

FRIDAY, 7 JULY 2023

**TO: THE CABINET MEMBER FOR RURAL AFFAIRS,
 COMMUNITY COHESION AND PLANNING POLICY**

I HEREBY SUMMON YOU TO ATTEND A VIRTUAL MEETING OF THE **CABINET MEMBER FOR RURAL AFFAIRS, COMMUNITY COHESION AND PLANNING POLICY** WHICH WILL BE HELD AT **10.00 AM, ON FRIDAY, 14TH JULY, 2023** FOR THE TRANSACTION OF THE BUSINESS OUTLINED ON THE ATTACHED AGENDA.

Wendy Walters

CHIEF EXECUTIVE

Democratic Officer:	Kevin Thomas
Telephone (direct line):	01267 224027
E-Mail:	kjthomas@carmarthenshire.gov.uk

Wendy Walters Prif Weithredwr, *Chief Executive*,
 Neuadd y Sir, Caerfyrddin. SA31 1JP
 County Hall, Carmarthen. SA31 1JP

A G E N D A

- 1. DECLARATIONS OF PERSONAL INTEREST**
- 2. TO SIGN AS A CORRECT RECORD THE DECISION RECORD
OF THE MEETING HELD ON THE 14TH MARCH 2023** 3 - 4
- 3. WELSH GOVERNMENT ALLOTMENT SUPPORT GRANT** 5 - 16

Note:- The press and public are not entitled to attend the meeting. The decision record will be published normally within 3 working days.

CABINET MEMBER FOR RURAL AFFAIRS AND PLANNING POLICY

14 MARCH 2023

PRESENT: Councillor C.A. Davies (Cabinet Member).

The following officers were in attendance:

M. Pemberton, Leader programme Co-ordinator;
L. Morris, Rural Market Towns Officer;
J. Owen, Democratic Services Officer.

Cabinet Member Office, County Hall, Carmarthen, SA31 1JP: 10:00am - 10:15am

1. DECLARATIONS OF INTEREST

There were no declarations of interest.

2. FINANCIAL ASSISTANCE FROM THE FOLLOWING GRANT FUNDS: 10 TOWNS CAPITAL FUNDING

The Cabinet Member considered a report on the Financial Assistance from the 10 Towns Capital Funding in respect of 1 application from Llandovery Town Council. It was reported that the funding aimed to support tourism and visitor economy enhancements for Llandovery as part of 10 towns programme.

The report sought the Cabinet Member approval of the application for funding total value of £60,681.08 appended to the report at Annex 1.

The Cabinet Member noted that the development of a package of tourism enhancement projects to support the growth of the town had been identified as a key priority for Llandovery. In addition, the opportunities presented by the Urdd Eisteddfod being held in Llandovery meant that the project would be phased to ensure timely completion of the tourism enhancement elements, as stated in the application in order to capitalise on the influx of visitors to the area over the week-long festival period.

It was reported that the funding was subject to the following conditions:-

- I. Scheduled Monument Consent approval from CADW;
- II. Advertising consent from Carmarthenshire County Council;
- III. As noted in the report, an allowance had been made based on discussions with the supplier relating to additional design and works for the inclusion of a handrail at the Castle, as requested by CADW and Carmarthenshire County Council;
- IV. Legal restriction to be placed on Y Ganwyll in line with Carmarthenshire County Council procedures.
- V. Lease between Carmarthenshire County Council and Llandovery Town Council to be formalised for castle developments.

RESOLVED that subject to the above conditions being in place, the following
**10 Towns Capital Fund application as detailed within Annex 1 of the report
be approved;**
Llandovery Town Council– Total Value = £60,681.08

CABINET MEMBER

DATE

Cabinet Board Member Meeting 14.07.2023

Cabinet Member:	Portfolio:	
Cllr. Ann Davies	Cabinet member for Rural Affairs and Planning Policy	
Subject: Welsh Government Allotment Support Grant		
Purpose:		
<ul style="list-style-type: none"> - To retrospectively approve applications submitted for consideration as part of the Welsh Government 2023/24 Allotment Support Fund. - To agree to the Bureau undertaking the administrative role in line with the Terms & Conditions of the grant. 		
Recommendations / key decisions required:		
Approve the delivery of the Allotment Support Fund and associated projects.		
Reasons:		
To increase the availability of good quality allotment plots within Carmarthenshire.		
Directorate Name of Head of Service: Jason Jones	Designation Head of Regeneration, Digital and Policy.	Tel No. 01267 224124
Report Author: Rhian Phillips	E Mail Address: MRPhillips@carmarthenshire.gov.uk	

Declaration of Personal Interest (if any):

None

Dispensation Granted to Make Decision (if any):

N/A

(If the answer is yes exact details are to be provided below:)

DECISION MADE:

Signed: _____ DATE: _____

CABINET MEMBER

The following section will be completed by the Democratic Services Officer in attendance at the meeting

Recommendation of Officer adopted	YES / NO
Recommendation of the Officer was adopted subject to the amendment(s) and reason(s) specified:	
Reason(s) why the Officer's recommendation was not adopted:	

EXECUTIVE SUMMARY

MEETING 14.07.2023

WG Allotment Support Grant

1. BRIEF SUMMARY OF PURPOSE OF REPORT.

Carmarthenshire County Council has been allocated an indicative amount of £34,308 by Welsh Government via the Allotment Support Grant to increase the availability of good quality allotment plots across Carmarthenshire. The funding relates to activity within 23/24 financial year. An indicative amount of £34,308 has also been allocated for activity within 2024-25, which is subject to another Work Plan being finalised for those years by no later than 31 December 2023.

The fund will be used in a variety of ways to help boost the capacity of the organisations. This includes -

- Creation of new plots
- Bringing derelict plots back into use
- Improving accessibility
- Improving site services
- Improving site security
- Improving site management
- Increase recycling / renewability
- Increase biodiversity / pollinators

The fund will be administered by the Authority's Bureau team and any variations to the funding will be managed by the team.

Welsh Government have requested that a short 'Work Plan' be submitted proposing a number of improvements to allotments within the county and that will form the targets that are expected to be achieved.

The Bureau has subsequently made contact with Town & Community Councils and Allotment groups who operate allotments within Carmarthenshire to establish the level of need. Based on this information, each group was asked to provide a list of works and outputs that would increase the availability of good quality allotments plots with works to be completed by March 2024. They were also asked to list any works and outputs that could potentially be undertaken in years 24/25, with the finalised work plan for these years required to be submitted by 31 December 2023.

Subsequently 10 projects were submitted and assessed by the Bureau team, which then formed the 'Work Plan 23/24' that was submitted to Welsh Government for approval by the deadline of 30th April 2023. Work Plan attached. These have subsequently been approved by Welsh Government.

The report therefore seeks retrospective approval to proceed with the 10 projects identified within the Work Plan.

DETAILED REPORT ATTACHED?	NO
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IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: Jason Jones

Head of Regeneration, Digital and Policy

Policy and Crime & Disorder	Legal	Finance	ICT	Risk Management Issues	Organisational Development	Physical Assets
YES	YES	YES	NONE	YES	NONE	NONE

1. Policy

The funding will help deliver against some of the key aspirations of the County's Wellbeing plan by helping to sustain and enhance natural & built spaces to encourage healthy living for residents & visitors.

The fund will also support the objectives of the Wellbeing & Future Generations Act by encouraging social resilience and community well-being through the development and creation of green spaces.

2. Legal

Successful applicants will be required to sign up to a Funding agreement which will set out the Terms and Conditions of the grant.

3. Finance

A total budget of £34,308 capital funding has been awarded via the Welsh Government Allotment Support Grant for 23/24 financial year and will be utilised to support community groups. The fund will cover 100% of the costs, as no match funding will be required. This will be the same for years 24/25, albeit it is indicative at this stage, but will be confirmed if the final work plan is approved in December 2023.

The funding will be distributed to Third Parties in line with procedures agreed with CCC Finance.

The Funding relates to 2023/2024 and must be fully claimed by March 2024.

The Authority will be reimbursed by Welsh Government.

4. Risk Management

Risks will be managed on an on-going basis through regular dialogue and monitoring between the Bureau and third party applicants.

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below.

Signed: Jason Jones

Head of Regeneration, Digital and Policy.

(Please specify the outcomes of consultations undertaken where they arise against the following headings)

1. Scrutiny Committee

N/A

2. Local Member(s)

N/A

3. Community / Town Council

Relevant T&CC contacted who either lease or sublease allotments, to promote the opportunity to access the WG Allotment support grant.

4. Relevant Partners

N/A

5. Staff Side Representatives and other Organisations

N/A

Section 100D Local Government Act, 1972 – Access to Information

List of Background Papers used in the preparation of this report:

Title of Document	File Ref No.	Locations that the papers are available for public inspection
Allotment Support Grant	AF-23-01 AF-23-02 AF-23-03 AF-23-04 AF-23-05	County Hall, Carmarthen. SA31 1JP

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NB. The Work Plan covers two financial years 2023-24 (detailed) and 2024-25 (indicative)

Allotment Support Grant

Authority:

Guidance available on page 2

Project title	Description of project	Location	Any foreseeable risks? If yes, how will they be mitigated?	Expected outputs (insert no. of plots affected in relevant column/s)								Total number of plots affected	Total anticipated project spend	Grant amount requested	Authority contribution	1st Claim (1st - 16th December)	Final claim (before 15th March)
				Creation of new plot	Bringing a derelict plot back into use	Improving accessibility	Improving site services	Improving site security	Improving site management	Increase recycling / renewability	Increase biodiversity / pollinators						
Coronation Road Allotment Improvement	Provision of retaining wall to support bank separating two allotment gardens at Coronation Road Allotments	Coronation Road Allotments, Llanelli	Health and Safety risks during the project being carried out will be managed via the Town Council Consultant Architect and the agreed contractor			2	1		1			2	£18,000	£17,500	£500		£17,500
Accessible ECO Toilet	Additional accessible eco toilet for use at the lower part of the allotment site to complement the existing provision at the top and middle areas of the allotment site	Five Fields Allotments	None			20	20		20			20	£3,600	£3,600	£3,600		£3,600
Rotoplough Cultivator Attachment	Purchase of a plough attachment to a previously purchased heavy duty cultivator to rough dig plots that have become overgrown to bring them back to use for allocation quickly	Five Fields Allotments	None		6	6	6		6			6	£1,400	£1,400	£1,400		£1,400
Ride on mower and attachment	Purchase of ride on mower to maintain verges by roadways and green paths more easily and to a higher standard. Trailer attachment allows dual use of the machinery for transporting items on site. e.g. Tools and small equipment / compost.	Five Fields Allotments	None			60	60		60	60		60	£2,700	£2,700	£2,700		£2,700
Scythe Cultivator Attachment	Purchase of a scythe attachment to a previously purchased heavy duty cultivator to clear overgrown plots to bring them back to use for allocation. To improve paths and communal areas where overgrown to enable standard mowing.	Five Fields Allotments	None		9	9	9		9			9	£1,100	£1,100	£1,100		£1,100

Enhancing Pembrey and Burry Port Town Council Growing Spaces	The space has recently been asset transferred to the Town Council from the County Council. The addition of these items will enable the Town Council and the plot holders to work together to improve the site and maintain the whole area. Costs include purchase of a heavy duty metal shed, a communal lawnmower, and supplies to fit rainwater collection off shed roofs for the whole area to use. Drainage works is also needed as many plots are too wet to use. The Town Council will then work with the plot holders to help them maximise the plot use and encourage them to minimise waste by selling any surplus veg they grow at the Town Councils makers and growers market.	Pembrey Allotments	None			35	35	1	1			35	35	£4,659	£4,659	£4,659		£4,659
Multi tool Hedge Cutter	Multitool hedge trimmer with a long reach hedge cutter and brushcutter. Enabling us to maintain the boundary hedge each year without excessive cost.	Parc Hinds Allotments	An experience person to use					1	1				33	£368	£368	£368		£368
Self drive Lawnmower	A selfdrive petrol lawnmower for the use of all plot holders to maintain the pathways around each plot, allowing easy access to each plot.	Parc Hinds Allotments	Training to be given before use				1	1	1				33	£400	£400	£400		£400
Cultivator Project	A cultivator for tilling the ground for the use of all plot user, making the ground easier to work.	Parc Hinds Allotments	Training to be given before use					1	1				33	£340	£340	£340		£340
Safer Access	Provide a drained and hard surface access to the growing area to allow better access for disabled users, currently soft ground	Llannon Allotments	None				1	1					15	£2,141	£2,141	£2,141		£2,141
Totals				0	50	134	101	1	99	60	35	246	34707.98	34208	17208		0	34208

Aim: The primary purpose of the Funding is to support local authorities to increase the availability of good quality allotment plots. Priority should be given to projects that create new plots and/or bring derelict plots back into use.

Who can receive the funding: The grant will be a direct allocation to Local Authorities only.
However, Local Authorities will be able to choose how and where to spend their allocation (i.e. Directly with contractors / staff time, or via community / town council / other community groups)

Funding is to be used for: Creation of new allotment plots.
Physical improvements to existing plots.
Improvements to allotment site management and/or communications (where this would see measurable progress on 1 or more 'outputs')

Proposed outputs:

Outputs	Examples, but not restricted to:
Creation of new plot	purchasing or re-purposing land, splitting full sized plots (where plausible)
Bringing a derelict plot back into use	site clearance, re-fencing
Improving accessibility	improving pathways, plots with adjacent parking for less abled users (sustainably drained)
Improving site services	Shared sheds or tools, water
Improving site security	fencing, lockable sheds, CCTV/security lighting if necessary
Improving site management	easy access to site manager, web page, easy to apply
Increase recycling / renewability	recycling point, water collection, waste management
Increase biodiversity / pollinators	planting guides, site pond, info on INNS

Evidence requirement: Detailed works specifications
Plans, if relevant
Photographs of before and after

Number of plots affected: For each project you will need to identify the number of plots affected per proposed output. More than one output can be realised for each project.
For example, if you were creating 10 new plots and 5 of these will be accessible, you should put '10' in the 'Creation of new plot' column and '5' in the 'Improving accessibility' column and '10' in the 'Total number of plots affected'

Total number of plots affected: This is the total number of plots affected by the project and not necessarily a total of all the 'outputs' added together. For example, if you create 10 new plots and bring 10 derelict plots back into use, the total number of plots affected would be 20.
2nd example, if you improve site services for 10 sites and improve security for the same 10 sites, the total number of plots affected would be 10.

Funding conditions:

1. The authority must complete and submit a work plan to WG with information about works they intend to carry out and the outputs expected. The Work Plan for 2023-24 needs to be submitted to WG by 30 April 2023 and include detailed projects for delivery by March 2024. The indicative Work Plan for 2024-25 must be submitted by 30 April 2023 and finalised by 31 December 2023.
2. WG will not provide any funding unless condition 1 is met.
3. Funding must be used for the sole purpose of this funding programme
4. The authority must take opportunities to publicise the work being done so that the public are aware of the improvements, referencing WG as the funding source
5. The authority can request approval from WG to change the plan for spend, if circumstances change
6. Further conditions will be put forward in the "Allotment Support Grant 2023-24" grant offer letter, which will need to be signed and returned before any payments are released.