

KIDWELLY TOWN COUNCIL

29th SEPTEMBER 2015

At the meeting of the **POLICY & STRATEGY COMMITTEE** held at the Princess Gwenllian Centre, Kidwelly on Tuesday 29th September 2015

Present	Town Mayor	J.Gilasbey
	Deputy Mayor	S.John
	Councillors	A.Jenkins, J.Lewis, F.Burke-Lloyd, L.Jones, H.Jones, J.Mayne, D.Lloyd-Waterford, L.Poynting
	Town Clerk	Lyn Llewellyn
	Town Secretary	A Padgett
Apologies	Councillors	T.Burns, M.Thomas

261 MEMBERS' DECLARATIONS OF INTEREST

There were no declarations of interest.

262 REVIEW OF FINANCIAL REGULATIONS

It was **RESOLVED** that the following amendments and additions be made:-

4.7 The value of the Mayor's Tranche and any expenses paid to councillors are to be published by 30th September, following the end of the financial year.

5.2 Cheques drawn or other payment orders on the bank account shall be signed by two of the following members of Council (Mayor, Deputy Mayor, Chair of Finance and Deputy Chair of Finance). The Town Clerk remains a signatory for administrative purposes but will not sign cheques or other payment orders unless other signatories are not available, but with Council's prior approval.

263 REVIEW OF STANDING ORDERS

It was **RESOLVED** that the following amendments and additions be made:-

Standing Order 1.e The public shall be allowed a maximum of a 5 minute slot to make representations on any agenda item. Presentations must be pre-arranged with permission from the Town Clerk.

264 REVIEW OF LAND DISPOSAL & LAND MANAGEMENT POLICIES

It was **RESOLVED** that the following amendments and additions be made:-

7. Income Delete – New leases are to be paid using a standing order arrangement.
Add – Any money outstanding to the Town Council as a result of a tenancy agreement being terminated, shall be recovered as outlined in the Town Council's Financial Regulations 9.1 and 9.3

8. No Shooting Policy Where shooting is necessary in order to control pests and vermin, only the tenant, or a licensed pest controller, is authorised to carry this out.

9. Rent Increases Rent increases applied to grazing licenses at the time of expiry or renewal, shall be set at 5% or RPI whichever is the greater.

10. Tenancy Period All new tenancies of the Town Council shall be set for a 5 year term – unless otherwise agreed by Council.

11. Tenancy Renewal At the end of a tenancy period, the tenant may be offered a further tenancy term at a rent set by the Town Council. The tenant must have maintained and managed the land within the terms set out within the tenancy agreement. All rental monies are to be paid in full by the end of each tenancy. A two day break between tenancy periods will be applied.

Clause 11 above will be applied only after the Town Clerk has confirmed that this is legal.

12. Land Maintenance The Estates Manager shall view all tenanted land on an annual basis. Any tenant not maintaining the land within the terms of the tenancy shall be notified in writing of any issues that need to be addressed. If no remedial action is taken, within a reasonable time, the tenancy shall be terminated.

265 STRATEGIC PLAN

This will be considered at the next committee meeting on 20th October 2015. Agenda items will include:-

1. A report from the Gwendraeth Group of Community Councils
2. Development of the Town Square

KIDWELLY TOWN COUNCIL

20th OCTOBER 2015

At the meeting of the **POLICY & STRATEGY COMMITTEE** held at the Princess Gwenllian Centre, Kidwelly on Tuesday 20th October 2015

Present	Town Mayor	J.Gilasbey
	Deputy Mayor	S.John
	Councillors	A.Jenkins, J.Lewis, F.Burke-Lloyd, T.Burns D.Lloyd-Waterford, L.Poynting,
	Town Clerk	Lyn Llewellyn
	Town Secretary	A Padgett
Apologies	Councillors	J.Mayne, M.Thomas, L.Jones

338 MEMBERS' DECLARATIONS OF INTEREST

There were no declarations of interest.

339 REVIEW OF LAND DISPOSAL & LAND MANAGEMENT POLICIES

It was **RESOLVED** that the following amendment be made:-

11. Tenancy Renewal At the end of a tenancy period, the tenant may be offered a further tenancy term at a rent set by the Town Council. The tenant must have maintained and managed the land within the terms set out within the tenancy agreement. All rental monies are to be paid in full by the end of each tenancy. A two day break between tenancy periods will be applied.

It was **RESOLVED** that the Land disposal policy and the Land Management policy be amalgamated into one policy to be named **LAND MANAGEMENT POLICY**.

340 STRATEGIC PLAN

Phase 2 of Princess Gwenllian Centre / Relocation of town council offices

A brief history of the development of the Princess Gwenllian Centre and the need for a Phase 2 extension was given. The reasons for the sale of 2 Bridge Street were explained. It was recognised that the move to the portacabins was temporary.

The Boundary Commission will shortly be undertaking a review of community councils. The town council needs to be in permanent accommodation before this is carried out.

The Options Working Group had provided a report outlining the possibilities for relocation of the offices. A questionnaire carried out during this process had indicated the majority of respondents were in favour of the offices being housed at the Princess Gwenllian Centre.

Financial uncertainty, due to problems raised by the External Auditor, has been removed, with a favourable outcome. Capital reserves now stand at £300k.

It was noted that the PGC Trustees are going ahead with a single storey Phase 2 extension. There is space allocated for council offices if required.

It was **RESOLVED** to support the Princess Gwenllian Centre Phase 2 Development to the amount of £100k as previously committed.

It was **RESOLVED** to relocate the town council offices into the new Phase 2 development.

Development of the town square

It was previously agreed that the council draw up a five year strategic plan. Members were requested to submit their proposals for inclusion in the plan to the office.

A timescale will be drawn up, key areas of responsibility will be identified, ideas will be prioritised and the plan finalised. The community will be engaged in a consultation process.

At future meetings to consider the Strategic Plan, the agendas will be accompanied by a progress report on each item under consideration. Decisions to be made at that meeting will be outlined.

It was noted that the option of taking over the town square from the county council is available. The town clerk will explore this option. A previous survey, carried out several years ago, indicated that residents were in favour of developing the town square.

It was **RESOLVED** to transfer the town square from the county council to the town council, providing that negotiations are practical and economically viable. If this is completed favourably, the development of the town square would become first priority in the Strategic Plan.