

St Clears Town Council
Minutes of the St Clears Town Council Meeting
held in the Gate, Pentre Rd, St Clears
on Tuesday 19th May 2015

Present:

Councillors CM Davies, LL ap T Davies, Dr WEVJ Davies, RG Edwards, PM Hughes (County and Town Councillor), S Lane, KA Major, DR Phillips, JSV Rees and PJ Rogers.

In the Chair – Councillor CM Davies (Town Mayor)

7. Apologies for absence

Apologies were received from Councillor CM Ingleton. Councillor Ingleton requested that Council consider that she be allowed to take a break from Council duties until September due to personal circumstances. Councillor PM Hughes proposed that the request be accepted and was seconded by Councillor JSV Rees. Council were in agreement. **RESOLVED that Councillor CM Ingleton be given leave from Council until September.**

8. Personal Matters

The Chair welcomed Stuart Lane who then signed the declaration of office in front of Council. The Chair also thanked Council for their support in the Mayor Making and thanked the previous Mayor for his work and his support in the handover. Councillor JSV Rees thanked the Mayor and Mayoress for their hospitality at the Mayor Making.

Councillor WEVJ Davies welcomed Councillor S Lane to the Council.

9. Declarations of Interest.

Councillor JSV Rees declared an interest with an ongoing matter regarding the change of use at a property in Backe.
Councillor CM Davies declared an interest regarding an e-mail received from St Clears & District Community Association in item 19 below.

10. To discuss matters (if any) deferred from the annual meeting on 14 May 2015.

(i) To appoint members of Council Committees.

The Clerk presented Council with information regarding the preferences expressed by Councillors as to which Committee they sit on. The matter was discussed and committee membership was agreed as follows:

Environment	Planning & Communities	Finance & General Purpose
Cllr JSV Rees	Cllr CM Davies	Cllr CM Davies
Cllr I Price	Cllr LL ap T Davies	Cllr DR Phillips
Cllr WEVJ Davies	Cllr RG Edwards	Cllr KA Major
Cllr CM Ingleton	Cllr PM Hughes	Cllr PJ Rogers

Cllr S Lane	Cllr KA Major	
Cllr DR Phillips	Cllr PJ Rogers	

The remaining two members of the Finance & General Purpose Committee would be confirmed following the election of chairs for the Environment and Planning & Communities committees in June.

RESOLVED that the committee membership noted above be adopted as the committee membership for the 2015/16 Civic Year.

(ii) To appoint representatives on other committees, outside bodies etc.

RESOLVED that the following represent the Town Council on the various outside bodies:

- i) Twinning Committee – Councillors L L ap T Davies, CM Davies, J S V Rees (usual practice for Town Mayor to attend as ex-officio)
- ii) Bancyfelin Community Association - Councillor R G Edwards
- iii) St Clears & District Community Association – Councillor LL ap T Davies
- i) Police Consultative Committee/PACT - Councillor R G Edwards
- v) Ysgol Griffith Jones Governing Body – Councillor PJ Rogers
- vi) Ysgol Bancyfelin Governing Body - Councillor R G Edwards
- vii) Osborne Charity – Councillor Dr W E V J Davies.
- viii) One Voice Wales (Carmarthenshire Area Committee):
Councillors K A Major, DR Phillips and L L ap T Davies (Reserve)
- ix) St Clears and Laugharne Business Chamber – Town Mayor
- x) Local Health Panel - Councillors J S V Rees and S Lane
- xi) Fair Trade Steering Group – Councillors L L ap T Davies and J S V Rees, Councillor CM Ingleton to join.
- xii) Bancyfelin Village Hall - Councillor R G Edwards
- xiii) Campaign to reopen St Clears railway station – Councillors PM Huges and LL ap T Davies.
- xiv) St Clears Town Trust – CM Davies (Portreeve / Mayor)

(iii) To fix the dates and times of ordinary meetings of the Town Council for the ensuing year.

Council discussed the year ahead and agreed that the same pattern of holding committee meetings on the first Tuesday of the month and Full Council on the third Tuesday of the month be kept for the 2015/16 Civic Year. Exceptions to this were noted as the August recess when no meetings would be held and September when the meetings would be held on the 2nd and 4th Tuesday of the month (8th and 22nd).

RESOLVED that the pattern for Council and committee meetings continue to be the same for the 2015/16 year with the exceptions noted above.

(iv) Any other items of business referred to the Annual Meeting.

No matters were raised.

11. To confirm the minutes of the meeting of the Town Council held on 21st April 2015.

Councillor KA Major proposed that the minutes were a correct record of the meeting and Councillor PJ Rogers seconded the motion.

RESOLVED that the minutes of the meeting on 21st April 2015 be signed as a true record of the meeting.

12. Matters arising (exchange of information only)

Council policy regarding drop in sessions for the public and allowing members of the public to speak at Council meetings was discussed. The Chair confirmed that he would be continuing the 'Meet the Mayor' sessions and noted that he would confirm the time slot for these sessions in due course. Members of the public who wished to raise matters with Council could attend this session or approach individual Councillors rather than speaking at Council meetings.

Item 203 – Councillor JSV Rees asked if there was an update on the change of use at a property at Backe. The Clerk confirmed that no further information had been received and agreed to chase the matter.

Item 204 – It was noted that work to reduce the parking bays outside the Factory Shop on Pentre Rd in St Clears had been completed. Councillor PM Hughes and the Clerk were thanked for their work to ensure that this was completed.

Item 214 – Councillor PM Hughes noted that he had visited Lôn Cowin in Bancyfelin on 4 occasions to assess the problems with parking in the turning point. He noted that nobody had been parked there when he visited which included visits in the evening.

13. To receive the County Councillor's Update

Councillor PM Hughes noted that he had spoken to John McEvoy about the issues with speeding at Maes Cynin, St Clears with the aim of having the speed limit sign moved further up the road. Councillor Hughes was hopeful that this would be resolved.

Councillor LL ap T Davies requested that the Town Council consider placing lighting columns in the area. **RESOLVED that the matter be referred to Environment Committee later in the year (October / November).**

Councillor RG Edwards raised an issue with speeding in Bancyfelin and noted that agricultural vehicles were one of the major problems. Councillor Hughes agreed to discuss the matter with John McEvoy at the County Council to see what could be done.

Councillor KA Major noted his concern that there was no means of pulling somebody out of the river along Peillac Way. The matter was discussed and it was agreed that the Clerk should contact Natural Resources Wales to see if they could provide anything.

14. To receive the Clerk's Report

1. Carmarthenshire County Council.

- i) Planning applications – (1) **W/31943** Widening of Agricultural Access and New Farm Track, Land at Parc yr Abbot, St Clears. (2) **W/31945** Free Standing Information Panel, St Clears Car Park (3) **W/31946** Free Standing Information Panel, St Clears Car Park. (4) **W/31949** Extend rear elevation by lifting roof height – 2 Town Cottages, Bridge St, St Clears. (5) **W/31969** Erection of New Dwelling House, Land Adjacent to 12 Ostrey Bank, St Clears.
- ii) St Clears Hub Spoke - As part of the Carmarthenshire Universal Support Delivered Locally (USDL) Trial, one of only two in Wales, we have launched a digital outreach service which allows customers in rural Carmarthenshire to access all the advice and support available from Yr Hwb in Llanelli without having to physically travel to the venue. This service is known as the **hub-spoke** and involves customers undertaking a Skype interview with any of Yr Hwb's support services from a dedicated public access point at The Gate, St Clears.
- iii) Town and Community Council Liaison Forum to be held 26 May at County Hall. Agenda items include: Community Resilience, Consultation Processes, Developing the Affordable Housing Plan.
Future meeting dates
1 September 2015 at 6:30pm
8 December 2015 at 6:30pm
24 May 2016 at 6:30pm

2. Welsh Government

- i) Code of Conduct on Workforce Matters - relating to the approach which public bodies should take on certain workforce issues when proposing to enter into, or extend, contracts for the provision of services. Copy available on e-mail or hard copy by request.
- ii) Communities across Wales are being encouraged to take advantage of a special Welsh Government grant to repair and conserve community war memorials as part of the First World War centenary commemorations.
The Grants for War Memorials scheme is offering communities the chance to apply for funding up to 70% of eligible cost and up to a maximum of £10,000 to conserve all types of war memorials. <http://cadw.gov.wales/historicenvironment/help-advice-and-grants/grants/grantsforwarmemorials/?lang=en>
Councillor WEVJ Davies proposed that Council make an application and was seconded by Councillor LL ap T Davies. Council were in agreement.
RESOLVED that an application be made for the grant.

- iii) Access to information on Town and Community Councils. Guidance on the legislation that came into force on 1st May: <http://gov.wales/topics/localgovernment/communitytowncouncils/publications/access-to-information/?skip=1&lang=en>
Council discussed current arrangements for access to information and it was agreed that the minutes and agenda for full council meetings should be placed in on the notice board each month.
- iv) Community Asset Transfer. What you should know before, during and after you successfully acquire ownership of land or a building offered for rent or sale by a public body. <http://gov.wales/topics/people-and-communities/communities/community-asset-transfer/?lang=en>
<http://gov.wales/topics/people-and-communities/communities/community-asset-transfer/?skip=1&lang=cy>
Include links to a Best Practice Guide, Case Studies and Practical Support amongst other things.

3. **Rebecca Gate**

The sculpture has been cleaned and stained in order to protect it from the elements. Further work in the autumn if required. Council discussed the need for similar preservation work to be done on the Boar. It was agreed that the painter who had carried out work on the Gate should be approached to paint the Boar.

RESOLVED that the Boar also be painted in the same colour as Rebecca's Gate in order to protect and preserve it.

4. **Replacement of Heritage Panel and new bench**

A quote has been received to complete the work which will be presented to the next Environment Committee meeting.

15. **To receive financial report.**

Members were provided with information relating to the expenditure for the period 1st April 2015 to 18th May 2015 including total spend, total budget and variance for all allocated budget headings and projects. Thanks was expressed to the Clerk for preparing the end of year finances and the audit.

RESOLVED that the report be noted by Council.

16. **To approve accounts for payment.**

The Clerk presented the Bank Reconciliation and Schedule of Payments Report as at 18th May 2015, which also noted the Bank Balances, un-presented cheques and receipts since last meeting.

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

last year. Council were in agreement that the policy should be renewed with the current provider. **RESOLVED that the Clerk renew the insurance policy with the current provider.**

19. Correspondence

Councillor CM Davies declared an interest in item 1 below due to his role as Chair of the Association.

(i) Lynnette Phillips, St Clears & District Community Association

Dear Committee

As you are aware, St Clears & District Community Association are holding the Towns Carnival on Saturday June 27th. The day will start with Crowning of Queens etc at Town Hall at 3pm, the procession will then make its way through the town to the leisure centre field. Therefore, the Community Association request permission from the Town Council for the use of the welfare field.

Council noted that this was a matter for the Leisure Centre who look after the bookings for the field and the Clerk agreed to reply noting that the Community Association should contact the Leisure Centre about the matter.

(ii) Police and Crime Commissioner

Dear Ms Smith

Re: Speeding at Maes Cynin, St. Clears

Thank you for your letter of 28 April 2015. I raised your letter with the Deputy Chief Constable at our Policing Board meeting on 6 May. He will investigate what progress has been made with the GoSafe partnership and raise the issue with local officers. I have no power over speed limits, but I am happy to raise your concerns with the police, as I have done.

Yours sincerely

Christopher Salmon

Police and Crime Commissioner

RESOLVED that Council note the reply from the Police and Crime Commissioner.

(iii) Barclays Bank

The Clerk noted a letter had been received from Barclays noting that the old Mayor's account would be closed in July if there continued to be no activity on the account. **RESOLVED that the account should be closed and the balance of £26.96 transferred to the Council's current account.**

210. To receive an update on the Welfare Field.

There were no further updates on the Welfare Field since the previous meeting. Next meeting of the Welfare Field sub-committee to be held at 5pm on 7th July 2015.

211. To consider the vacant seat in the St Clears ward.

The Clerk noted that the vacancy had been advertised through the County Council and that she was expecting to hear in the next week if there had been a request for an election. If no request had been received, Council could continue to advertise in order to co-opt a member to fill the vacant seat.

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

Councillor JSV Rees reported to Council about the Twinning Association's visit from Peillac. They had been welcomed by Councillor RG Edwards as outgoing Mayor and Councillor CM Davies was there to say farewell as new Mayor. Councillor Rees noted that the community had been very supportive and that the Twinning Association was very grateful for the donation from the Council's Community Events Chest.

Councillor PJ Rogers noted that 3 appointments to Ysgol Griffith Jones had been made in the last week.

213. To receive the Town Mayor's Report on civic events, engagements and Tuesday morning drop in sessions.

The new Mayor who had been in his position for five days at the time of the meeting noted that he had attended an event on the Friday evening with the visitors from Peillac. The Mayor was also there to bid farewell to the visitors on the Saturday. On Sunday 17th May the Mayor attended the Carmarthen Mayor's Civic Service.

214. Any other business (exchange of information only)

Councillor KA Major noted that he enjoyed the gathering to dedicate a bench to the memory of the previous Clerk to Council, Lynn Bowen.

Councillor LL ap T Davies noted that the stretch of road near the chapel in Bancyfelin was dangerous. Council discussed the matter briefly and agreed to refer it to the committee meetings. **RESOLVED that road safety near the chapel in Bancyfelin be referred to the Planning & Communities committee.**

Councillor PJ Rogers updated Council regarding the Christmas lights site visit by City Illuminations which had taken place on 13th May. He informed Council that the Clerk was currently awaiting a revised quote for consideration based on the discussions at the site visit.

Councillor WEVJ Davies wished the Clerk well at her last Council meeting prior to starting maternity leave.

Councillor CM Davies informed Council that a bollard had been put up at Manordaf blocking access at the Quay, the police have been involved in the matter.

An update on the condition of the marquees was given by Councillors KA Major, PM Hughes and CM Davies who had been to see them that day as they had been set up to assess their condition and be cleaned. The 3 Councillors reported that the marquees were in poor condition and not suitable to be rented out. The Clerk agreed to cancel any upcoming bookings.

RESOLVED that any bookings for the Marquees should be cancelled due to their condition.

RESOLVED that the matter be passed to Planning & Communities Committee for discussion.

Meeting terminated at 20.38