

16 March, 2022

**LLANELLI RURAL COUNCIL**

**Minute Nos: 465 – 470**

At a Meeting of the **POLICY AND RESOURCES COMMITTEE** of the Llanelli Rural Council held at the Council Chamber, Vauxhall Buildings, Vauxhall, Llanelli, and via remote attendance on Wednesday, 16 March, 2022, at 4.45 p.m.

**Present:**

**Cllrs.**

T. Devichand                      H. J. Evans  
A. Evans                              A. G. Morgan  
J. S. Phillips

**Absent:**

J. P. Hart

**465.                      APPOINTMENT OF CHAIRMAN PRO - TEMPORE**

**RESOLVED** that Cllr. H. J. Evans be appointed Chairman Pro -Tempore.

**466.                      APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs. C. P. Beer, S. L. Davies, S. M. Donoghue, P. M. Edwards and I. G. Wooldridge.

**467.                      MEMBERS' DECLARATIONS OF INTEREST**

No declarations of interest were made.

**468.                      INDEPENDENT REMUNERATION PANEL FOR WALES  
ANNUAL REPORT 2022/23**

Further to Minute No. 241, members were circulated with the Annual Report 2022/23 received from the Chairman, Independent Remuneration Panel for Wales (IRPW) stating the Panel's Annual Report final recommendations dated February 2022 in regard to the councillors' remuneration framework should be implemented in the financial year 2022/23.

Due to this year's ordinary election for members of principal councils and community and town councils some of the determinations would take effect from 9 May, 2022.

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Members were informed that the council was categorised as a group 1 council under the IRPW's revised categorisation arrangements for the local council sector because its electorate was in excess of 14,000 electors.

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

Following discussion and in accordance with the previous committee decision taken under Minute No 241 during consideration of the draft annual report, it was

**RESOLVED** that the range of determinations for group 1 category councils be adopted and noted where appropriate by the council as follows:

1. Determination 44: community and town councils must make a mandatory payment to each of their members of £150 per year as a contribution to costs and expenses. Noted.
2. Determination 45: community and town councils must make a mandatory payment of £500 to a minimum of one and a maximum of seven 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 mandatory payment of £500 shall be made to the Leader of Council.
3. Determination 46 - community and town councils are authorised to make payments to each of their members in respect of travel costs for attending approved duties. This was adopted noting that 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.
4. Determination 47: If a community and town council resolves that a particular duty requires overnight stay, it may authorise reimbursement of subsistence expenses to its members. This was adopted noting 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.
5. Determination 48: 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 £57.20 for a period not exceeding 4 hours.
  - Up to £114.40 for a period exceeding 4 hours but not exceeding 24 hours.This determination was not adopted.
6. Determination 49: each council can decide to introduce an attendance allowance for members. The amount of each payment must not exceed £30.00. A member in receipt of financial loss compensation would not be entitled to claim attendance allowance for the same event. Further to Minute No. 316, the attendance allowance for 2022/23 would be £15.00 per member per meeting attendance for certain approved duties. Approved duties in this instance was curtailed to attendance at council meetings, committee and sub-committee meetings and working groups established for specific council tasks.
7. Determination 50: community and town councils are authorised to provide a Civic Head payment to the Chairman of Council up to a maximum of £1,500 to undertake the function of

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that office. 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 £1000 shall be made to the Chairman of Council.

8. Determination 51: community and town councils are authorised to provide a Deputy Civic Head payment to the Vice Chairman of the Council up to a maximum amount of £500 to undertake the functions of that office. 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.

9. In addition to the above determinations, all members including any co-opted members are entitled to claim a contribution towards the costs of care and personal assistance, for activities the council has designated official business or an approved duty which might include appropriate and reasonable preparation and travelling time. Noted.

**FURTHER RESOLVED** that in all cases, any individual member may make a personal decision to elect to forgo part or all of the entitlement to any of these payments by giving notice in writing to the Finance Manager at the appropriate time.

**469. 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.

**470. STAFFING MATTERS**

Members considered the report of the Technical and General Operations Manager informing of staffing matters.

**RESOLVED** that the report referenced 03:2022 be accepted.

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The meeting concluded at 5.00 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 12 April 2022, adopted by the Council.