namely Llanelli Rural Council, Llannon Community Council and Llangennech Community Council. The solicitors had prepared a draft unilateral undertaking agreement setting out the terms for making the proposed payments.

The Planning Inspectorate email correspondence also addressed the council's enquiry about the Inspectorate's role in determining community benefit contributions, should planning permission be granted. The Inspectorate acknowledged the council had been in discussion with the applicants' solicitors. However, the Inspectorate's case officer confirmed while the issue of community benefits would be a discussion point at the third hearing session; the Inspectorate could not be involved in any negotiations relating to such benefits with any of

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the parties during the application process. This was a matter for those parties to negotiate between themselves.

Members were informed that Burges Salmon Solicitors had proposed a total annual community benefit payment of £10,000 limited to a 10 year period instead of correlating payments to the lifespan of the site. The payment was based upon on a site coverage basis in each council area and apportioned across the three council areas expressed as a percentage as follows: Llanelli Rural Council (£2,000) equivalent to 20 percent; Llannon Community Council (£5,600) equivalent to 56 percent; and Llangennech Community Council (2,400) equivalent to 24 percent.

The Clerk confirmed that he had initially responded to the offer opining that the allocated sums had been drawn up with no prior discussion with the council and the nominal amount earmarked for the Rural Council was derisory. Moreover, the payment should correlate to the lifespan of the site and should not be limited to a 10 year period. In view of this, the payment offer was not acceptable. The solicitors were also informed that the other two councils affected by the proposed development would be contacted to ascertain their views on a joint approach to negotiations with a view to seeking a substantial improvement to the suggested payments. Members were informed that subsequently, the Clerk had held a meeting with the two other community council clerks. They confirmed they had reported to their respective councils and it had been agreed to enter into a joint negotiation arrangement in a bid to improve the payments set out in the draft unilateral agreement. Thereupon, members' views were sought on how to proceed and they discussed the nature and structure of the payments and how arrangements should be carried forward and co-ordinated, and it was

RESOLVED that:

- (1) The email correspondence received from The Planning Inspectorate be noted;
- (2) The draft unilateral undertaking agreement received from Burges Salmon Solicitors be noted for the time being;
- (3) The initial actions undertaken by the Clerk be endorsed and that subsequently the Clerk be authorised to enter into further joint negotiations along with his counterparts at Llannon and Llangennech Community Councils by collectively drafting a letter to formally respond to the offer proposed by Burges Salmon Solicitors; and
- (4) Carmarthenshire County Council be notified and kept informed about the joint negotiations, given its role and position in the determination of the Development of National Significance planning application.

137. DWYFOR GROWING SPACE

Cllr. S. L. Davies declared a personal interest in the following item given her personal involvement in the project in her capacity as a county councillor and because of her role as a member of the Llwynhendy and Pemberton Forum. Cllr. T. Devichand declared a personal interest in the item because of her role as a member of the Llwynhendy and Pemberton Forum.

Further to Minute No. 82, correspondence was received from Evans Powell & Co Solicitors enclosing:

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- A covering letter dated 10 March 2021 setting out points relating to the most recent draft lease for the council's consideration and response.
- The Contractor draft agreement confirming W.T.Rees Ltd, Glyngwernen Isaf, Llethri Road, Felinfoel as the nominated contractor to carry out the works annexed to the draft lease agreement.
- The Consultant draft agreement confirming Christopher Griffiths of W. Griffiths Architects, Falcon Chambers, Thomas Street, Llanelli as the nominated architect to oversee the building contract.

The Clerk stated the council's solicitor had forwarded additional email correspondence received from Carmarthenshire County Council's legal department but this was received after despatch of the council agenda papers. It transpired the county council was now requesting to have sight of a copy of the building contract prior to the lease being engrossed. This was unreasonable and in any event, it was not advisable for the Rural Council to enter into a building contract until possession of the site had been completed once the lease had been engrossed. The Clerk stated the council's solicitor should be formally instructed to reject this latest inclusion with the county council and with the utmost urgency. The council needed to acquire the site to prepare it for this year's growing season and this latest development should not cause any further delay to the project nor should it add to the council's legal costs with the matter being unnecessarily drawn out. Members concurred and it was

RESOLVED that:

- (1) The correspondence received from Evans Powell & Co Solicitors be accepted including the small wording changes made to the latest version of the draft lease together with the completed Contractor and Consultant draft agreements.
- (2) Evans Powell & Co Solicitors be instructed to reject Carmarthenshire County Council's request to be provided with a copy of the building contract prior to the engrossment of the lease.

**138. LLWYNHENDY HUB PROJECT
HEOL GWILI FIELDS, LLWYNHENDY**

Cllr. S. L. Davies declared a personal interest in the following item being a member of the Llwynhendy and Pemberton Forum and being a member of the steering group, Llwynhendy Hub, which was overseeing the project. Cllr. T. Devichand declared a personal interest in the item because of her role as a member of the Llwynhendy and Pemberton Forum.

Further to Minute Nos. 63 and 113, members received the ground investigation report from Quantum Geotechnical Ltd.

Quantum Geotechnical Ltd had been instructed to carry out a Phase II Ground Investigation on an area of land located on the existing site of Llwynhendy Public Library. The report presented a factual account of the fieldwork, the strata encountered including contamination and groundwater observation.

The onsite investigation and subsequent laboratory testing had identified that the shallow soils across the site did not exceed any contamination thresholds in relation to the commercial end use scenario and thereby did not pose a risk to human health.

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Laboratory testing of soil leachate samples from the shallow soils also recorded concentrations well below the threshold guidelines indicating that there was low risk of potential contaminants held in the shallow sub-soils becoming mobilised and entering any controlled bodies of water. Reassuringly, the report did not identify any groundwork issues that would prevent the redevelopment of the land, and it was

RESOLVED that the report be received and accepted and the information garnered from the report along with the previous information garnered from the earlier topographical report be used to inform the next phase of preliminary work associated with the project.

139. MANAGEMENT OF COMMUNITY FACILITIES

Member considered the report of the Deputy Clerk reviewing the council's policy in respect of the management of its facilities providing community-meeting places. The report also addressed recent discussions held with a representative of Furnace Hall Committee and with representatives of Pwll Recreation Ground Management Committee.

The present policy had been in place since the 1970s. The council constructs community buildings/halls and hands the day-to-day administration to volunteer management committees.

The Heads of Agreement sets out the expectations of the council on those management committees; the basis of membership was:

- Local inhabitants;
- Local community councillors for the ward;
- Representatives of voluntary groups.

The Heads of Agreement was last reviewed on 1 April 2013. In September 2013, a Schedule of Maintenance Responsibilities was introduced listing the responsibilities of the council, the building/hall management committee and those that were shared. Copies of the Heads of Agreement and Schedule of Maintenance Responsibilities were included for consideration in the report.

Annual grants were made to the management committees upon submission of the following documents:

- Statement of Accounts for the financial year - £400
- Non-Domestic Rates – as charged by Carmarthenshire County Council
- Public Liability insurance – as charged by the insurance company

Non-Domestic Rates were not charged on premises that were based on recreation grounds. Community hall management committees must apply for mandatory or discretionary rate relief.

Ponthenri Community Hall (previously Miners' Welfare Hall) had charitable status and enjoyed mandatory rate relief of 100% on Non-Domestic Rates.

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Discretionary rate relief of 60% was available to the other community halls and the bills were reduced accordingly subject to the application process being applied.

The Deputy Clerk then referred members to a spreadsheet annexed to the report which illustrated financial information taken from the latest Statement of Accounts received from each hall management committee. The receipts and payments amounts listed were annotated in the same format as the Statement of Accounts pro-forma used by hall management committees when they applied to the council for their annual grant. Members were carefully guided through the spreadsheet with the Deputy Clerk highlighting key areas of income and expenditure, including an examination of total bank balances and cash in hand, grants received during the Covid-19 pandemic and letting charges.

Discussion then moved on to notification of hall committee meetings and local member involvement in these meetings. This issue had been the subject of periodic debate in the council chamber, as well as debating the frequency of hall committee meetings and the requirement for every hall committee to convene an annual meeting. It was recognised that some hall management committees fared better than others fare and had effective systems and processes in place whereas a few management committees needed more development and support from the council. The Community Development Officer's (CDO) role was then discussed. Particular reference was made to recent success stories where in two instances the fortunes of hall committees had been transformed by the CDO's involvement with him working closely with the management committees to attract new members from the local community. This had worked well and could be replicated elsewhere to achieve similar results.

The Deputy Clerk then informed members of the outcome of a recent meeting held with a representative of Furnace Hall and to a similar meeting with representatives of Pwll Recreation Ground Management Committee regarding Pwll Recreation Ground Pavilion. The Deputy Clerk guided members through the topics of discussion affecting each of the buildings and the two parties readily accepted the offer of support from the council's CDO.

Members then proceeded to consider the final section of the report that examined options for the future management and administration of the council's community facilities. Members could continue with the existing policy, manage the facilities itself by taking them back in house, or alternatively employ a mix of these options. The advantages and disadvantages were then examined and members' attention was drawn to the final appendix attached to the report which provided a detailed list of considerations associated with each option. It was noted that if the council decided to manage facilities in house with no help or interaction from local hall management committees, the facilities would operate at a loss of approximately £41, 615 per year. In the context of the 'Council Band D' charge, this would add £4.82 to the current charge of £129.83, an increase of 3.75%.

Members thanked the Deputy Clerk for the in depth analysis included in the report, and commented on the value of performing the review and the assistance the report provided in determining the way forward, and it was

RESOLVED that the council's policy of collaborating with hall management committees to administer community facilities on a day-to-day basis continue.

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It was

FURTHER RESOLVED as follows:

- (1) To review the Heads of Agreement and Schedule of Maintenance Responsibilities in October 2021.
- (2) Officers to arrange for an independent market valuation of the café facility at Pwll Pavilion. Should there be a favourable outcome to the valuation, then there would be an expectation on Pwll Recreation Ground Management Committee to reimburse the council the cost of the valuation. Also, officers to seek legal advice for the licence or lease required for the facility and report back to members on both matters at a future meeting.
- (3) A report be presented to members biennially on the managing of the council's community hall facilities replicating the information presented at this meeting.

During discussion of the above, Cllrs. S. M. Donoghue and T. M. Donoghue left the meeting.

140. CHAIRMAN'S CHARITY FUND

Cllr. S. L. Davies declared a personal and prejudicial interest in the following item as she was the Chairman, Llanelli Rural Council and left the meeting before discussion commenced. Cllr Devichand (Vice Chairman) chaired the meeting during Cllr Davies' absence.

Members considered the report of the Deputy Clerk on the Chairman's request for part of the Civic Expenditure budget to be made available to support the Chairman's Charity Fund raising activities.

Before the outbreak of the Covid-19 pandemic in March 2020 the Chairman had been actively raising funds for her nominated charities being:

- Alzheimer's
- The Samaritans
- Ty Bryngwyn Hospice
- Wales Air Ambulance

The Chairman's target was to raise £10,000 to be shared equally between the above charities.

By the beginning of March 2020, the Chairman had raised £5,592 with a further event planned on 24 March, 2020. Unfortunately, the event was cancelled due to the outbreak of the pandemic and the proceeds for ticket sales was refunded. The on-going pandemic had restricted all areas of social activity let alone fund raising activities. The only donations generated had been achieved by tin collections of £100.60 bringing the total funds raised to £5,692.45.

The Deputy Clerk stated the council considered the projected end of year budget reports when determining the council precept for next year at last month's council meeting. The estimated expenditure for the Civic Expenditure (4301/301) budget of £7,070 was projected

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to be £2,500 at year end, resulting in a £4,570 underspend. This amount formed part of the total projected underspend of £52,440 at 31 March, 2021.

To support the Chairman in achieving the £10,000 target, the Chairman requested the council to consider making a virement from the Civic Expenditure budget (4301/301) to the Chairman's Charity Account (1010/301) as follows:

	£	
Charity Fund proceeds in hand		5,692.45
4301/301 Underspend on projected expenditure at 31 March 2021	325.00	
4301/301 Balance of funds required to meet shortfall	<u>3,982.55</u>	<u>4,307.55</u>
		£ <u>10,000.00</u>

The projected underspend at year end of £52,440 would decrease if the virement proposal was approved.

Following discussion, it was

RESOLVED that the virement proposal be approved.

Cllr. S. L. Davies returned to the meeting.

Cllr. M. V. Davies left the meeting.

141. TRAINING DEPARTMENT WORK BASED LEARNING ACTIVITIES

Members received the Training Manager's six monthly review report highlighting the Training Department's contract delivery arrangements and associated training activities.

The report set out:

- An update on all training programmes.
- Statistical performance covering key performance indicators for the training programmes.
- Review of current contract performance.
- Tender update for various new contracts including potential inspection arrangements.
- New features, priorities and developments.
- 'Safe operations' post 16 Learning (Welsh Government Covid-19 update on return to learning).

Members noted the achievements attained by the department despite the pandemic and congratulated staff on how they have managed to keep everything going with the training programmes and the support provided to learners by developing new and innovative delivery methods and processes, and it was

RESOLVED that the report be noted.

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**142. TRAINING DEPARTMENT
MACHYNYS TRAINING PREMISES
LICENCE AGREEMENT 2021/22**

Members considered correspondence from the Chairman, CBSA enclosing a Licence Agreement for the coming year in connection with the council's use of the training premises at Machynys, Llanelli.

Following a discussion of the terms set out in the agreement, it was

RESOLVED that the Licence Agreement received from the Chairman, CBSA covering the period from 1 April 2021 to 31 March 2022 be accepted.

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The Meeting concluded at 4.50 p.m.

.....

The afore-mentioned Minutes were declared to be a true record of the proceedings and signed by the Chairman presiding thereat and were, on 21 April, 2021 adopted by the Council.