

## St Clears Town Council

### Minutes of the meeting of the Town Council held in Meeting Room 1, Y Gât/The Gate, Pentre Road, St Clears on Tuesday 10th April 2012 at 7.30pm

#### **Present:**

Councillors: T W Brown, C M Davies, L L ap T Davies, Dr W E V J Davies, R G Edwards, E H Eynon, B J Jenkins, C J Jenkins, K A Major, P J Rogers, S J Runnett, Mrs L M Owen and Mrs J S V Rees.

In the Chair - Councillor C M Davies (Town Mayor).

The Town Mayor welcomed members to the last meeting of the civic year.

#### **192. Apologies**

Apologies were received from County Councillor P M Hughes.

#### **193. Personal Matters**

i) The Town Mayor reported that Councillors T W Brown, B J Jenkins and Mrs L M Owen were standing down as Members and were not seeking re-election at the forthcoming local council elections.

He presented Councillor B J Jenkins with a gift in recognition of thirty plus years' service for the Town Council and its predecessor authority.

Councillor B J Jenkins thanked Members for the gift.

Councillors T W Brown and Mrs L M Owen had been presented with their gifts at the Town Council Dinner held the previous Friday which Councillor B J Jenkins had been unable to attend.

The Town Mayor thanked the three Members for their dedicated service, wished them well for the future and reported that they would be missed not only as fellow Members but also as friends.

ii) The Clerk reported receipt of a thank you letter from Councillor Mrs L M Owen in respect of the gift presented to her at the Town Council Dinner in recognition of her service..

iii) The Town Mayor thanked fellow Members of the Town Council for their support during his term of office.

iii) Councillor K A Major thanked the Town Mayor for arranging the Town Council Dinner which had been a very enjoyable evening.

iv) Councillor C J Jenkins thanked the Town Mayor for the manner in which he had undertaken his duties during his term of office.

v) Councillor K A Major brought Members' attention to articles and comments relating to the Town Council and its Members on a local Website.

**RESOLVED that the matter be placed on the Agenda of the next meeting of the Town Council.**

vi) Councillor Dr W E V J Davies reported that despite local rumours it was not true that he had been bribed to stand as a candidate in the forthcoming County Council elections nor the elections held four years ago.

#### **194. Declarations of Interest**

No declaration of interest was recorded at this stage of the meeting.

#### **195. Minutes**

**RESOLVED that the minutes of the Town Council meeting held on 13<sup>th</sup> March 2012 be confirmed and signed as a true record subject to a minor amendment relating to Minute Ref 183 (ii) (page 145).**

#### **196. Matters Arising**

i) 82 Red Telephone Kiosks

In response to an enquiry from Councillor P J Rogers the Clerk reported that the matter was in hand.

ii) 156 (ii) Overhanging Tree Branches

In response to an enquiry the Clerk reported that the Town Council's concerns had been relayed to Meidrim Community Council.

#### **197. County Councillor's Report**

The Town Mayor reported that County Councillor P M Hughes had conveyed his apologies for not being able to attend the meeting.

He reported that Councillor Hughes was feeling much better and wished candidates the best of luck in the forthcoming elections.

#### **198. Clerk's Report**

##### **i) Welsh Government**

Business Newsletter

##### **ii) Carmarthenshire County Council**

Information relating to: ‘

- ‘Day Care Service Improvement’ review together with an invitation to comment on the Methodology Paper.
- Olympic Torch street route
- Invitation to attend Open Day at the Tywi Centre, Dinefwr Farm, Llandeilo on 21<sup>st</sup> April 2012
- nominations submitted in respect of the forthcoming election of Town Councillors.

Councillor R G Edwards expressed his disappointment that the Olympic Torch route was not going through the village of Bancyfelin.

Following a proposal by Councillor L L ap T Davies it was

**RESOLVED to communicate with the organisers to request that the route be amended to include Bancyfelin village.**

##### **iii) Carmarthenshire Tourist Association**

- Newsletters and information regarding training courses.
- Update relating to recent Tourist Cluster (West) meeting

**iv) One Voice Wales**

i) Information relating to

- Wales Illegal Money Lending Units
- Hydro Power development on Welsh Government Woodland Estates managed by the Forestry Commission Wales
- ‘Environment Matters’ event backed by Welsh Government to be held on Monday 14<sup>th</sup> May 2012 at the SWALEC Stadium, Cardiff – 10.00am to 6.30pm
- Election Guidance from the Electoral Commission
- OVW response to Welsh Government ‘Shared Purpose – Shared Delivery’ consultation
- Public Services Ombudsman for Wales recommendation that public bodies adopt the Model Concerns and Complaints Policy and Guidance issued by the Welsh Government  
It was noted that the Town Council had already adopted the Policy.

ii) Receipt of Y Llais/The Voice - Spring 2012 edition together with covering letter from the Chief Executive giving an overview of the work undertaken by OVW

**v) Society of Local Council Clerks.**

- Branch Newsletter
- Information relating to one day courses and conferences for Clerks

**vi) Independent Remuneration Panel for Wales**

Invitation to participate in the Independent Remuneration Panel’s review of payments to Town and Community Councillors in Wales.

**vii) Menter Gorllewin Sir Gar**

Information relating to a new project – ‘Dathlu Diwylliant’

The aim of the project is to increase cultural activities through the medium of Welsh.

Menter Gorllewin Sir Gar can offer advice and help to communities and organisers to develop their ability to organise successful and sustainable events.

**viii) Keep Wales Tidy**

- Newsletters
- Invitation for volunteers to assist with the Wales Coastal Path Clean Up 27<sup>th</sup> – 29<sup>th</sup> April

**ix) Sustainablegov.co.uk – Newsletters**

**199. Environment Committee**

i) Councillor T W Brown reported on a meeting of the Environment Committee held on 20th March 2012.

He provided Members with a copy of the proposed Agreement between the Town Council and the St Clears and District Gardening Club regarding the maintenance of the trees at the War Memorial and a report of the Town Walk undertaken on 25<sup>th</sup> March 2012.

**RESOLVED that**

**the Report of the Environment Committee meeting held on 20th March 2012 (Appendix A attached) be accepted and the recommendations approved.**

ii) It was reported that since the meeting:

a) a representative of the QE2 Fields in Trust initiative was available to meet representatives of the Town Council on Tuesday 17<sup>th</sup> April 2012 to discuss the Town Council's proposals.

**RESOLVED that the meeting proceed.**

b) Councillor P J Rogers reported that the Expression of Interest form in respect of the RDP bid relating to the proposed Heritage Trail had been accepted and that the final grant application would need to be completed by the end of June.

iii) In response to an enquiry from Councillor C J Jenkins regarding the scheme drawn up some time ago by ARUP for the County Council it was

**RESOLVED that enquiries be made with the County Council regarding the outcome of the subsequent bid for funding.**

iv) Councillor Dr W E V J Davies thanked Councillor T W Brown for his excellent Chairmanship of the Environment Committee.

### **200. Finance Committee**

Councillor R G Edwards reported on a meeting of the Finance Committee held on 3<sup>rd</sup> April 2012.

**i) RESOLVED that the Report of the Finance Committee meeting held on 3<sup>rd</sup> April 2012 (Appendix B attached) be accepted and the recommendations approved.**

**ii) Resolved that the following additional account be approved for payment:**

103094 James Pirie of St Andrews Ltd – £200.80 – Gifts for Retiring Members  
(Reimburse M Davies)

iii) Following an enquiry from Councillor C J Jenkins relating to the inspections of the Children's Play Area and the Skateboarding Area and subsequent discussion concerning health and safety it was

**RESOLVED that arrangements be made for the Inspection Reports to be reported on a regular basis to the Environment Committee**

iv) Councillor S J Runnett thanked Councillor R G Edwards for chairing the Finance Committee since its inception four years ago.

### **201. Policy Committee**

i) Councillor K A Major reported on a meeting of the Policy Committee held on 3<sup>rd</sup> April 2012 and Members were provided with a copy of the draft revised Standing Orders.

**RESOLVED that**

**a) the approval of the revised Standing Orders be placed on the Agenda of the May 2012 meeting of the Town Council**

**b) the Report of the Policy Committee meeting held on 3<sup>rd</sup> April 2012 (Appendix C attached) be accepted and the remaining recommendations approved.**

ii) Following a proposal from Councillor L L ap T Davies it was

**RESOLVED that the Town Council request longer opening hours for St Clears Library.**

iii) The Town Mayor thanked Councillor K A Major for Chairing the Policy Committee.

## **202. Correspondence**

i) The Clerk circulated a copy of an E-Mail from Mrs S Griffiths relating to the concerns raised by the Town Council regarding works undertaken and the current usage of the former R and M Stores together with a request for information under the Freedom of Information Act.

The Clerk reported that he had acknowledged receipt of the E-Mail and had advised Mrs Griffiths that the Town Council was not in a position to comment regarding the actions of the County Council's Enforcement Officer.

**RESOLVED that the Clerk's actions be approved, the contents of the E-Mail be noted and that the Clerk respond to the request for information in accordance with the Town Council policy relating to requests under the Freedom of Information Act.**

ii) The Clerk reported that a letter of thanks had been received from the St Clears Day Club in respect of financial assistance provided by the Town Council to assist with the running of the Club.

## **203. Reports of Members' Attendance at Meetings of Outside Bodies etc**

i) ) Councillor Mrs J S V Rees reported on a meeting organised by the Hywel Dda Health Board relating to the future planning of health services in the area.

ii) Councillor R G Edwards reported on a recent meeting of the Governing Body of Bancyfelin C P School when it had been agreed, on efficiency grounds, that Bancyfelin and Meidrim CP Schools share a Headteacher following the retirement of the Headteacher of Bancyfelin CP School at the end of the Summer term.

iii) Councillor B J Jenkins reported that he had served as the Town Council's representative on the Governing Body of Ysgol Griffith Jones, St Clears since the school opened in 1992 but as from May would no longer be a Member of the Town Council.

**RESOLVED that Councillor B J Jenkins represent the Town Council on the Governing Body of Ysgol Giffith Jones until his term of office as Governor comes to an end in November.**

iv) Councillor L L ap T Davies, Deputy Mayor reported that he had deputised for the Town Mayor in attending the annual Scouts Jumble Sale.

v) Councillor T W Brown reported on information from Dyfed Powys Police relating to undetected incidence mainly associated with the theft of oil and scrap metal.

The Town Mayor thanked Councillor T W Brown for representing the Town Council at Police meetings over the years.

## **204. Town Mayor's Report**

The Town Mayor reported on civic events and engagements since the last monthly meeting including attendance at Dyffryn Taf School Prize evening and judging of Easter Bonnets competitions at the Ysgol Feithrin and Ysgol Griffith Jones.

## **205. Review of Town Council Achievements since May 2008.**

Members were provided with an updated Report relating to initiatives/projects undertaken since the last local elections in May 2008.

Following a discussion it was

**RESOLVED that**

- i) the Report be published on the Town Council's Website**
- ii) that arrangements be made for representatives of the Environment Agency, County Council and the Town Council meet to discuss the maintenance of Ffordd Peillac Way.**

**206. Eric Raymond Memorial Shield**

**RESOLVED that the Eric Raymond Memorial Shield 2011 be presented posthumously to Roy Newton for his dedication to sporting activities, in particular rugby, with local youth.**

**207. Any Other Business**

i) The Clerk reported for information that the following planning application had been approved

W/26134     Agricultural building for implements and dry food storage at Barn Lodge, Pwlltrap, St Clears

ii) Councillor L L ap T Davies reported for information about a possible scam relating to 'Facebook'.

iii) Councillor Mrs J S V Rees reported for information that:

- St Clears Choral Society would be celebrating its sixtieth birthday with an event at St Clears Boating Club on 12<sup>th</sup> May 2012
- the next meeting of the St Clears Community Association would be held on 27<sup>th</sup> April 2012 to progress arrangements for the Diamond Jubilee celebrations.

iv) The Town Mayor referred to the St Clears Twinning Association's visit to Peillac later in the week.

He wished them bon voyage and requested that they convey his greetings to the Mayor of Peillac.

v) The Town Mayor reported on the Residents' Drop In Session held immediately prior to the Town Council meeting when one member of public had been in attendance.

He reported that arrangements were to be made for Councillor P J Rogers and himself to meet with the Editor of the St Clears Times to discuss issues relating to St Clears and the Town Council.

Following a discussion it was

**RESOLVED that in view of the latest blog on the St Clears Times website that representatives of the Town Council do not go ahead with the proposed meeting and that the Town Council discuss the content of the blog with One Voice Wales and the County Council Monitoring Officer.**

vi) Councillor T W Brown thanked fellow members of the Town Council and the Clerk for their assistance during his term as Town Councillor and also for the gift in recognition of his service.

Prior to the closure of the meeting the Town Mayor again thanked the retiring members for their service.

Meeting terminated at 9.30pm

**St Clears Town Council**

**Minutes of a meeting of the Environment Committee  
held in Y Gât/The Gate, Pentre Road, St Clears  
on Tuesday 20<sup>th</sup> March 2012 at 5.00pm.**

**Present:** Councillors: T W Brown, Dr W E V J Davies, P J Rogers, Mrs L M Owen and C M Davies (Town Mayor).

In the Chair Councillor T W Brown.

**Apologies**

Apologies had been received from Councillor K A Major.

**Declarations of Interest**

No declarations of interest were recorded.

**Grounds Maintenance etc Contract 2012/13**

The Clerk informed members that three tenders had been received for the Grounds Maintenance etc Contract 2012/13 contract and provided members with details of the tenders.

Following consideration of the tenders it was unanimously agreed to recommend that the contract be awarded to J N Williams Ground Maintenance Ltd.

**Proposed Heritage Trail**

Councillor P J Rogers updated members with regard to the proposed heritage trail. It was reported that the Chairman, Councillor P J Rogers and the Clerk had recently met to finalise the Expression of Interest form which was now ready for submission. The Chairman thanked Councillor P J Rogers for his work relating to the bid.

**Annual Maintenance of the Trees at the War Memorial**

The Chairman referred to previous discussions with the Chairman of St Clears and District Gardening Club regarding the possibility of the Gardening Club undertaking the maintenance of the trees at the War Memorial.

He reported that the Chairman of the Gardening Club had provisionally agreed to the proposals subject to agreement by the Town Council and the Gardening Club. To protect both parties and to clarify the situation he had subsequently drawn up a document in the form of a Voluntary Agreement which would be reviewed annually but would not form a legally binding contract.

He reported further that this type of agreement could form the basis of future voluntary agreements with other organisations.

It was agreed to recommend that the Town Council approve the Voluntary Agreement.

**Provision of Additional Public Lighting Unit at Pwlltrap**

The Clerk reported that a request had been received for the provision of an additional public Lighting unit to the rear of the White Lion Inn, Pwlltrap.

It was reported that arrangements were being made for the re-siting of an existing electricity transformer and that there was a possibility that the Light could be placed on the new pole.

It was agreed that a site meeting be convened with interested parties to discuss the request.

### **Planting of Trees to Celebrate the Queen's Diamond Jubilee**

It was reported that trees were available from the Woodland Trust for planting to celebrate the Queen's Diamond Jubilee.

It was agreed to recommend

- that the Town Council investigate the possibility of planting trees in the land adjacent to Peillac Way and at the Boating Club.
- that enquiries be made regarding the ownership of the land adjacent to Peillac Way.

### **QE2 Playing Fields Initiative**

The Clerk referred to previous discussions regarding the above Initiative.

It was agreed to recommend that the following areas be nominated for inclusion as protected green spaces.

- Land alongside Peillac Way
- Former St Clears Corporation Land
- Banc y Bailey Recreation area
- Welfare Field, Station Road.

In order to progress the matter it was agreed to recommend to invite a representative of the QE2 Fields in Trust to discuss the proposals with the Town Council.

### **Provision of Picnic Area**

The Clerk reported that arrangements had been made with the supplier to meet on site.

It was also agreed to advise the Environment Agency of the proposals due to the Picnic Tables' close proximity to the river.

### **Provision of Benches/Seats on Peillac Way**

It was reported that a bench had been constructed on Peillac Way.

### **Water Pumps**

The Clerk reported on discussions with the Land Registry. However there had been very little progress regarding the matter.

### **Any Other Business**

Trunk Roads Maintenance

Members reported how pleased they were with progress regarding to the clearing of the banks of the sliproad and the area in the vicinity of the roundabout.

Former Swan Hotel Garage

Councillor Dr W E V J Davies reported that land at the former site of the Old Swan Hotel Garage had been fenced and expressed his concerns that the right of way to the river at this location had also been fenced off.

It was agreed that the matter be investigated.

Old Market Premises

Councillor Dr W E V J Davies expressed his concern relating to recent work undertaken on the Market Hall Vets (Old Market) premises in St Clears.

He reported that green cladding sheeting had been placed on the building and that the inscription on the building had been covered.

It was agreed that the matter be investigated and enquiries made as to whether the building was in a Conservation Area or a Listed Building.

#### River Cynin

The Town Mayor reported that concrete pontoons had been placed in the river near the Boating Club and expressed his concerns that they were a health and safety hazard.

It was agreed that the matter be referred to the Environment Agency.

#### Ffordd Peillac Way

It was agreed that arrangements be made to meet with the County Council Rangers to discuss issues relating to the maintenance of Ffordd Peillac Way.

#### Town Walks

The Chairman reported that arrangements had been made for a Town Walk on Sunday 25<sup>th</sup> March 2012.

#### Dog Fouling

Members expressed their concerns relating to dog fouling in the area – the matter had been raised again by members of public at the Drop In Session held on 13<sup>th</sup> March.

Following a discussion it was agreed to recommend that the Town Council give the matter zero tolerance and that enquiries be made with the County Council Enforcement Officers regarding the provision of notices in the area indicating the health hazards associated with dog fouling.

#### Wembley Gardens

The Clerk reported that a resident of Wembley Gardens had made enquiries with the Town Council as to whether the South Wales Trunk Road Agency would be cutting the trees in the area to the rear of Wembley Gardens as part of their ongoing maintenance work.

It was agreed that the matter be referred to the South Wales Trunk Road Agency.

The resident had also verbally expressed her concerns on health and safety grounds regarding the reduced visibility at the junction between Wembley Gardens and Pentre Road due to the conifer hedge on the eastern side of the junction.

It was agreed that the matter be referred to the County Council.

Meeting terminated at 6.45pm

**St Clears Town Council**

**Minutes of a meeting of the Finance Committee held in  
the Mayor's Parlour, Y Gât/The Gate, Pentre Road, St Clears  
on Tuesday 3<sup>rd</sup> April 2012 at 6.30 pm.**

**Present:** Councillors: R G Edwards, B J Jenkins, K A Major and P J Rogers.  
Also in attendance as observers Councillors L L ap T Davies and Mrs J S V Rees.

In the Chair Councillor R G Edwards.

**Apologies**

Apologies were received from Councillors E H Eynon and C M Davies (Town Mayor).

**Declarations of Interest**

No declarations of interest were recorded.

**Budget Monitoring**

Members were provided with details of income and expenditure for the period 1<sup>st</sup> April 2011 to 31<sup>st</sup> March 2012 together with projected income and expenditure for the financial year.

**Payments**

It was agreed to recommend that the following accounts be approved for payment:

- 103094 One Voice Wales - £90.00 – Fees Re Training Courses
- 103095 All Day Office Supplies - £8.20 – Ink Cartridge (Reimburse L Bowen).
- 103096 Bowen and Weaving Ltd - £17.99 – Stationery
- 103097 N and J James - £200.00 - Erection and Collection of Market Stalls – 17.3.12
- 103098 Gala Tent - £114.91 – Purchase of 2 Tables and 2 Chairs for Market Stalls (Reimburse L Bowen).
- 103099 Cancelled
- 103100 Plantscape - £129.36 – Additional Hanging Baskets
- 103101 Lynn Bowen - £1,188.27 – Clerk's Salary April 2012
- 103102 One Voice Wales - £330.00 – Renewal of Membership for 2012/13
- 103104 Carmarthenshire County Council - £3,088.80 – SLA Re Inspection of Children's Play Area and Skateboarding Area 2011/12

**Requests for Financial Assistance.**

The Clerk reported that requests for Financial Assistance had been received from the following:

- Llyfrau Llafar Cymru/Talking Books Wales
- Bancyfelin Senior Citizen's Group
- Hannah Hill - for expedition to climb Mount Kilimanjaro to raise funding for the Bristol based Meningitis Research Foundation

As it was the usual practice to consider requests for financial assistance at the September and January meetings it was agreed to recommend that the requests from Llyfrau Llafar Cymru/Talking Books Wales and Bancyfelin Senior Citizen's Group be considered along with other requests at the September 2012 meeting.

With regard to the request from Hannah Hill it was agreed to recommend not to accede to the request as it did not comply with the requirements relating to Section 137 of the Local Government Act 1972.

**Any Other Business**

Councillor P J Rogers on behalf of the Committee wished to thank the Chairman for his excellent presentation relating to an overview of the 2012/13 budget at the Meet the Council Drop In Session held immediately prior to the Town Council meeting on 13<sup>th</sup> March 2012.

The Clerk updated members with regard to the bid for RDP funding for the proposed Projects and Events Development Co-ordinator post.

It was noted that the Town Council would be required to fund the post holder's travelling expenses and that the matter be discussed further when the bid was approved.

Councillor P J Rogers provided Members with a brief update regarding the RDP bid relating to the proposed Heritage Trail.

It was noted that the Expression of Interest form had been accepted.

Prior to the closure of the meeting the Chairman thanked members of the Committee, in particular Councillor B J Jenkins the Vice Chairman, for their support over the last four years.

Meeting terminated at 7.15pm.