

St Clears Town Council

Minutes of the meeting of St Clears Town Council held in Meeting Room 1, the Gate, St Clears, on Tuesday 30th January 2018 at 7pm.

Present: T Austin-Brydon, LL ap T Davies, Dr WEVJ Davies, RG Edwards, KA Major, I Price, JSV Rees (Chair), PJ Rogers.

149. Apologies

Councillors CM Davies, I Richards and County Councillor Philip Hughes.

150. Personal Matters

None.

151. Declarations of Interest.

No declarations.

152. To confirm the minutes of the meeting of the Town Council held on the 19th December 2017.

RESOLVED that the minutes of the meetings held on the 19th December 2017 be approved as an accurate record.

153. Matters arising (exchange of information only)

Item 134 (116 (viii)). The path along the river to the underpass at the car park had been completed and was a big improvement.

Item 135 (129). The Chair noted that the meeting date with businesses had been changed due to the induction of the vicar. Arrangements were now being made for the end of February.

Item 136(3). Cllr KA Major would produce a report on the One Voice Wales meeting regarding the review of the sector for the February meeting of council.

Cllr I Price arrived at this point.

Item 143(iii) the meeting regarding clustering within the sector, led by Carmarthen Town Council had been postponed to the 19th February.

Item 148(ii). The bench near the boar needs to be removed and replaced. The Clerk should make arrangements for the bench to be removed in the first instance and report the matter to the police.

154. To receive the County Councillor's update

The County Councillor wasn't present at the meeting but had updated the Clerk prior to the meeting.

- i. The County Council would look to place a bin on station road in proximity to the new fish and chip shop.
- ii. There would be extra patrols for on station road and the car park to discourage and penalise dog fouling.

- iii. Speeding in the station road area would be looked at as part of a wider site visit to the St Clears area.

The Clerk should also request that the surfacing of the road from Gothic Corner through to Pwll Trap also be assessed due to loose chippings.

155. To receive the Clerk's report.

1) Carmarthenshire County Council

- (i)** Planning Applications. W/36690. INSTALLATION OF A 2.1M HIGH PALISADE FENCE TO CLOSE OFF SIDE OF STORE AND PLANT AREA IN LINE WITH GABLE END. COOPERATIVE SUPERMARKET, STATION ROAD, ST CLEARS. **RESOLVED that no observations be made. W/36731.** UPGRADING OF INTERNAL DOORS TO MEET CURRENT FIRE REGULATORY REQUIREMENTS AND REFURBISHMENT OF EXISTING ENTRANCE DOORS AND ADJOINING 4NO. SIDE WINDOWS. PENYCOED MANSION CARE HOME, ST CLEARS, CARMARTHEN, SA33 4JR. **RESOLVED that no observations be made.**

- (ii)** Recognising the outstanding contributions to culture in Carmarthenshire. Performing Arts - Visual Arts - Creative Media – Literature - Heritage– Music

We will also be recognising an individual or group who have gone that extra mile in their field, and a young person or a group of youngsters who really do shine. NOMINATIONS NOW OPEN Visit:

www.surveymonkey.co.uk/r/cultureawards2018 or call into your local library, theatre box office or The Hub.

- (iii)** Dyfed Powys Local Resilience Forum wish to draw your attention to the Home Office guidance document entitled Community Resilience Guidance for Practitioners issued in October 2016. The guidance can be found at www.gov.uk/government/publications/community-resilience-framework-for-practitioners

Community Resilience in the context of this guidance is about dealing with emergencies and disasters. It is about being aware of risks that might impact the community, or the continuity of a business, and planning and preparing for them to minimise the impact and disruption. The Local Resilience Forum is keen to develop this concept with communities and to that end is writing to all Town and Community Councils within Pembrokeshire, Carmarthenshire, Ceredigion and Powys to confirm the current initial points of contact should your council wish to explore the guidance further. Richard Elms, Civil Contingencies Manager civilcontingencies@carmarthenshire.gov.uk .

2) Welsh Government

- (i)** Independent Review Panel. If you want to provide more detailed information to the Independent Panel, visits to your council can be arranged. Please get in touch to arrange this. Adolygiad.CTC.Review@gov.wales. Engagement events are being arranged and will be geographically spread across Wales for all community and town councils to voice their views and meet the

- Independent Review Panel. Details of events will be emailed and published on the Welsh Government Website.
- (ii) Public Health (Wales) Act 2017 Section 8: Local Toilets Strategies – Consultation Document on Statutory Guidance for Local Authorities. The consultation document asks for comments on draft statutory guidance which sets out how Local Authorities in Wales should meet the requirements of Section 8 of the Public Health (Wales) Act 2017. The consultation period on the draft statutory guidance will end on 4 April 2018. You will be able to access the consultation document and supporting papers at the following link:
<https://consultations.gov.wales/consultations/local-toilets-strategies-statutory-guidance-local-authorities>
- 3) One Voice Wales**
- (i) December Newsletter Over the Christmas period and New Year our Chief Executive, Lyn Cadwallader, will be collating all the feedback we received as well as taking evidence from other sources such as the One Voice Wales Manifesto, Business Plan, and recent Carnegie Trust Report on the Future of Towns and indeed our own AGM Motions, to produce a draft composite response from the sector to the panel. This will be distributed to all member Councils at the **end of January/beginning of February**. One Voice Wales will be liaising with Welsh Government to establish a formal engagement process with the Review Panel for early spring. Whilst One Voice Wales will be submitting a Community and Town Council sector response **we would strongly urge and recommend that each and every one of you sends in your own Council response to the panel.** **RESOLVED that the Clerk should summarise council’s response and send to One Voice Wales.**
- (ii) One Voice Wales is fortunate to be supported in its **Suppliers Directory** and at its events by a number of suppliers/companies that already work with or wish to be introduced to community and town councils in Wales. The majority of the contacts in our database are companies based in England and One Voice Wales would like to expand the database to include more Welsh based companies/suppliers. If you are aware of any companies in your locality who you consider may benefit from being introduced to Welsh community and town councils, then we would be glad to hear from you.
- (iii) REVIEW OF THE LOCAL COUNCIL SECTOR. OVW are requesting assistance in completing their on-line survey designed to collect Council’s responses to the four questions posed by the Panel established to undertake a root and branch review of the sector. The survey also requests information about the budget level of your Council in the current financial year enabling them to assess whether there is any major difference in responses based on the size and complexity of councils.
- (iv) The latest legal guidance received in relation to the General Data Protection Regulation. The guidance tells council what actions are required to comply with the regulations by 25 May 2018. NALC has commissioned a firm of solicitors to prepare a toolkit for use by councils as they prepare for the implementation date. As a member council you will be provided with the toolkit as soon as it is completed. Furthermore, NALC will be advising One

Voice Wales as to how to source the role of Data Protection Officer where this cannot be provided in-house.

4) CAVS

Over the next 2 years CAVS will be traversing the county promoting the work of our third sector and highlighting the benefits of volunteering. Community cohesion and resilience is at the heart of all we do. Working closely with our community councils is essential for us to offer a tailored programme of support. We need to know what volunteering opportunities your residents are looking for and how we can help match them to those organisations already running locally. CAVS are hoping to meet with a representative from each of Carmarthenshire’s community councils in order to gauge the usage of our service and to establish/build on successful links for the benefit of your local area. Would this be of interest to council?

5) Community Health Councils

Wales CHC are looking for volunteers from all walks of life - to help improve the NHS locally and nationally. CHC members are local volunteers who act as the eyes and ears of patients and the public; listening to their concerns and working with the health service to improve the quality of patient care. Members are asked to give the equivalent of three to five days a month; training will be provided and any ‘out of pocket’ expenses such as travel will be reimbursed.

For further information, please contact Hywel Dda CHC on: 01646 697610 or member.recruitment@waleschc.org.uk or visit the website www.communityhealthcouncils.org.uk

156. 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.**

157. 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:		30-Jan-2018
STATEMENT BALANCES		
Current Account	Community Account	5,603.89
Current Account	Business Saver Account	38492.92
BALANCES TOTALS		44,096.81
Precept Reserves		26392.00
Allocated Project Fund		30873.25
		57265.25

SCHEDULE OF PAYMENTS		30th January 2018	
Cheque/ BACS no.	Payee	Details	Cost (inc VAT) £
103825	AEGON	Pension (ES - Nov)	207.98
103826	Y Cardi Bach	Financial assistance donation	50.00
103827	Taf QT Club	Financial assistance donation	200.00
103828	Carmarthen & District Youth Opera	Financial assistance donation	100.00
103829	C Phillips	Best Garden Competition prize	45.00
103830	R Roberts	Best Garden Competition prize	45.00
103831	A McEwan	Best Garden Competition prize	60.00
103832	E John	Best Garden Competition prize	60.00
103833	St Clears Pharmacy	Best Decorated Premises prize	30.00
103834	Bancyfelin Post Office & Stores	Best Decorated Premises prize	20.00
103835	Europa Hair Fashions	Best Decorated Premises prize	10.00
103836	S East	Best Decorated Premises prize	30.00
103837	S Griffiths	Best Decorated Premises prize	20.00
103838	C Evans	Best Decorated Premises prize	20.00
BACS 242	Emma Smith	Salary (September)	
BACS 243	HMRC	PAYE (September)	585.34
BACS 244	Jonathan Williams	Grounds Maintenance and delittering	672.00
BACS 245	Jonathan Williams	Welfare Field Maintenance	278.40
BACS 246	Jonathan Williams	Assistance at Christmas event	174.00
BACS 247	Emma Smith	Reimbursement*	115.60
BACS 248	Carmarthenshire County Council	Room hire Xmas event & best Dec	30.00
BACS 249	Carmarthenshire County Council	Conversion boxes on lighting columns	420.00
BACS 250	ProPrint	Leaflets, pop ups. Replaces cheque 103810	370.00
BACS 251	W3 Web Design	Hosting and domain	248.00
BACS 252	SLCC	Membership 2018	185.00
BACS 253	Jenkins Signs	Updating Mayors' board	50.00
			4026.32

158. To receive the Committee reports (i) Environment Committee (ii) Community, Finance and General-Purpose Committee.

- (i) **Environment Committee.** Members had received the minutes of the committee meeting in advance of the council meeting. The recommendations were considered as outlined in the minutes. **RESOLVED that the committee minutes be confirmed as a true record and the recommendations approved by council.**
- (ii) **Community, Finance and General-Purpose Committee.** Members considered the committee minutes and recommendations made. **RESOLVED that the minutes be confirmed, and the recommendations approved, with the exception of the recommendation to set the precept which would be discussed as a separate agenda item later in the meeting.**
- (iii) **Welfare Field Sub-Committee.** Members considered the minutes and discussed the progress made in the meeting. Another meeting of the sub-committee would be held on the 6th February to try and reach an agreement with the football club, the main users of the field, **RESOLVED that Councillor Ian Richards be invited to join the committee.** Comments regarding council recently made on social media were also discussed by council. **RESOLVED that legal advice be sought in relation to the comments made.**

RESOLVED due to the short space of time between meetings, the committee meetings in February, with the exception of the Welfare Field Sub-committee should be cancelled.

Councillors T Austin-Brydon and I Price left the meeting at this point.

- 159. To approve the 2018/19 budget for Council and set the precept.**
Some final changes to the budget were considered. **RESOLVED that council agree to the increase in rent payments for the Gate to £1500 per annum.** No increase in the budget area would be required to cover this change. Council discussed the need for the reserves to be better explained to the public. The whole amount would continue to be recorded in council documentation but would be separated into two brackets (i) Precept reserves (equivalent of one precept payment for that year as security if the precept didn't come in). (ii) Allocated project funded. Any money in addition to the precept reserves would fall into this category in readiness to fund the projects outlined in Council's five-year plan. **RESOLVED that the amendments to Council's financial documents be made as detailed above.**
The precept was discussed but as the councillors present, with the exception of one, were all from the Community, Finance and General Purpose Committee, council didn't feel it would be appropriate to set the precept, with a possible rise, without the input of more members. **RESOLVED that an extraordinary meeting of council be held at 7pm on Tuesday 6th February to set the precept.**
- 160. To consider becoming part of the Dementia Friends initiative.**
St Clears, as part of a wider area, had been invited to become part of the Dementia Friends initiative. **RESOLVED that the matter be referred to the March meeting of the Community, Finance and General-Purpose meeting.** An introduction would be provided to businesses in the meeting at the end of February.
- 161. To consider nominations for the Community Service Award and the Eric Raymond Senior and Junior Awards.**
RESOLVED that the matter be deferred to the February meeting of Council and nominations from local clubs and schools be sought in the meantime.
- 162. Correspondence (exchange of information only).**
(i) Rhodri Peters – seeking funding for attendance at the 24th World Scout Jamboree. **RESOLVED that the matter be referred to the March meeting of the Community, Finance and General Purpose meeting.**
(ii) Dr Steve Morris. Rural Traffic Calming (copy of e-mail to County Council). **RESOLVED that the correspondence be noted.**
- 163. To consider the two vacant seats on the Council.**
No expressions of interest had been received.
- 164. To receive reports from representatives on meeting of outside bodies, seminars etc.**
Councillor LL ap T Davies noted that he had been unable to attend a recent meeting of the St Clears and District Community Association due to being unwell.

Councillor Dr WEVJ Davies had attended the induction of the new vicar in St Mary Magdalene Church.

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

Since the last meeting, the Mayor had attended:

- 20th December Dolyfelin Care Home.
- 24th December Llafihangel Church Christmas celebration.
- 23rd January – Licensing of the Venerable Dorian Davies and Reverend Dr Caroline Jones.

166. Any Other Business (exchange of information only).

- (i) Attendance at meetings was discussed due the issue that had arisen with setting the precept earlier in the evening. **RESOLVED that an e-mail be sent to council notifying everyone of the meeting next week and the importance of regular attendance.**
- (ii) Cllr LL ap T Davies noted that he had acquired a defibrillator from the British Heart Foundation with his Mayoral fund. **RESOLVED that the matter be discussed further in the February meeting of council.**
- (iii) Cllr Dr WEVJ Davies noted that a meeting of the Osbourne Trust charity was still outstanding.

Meeting terminated 21:51