

**St Clears Town Council**  
**Minutes of the St Clears Town Council Meeting**  
**held in The Gate, Pentre Road, St Clears**  
**on Tuesday 15 July 2014 at 7.00pm**

**Present:**

Councillors RG Edwards, CM Davies, LL ap T Davies, Dr WEVJ Davies, PM Hughes (Town and County Councillor), P Lanc (Item 7 onwards), JSV Rees, PJ Rogers and H Witt (Item 7 onwards)

In the Chair – Councillor RG Edwards (Town Mayor)

**55. Apologies for absence**

Apologies were received from Councillors C Ingleton, KA Major and DR Phillips.

**56. Personal Matters**

Condolences were expressed to Councillor H Witt on the loss of her mother in law and also to Reverend Canon Bryan Witt, the Mayor's Chaplain on the loss of his mother.

**57. Declarations of Interest.**

Expressions of interest were made by Councillors under items 67 and 68 (below), and Councillors who declared an interest left the room during these discussion. Full details in the item section.

**58. To confirm the minutes of the meeting of the Town Council held on 17<sup>th</sup> June 2014.**

**RESOLVED that the minutes of the meeting of 17 June were a true record.**

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

Councillor PM Hughes noted that Simon Hart MP had been in touch regarding the post box for Pwll Trap and that things were progressing. Cllr Hughes also noted that the kerb at Lon Hafren is receiving attention.

Item 41 Councillor LL ap T Davies noted that he had attended the Community Engagement course by One Voice Wales but nobody had turned up to run the course. The Clerk agreed to make further enquiries.

Councillor PJ Rogers noted that the control panel for the Town Clock had broken and as a result manual intervention to correct the clock was no longer possible.

Councillor P M Hughes congratulated the Mayor on the launch of the Bancyfelin Village Trail.

Councillor LL ap T Davies questioned if the Clerk had contacted Carmarthenshire County Council to enquire about the availability of Welsh clasees for Pwll Trap, St Clears and Bancyfelin. The Clerk noted that no response had been received. The Clerk agreed to pass on the

contact details to Councillor PM Hughes so that he could make further enquiries.

**60. To receive the County Councillor's Report**

Councillor Hughes noted that he was willing to answer any queries as agreed in the previous meeting.

**RESOLVED that the item would be retitled 'To receive the County Councillor's update'.**

Cllr Hughes noted that there had been a problem in Pwll Trap on 14 July with overflowing sewage. He noted that the problem had been dealt with swiftly by Dŵr Cymru but that the underlying problem with the pipes would take longer to resolve. Councillor LL ap T Davies requested that enquiries be made about the proposal he made to One Voice Wales that Water Companies should be a consultee on planning applications.

The red bins at the car park in St Clears were discussed and it was noted that some of the rubbish had been emptied out into the ground behind the gate next to the pumping station. Cllr Hughes noted that he would contact the County Council to resolve the matter.

It was noted that the drains on Gothic Corner in St Clears were still an issue which needed to be resolved.

**61. To receive the Clerk's Report**

**1. Carmarthenshire County Council**

- i) Planning Applications - W/30241 Application for a two storey rear extension at Plasgwyn, Bridge St, St Clears – **GRANTED. W/30188**  
Erection of a new 3 bedroom detached house adjacent to 25 Maes y Bryn – **GRANTED. W/30124** Informational signs at the Gate, Pentre Rd, St Clears – **GRANTED.**
  - ii) Town & Community Council Liaison Forum – Copy of the draft minutes of the meeting held on 20 May 2014.
  - iii) New Parking Contravention Codes 26 & 27. Clarification on the new codes provided via e-mail.
  - iv) Consultation on Charging for Sports Facilities. Responses due by July 25<sup>th</sup>.
- 2. One Voice Wales.**  
Social networking and online forums – when does the Data Protection Act apply? – National Executive Committee wishes to draw Town and Community Councils' attention to the guidance issued by the Information Commissioner's Office:  
[http://ico.org.uk/for\\_the\\_public/topic\\_specific\\_guides/online/~media/documents/library/Data\\_Protection/Detailed\\_specialist\\_guides/social-networking-and-online-forums-dpa-guidance.ashx](http://ico.org.uk/for_the_public/topic_specific_guides/online/~media/documents/library/Data_Protection/Detailed_specialist_guides/social-networking-and-online-forums-dpa-guidance.ashx)
- 3. Welsh Government**
- i) Code of Practice on Workforce Matters – revised code with additions to the 2003 and 2005 codes.
  - ii) Call for Honours Nominations – Queen's Birthday 2015
  - iii) Devolution, Democracy and Delivery White Paper – Reforming Local Government -  
<http://wales.gov.uk/consultations/localgovernment/white-paper->

[reforming-local-government/?lang=en](#) Responses by 1<sup>st</sup> October 2014.

iv) Draft Fly Tipping Strategy.

<http://wales.gov.uk/consultations/environmentandcountryside/draft-fly-tipping-strategy/?lang=en> Responses by 29<sup>th</sup> August 2014.

4. **Welsh Local Government Association**  
Carmarthenshire County Council has commissioned the Welsh Local Government Association to undertake an independent review of its governance arrangements. Submissions due by 28<sup>th</sup> July 2013.
  5. **Shelter Cymru**  
Cyngor 50+ Advice project - The project provides advice, advocacy and support to people aged 50 and over with any issue they may have relating to their current housing situation, Cyngor 50+ runs four housing advice surgeries throughout Carmarthenshire including the Wesley Methodist Church in Carmarthen town centre.
  6. **Eisteddfod Genedlaethol Cymru – National Eisteddfod for Wales**  
The Eisteddfod wishes to recruit a team of voluntary customer care specialists to develop the service provided to extend a warm welcome to visitors and provide assistance and guidance.
  7. **Website updates**  
List of updates ready to be applied to the website via W3 design.
  8. **Stalls and Marquees**  
Hire form drafted which includes terms & conditions of hire which need to be signed prior to hire of stalls or marquee.
  9. **Best Garden Competition 2014**  
Judging took place on the 3<sup>rd</sup> of July with two members of Whitland Town Council responsible for judging the entries, presentation evening to happen in September, date to be confirmed.
  10. **Audit**  
Council needs to approve the audit so that it can be returned to the BDO.
  11. **Clock**  
Control unit of the clock is broken, seeking further date from Good Directions to visit and maintain the clock.
  12. **Simon Hart MP**  
List of surgeries from July to December 2014 provided.
  13. **Dyfed Powys Police & Crime Commissioner.**  
Long term estates strategy. Inviting views on the future of the police estate.
62. **To receive financial report.**  
Members were provided with information relating to the expenditure for the period 1<sup>st</sup> April 2014 to 30<sup>th</sup> June 2014 including total spend, total budget and variance for all allocated budget headings and projects. Councillor LL ap T Davies noted that the £3000 Mayor's allowance had been credited but this budget heading showed an additional £124 as being paid out. The Clerk agreed to check the budget sheet to establish what the £124 had been spent on. (NOTE: The Mayor's allowance is in the same grouping as the budget for Civic Expenses and Mayor's

Reception, the £124 extra was under the Civic Expenses budget for photographs of the Mayor, Deputy Mayor and Clerk in April 2014.

**63. To approve accounts for payment.**

The Clerk presented the Bank Reconciliation and Schedule of Payments Report as at 30<sup>th</sup> June 2014, which also noted the Bank Balances, un-presented cheques and receipts since last meeting.

<b>Reconciliation date:</b>		<b>30 June 2014</b>
<b>STATEMENT BALANCES</b>		
<b>Current Account</b>	<b>Community Account</b>	500.00
<b>Current Account</b>	<b>Business Saver Account</b>	17143.15
<b>Investment Account</b>		57183.34
<b>BALANCES TOTALS</b>		<b>74826.49</b>

**RESOLVED** that the following Schedule be approved for payment:

103492	W3 Web Designs Ltd	Website updates	75.00
103493	Helen Williams	Salary (July)	1,276.78
103494	Aegon	Helen Williams (pension)	189.41
103495	Camarthenshire County Council	Room hire (12 April)	22.00
103496	Emma Smith	Salary (July)	1,218.45
103497	Camarthenshire County Council	Room hire (15 May)	22.00
103498	Carmarthenshire County Council	Annual Fee Gambling Act	20.00
103499	HMRC	July (PAYE)	1,168.82
103500	Annie's	Catering (Civic Service)	500.00
103501	J N Williams	Ground maintenance SI-14012	350.00
103502	J N Williams	Litter picking (June) SI-14013	100.00
103503	J N Williams	Litter picking (March)SI-628	100.00
103504	J N Williams	Litter picking (May) SI-14009	100.00
103505	Cllr LL Ap T Davies*	Reimbursement	28.80
103506	Bowen & Weaving	Stationery	16.64
103507	Emma Smith**	Reimbursement	125.38
103508	Malcolm Price	Cleaning War Memorial Area	250.00
103509	TROTS Running Club	Community Event Chest donation	300.00
103510	Taf QT Club	Community Event Chest donation	300.00
103511	St Clears RFC Juniors	Community Event Chest donation	150.00

**64. To consider arrangements for the Council during the August recess**

**RESOLVED** that the Mayor, Deputy Mayor and the Clerk be given delegated powers during the August recess to deal with Council business and necessary financial transactions such as salaries.

**65. To receive reports of the committee meetings held on 3rd June 2014**

Councillor LL ap T Davies requested that Councillors who were observing committee meetings be noted on the minutes to demonstrate that they were taking an interest. The Clerk agreed to amend the minutes accordingly.

Environment Committee

- i) It was noted that the War Memorial area has been cleaned and that the area behind the railings had been tidied up where the foliage had overgrown. The Clerk was asked to thank Jonathon Williams for a good job.
- ii) Planning permission has been granted for the notice board outside the Gate (see item 61(1) Clerk's report).
- iii) Following the judging of the Best Garden Competition it was decided to award £30 and shield to the winner of each category and £15 and certificate to the highly commended entries. The total spend on prize money comes to £225.
- iv) The audio trail is now available and it was noted that work to market it needs to be progressed. The Clerk agreed to move forward with the marketing in time for the summer holidays.

Planning & Communities Committee

- i) An update was provided with the developments to upgrade and maintain the CCTV system.

**RESOLVED that FAS be requested to service the CCTV to assess the needs for upgrade.**

Finance & General Purposes Committee

The position on the Welfare Field has since been clarified to Council and an update for the public placed on the website.

**66. To consider electrical work to support the Christmas lights for 2014.**

The Chair explained the potential total costs of having the Christmas lights installed, maintained and the necessary preparation work to improve the supporting electrics to the Council. It was noted that the Clerk was having some difficulty in arranging a meeting with the current providers to discuss the renewal of contract. **RESOLVED that the Chair of the Planning & Communities committee also be given delegated powers during the August recess to progress matter with the Christmas lighting.**

**67. Correspondence**

- i) Councillor Dr WEVJ Davies had received correspondence from Richard Goodridge concerning the First World War Commemorations in Carmarthen Park.  
**RESOLVED that Councillor WEVJ Davies would represent the Council in Carmarthen on 3<sup>rd</sup> August.**
- ii) St Clears & District Community Association. Councillors CM Davies and PM Hughes left the room for this item due to their

roles on the Community Association. The Association expressed an interest in holding a fireworks event in St Clears in November and also running the Christmas lights switch on, on a separate evening. The correspondence also requested funding to hold these two events. The matter was discussed by Council and it was noted that there had been a commitment made at the start of the Civic Year to engage with the community to understand what they would like from the Council.

**RESOLVED that a public meeting be held on 8 September 2014 to meet with individuals and representatives of organisations in the community to find out their wishes before allocating any funding for large events.**

- iii) John Mycroft, St Clears British Legion. An e-mail was received expressing thanks to the Council for the work to the War Memorial area. Mr Mycroft also formally invited Council to the service at St Mary Magdalene Church and the Dedication at the War Memorial on 3<sup>rd</sup> August.

**68. To consider applications for funding to the Community Events Chest.**

- i) Councillor LL ap T Davies proposed that the Taf QT Club be given £300 to cover two of their meetings. This proposal was seconded by Councillor PJ Rogers.  
**RESOLVED that the QT Club be awarded £300.**
- ii) St Clears RFC Juniors. The club had applied for £150 towards the cost of the Scarlets training camp plus use of the Council marquees on the day. Councillor PJ Rogers proposed that the amount be awarded plus the set-up cost of the marquee be absorbed by the Council.  
**RESOLVED that St Clears RFC Junior be awarded £150 plus set-up cost for marquee.**
- iii) TROTS Running Club. An application for £300 was received to run craft fair alongside the 10k race in August and to promote the event. Councillor PM Hughes proposed that TROTS be awarded £300 and was seconded by Councillor WEVJ Davies.  
**RESOLVED that TROTS be awarded £300 for the 10K race and craft fair.**
- iv) An application from St Clears Boating Club was received but Council was unable to consider the application as too many members declared an interest and left the room. The remaining Councillors did not constitute a quorum and were unable to vote on the matter.

All payments above were added to the Schedule of Payments for the meeting.

**69. To consider the co-option of a member to fill the vacant seat for Llanfihangel Abercowin ward.**

No expressions of interest received. Defer to the next meeting.

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

Councillor LL ap T Davies noted that he had attended a meeting of the Community Association and reported that the St Clears Carnival had been well received.

Councillor JSV Rees had attended a meeting of the Twinning Association and noted that deposits for the October trip to Peillac were now being taken.

Cllr Rees had also attended a meeting with Hywel Dda Health Board about the changes to neonatal, gynaecological and paediatric services at Witybush and Glangwili.

Councillor P Hughes noted that St Mary Magdalene's church are holding a supper in the park on Friday 25 July at Bancybeili.

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

Since the last meeting the Mayor noted his attendance at the following events:

- World Alternative Games, St Clears
- Mabolgampau'r Cylch Meithrin Sports Day
- Vale of Taf Sports
- St Clears Carnival
- Bancyfelin IT Club launch
- Best Garden Competition – judging.
- Bancyfelin Carnival
- Heritage Trail launch Bancyfelin
- Fair Trade walk (Mayoress in attendance in absence of Mayor).
- Tuesday morning surgeries at the Gate.

It was agreed to have an update from the surgeries as a separate agenda item.

**72. Any other business (exchange of information only)**

The Clerk informed Council that the BDO had completed the final audit and had made some recommendations about the valuation of assets and holding risk assessments for the Council to consider.

**RESOLVED that the audit be approved by Council accepting the recommendations made by BDO and returned.**

Councillor JSV Rees noted that she would be holding a presentation evening to present the charities for her Civic year with the money raised. The event will be held on 23 July at 7.30pm in the Gate, an invitation was extended to Councillors and partners.

Councillor WEVJ Davies noted that he had retrieved a document regarding the road at Manordaf which confirmed that it was a byway

open to all traffic. This had been given to the Clerk for the Council's records.

**RESOLVED that this matter be passed to the Environment Committee for their consideration.**

Councillor PM Hughes made and signed the declaration of acceptance of office in front of Council.

**Meeting terminated at 20:50**



**Cyngor Tref Sanclêr – St Clears Town Council**  
Minutes of the Meeting of the  
**Environment Committee**  
Held in Y Gât/The Gate, Pentre Road, St Clears  
**On Tuesday 1<sup>st</sup> July 2014 at 6.00pm**

**Present:** Councillors Dr WEVJ Davies, RG Edwards (Town Mayor), P Lanc, Mrs JSV Rees, PJ Rogers (Chair)

*Observing: Cllr LL ap T Davies*

**1. Apologies for absence.**

Alan Warner and Emyr Davies, Carmarthenshire County Council (item 3).

**2. Declarations of interest.**

None.

**3. To discuss footpaths and the ongoing maintenance of Peillac Way with Alan Warner and Emyr Davies, Carmarthenshire County Council**

Apologies were received from Alan Warner and Emyr Davies with a request to rearrange for the next committee meeting. It was also agreed that the Clerk would contact them about matters that needed attention prior to the next meeting, such as maintenance of footpaths during the summer period.

**4. To Consider any matters arising from the minutes of the meeting of the Environment Committee held on 1<sup>st</sup> June 2014.**

The Chair noted that a Deputy Chair for the committee hadn't been elected and that it would be good practice to have a deputy. Councillor Dr WEVJ Davies nominated Councillor Mrs JSV Rees to be Deputy Chair and was seconded by Councillor PJ Rogers. Cllr Rees thanked the committee for the nomination.

**RECOMMENDED that Cllr Mrs JSV Rees be the Deputy Chair for the Environment Committee for the 2014/15 Civic Year.**

**5. To receive a committee budget update.**

Members were provided with information relating to the expenditure since 1<sup>st</sup> April 2014 with an estimated spend for the remaining year under the Environment Committee allocated budget headings. The Clerk informed the committee that a memorial bench for the late Lynn Bowen, Clerk to the Council until 2013 had been ordered.

**6. To receive an update regarding the Heritage Panels Project & Peillac Way**

A discussion was held about the possible benefits of removing the two heritage panels on the riverbank at Peillac Way over the winter months. It was agreed to revisit the matter in the October committee meeting. It was noted that the Audio Trail is now available to the public at the Gate, Pentre Rd, St Clears. It was agreed that the audio trail now needs to be marketed. The Clerk agreed to send a wording to Councillor JSV Rees

and Helen Williams, Projects and Event Co-ordinator for promotion on Facebook in addition to promoting the trail through other media / websites.  
**RECOMMENDED that the Audio Trail be marketed through various media in order to attract visitors and locals to the Heritage Trail.**

After a discussion about the work remaining on the Heritage Trail project it was agreed that the Clerk, Councillors PJ Rogers and Mrs JSV Rees should meet to discuss completing any unfinished tasks.

**7. To receive an update regarding the inspections of the Skateboard & Play Areas**

The Clerk updated the committee that the work had been carried out to repair the skatepark. It was agreed that the Clerk should request more information about the Play Park and request regular reports.

**8. To receive an update on the Best Garden Competition 2014/15**

Judging will take place on 3<sup>rd</sup> July 2014 with two Councillors from Whitland Town Council responsible for judging the entries.

**9. To consider the maintenance of the Rebecca sculpture, the war memorial and wooden benches.**

It was noted that the Clerk was seeking a quotation for work to maintain the Rebecca sculpture. The Clerk also noted that the cleaning of the war memorial area was due to be completed within the next two weeks. Quotations were expected for the work to clean the Ira Jones sandstone memorial. It was noted that progress needed to be made in order to re-gild the war memorial prior to the First World War Commemorations on 3<sup>rd</sup> August.

**10. Any other Business (exchange of information only)**

The dead tree on Pentre Rd, St Clears was discussed and options for its replacement considered.

**RECOMMENDED that the Clerk liaise with Councillors P Lanc and RG Edwards to find a suitable replacement.**

The issue of speeding along Heol Goi and Station Rd in St Clears was discussed and it was noted that PC Martin Skinner had been informed of the situation and that he monitoring it. Speeding through Bancyfelin was also raised as an issue and it was agreed that the Clerk should contact John McEvoy of Carmarthenshire County Council to discuss the matter.

Litter picking on a Sunday morning was discussed by the Committee as it was noted that a lot of litter was strewn around Pentre Rd St Clears on a Sunday morning. It was agreed that the Clerk should check the timing of the litter picking on a Sunday morning, prior to the First World War Commemorations on Sunday 3<sup>rd</sup> August.

**RECOMMENDED that the Clerk approach Carmarthenshire County Council about the speeding in St Clears and Bancyfelin and the litter picking schedule for St Clears on Sunday morning.**

**Meeting terminated at 18.47**

**Cyngor Tref Sanclêr – St Clears Town Council**  
Minutes of the Meeting of the  
**Planning and Communities Committee**  
Held in Y Gât/The Gate, Pentre Road, St Clears  
**On Tuesday 1<sup>st</sup> July 2014 at 7.00pm**

**Present:** Councillors CM Davies (Deputy Mayor), LL ap T Davies, Mrs C Ingleton, KA Major, DR Phillips (Chair)

- 35. Apologies for absence**  
No apologies for absence were received.
- 36. Declarations of Interest**  
No declarations of interest were stated.
- 37. To discuss with FAS the quote provided by them for the updating and maintenance of CCTV.**  
Gareth Morgan from Fire and Security gave a breakdown and explanation of the quote he had provided for the upgrade and maintenance contract of the CCTV system. Members were informed of the different options available and clarification on some matters was sought.
- 7. To discuss with Action Security Cameras Ltd the quote provided by them for the updating and maintenance of CCTV.**  
Item number 7 was given priority due to the arrival of Carl Morgan from Action Security Cameras Ltd. Mr Morgan provided the committee with an explanation of his quote and ideas for the upgrade of the CCTV system. A possible maintenance contract was also discussed. Members sought clarification on some matters and the options available to the Council. Councillor CM Ingleton proposed that a service should be carried out to assess the equipment needs correctly, Councillor LL ap T Davies seconded the proposal.  
**RECOMMENDED following the two presentations, that a quotation for servicing the CCTV system to assess the need for new equipment be carried prior to placing an order.**
- 4. To receive a committee budget update.**  
Members were provided with information relating to the expenditure since 1<sup>st</sup> April 2014 with an estimated spend for the remaining year under the Planning & Communities Committee allocated budget headings.
- 5. To consider Planning Applications as notified by Carmarthenshire County Council.**  
The Clerk informed the committee that planning permission had been granted for the notice board outside the Gate, Pentre Rd, St Clears. The order had been placed with Eagle Signs for the production of the

notice board. No other planning applications had been received since the last meeting of the Council.

**6. To receive update on LDP**

Members were informed that the Matters Arising Changes were out for consultation at the moment. It was agreed that this could be looked at in the full council meeting on 15 July if necessary.

**RECOMMENDED that Full Council consider any issues in the Matters Arising Changes document for the LDP, if necessary.**

**8. To consider a public meeting to receive community input and feedback.**

A meeting with the community was discussed and Councillor CM Ingleton proposed that a meeting be held in September as this would be a suitable time to allow for discussions about the use of the Welfare Field also.

Councillor CM Davies seconded the proposal.

**RECOMMENDED that the Council hold a public meeting during the second week of September to seek the Community's views.**

**9. To receive an update on the provision of Christmas lights for 2014.**

Prior to the meeting, Chris Bowen electrician who had maintained the Christmas lights in 2013 advised the committee of the needs for the Christmas lights for 2014 and advised of the problems he had encountered last year. Committee agreed that a common specification should be sent out to tender for the work of the installing, operating, maintaining and dismantling of the Christmas lights for 2014,

**RECOMMENDED that the Council seek quotations for the Christmas lights contract 2014.**

**10. Any other business (exchange of information only)**

None.

**Meeting terminated at 20.20**

**Cyngor Tref Sanclêr – St Clears Town Council**  
Minutes of the Meeting of the  
**Finance and General Purposes Committee**  
Held in Y Gât/The Gate, Pentre Road, St Clears  
**On Tuesday 1st July 2014 at 8.15pm**

**Present:** Cllrs CM Davies, RG Edwards (Chair of Council), KA Major (Chair), DR Phillips (Chair of Planning & Communities Committee), PJ Rogers (Chair of Environment Committee) and Mrs JSV Rees

*Observing: Cllr LL ap T Davies*

- 38. Apologies for absence.**  
No apologies were received.
- 39. Declarations of Interest.**  
No declarations of interest were stated.
- 40. To receive a budget update.**  
Members were provided with information relating to the expenditure since 1<sup>st</sup> April 2014 with an estimated spend for the remaining year under the Finance & General Purposes Committee allocated budget headings
- 41. To approve accounts for payment.**  
**RECOMMENDED that the schedule of payments be approved by Council.**
- 42. To consider an Asset Review.**  
Arrangements for the hire of stalls and storage of assets were discussed. It was agreed that an inventory needed to be produced in addition to the assets register as it is possible not all items need to be included on the asset register, dependent on value.  
**RECOMMENDED that an inventory is produced in addition to an asset register in order to log items not included on asset register.**  
**RECOMMENDED that the Clerk seeks advice from One Voice Wales about what should be included on an asset register.**
- 43. To discuss managing assets.**  
Members discussed the condition of the marquees and agreed that the marquees needed to be erected prior to the next booking in order to assess their condition.  
**RECOMMENDED that the marquees condition be assessed and any maintenance work carried out prior to next booking.**

The storage and maintenance of the marquees was also discussed and necessary improvements to the current arrangements were outlined. The inspection of the marquee would identify any further issues.

A discussion was held about the War Memorial and the registering of the area to the Town Council. **RECOMMENDED that further enquiries about registering the war memorial be made.**

**RECOMMENDED that Councillors KA Major and RG Edwards meet with the Clerk to discuss the management of assets and that each of the Committees look at this in their next meeting.**

**44. To discuss the management of finance.**

The Chair gave an introduction to the document he had prepared for the Committee which was intended to provide a framework and timetable for the work of the Committee during the year. The document was agreed as a suitable structure for the committee year with the addition of 'finalising and setting the budget' to January 2015.

**45. To consider Effective Communication Methods for the Council.**

The use of the website to communicate was discussed and the updating of the events calendar seen as a beneficial tool which needed to be continued. Use of other websites for the area should also be made to spread the message wider. It was noted that further updates are required to the website to reflect the changes for this Civic Year.

It was agreed that the item should be included on the agenda for the next Committee meeting to allow further discussion.

**46. Any other business relating to the Town Council's finances (exchange of information only)**

It was noted that the large wheelie bins and also the recycling bank at the car park were overflowing. The Clerk agreed to contact Carmarthenshire County Council to resolve the matter.

It was noted that the transfer of the trusteeship of the Welfare Field is imminent but had not as yet been finalised. Members were reminded that any enquiries in the meantime should be referred to the current trustees. It was agreed that the Clerk would send an e-mail to all Councillors to update them and clarify the position at present and the arrangements post transfer. Placing a notice on the website was also discussed and it was agreed that the Clerk should do this in order to keep the public informed.

**RECOMMENDED that the Clerk place a notice regarding the transfer of the trusteeship of the Welfare Field on the Council website.**

**Meeting terminated at 22:01pm**