

## St Clears Town Council

### Minutes of the meeting of St Clears Town Council held in Bancyfelin Village Hall, Bancyfelin on Tuesday 16<sup>th</sup> February 2016 at 7.30pm

Councillors CM Davies (Chair), LL ap T Davies, Dr WEVJ Davies (Item 6 onwards), RG Edwards, M Galvin, I Price, JSV Rees, PJ Rogers

#### 138. Apologies

Apologies for absence were received from Councillors K Major and PM Hughes.

#### 139. Personal Matters

The Chair informed Council that Councillor S Lane had resigned his position on Council. Members requested that a letter be sent to thank him for his time and contribution. **RESOLVED that the Clerk make the necessary arrangements with the County Council to start the process of filling the vacancy.**

The Chair congratulated Councillor JSV Rees on the birth of her grandson.

The Chair also welcomed the Clerk back to her first Council meeting since returning from maternity leave.

#### 140. Declarations of Interest

Councillor PJ Rogers declared an interest in relation to item 7 (Clerk's report), specifically planning application W/33364 regarding the Vicarage in St Clears.

#### 141. To confirm the minutes of the meeting of the Town Council held on 19<sup>th</sup> January 2016.

**RESOLVED that the minutes of the meeting of the Town Council held on 19<sup>th</sup> January 2016 be signed as a correct record.**

#### 142. Matters Arising

No matters were raised.

#### 143. County Councillor's Update

Councillor PM Hughes had sent his apologies to the meeting. Members requested that the Clerk should contact Councillor Hughes with queries in preparation for the next meeting in March. The following matters were recorded:

- 1) An update on the revision of the speed limit on Ostrey Hill, St Clears. 2) Request a sign be put on the road before the entrance to Dolyfelin to benefit visitors and the emergency services. 3) Lon Cowin, Bancyfelin – request a no parking sign be put at the end by the gates. 4) An update on discussions regarding speeding in Bancyfelin. 5) Continuation of the dedicated litterpicker for Bancyfelin.

Councillor WEVJ Davies arrived during this item.

#### 144. Clerk's Report

##### Carmarthenshire County Council

1. Planning applications – (1) **W/33364**. CONSTRUCTION OF A DETACHED DWELLING AND SEPARATE GARAGE. LAND AT THE VICARAGE, BRIDGE STREET, ST CLEAR, CARMARTHEN, SA33 4EE.

**RESOLVED that the application be deferred to the Planning and Communities Committee due to the papers being unavailable at the meeting.**

**2. One Voice Wales**

A copy of the final One Voice Wales response to the Draft Local Government (Wales) Bill consultation. Copies available on request.

**3. Website**

The website has been updated to include additions to the minutes, agendas and committee membership sections. Changes will soon be made to the calendar, local news and gallery.

**4. SLCC meeting**

The Clerk will attend the next meeting of the West Wales branch of the Society of Local Council Clerks at Llety Cynin on the **5<sup>th</sup> March**.

**5. Carmarthenshire Destination Partnership (CDP)**

The Partnership has commissioned the creation of a new events strategy for the county, identifying the opportunities and challenges faced and mapping out the best ways to improve and co-ordinate the events programme in the future. Council is invited to a free event organisers seminar at the National Botanic Garden of Wales on **Monday 22<sup>nd</sup> February 10am-3pm**. **RESOLVED that Councillor JSV Rees attends the event.**

**6. Mayors Board**

The roll of mayors has been updated and extended to the new board. Both boards are waiting to be hung on the wall.

**7. Laptop**

A replacement laptop has been purchased and is in use.

**144. Financial Report**

Members were provided with information relating to the expenditure for the period 1<sup>st</sup> April 2015 to 16<sup>th</sup> February 2016. **RESOLVED that the report be accepted by Council**

**145. To receive reports of the committee meetings held on 2<sup>nd</sup> February 2016.**

**a) Environment Committee**

Councillor JSV Rees, Committee Chair reported on the meeting held on 2<sup>nd</sup> February outlining the issues for discussion and each of the recommendations for adoption. Councillor Rees updated Council with regard to the bellisa beacons at the zebra crossing on Pentre Rd, St Clears which had now been replaced. Councillor Rees also noted that covert cameras were not provided by the County Council but a vehicle with a camera could be considered to monitor fly tipping.

**RESOLVED that the report be received and the recommendations adopted.**

**b) Planning and Communities Committee**

Councillor PJ Rogers, Committee Chair reported on the meeting of Committee held on 2<sup>nd</sup> February 2016. Councillor Rogers drew attention the recommendation in the report to carry out the work to the Guide Hut due to the lack of response from County. Councillor JSV Rees proposed that the recommendation be accepted and was seconded by Councillor I Price. **RESOLVED that Council proceed to make arrangements to replace the windows in the old Guide Hut as per quotation received.**

**RESOLVED** that the Community Events Chest donation to St Clears Squash Committee be approved and that the shortfall in the St Clears Community Association's budget for the fireworks event be referred to the Planning and Communities Committee receipt of the final invoice.

**RESOLVED** that the Committee report be received and the other recommendations adopted.

### c) Finance and General Purposes Committee

Councillor RG Edwards reported on the meeting of the Committee held on 2<sup>nd</sup> February 2016. Councillor Edwards explained the budget discussions and the committee's reasoning for maintaining the precept at the same level. **RESOLVED** that the report be received and the recommendations adopted.

#### 146. To discuss and set the Council budget and precept for 2016/17.

Councillor I Price proposed that the budget as presented and the precept as set in the documentation be accepted by Council. Councillor WEVJ Davies seconded the motion.

**RESOLVED** that the budget and precept as presented in the Finance and General Purpose Committee report be adopted.

#### 147. Accounts for Payment

**RESOLVED** that the schedule of payment and bank reconciliation noted below be approved by Council:

103703	HMRC	PAYE	628.63
103704	City Illuminations	Christmas lights 2015	8370.00
103705	Taf Building Supplies	Cable ties for Christmas event	4.78
103706	Swalec	Christmas lighting	68.88
103707	Jenkins Signs	Signwriting Mayors' Board	295.00
103708	AEGON	Pension (ES) (Feb)	195.64
103709	Neuadd Pentref Bancyfelin	Community Events Chest donation	220.00
103710	Y Cardi Bach	Financial Assistance	100.00
103711	Carmarthenshire Youth Opera	Financial Assistance	100.00
103712	Wales Air Ambulance	Financial Assistance	100.00
103713	St Clears Squash Committee	Community Events Chest donation	250.00
BACS 074	W3 Web Designs	Annual Hosting & CMS	99.00
BACS 075	W3 Web Designs	Domain name renewal	35.00
BACS 076	Carmarthenshire County Council	Skate & Play inspections (Q2) and repair	936.00
BACS 077	Emma Smith	Salary (Feb)	1504.49
BACS 078	Emma Smith	Reimbursement**	13.20
BACS 079	N & J James	Stall set up	100.00
BACS 080	JN Williams	Repairs to play area	42.00
BACS 081	JN Williams	Litterpicking	120.00
BACS 082	JN Williams	Grounds Maintenance	420.00
BACS 083	SLCC	Membership	187.00
BACS 084	JE Williams	Reimbursement*	26.00
BACS 085	Carmarthenshire County Council	Play and Skate Inspections (Quarter 3)	792.00
BACS 086	Carmarthenshire County Council	Rent	1500.00

Reconciliation date:		16 February 2016
<b>STATEMENT BALANCES</b>		
Current Account	Community Account	15,728.17
Current Account	Business Saver Account	24604.32
<b>BALANCES TOTALS</b>		<b>40,332.49</b>
Investment Account		57226.67
<b>RESERVES TOTALS</b>		<b>57226.67</b>

**148. To consider the change to policing arrangements in south-west Carmarthenshire in relation to the Police and Crime Commissioner's e-mail.**

A discussion was held regarding a recent statement by the Police and Crime Commissioner announcing that the police station in St Clears was to close and no other location in the town had been found. Members requested that a letter be sent on behalf of Council to express their extreme disappointment with the handling of the matter and to request some key information about crime statistics and the efforts made to find an alternative location in St Clears. **RESOLVED that a letter be drafted ready for discussion and approval at all 3 Council committees on the 1<sup>st</sup> March.**

**149. Correspondence**

The meeting noted the following items of correspondence received:

1. Coleridge Festival. An invitation to take part in the festival during June this year. **RESOLVED that the matter be referred to the Environment Committee**
2. Helen and Gail Thomas, Perth – Western Australia. Regarding the publication of their book about their ancestors from St Clears and requesting to meet the Mayor during their visit to the area in March. **RESOLVED that arrangements be made to meet Helen and Gail Thomas.**
3. Carmarthenshire County Council. Regarding the nomination of a new governor for Ysgol Griffith Jones. **RESOLVED that Councillor PJ Rogers be nominated for the position.**
4. Carmarthenshire County Council. Invitation to the relaunch of St Clears Library at 10am on 2<sup>nd</sup> March.
5. Bancyfelin Village Hall. Requesting funding from the Community Events Chest for the Christmas event in the village as underwritten by Council. **RESOLVED that £220 be added to the schedule of payments payable to 'Neuadd Pentref Bancyfelin'.**

**150. To consider nominations for the Eric Raymond Junior and Senior Memorial Award and nominations for the Community Service Award.**

A short discussion was held and members agreed to refer the matter to the next Council meeting in March. **RESOLVED that the matter be revisited and finalised at the March meeting of Council.**

**151. To consider the matters relative to the nomination of a Town Mayor and Deputy for the 2016/17 Civic Year.**

Councillor RG Edwards proposed that Councillor LL ap T Davies be elected as the Town Mayor for 2016/17 Civic Year, Councillor I Price seconded the motion.

Councillor PJ Rogers proposed that Councillor M Galvin be elected as Deputy Town Mayor for the 2016/17 Civic Year, Councillor JSV Rees seconded the motion.

**RESOLVED that Councillor LL ap T Davies be elected as Town Mayor for the 2016/17 Civic Year. RESOLVED that Councillor M Galvin be elected as Deputy Mayor for the 2016/17 Civic Year.**

**152. To consider the vacant seat in the Llanfihangel Abercowin ward.**

The Clerk reported that no expressions of interest had been forthcoming to fill by co-option the casual vacancy on the Llanfihangel Abercowin Ward.

**RESOLVED that a further notice be published using different methods of advertising to reach a wider audience prior to the March meeting of Council.**

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

Councillor RG Edwards, speaking in his capacity as governor at Bancyfelin Primary school noted that the school was currently seeking a new head teacher and requested that members dealt with the matter appropriately.

**153. Town Mayor's Report on Engagements and the 'Drop In Session'**

**RESOLVED that an updated report from the Town Mayor be received at the February meeting of the Town Council.**

Reporting on activities since the December meeting, the Chair noted attendance at the following:

- Meeting with Mr Reg Wyeth of the Taf QT Club.
- Christmas carols at Dolyfelin.
- Visiting the three care / residential homes in the area on Christmas day.
- Llangynin Church service
- Llanfihangel Carol Service
- St Mary's Christmas service.
- Visiting Mr William Davies of y Garreg Lwyd who was celebrating his 100<sup>th</sup> birthday.
- Interview on Newyddion 9, S4C about the police station closure.

**Meet the Mayor** – the Mayor met with a local who had concerns about play facilities in the area, speeding in the area of his home and street lighting. **RESOLVED that the individual be invited to the next meeting of the Environment Committee.**

**154. Any Other Business**

NatWest Mobile Branch.

Councillor PJ Rogers noted that the mobile branch at the car park had reduced its hours with no notification of the change. Councillor Rogers noted that the branch had always been busy when he had visited. **RESOLVED that the Clerk make enquiries regarding the change in hours.**

Meeting terminated at 21.08

**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 2<sup>nd</sup> February 2016 at 6.30pm**

**Present:** Councillors Dr WEVJ Davies, I Price, JSV Rees (Chair).  
*Observing: Councillor LL ap T Davies*

The Chair welcomed the Clerk back after her maternity leave and also wished to note her thanks to Mr Elfyn Williams for his diligent work as Acting Clerk and wished him all the best for the future.

**1. Apologies for absence.**

Apologies were received from Councillors S Lane and M Galvin.

**2. Declarations of interest.**

None.

**3. To Consider any matters arising from the minutes of the meeting of the Environment Committee held on 5 January 2016.**

Item 3 - Planters. The Clerk confirmed that the planters earmarked for replacement this year will be replaced during this financial year with the remainder of the work being carried out in the autumn.

Item 3 – Peillac Way. The Clerk confirmed that a reply had been received from the County noting that a price could be provided for a sign but that the matter had also been brought to the attention of the Leisure Department at the County. A response from that department was still outstanding. In the meantime, Committee agreed to seek a quotation for 3 signs with the wording 'Ffordd Peillac Way'.  
**RECOMMENDED that a quotation for 3 directional signs to Peillac Way be acquired with the wording 'Ffordd Peillac Way' on each.**

Item 3 – Manordaf. **RECOMMENDED that the item be included on the next agenda of the Environment committee.**

Item 3 – Zebra Crossing Pentre Rd. It was agreed to confirm a site meeting on 12<sup>th</sup> February at 8am. Councillors JSV Rees and I Price would attend.

Item 8 – County Council budget proposals. The Chair confirmed that a meeting was held and that the Acting Clerk had sent a response to the County following the meeting.

**4. To receive a committee budget update and finalise the recommendations relative to the Committee's budget for 2016/17.**

The updated budget for 2015/16 was considered and noted. The budget for 2016/17 was further considered and it was agreed that there should be an increase in the 'Notice Boards, Benches and Signage' and 'De-littering' budgets. For practical reasons relating to invoices it was also agreed to recommend that the two skate & play budgets be combined.

**RECOMMENDED that an extra £100 be added to the Notice Board, Benches and Signage budget and an extra £100 to the De-littering budget.**

**RECOMMENDED that the Skate & Play Maintenance and Annual Inspections budgets be combined.**

**5. To consider any items referred from Council and its committees.**

The flooding at Backe was discussed and the Clerk noted a response from the County Council noting that the cause of the flooding should be investigated prior to erecting a sign. The Clerk agreed to reply to the County asking that the matter could be discussed during the zebra crossing site meeting on 12<sup>th</sup> February. The mess at the recycle centre was also discussed and issues with fly tipping in the area highlighted. It was agreed to recommend that the use of a covert camera in the area be pursued. **RECOMMENDED that a covert camera in the recycling area of the car park at St Clears should be pursued.**

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

The Clerk noted that no the report dated 21<sup>st</sup> December 2015 was the most recent available, the January report would be chased prior to the March committee meeting. The Clerk confirmed that the welding needed to repair the exercise equipment had been completed and that the seesaw had been repaired.

**7. Correspondence.**

The Clerk read an e-mail from the current Grounds Maintenance and De-Littering contractor noting observations from his work during the last year. Amongst his observations were the need for more frequent litter collections during the spring and summer months of the year. Committee considered his comments and the Chair accepted the contractor's offer of a meeting to discuss matters. The Clerk agreed to make the arrangements.

It was also agreed that the Clerk should make enquiries as to the ownership of the land next to the Pumping Station in the car park at St Clears due to it being overgrown and covered with litter.

Councillor Dr WEVJ Davies brought a separate item of correspondence from the Office of Police and Crime Commissioner to the Committee's attention.

Committee agreed that the item was for discussion by full council and formally requested that the item be included on the Town Council agenda as a stand-alone item. **RECOMMENDED that Council discuss the correspondence received from the Police and Crime Commissioner.**

**8. To consider a programme of footpath walks and any current maintenance issues.**

The Clerk noted that an update had been received in relation to footpath 63/6 from Pwll Trap to Backe. Councillor JSV Rees noted that she would reply to the County and copy the Clerk in to the e-mail.

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

It was noted that the pinch point outside the Factory Shop on Pentre Rd, St Clears was still an issue. It was agreed that the Clerk contact the County to request that the matter be discussed on the 12<sup>th</sup> February at the site meeting.

Councillor Lyn Davies (observer) commented that the work done on the permissive path in Bancyfelin was a boon to all who use it.



**Meeting terminated 19.27**

**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 2nd February 2016 at 7.30pm**

**Present:** Councillors LL ap T Davies, RG Edwards, PJ Rogers (Chair)  
*Observing: Councillor JSV Rees*

- 1. Apologies for absence**  
Apologies were received from Councillors CM Davies, P Hughes and KA Major.
- 2. Declarations of Interest**  
None.
- 3. To consider any matters arising from the minutes of the meeting of the Planning & Communities Committee held on 5 January 2016.**  
Item 3 – Guide Hut. The Clerk informed committee that a reply was outstanding from the County Council regarding repairs to the windows on the Guide Hut. Concern was expressed about the state of the building and the possible detrimental effect that it could have on the contents if left any longer. Committee agreed that progress needed to be made without further delay.  
**RECOMMENDED that if there was no movement with regard to this matter by the County Council before the next Town Council meeting, that the Town Council should undertake the work required to replace the windows.**  
Item 3 – Disposal of Marquees. The Clerk informed committee that the two marquees were out of storage, one had been delivered to the new owner and the other was due to go. Storage costs had ceased on 31<sup>st</sup> January 2016.  
**RECOMMENDED that the price of small marquees be researched for consideration as a purchase to be made in the next financial year.**
- 4. To receive a committee budget update and to finalise recommendations relative to Committee's proposed budget for 2016/17.**  
Members were provided with information relating to the Committee's expenditure for the 2015/16 financial year under the Planning & Communities Committee allocated budget headings. The budget for 2016/17 was considered and committee agreed to recommend the draft budget to Council.  
**RECOMMENDED that the draft budget for the Planning and Communities Committee for 2016/17 be approved.**
- 5. To consider any items referred from Council and its committees.**  
No items were referred.
- 6. To consider any planning applications as notified by Carmarthenshire County Council together with any other planning matters.**  
**W/33229** – Development of three dwellings at Cartrefle, Salem Rd, St Clears SA33 4DD. Committee considered the full planning application and no objections or comments were to be made with regard to the matter.

**7. To consider applications to the Community Events Chest.**

Two applications were brought to Committee for consideration:

- i) St Clears Squash Committee. The application was considered and committee agreed to recommend that £250 be awarded to the club to be used for advertising material to help establish the club and also to fund young people who would otherwise not be able to play.  
**RECOMMENDED that £250 be awarded to St Clears Squash Committee from the Community Events Chest.**
- ii) St Clears and District Royal British Legion. Committee considered the application to support a visit to the Somme battlefields and Mametz woods. It was agreed that further, specific information be sought before any support should be agreed. The Clerk agreed to contact the applicant to obtain the information. **RECOMMENDED that Council consider the application at the next meeting if the information required has been received.**

**8. Correspondence.**

No correspondence received.

**9. Any other business.**

Responsibility for the milestone outside the Black Lion on Pentre Rd was discussed and the poor condition of it noted. It was agreed to refer the matter to the Environment Committee.

**RECOMMENDED that the milestone on Pentre Rd be considered by the Environment Committee.**

A Community Plan was discussed to be started in the next full year of Council. Committee agreed that it should be looked at as a full council project.

**Meeting terminated 20:31**

**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 2<sup>nd</sup> February 2016 at 8.30pm**

**Present:** Councillors RG Edwards, JSV Rees (Chair of Environment Committee), PJ Rogers (Chair of Planning & Communities Committee)  
*Observing: Councillor LL ap T Davies*

In the chair – Councillor RG Edwards

**10. Apologies for absence.**

Apologies were received from Councillors CM Davies and KA Major. Committee noted that their thoughts were with Councillor Major at this time due to ill health in the family.

**11. Declarations of Interest.**

No declarations of interest were stated.

**12. To consider any matters arising from the minutes of the meeting of the Finance & General Purpose Committee held on 5 January 2016.**

No matters arising.

**13. To receive a budget update and to finalise the budget recommendations relative to the Committee's and Council's proposed budget for 2016/17.**

The figures for the Finance and General Purpose Committee's budget, with the updated details for salary and pension were approved by the committee for recommendation to Council. In other areas, a discussion of the Environment Committee's budget led to an increase in the Notice Boards, Benches and Signage budget to £1000 and the de-littering budget to be increased to £1700. No changes were made to the Planning & Communities budget.

**RECOMMENDED that the budget as outlined above be recommended to Council with a total budgeted spend of £88486.**

A discussion around the precept led the committee to recommend keeping it at the same level for another year. With the extra properties in the area this would bring in an extra £1655 during the year.

**RECOMMENDED that the precept for the 2016/17 financial year remain at the same rate with a total precept of £77545.**

**14. To consider any items referred from Council and its committees.**

No items referred.

**15. Applications for financial assistance.**

Committee considered fourteen applications for financial assistance. Committee focused on local causes or application from those where local people stood to benefit greatly from their services. The following causes and amounts were chosen for recommendation to Council:

Y Cardi Bach (Papur Bro)	£100
Carmarthenshire Youth Opera	£100
Wales Air Ambulance	£100

**RECOMMENDED that Council approve the three donations noted above.**

**16. To approve accounts for payment**

The Clerk presented the current invoices and payments awaiting Council approval. Councillor JSV Rees proposed that the payments be approved by Council and was seconded by Councillor PJ Rogers.

**RECOMMENDED that the following accounts be paid by Council:**

103703	HMRC	PAYE	628.63
103704	City Illuminations	Christmas lights 2015	8370.00
BACS 074	W3 Web Designs	Annual Hosting & CMS	99.00
BACS 075	W3 Web Designs	Domain name renewal	35.00
BACS 076	Carmarthenshire County Council	Skate & Play inspections and repair	936.00
BACS 077	Emma Smith	Salary (Feb)	
BACS 078	AEGON	Pension (ES) (Feb)	195.64
BACS 079	Emma Smith	Reimbursement	9.50
BACS 080	N & J James	Stall set up	100.00

**17. Correspondence.**

No items.

**18. To consider the possibility of digitally archiving the Council's minutes.**

The matter was discussed and it was agreed that advice should be sought from One Voice Wales about what to do with old paperwork which needed to be kept and report back.

**19. Any Other Business**

No matters were raised.

**Meeting terminated at 21.32**