

## St Clears Town Council

### Minutes of the meeting of St Clears Town Council held in Meeting Room 1, The Gate, St Clears, on Tuesday 15<sup>th</sup> May 2018 at 7pm.

**Present:** Councillors T Austin-Brydon, CM Davies, LL ap T Davies, Dr WEVJ Davies, RG Edwards, KA Major, I McEwan, BC Newcombe, I Price, JSV Rees (Chair), I Richards, PJ Rogers.

**5. To receive a Declaration of Acceptance of Office.**

Following his co-option in the April meeting of council, Councillor BC Newcombe signed the statutory declaration of acceptance of office in front of council.

**6. Apologies**

No apologies, all members were present.

**7. Personal Matters**

- i. The Chair wished Cllr T Austin-Brydon well after a recent car accident.
- ii. Cllr JSV Rees thanked the Chair for his hospitality at the previous evening's Mayor Making and wished him well for the year ahead.

**8. Declarations of Interest.**

None.

**9. To discuss matters (if any) deferred from the annual meeting on 14 May 2018.**

- i. To consider the Code of Conduct. Council considered the present code and no amendments were thought to be necessary. **RESOLVED that the Code of Conduct be approved without amendment.**
- ii. To consider the Financial Regulations. Council considered the Financial Regulations and no amendments were made. **RESOLVED that the Financial Regulations be approved without amendment.**
- iii. To consider the Standing Orders. Council considered the recently revised Standing Orders. No amendments were made. **RESOLVED that the Standing Orders be approved without amendment.**
- iv. To appoint membership of the Council's Committees. **RESOLVED that members of the committees should be as follows:**

<b>Environment</b>	<b>Community, Finance and General Purpose</b>	<b>Welfare Field Sub-Committee</b>
Cllr T Austin-Brydon	Cllr LL ap T Davies	Cllr RG Edwards
Cllr CM Davies	Cllr RG Edwards	Cllr JSV Rees
Cllr Dr WEVJ Davies	Cllr KA Major	Cllr I McEwan
Cllr I McEwan	Cllr JSV Rees	Cllr I Price
Cllr BC Newcombe	Cllr BC Newcombe	Cllr I Richards
Cllr I Richards	Cllr I Richards	
Cllr PJ Rogers	Cllr I Price	

	Cllr Dr WEVJ Davies (ex-officio)	(to be reviewed)
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- v. To appoint representatives on other committees, outside bodies etc.  
**RESOLVED that current representatives should stand.** Cllr JSV Rees proposed that Dementia Friends, Fair Trade and the Community Conversation should come under one umbrella as community improvement. Cllr LL ap T Davies seconded the proposal. **RESOLVED that Dementia Friends, Fair Trade and the Community Conversation should be grouped together.**

Members of outside bodies are as follows:

- Twinning Committee – Councillors L L ap T Davies, J S V Rees (usual practice for Town Mayor to attend as ex-officio)
  - Bancyfelin Community Association - Councillor R G Edwards
  - St Clears & District Community Association – Councillor LL ap T Davies
  - Dyfed Powys Police / Police Commissioner representative for Council – Councillors R G Edwards and I McEwan.
  - Ysgol Griffith Jones Governing Body – Councillor PJ Rogers
  - Ysgol Bancyfelin Governing Body - Councillor R G Edwards
  - Osborne Charity – Councillor Dr W E V J Davies.
  - One Voice Wales (Carmarthenshire Area Committee):  
Councillors K A Major and L L ap T Davies
  - St Clears and Laugharne Business Chamber – Town Mayor
  - Local Health Panel - Councillors J S V Rees and I McEwan.
  - Fair Trade Steering Group, Dementia Friends, Community Conversation – Councillors L L ap T Davies and J S V Rees, and T Austin-Brydon.
  - Bancyfelin Village Hall - Councillor R G Edwards
  - Campaign to reopen St Clears railway station – Councillors T Austin-Brydon, LL ap T Davies and I Price.
  - St Clears Town Trust – Portreeve / Mayor.
- vi. To appoint the internal auditor for the 2018/19 financial year.  
**RESOLVED that Mr HI Bowen be appointed as Internal Auditor for the 2018/19 financial year.**
- vii. To fix the dates and times of ordinary meetings of the Town Council for the ensuing year.  
**RESOLVED that committees continue to be held on the first Tuesday of the month (excluding May and August) and full council meetings be held on the 3<sup>rd</sup> Tuesday of the month (excluding August).** Dates may be changed by resolution of council.

**10. To confirm the minutes of the meeting of the Town Council held on the 24<sup>th</sup> April 2018.**

- (i) Two typing errors were brought to the attention of the Clerk for correction.

**RESOLVED that with the amendment above, the minutes should be signed as a true record.**

**11. Matters arising (exchange of information only)**

Item 212. Cllr PJ Rogers noted that he hadn't received a reply from the County Councillor but he understood that meals on wheels would be finishing soon.

Item 213(2). Councillor JSV Rees noted that she had attended the Health Board's drop in event.

Item 217. The Clerk reported that there had been no success in arranging a meeting date with the football club but efforts would continue. Efforts would also be made to have an independent person chair the meeting.

**12. To receive the County Councillor's update.**

The County Councillor wasn't present at the meeting to provide an update.

- i. Cllr CM Davies raised the issue of the overflowing bins at Lon Hafren again reporting that the bins, and particularly the smell, was causing issues for residents. Cllr Davies also noted issues with access to the site due cars being parked at the entrance owned by people working nearby.
- ii. The new housing development at Bancyfelin is well underway. Cllr RG Edwards queried when the 20mph speed limit outside the school would come into force, as this was a condition of the planning application.

**13. To receive the Clerk's report.**

**1) Carmarthenshire County Council**

- (i) Planning applications. (i) **W/37158 & W/37157.** CHANGE OF USE OF EXISTING PUBLIC HOUSE (CLASS A3) TO A SINGLE RESIDENTIAL DWELLING HOUSE (CLASS C3). THE BUTCHERS ARMS, HIGH STREET, ST CLEARS, CARMARTHEN, SA33 4ED. **RESOLVED that an observation be made noting that the building should retain its external features and character.** (ii) **W/37166** ERECTION OF A CHILDRENS PLAY AREA IN AMENITY GROUND at SAVOY COUNTRY INN, ST CLEARS, CARMARTHEN, SA33 4JP. **RESOLVED that no observations be made.** (iii) **W/37193** CHANGE OF USE OF FORMER POLICE STATION INTO TWO FLATS, 5 STATION ROAD, ST CLEARS, CARMARTHEN, SA33 4BL. **RESOLVED that an observation be made noting that other changes of use from commercial to residential have been refused and this application should be assessed on the same terms.**
- (ii) Code of Conduct Training. County Hall, Thurs 14<sup>th</sup> June and Tues 26<sup>th</sup> June, County Hall, 6pm-8pm. Please see the Clerk to reserve place.
- (iii) A request has been received for the temporary road closure of the U2050, Salem Road at St Clears from a point 500 metres north west of its junction with the B4299 for a distance of 50 metres in a north westerly direction.

The closure is necessary to ensure public safety whilst Welsh Water carry out water repair works from Monday 21<sup>st</sup> May, 2018 for a period of 2 days.

- (iv) A request has been received for the temporary road closure of St Clears level crossing, located on the B4299 Station Hill, 900 meters north of its junction with Pentre Road for a distance of 10 meters either side of the crossing. The closure is necessary to ensure public safety whilst Network Rail carry out essential maintenance and inspection works from 22:00 hours Sunday 10<sup>th</sup> June, 2018 to 06:00 hours Monday 11<sup>th</sup> June, 2018.

2) **Hywel Dda University Health Board**

Consultation: Transforming Clinical Service. Consultation runs until the 19<sup>th</sup> July 2018 and will be included on the June meeting agenda. Please familiarise yourselves with the documentation on the Health Board's website before then. The Clerk has a limited number of hard copies. **RESOLVED that the consultation be included on the June full council agenda.**

3) **Hywel Dda Community Health Council**

'Our Lives On Hold'. A report on the impact of waiting times of the lives of patients. Copy available from the Clerk.

4) **One Voice Wales**

Response to the Town and Community Sector Review consultation. Copy available from the Clerk on e-mail or hard copy.

5) **CCTV Upgrade**

The work to install the new CCTV system is ongoing and due to be completed this week.

6) **Wi-Fi Towns**

Councillors L Davies and I Richards will undertake to visit the businesses on Pentre Rd in the next couple of weeks to invite them to take part in the Wi-fi towns initiative.

7) **Annual Leave**

The Clerk will be on annual leave the week commencing 21<sup>st</sup> May 2018.

14. **To receive the financial report.**

The Clerk presented Council with the financial summary detailing expenditure against budgetary areas since April 2018. **RESOLVED that the report be approved by Council.**

15. **To approve accounts for payment.**

The Clerk noted that the NJC salary scales had been amended from April 2018 to allow for a cost of living (inflation) increase. As such salary payments were

slightly increased. **RESOLVED** that the Clerk's salary be increase in line with the NJC pay scale increase from April 2018.

**RESOLVED** that the schedules of payments and bank reconciliation noted below be approved by Council:

Reconciliation date:		<b>15-May-2018</b>
<b>STATEMENT BALANCES</b>		
Current Account	Community Account	10,407.05
Current Account	Business Saver Account	30673.94
<b>BALANCES TOTALS</b>		<b>41,080.99</b>
General (Precept) Reserves		27163.00
Allocated Project Fund		30130.80
		<b>57293.80</b>

Cheque/ BACS no.	Payee	Details	Cost (inc VAT) £
103852	AEGON	Pension ( Mar & April)	220.54
103853	Dr Edmund Davies	Mayor's Allowance 18/19	3000.00
103854	Information Commissioner	Registration fee	35.00
BACS 282	Emma Smith	Salary (May)	
BACS 283	HMRC	PAYE (May)	632.26
BACS 284	Jonathan Williams	Grounds Maintenance and delittering	672.00
BACS 285	Jonathan Williams	Welfare Field Maintenance	278.40
BACS 286	Zurich Municipal	Insurance 18/19	1435.40
BACS 287	Eagle signs	Dog fouling deterrent stencils	144.00
BACS 288	Emma Smith	Reimbursement*	265.09
BACS 289	Carmarthenshire County Council	Election Costs	357.45
			<b>7040.14</b>

**16. To receive an update in respect of the Town Council's accounts for the year ending 31 March 2018.**

The Clerk presented council with the accounts for the 2017/18 financial year. The accounts were considered by members and approved. **RESOLVED** that **the end of year accounts be approved**. The Annual Governance Statement was also completed by council with some clarification required regarding the information required about service gratuity payments. **RESOLVED** that the **Annual Return to the Wales Audit Office be approved**.

**17. To discuss planning application W/37120 – Retail Development at Tenby Rd.**

Members were updated regarding the public meeting held the previous week where comments had been collected by the council. The matter was discussed and the differing views on the matter considered.

Council agreed that a planning consultant should be contacted to look at the planning application on council's behalf to offer the necessary expertise required in this case. **RESOLVED that a planning consultant be hired to provide an objective analysis of planning application W/37120, retail development at Tenby Road.**

**15. To discuss the Independent Remuneration Panel's Annual Report and determinations for council**

**RESOLVED that council adopt the mandatory care allowances and individual annual allowance for members with the option for members to decide individually if they wish to opt out of the payment.** Any members wishing to opt out of the payment should return forms to the Clerk by the 15<sup>th</sup> June. No other changes to remuneration allowances were made.

**16. To discuss the addition of an athletics track around the edge of the Welfare Field.**

An application to mark an athletics track around the perimeter of the Welfare Field had been submitted to council by TROT's St Clears. Council considered the details of the application. **RESOLVED that the track around the field be permitted and use of the field would be subject to the charges agreed by council.**

**17. To nominate the Deputy Mayor for the 2018/19 Civic Year.**

Councillor CM Davies proposed that Cllr I Price as Deputy Mayor and was seconded by Councillor I Richards. **RESOLVED that Cllr I Price be the Deputy Mayor for the 2018/19 Civic Year.**

**18. Correspondence (exchange of information only).**

- i. Margaret Hayward. A letter to inform council of her recent award of the Fellowship of Medicine. **RESOLVED that a letter of congratulations be sent to Ms Hayward.**
- ii. St Clears WI. Permission to use some land to plant some trees this autumn as part of a wider WI project. **RESOLVED that the matter be referred to the Environment Committee.**
- iii. Martin Murray, Public Rights of Way Development Officer. Seeking assistance from the Town Council to maintain 5 footpaths in the area. **RESOLVED that the matter be referred to the Environment Committee.**

**19. To consider the vacant seat on the Council.**

No applications for the vacant seat had been received.

**20. To receive reports from representatives on meeting of outside bodies, seminars etc.**

There were no updates.

**21. To receive the Town Mayor's Report on civic events, engagements etc.**

Since the last meeting, the Mayor had attended:

- Bancyfelin School Council
- Hywel Dda Health Board Stakeholder Event
- Tractor Run
- Rugby Club Festival
- Dementia Awareness Training
- Mayor's Awards Night.
- Bronwydd Hall Concert
- St Clears Scouts Jumble Sale
- Public meeting re: retail planning development
- Mayor Making, Carmarthen.
- YFC Rally, Showground.
- Ysgol Griffith Jones School Council.

**22. Any Other Business (exchange of information only).**

(i) Cllr LL ap T Davies raised a matter of parents, children and car owners using a property in Bancyfelin without permission. Council noted that it was a private matter and they couldn't intervene.

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The formal meeting closed, and members of the St Clears Action Group spoke to council about the public meeting they had held earlier that evening in the Forge to discuss planning application W/37120 Retail Development at Tenby Rd.

Representatives of the group noted their concerns about the development which included health, noise, litter, property value, impact on the town and other food outlets. The representatives also updated council on the action they had taken to oppose the outlet and collect comments from the community.

Council informed the group that they would be engaging the services of a planning consultant to assess the application in an objective manner looking at positive and negative aspects.

**Meeting terminated 21:39**