

St Clears Town Council
Minutes of the St Clears Town Council Meeting
held in The Gate, Pentre Road, St Clears
on Tuesday 27th January 2015

Present:

Councillors CM Davies, LL ap T Davies, Dr WEVJ Davies, RG Edwards, PM Hughes, C Ingleton, P Lanc, DR Phillips, I Price, JSV Rees and PJ Rogers.

In the Chair – Councillor RG Edwards (Town Mayor)

Before the formal meeting commenced, Council welcomed Irfon Price and Mr Price made and signed the Declaration of Acceptance of Office following his application and acceptance to be co-opted to the Council.

143. Apologies for absence

Apologies were received from Councillor KA Major.

144. Personal Matters

Councillor Irfon Price was formally welcomed to his first Council meeting. Council also wished Heather Witt well following her resignation from the Council and best wishes were also conveyed to her husband Reverend Canon Bryan Witt, the Mayor's Chaplain. Councillor LL ap T Davies proposed that Council send a letter to expresses their best wishes to them for the future and thank them for the contribution they had made to the community. **RESOLVED that the Clerk send a letter to Mrs Heather Witt and Rev Canon Bryan Witt.**

145. Declarations of Interest.

Councillor Jane Rees noted that she would be making enquiries during the meeting about a neighbouring property In the Backe area.

146. To confirm the minutes of the meeting of the Town Council held on 16th December 2014.

Councillor WEVJ Davies proposed that the minutes were a correct record of the meeting and Councillor Mark Davies seconded the motion. **RESOLVED that the minutes of the meeting of 16 December 2014 be signed as a true record of the meeting.**

147. Matters arising (exchange of information only)

- i) Councillor WEVJ Davies noted that he had attended a meeting with the County Council Rights of Way Officer and Councillor PM Hughes at Manordaf, Lower St Clears. It was noted that the County Council had said the work required would be undertaken when resources allowed. No indication of a timescale was given.
- ii) It was noted that work had been carried out on the drain at Gothic Corning on the day of the meeting (27th January).
- iii) It was agreed that matter 142 regarding the issue of change of use of a property in the Backe area would be referred to the Planning & Communities Committee.

148. To receive the County Councillor's Update

Councillor PM Hughes noted that a lot of case work had been going on in St Clears and that the lamppost by the bus shelter which was in the middle of the pavement had now been moved.

Councillor Hughes also noted that the parking bays outside the Factory Shop in St Clears had been in front of the relevant County Council Committee for their approval to be removed. Approval had been granted and it was a matter for waiting for the workmen to carry out the work. It was noted that the lines on Ostrey Hill by County Stores also needed to be removed.

Councillor LL ap T Davies raised the issue of litter in Bancyfelin and said there was still an issue in the area even though the County Council had committed to visiting once a week to clean up. Councillor Hughes said he would look into the matter.

Councillor JSV Rees enquired as to the progress with the issue of poor visibility due to parked cars near the entrance of Rhydygors, Station Rd, St Clears. Councillor Hughes noted that he had been to the area to monitor the situation and that it hadn't been too problematic. Councillor Rees noted that it was still a problem and that residents were still having issues. Councillor Rees agreed to provide the contact details of the residents who had raised the issue with her to Councillor Hughes so he could visit and speak to them about the matter.

149. To receive the Clerk's Report

1. Carmarthenshire County Council

- i) Planning Applications – **W/31482**. DEMOLITION OF EXISTING GARAGE AND CONSERVATORY, AND PROPOSED EXTENSIONS AND INTERNAL ALTERATIONS, 13 RHYD-Y-GORS, ST CLEAR, CARMARTHEN, SA33 4DB. **RESOLVED that the application be passed to the Planning & Communities Committee.**
- ii) LDP. Following receipt of the Inspector's Report and consideration of its content and recommendations, Carmarthenshire County Council resolved to adopt the Local Development Plan. Copies are available on the County Council website, libraries, customer service centres and planning offices.
- iii) Members Code of Conduct – Feedback from the Members Code of Conduct consultation. Some inconsistency in the way Declarations of Interest are recorded. It is strongly recommended that all Councils follow a uniform approach:
 - All agendas to include 'Declarations of Interest' towards the beginning of the agenda.
 - Members should declare at this agenda item which following item they have an interest in and the nature of that interest.

- The interest should be reiterated when the agenda item is reached and act in accordance with the code depending on the nature of the interest.
- The minutes should fully record the name of the councillor, the item where there is an interest and the action taken by the Councillor following the declaration of interest.

2. Welsh Government

- SECTION 137 EXPENDITURE": LIMIT FOR 2015-16.
Community councils are permitted under section 137(3) to incur expenditure for certain charitable and other purposes. The maximum expenditure that can be incurred under both section 137(1) and (3) for the financial year 2015-16 will be £7.36 per elector.
- Appointment of Chair & Members to Upland Forum. A chairperson and seven independent members are being sought, the closing date for receipt of applications is **10 February 2015**. Information can be viewed here:
www.wales.gov.uk/publicappointments

3. One Voice Wales

- The next OVW Area Committee meeting will be on Thursday 29th January at 7.00pm in St Peters Civic Hall in Carmarthen. Tea & Coffee from 6.30pm.
- Joint SLCC / One Voice Wales event, **Thursday 14 May 2015**. 'Community Governance – the future'. Keynote address by Leighton Andrews AM. Metropole Hotel, Llandrindod Wells.

4. Dyfed Powys Police and Crime Commissioner

'Review of CCTV provision within the Dyfed Powys Police Area'. A review to assess the value of public space CCTV to support the objectives of the Police and Crime Plan. The report includes a statement that CCTV should remain the responsibility of local authorities and town and community councils. There will continue to be no funding from the Commissioner. The Commissioner will cease funding for active monitoring of CCTV by April, this amounts to £40,000 in Carmarthenshire. **RESOLVED that the matter be referred to the Planning & Communities Committee for discussion.**

5. Natural Resources Wales

High tides information. Four exceptionally high tides during 2015:

- 21st February
- 22nd March
- 31st August
- 28th September

6. Simon Hart MP

- Dates of next surgeries, added to the notice board outside the Gate.

7. Age Cymru Sir Gâr

Launch of new office / advocacy service / open day. **Friday 30th January 2015**. Launch 11am, open day 10.30 -15.00. Units 5-11,100 Trostre Rd, Llanelli, SA15 2EA.

8. **Tenovus Cancer Care**
Jessica Stevens runs the Tenovus Cancer Care choir in Carmarthen and is looking for some events where they could sing. Phone 08088081010 or 07791267643.
9. **Events Calendar**
Please take and distribute if you can.
10. **Joint Councils Working Group**
The next meet of the group will be held on the **24th February** at 7pm in the Hywel Dda Centre, Whitland. Councils previously represented on the group include St Clears Town, Whitland Town, Llanddowror and Llanmiloe, Laugharne and Llangynin. Please send me any issues you would like to raise at the group meeting. An e-mail with the agenda will be sent when it is available and confirmation of attendance will also be sought then.
11. **Town Clock**
Have contacted Good Directions for an update, awaiting response.
12. **Website**
Further updates have been made and all the translations have been sent to W3 Web Designs in order to create the Welsh version of the website which should happen over the next few weeks.
150. **To receive financial report.**
Members were provided with information relating to the expenditure for the period 1st April 2014 to 31st December 2014 including total spend, total budget and variance for all allocated budget headings and projects. **RESOLVED that the report be noted by Council.**
151. **To approve accounts for payment.**
The Clerk presented the Bank Reconciliation and Schedule of Payments Report as at 31st December 2014, which also noted the Bank Balances, un-presented cheques and receipts since last meeting. Councillor WEVJ Davies proposed that the schedule of payments and bank reconciliation be accepted, Council were in agreement.
RESOLVED that the schedule of payment and bank reconciliation noted below be approved by Council.

Reconciliation date:		31 December 2014
STATEMENT BALANCES		
Current Account	Community Account	500.00
Current Account	Business Saver Account	41455.09

BALANCES TOTALS	41,955.09
Investment Account	57191.02
RESERVES TOTALS	57191.02

SCHEDULE OF PAYMENTS			27 January 2015	
Cheque number	Payee	Details	Cost (inc VAT)	
103602	Jonathan Williams	Ground Maintenance	420.00	
103603	Jonathan Williams	Litterpicking	90.00	
103604	Emma Smith	Salary (Jan)	1542.72	
103605	AEGON	Pension (ES - Jan)	152.51	
103606	HMRC	PAYE (Jan)	535.18	
103607	Y Cardi Bach	Donation	100.00	
103608	Urdd Gobaith Cymru	Donation	50.00	
103609	Relate Cymru	Donation	50.00	
103610	Carmarthen Youth Opera	Donation	50.00	
103611	Society Local Council Clerks	Membership 2015	187.00	
103612	Carmarthenshire County Council	Playground Inspections	396.00	
103613	Carmarthenshire County Council	Skatepark Inspections	396.00	
103614	Catrin Cox	Best Dec Premises prize	30.00	
103615	Tollhouse Snack Bar	Best Dec Premises prize	30.00	
103616	G.W. of St Clears	Best Dec Premises prize	20.00	
103617	A.E. Petersens Disp Chemist	Best Dec Premises prize	10.00	

152. To receive reports of the committee meetings held on 13 January 2015

Two amendments to the wording of the **Environment Committee** minutes were noted for the purpose of clarity. The Clerk agreed to make the changes prior to publishing the minutes.

The Chair proposed that Councillor Irfon Price join the **Planning & Communities Committee** for the remainder of the Civic Year as there was a vacancy on that committee due to Heather Witt's resignation. Councillor Price and Council agreed to the change in Committee membership. **RESOLVED that Councillor I Price join the Planning & Communities Committee for the remainder of the Civic Year.**

Finance & General Purpose Committee. It was agreed that the title 'Mayor's Allowance' should remain unchanged. This was following a discussion held in the Committee which considered that the title may be misleading. **RESOLVED that the title 'Mayor's Allowance' should remain.**

Councillor JSV Rees raised the need to find a replacement for the Clerk. **RESOLVED that the Clerk would make enquiries over the next week and report to Finance & General Purpose Committee the following week.**

153. To discuss and set the Council budget for 2015/16.

The Clerk outlined the updates that had been made to the budget document presented to the Committee meetings on 13th January. It was

agreed that the Christmas lights needed to be discussed further. Councillor PJ Rogers proposed that the matter be added to the agenda for the February meeting of the Planning & Communities Committee. Councillor JSV Rees seconded the proposal. **RESOLVED that the Planning & Communities Committee meeting in February discuss the provision of Christmas lights in future.**

A discussion around the Council budget, reserves held and the precept was held. Councillor WEVJ Davies proposed that the Council budget for 2015/16 be set at £83370.75 as set out in the documentation provided by the Clerk. Councillor PM Hughes seconded the proposal. A vote was held and all members were in agreement. **RESOLVED that the Council budget for 2015/16 be set at £83370.75 and as detailed in appendix 1.**

Councillor PJ Rogers proposed that there should be no increase in precept while the Council reserves were able to meet the shortfall and still have a sufficient contingency allowance. Councillor LL ap T Davies seconded the proposal and the matter was put to the vote. With the exception of Councillor P Lanc who noted a preference for gradual small increases in the precept to avoid large increases in future, all Councillors were in agreement. **RESOLVED that the precept remain unchanged for 2015/16 and that any extra finance needed would be drawn from the Council reserves.**

The Chair thanked members for their contribution to the budget discussion at this and previous Full Council and Committee meetings.

154. Correspondence

- 1) Carmarthenshire County Council. 'Future Management of playgrounds, parks and amenity areas'. A letter to all Town and Community Councils encouraging transfer of the facilities above to local management. Expressions of interest will need to be submitted prior to 31st March 2016 to be eligible for the grant, and transfers will need to take place by 31st March 2018.
2. Councillor Heather Witt. A letter of resignation from the Council. The Clerk read the letter of resignation to the Council.

155. To receive an update on the Welfare Field.

A meeting of the Welfare Field Sub Committee had been held prior to the Town Council meeting and the Chair updated Council on the discussions. He noted that it had been a fruitful meeting and that the main objective had been to understand the relationship between the Leisure Centre, the users of the field and the trustees.

It was agreed that the cost of legal services for the transfer of the field should be discussed at the next Finance & General Purpose Committee.

The minutes of the Welfare Field Sub Committee will be circulated with the next Town Council meeting's papers.

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

It was agreed that this item needed to remain on the agenda and that the Clerk needed to put in place the appropriate arrangements to fill the vacancy left by Heather Witt's departure.

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

There were no reports to be made to Council.

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

The Mayor noted that following the last meeting he had completed his Christmas commitments and visited care homes etc. After the Christmas break he had continued the Tuesday morning sessions at the Gate and also started to clear the storage hut. The Mayor asked for volunteers to help with further work to clear the hut, Councillors JSV Rees and CM Davies noted they would be willing to help.

159. Any other business (exchange of information only)

Councillor P Lanc noted that the fence from Bethlehem Chapel down towards the main road was in bad condition.

Council agreed to meet in Bancyfelin on Wednesday 18th February for their next meeting. There will be a meeting at 6,30pm with the Bancyfelin Hall Committee for those Councillors who were able to attend and Full Council would meet at 7pm.

The Chair asked Councillors to consider nominations for the Eric Raymond Memorial Shield and the Community Awards before the next meeting.

Meeting terminated at 20.31

ST CLEARS TOWN COUNCIL DRAFT BUDGET 2015/16

	BUDGET	FORECAST YE	ACTUAL Jan 15	BUDGET FORECAST	BUDGET
INCOME	2014/15	2014/15	2014/15	2015/16	Variance
Precept	73700	73700	73700	75890.74 (+0%)	2190.74
				76649.65 (+1%)	2949.65
				77408.55 (+ 2%)	3708.55
Winter event/Lightswitch-on	0	0	0		
Fireworks display	0	0	0		
Hire of Stalls	3000	5300	3700	3400	
Other income	50	1509.48	670		
Interest	500	100	4.23		
TOTAL INCOME	77250	80609.48	78074.23	79290.74	
ADDITIONAL TO BUDGET					
Extended Projects & Events Project Claim			4236.9		
VAT	10000	7500	1781.64		

EXPENDITURE	BUDGET	FORECAST YE	ACTUAL Jan 15	BUDGET	BUDGET
FINANCE COMMITTEE	2014/15	2014/15	2014/15	2015/16	Variance
<i>Administration (AD)</i>					
Staff - Clerk (ES)	17916	21641.5	17828.78	7825.68	-10090.32
HMRC (Empr NI) (ES)	2080	2058.84	1715.68	950	-1130
Staff - Acting Clerk	0	3831.85	3831.85	15651.36	15651.36
HMRC (Empr NI)	0	236.34	236.84	1500	1500
Pensions	2000	1955.14	1650.12	710.00	-1290
Pension Acting Clerk				1500.00	
Staff Review	5000	300	300.00	2000	-3000
Other (Personnel)	0	0	0.00	0	0
Post/Tel and Stationery	600	579.63	429.63	600	0
Subs Publications	600	541	541.00	600	0
Conf/Sem/Training Fees	500	309	309.00	500	0
Conf/Sem/Training Exp	200	28.80	28.80	200	0
Advertising	250	225.38	225.38	250	0
Copier Maintenance	300	18.76	18.76	100	-200
Travel expenses	900	305.16	305.16	500	-400
IT Equipment	0	225.98	225.98	0	0

<i>CIVIC (CV)</i>					
Mayors Allowance	3000	3000	3000.00	3000	0
Mayors Reception	500	500	500.00	500	0
Civic Expenses	300	193	193.00	300	0
Election Expenses	3316	3329.97	3329.97	0	-3316
<i>Council Offices (CO)</i>					0
Rent	2500	1682.80	932.80	2000	-500
Insurance	4300	2658.39	2658.39	3300	-1000
<i>Grants/Donations (GD)</i>					0
Grants/Donations & Burseries (Miscellaneous)	1000	610	610.00	1000	0
Audit Fees	900	750	750.00	900	0
Miscellaneous	0	432.07	432.07	0	0
<i>Website (WB)</i>	500	500	200.00	500	0
TOTAL FINANCE COM	46662	45913.61	40253.21	44387.04	-2274.96

ENVIRONMENT COMMITTEE	BUDGET	FORECAST YE	ACTUAL Jan 15	BUDGET	BUDGET
	2014/15	2014/15	2014/15	2015/16	Variance
Public Lighting Power	7751	7,751.00	0.00	7673.71	-77.29
General Maintenance	1750	1,392.49	392.49	1500	-250
Bus Shelters	52	52.00	0.00	52	0

Bus Shelter Cleaning	78	78.00	0.00	78	0
Ground Maintenance Contract	4000	3,850.00	3,150.00	4000	0
Floral Displays/Baskets / Shrubs	2500	1,799.00	1,799.00	1500	-1000
Best Garden Comp	250	265.00	265.00	250	0
Play/Skate Maintenance	2750	2,750.00	1,320.00	2750	0
Play/Skate Annual Inspections	300	300.00	0.00	300	0
Notice Board & Benches (Capital)	0	3,015.00	3,015.00	500	500
De-littering	2150	1,375.00	1,125.00	2000	-150
Project Launch event (Bwrlwm Beca)	2000	1,424.70	1,424.70	0	-2000
War Memorial Maintenance	1250	1,325.00	1,325.00	0	-1250
Welfare Field (Maintenance)	0	0.00	0.00	0	0
Welfare Field (Capital)				0	0
TOTAL ENVIRONMENT COM	24831	25,377.19	13,816.19	20603.71	-4227.29

PLANNING & COMMUNITIES COMMITTEE	BUDGET	FORECAST YE	ACTUAL Jan	BUDGET	BUDGET
	2014/15	2014/15	2014/15	2015/16	Variance
Christmas Lights	10000	10556	0	8000	-2000
CCTV Maintenance	1500	1500	750	1000	-500
Local Plan	0	0	0	0	0
LDP Process	0	0	0	0	0

Promoting/Supporting Community Activities*	1000	1534	1534	500	-500
Community Events Chest	6000	4769.34	3269.34	5000	-1000
Market Stalls Set up/Misc	1500	3388.79	2,988.79	2500	1000
Other events	0	0	0	0	0
New equipment	500	537.66	537.66	0	-500
Storage Hut (Guide Hut repairs)	600	0	0	600	0
Marquee - Storage (Container Hire)/Transp/Repairs	780	715	715	780	0
TOTAL P & C COM	21880	23000.79	9794.79	18380	-3500

PROJECTS	BUDGET	FORECAST YE	ACTUAL Jan	BUDGET	BUDGET
	2014/15	2014/15	2014/15	2015/16	Variance
Staff - Proj. Officer (HW)	6,384	8937.29	8937.29	0	
HMRC (Empe & Empr NI & TAX) (HW)	1775.32	2487.68	2487.68	0	
Pension	947.05	1325.87	1325.87	0	
Expenses/Claims admin	600	289.99	289.99	0	
TOTAL PROJECT COST	13,943	13040.83	13040.83		

TOTAL BUDGET (EXCL. PROJECTS) 93373 94,291.59 63,864.19 83370.75

*There is £625 from calendar sponsors to be offset against the £534 overspend in Promoting and Supporting Community Activities