

## St Clears Town Council

### Minutes of the meeting of St Clears Town Council held in Meeting Room 1, the Gate, St Clears, on Tuesday 21<sup>st</sup> November 2017 at 7pm

**Present:** CM Davies, LL ap T Davies, Dr WEVJ Davies, RG Edwards, KA Major, I Price, JSV Rees (Chair), I Richards, PJ Rogers and County Councillor PM Hughes.

#### 110. Apologies

Apologies were received from Councillor Tracy Austin-Brydon.

#### 111. Personal Matters

- (i) Councillor I Price was congratulated on the birth of his grandson.
- (ii) Members stood in a moment's silence as a mark of respect for Mr David Phillips, a former town councillor and mayor who had recently passed away.
- (iii) The Chair informed Council that the new Canon would be inducted on the 23<sup>rd</sup> of January. As this date coincided with the Town Council meeting, it was agreed to delay the meeting until the 30<sup>th</sup> January.  
**RESOLVED that the January meeting of the Town Council be deferred until the 30<sup>th</sup> January 2018.**

#### 112. Declarations of Interest.

Councillor I Price for item 118 below.

#### 113. To confirm the minutes of the meeting of the Town Council held on the 17<sup>th</sup> October 2017.

Councillor RG Edwards proposed that the minutes were a true record of the meeting and was seconded by Councillor Dr WEVJ Davies. **RESOLVED that the minutes of the meetings held on the 17<sup>th</sup> October 2017 be approved as an accurate record.**

#### 114. Matters arising (exchange of information only)

Item 109(iv). Cllr JSV Rees confirmed that she had been pursuing the identity agenda and had met up with representatives from the local press and was continuing to do so in the coming week. An advert would be run in the local paper with the Council's permission for the payment to include a logo which would be raised under the 'Accounts for payment' agenda item later in the meeting.

#### 115. To receive the County Councillor's update

The County Councillor noted the following updates:

- (i) Reports of the skate and play park inspections will be sent over from the County Council. Delays have been experienced due to the department being short staffed.
- (ii) Prices for work on the skate park should also be sent over shortly.

#### 116. To receive the Clerk's report.

##### 1) Welsh Government

- (i) The Rural Business Investment Scheme - FOOD (RBISF) is a capital investments scheme to support projects that offer clear and quantifiable benefits to the food and drink industry in Wales. The scheme is open to existing and start up micro & small food and drink processor's and manufacturers throughout Wales.  
<http://gov.wales/topics/environmentcountryside/farmingandcountryside/cap/ruraldevelopment/wales-rural-development-programme-2014-2020/rural-business-investment-scheme-food/?lang=en>
- 2) Carmarthenshire County Council.**
- (i) **W/36461.** DEVELOPMENT OF TWO DWELLINGS AND GARAGES. LAND ADJ TAN Y FRON, PWLL TRAP, ST CLEARS, CARMARTHEN, SA33 4AU. **RESOLVED that no objection be made.** **W/36438.** DISCHARGE OF CONDITION'S 3,8 AND 13 OF W/31890 (PROPOSED BOUNDARY TREATMENT PLAN AND MATERIAL SPECIFICATIONS). LAND ADJOINING, CAE FFYNNON, BANCYFELIN, CARMARTHEN, SA33 5ND. **W/36437** DISCHARGE OF CONDITIONS 3,8 AND 13 OF W/31130 (PROPOSED BOUNDARY TREATMENT PLAN AND MATERIAL SPECIFICATIONS). LAND ADJOINING, CAE FFYNNON, BANCYFELIN, CARMARTHEN, SA33 5ND. **RESOLVED that no comment be made.** **RESOLVED that the Bancyfelin development be included on the agenda for the December meeting of Council.**
- (ii) Carmarthenshire County Council Standards Committee. A total of 10 nominations were received and considered by an appointments panel consisting of two county councillors, one community councillor and one independent lay member. The panel was unanimous in its decision that Councillor Philip Rogers of St Clears Town Council should be appointed to the committee and it will therefore be recommending to full council that this appointment be made.
- (iii) Following a request to consider Glasfryn Rd on account of reported dangers associated with the river ford crossing, a signage audit was conducted on the road approaches to the river ford crossing. There is advanced signage on both approaches to the ford. The County Council do not think additional signage is required. (Site map attached).
- (iv) Free parking days. Saturdays in December are not permitted as part of the free parking allowance. The request for these dates has been referred back to the Town Council by Carmarthenshire County Council. The Town Council is invited to offer other dates. **RESOLVED that the matter be revisited in the new year.**
- (v) Christmas Toybox Scheme. Request for support for the scheme which is in its 7<sup>th</sup> year. **RESOLVED that the Christmas event should support the Toybox Appeal and collections of toys / donation be received until the 5<sup>th</sup> December.**
- (vi) Actif Carmarthenshire Sports Awards. Nominate your local sporting hero The categories are - Sports Personality of the Year, Young Sportsman and Sportswoman of the Year, Disabled Sportsman and Sportswoman of the Year, High Performance Sports Coach of the Year, Community Sports Coach of the Year, Sports Volunteer of the Year, Young Sports Volunteer of the Year, Team of the Year, Young Team of the Year and the Ryan

Jones Memorial Award for Outstanding Service to Sport. **Closing date 25<sup>th</sup> November.**

- (vii) Meetings of the Town & County Liaison Forum will recommence during December, in order to discuss the Council's Budget. Your feedback in relation to the Budget is very important. The meeting dates and locations are as follows –
- 5 December 2017 at Tumble Hall from 6-8 pm
  - 14 December 2017 at Pontargothi Hall from 6-8pm
- (viii) Carmarthenshire County Council are currently pricing and programming the footpath improvement works with a view to commencing the footpath link element from the car park to the underpass in mid to late November. Once dates for the works commencing are confirmed, Council will be notified.

### 3) **One Voice Wales**

(i) **Appointing an Internal Auditor.** All councils must appoint an Internal Auditor to audit their accounts. One Voice Wales has prepared guidelines on criteria which must be taken into account when considering appointment.

<http://www.onevoicewales.org.uk/OVWWeb/UserFiles/Files/Guidance%20on%20Appointment%20Internal%20Auditors.pdf>

(ii) **One Voice Wales Innovative Practice National Awards Scheme 2017.** OVW have announced the launch of the 2018 Scheme. These awards are an opportunity for council to showcase the services it provides for its community and an opportunity for councillors, clerks and staff to receive the recognition they deserve.

(iii) **Review of the Community and Town Council Sector**

One Voice Wales will be running a series of seven consultation events across Wales including St Clears RFC on **Monday 4<sup>th</sup> December 7-9pm.**

### 4) **Local Democracy and Boundary Commission for Wales**

The Local Democracy and Boundary Commission for Wales are to review the electoral arrangements for Carmarthenshire County Council with a view to considering and formulating proposals for future arrangements. The Commission would welcome any comments which you may wish to make. The consultation period begins on 5 October 2017 and closes on **27 December 2017.**

### 5) **Carmarthenshire Public Services Board**

Carmarthenshire Well-being Plan – draft. We have now published the Draft Carmarthenshire Well-being Plan on our website and started the 12-week consultation period. The consultation period will close on the **3 January 2018.** Here's the link to the web-pages which include the consultation details.  
<http://www.thecarmarthenshirewewant.wales/get-involved/draft-well-being-plan-consultation/>

6) **BT Payphones**

NOTICE TO COMPLETE. Confirmation received that they have now completed the decommissioning in respect of the kiosk in Bancyfelin.

7) **NHS Wales**

Major Trauma Network for South Wales. NHS Wales wants to develop services to increase the chances of survival and better recovery / quality of life if you suffer a major trauma. A public consultation is being held and the closing date is **Monday 5<sup>th</sup> February 2018**.

117. **To receive the financial report.**

The Clerk presented Council with the financial report detailing expenditure against budgetary areas since April 2017. **RESOLVED that the report be approved by Council.**

118. **To approve accounts for payment.**

Councillor I Price declared an interest in the accounts for payment and left the room for the item. **RESOLVED that the schedules of payments and bank reconciliation noted below be approved by Council:**

Reconciliation date:		<b>17-Oct-2017</b>
<b>STATEMENT BALANCES</b>		
Current Account	Community Account	4,800.10
Current Account	Business Saver Account	36294.06
<b>BALANCES TOTALS</b>		<b>41,094.16</b>
Investment Account		57255.21
<b>RESERVES TOTALS</b>		<b>57255.21</b>

SCHEDULE OF PAYMENTS			21 November 2017	
Cheque/ BACS no.	Payee	Details	Cost (inc VAT) £	
103814	AEGON	Pension (ES - Nov)	207.98	
103815	Malcolm Price	Cleaning War Memorial & Market Square	635.00	
103816	ProPrint	Leaflets Christmas event	38.00	
103817	Salem Christmas Tree Farm	4 Christmas trees	800.00	
103818	Wrenvale Nurseries	Summer & Winter Planting	1350.00	
103819	National Association Local Council	Local Councils Explained book	19.99	
103820	Annie's Café	Mayor Making buffet	249.00	
103821	Royal British Legion Poppy Appeal	Wreath donation	50.00	
BACS 225	Emma Smith	Salary (September)	585.34	
BACS 226	HMRC	PAYE (September)	672.00	
BACS 227	Jonathan Williams	Grounds Maintenance and delittering	278.40	
BACS 228	Jonathan Williams	Welfare Field Maintenance	186.00	
BACS 229	Wales Audit Office	External Audit Fees	818.00	
BACS 230	Emma Smith	Reimbursement*	818.00	

119. **To receive the Committee reports (i) Environment Committee (ii) Community, Finance and General-Purpose Committee (iii) Welfare Field Sub-Committee.**

Environment Committee. Councillor PJ Rogers, Chair of Committee led the discussion on the Environment Committee's report.

- (i) Councillor Rogers noted that progress was being made regarding the investigations about access at Manordaf.
- (ii) Cllr Rogers also noted that a request for one off funding for work to the skate park would also be requested of Council.
- (iii) A site meeting regarding dog fouling was held and useful ideas came from the meeting offering several ways ahead to try and deal with the problem. Committee will look at this again and continue discussions with the County.
- (iv) Cllr Rogers explained that committee were seeking Council's approval to research the feasibility of a cycle path between St Clears and Bancyfelin. A document scoping the feasibility would be put together in the new year. **RESOLVED that the report be accepted, and recommendations approved.**

Community, Finance and General-Purpose Committee.

**RESOLVED that the report be accepted, and recommendations approved.**

Welfare Field Sub-Committee.

Council discussed the licence for the use of the field and comments included the need to have an arbitration clause and the need for the field to have defined areas for use / bookings. **RESOLVED that with the above amendments the licence could be approved and presented to the football club for consideration.**

**120. To discuss options for the new CCTV.**

The Clerk presented options regarding the set-up of the new CCTV system. The successful provider had offered some alternative options as part of their quotation which would reduce the overall cost. Council considered the possible changes and decided to place two cameras in the centre of the car park and, pending permission, to place two cameras on a building on Pentre Rd to cover the junction at the Spar and look towards the car park entrance / war memorial. **RESOLVED that Council proceed with the 'Option 1 – relocate cameras' at a cost of £6234 +VAT.**

County Councillor PM Hughes left the meeting at this point.

**121. To authorise the documentation for the Wi-fi towns initiative**

No further documentation for authorisation had been received. Council would receive further information by the February meeting of Council.

**122. To consider a five-year plan for Council**

The amendments requested in the previous meeting had been approved and as such Council approved the document and thanked the Clerk for her work. **RESOLVED that the five-year plan for Council be approved and adopted by Council.**

**123. To discuss the Christmas Event and complete a risk assessment for the evening.**

The Clerk updated Council with plans for the evening and sought volunteers to help on the day. A risk assessment was presented to Council for the event.

**RESOLVED that the risk assessment be approved by Council and revisited by the Clerk on the day of the event.**

**124. To form a response to the One Voice Wales consultation on the review of the local council sector.**

Members discussed an appropriate response for representative to take the consultation event being held by One Voice Wales on Monday 4<sup>th</sup> December. Comments included:

- Time, resources, pay for members and hours of staff.
- Four tiers of government and the sustainability of that arrangement.
- The reality of expecting the town & community council sector to deliver what the higher, better funded sectors can't deliver.
- Changes to the functions of the town & community council meaning it doesn't function as it used to in the past.

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

No items.

**126. To consider the two vacant seats on the Council and to discuss process of seeking nominations of 1 or 2 Youth Council members 16-24yrs.**

Cllr JSV Rees noted that an interested individual may observe the council meeting in December. The Clerk would seek more information regarding youth representatives for Council.

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

No reports.

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

Since the last meeting, the Mayor had attended:

- 27<sup>th</sup> Oct Harvest Festival at Ysgol Griffith Jones
- 3<sup>rd</sup> November – Poppy Ball
- 4<sup>th</sup> November – St Clears fireworks
- 7<sup>th</sup> November – funeral of former councillor David Phillips
- 11<sup>th</sup> November – War Memorial (Armistice Day)
- 12<sup>th</sup> November – Remembrance Sunday, service at St Mary's Church and War Memorial.
- 20<sup>th</sup> November – Mother's Union of St Clears.

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

- (i) Cllr JSV Rees noted that she would be arranging a meeting for businesses in the area to discuss the town and how the business sector can be boosted.
- (ii) Cllr Rees noted her intent to hold an event for the town at the end of April on the Welfare Field with a family, food and fun theme.

- (iii) Cllr Dr WEVJ Davies suggested that the old police station in St Clears could be used to house a police museum due to its history. **RESOLVED that the matter be included on the agenda for the next meeting of council.**
- (iv) Cllr Rees informed Council that a new shop would open in the town on the 4<sup>th</sup> of October. Pethau Olyv would open on that day.

**Meeting terminated 21:35**