

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 January 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, 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 everyone to the first Town Council meeting of 2012 and wished everyone a Happy New Year

140. Apologies

Apologies were received from Councillor B J Jenkins.

141. Personal Matters

i) The Town Mayor reported that County Councillor P M Hughes had been hospitalised.

ii) Members were also advised that Mr Ben Evans, a former Town Mayor had been taken ill and that Mr Roland Mitchell had been hospitalised.

RESOLVED that the Town Council send Get Well messages to the three.

It was noted that Mr Mark James, Chief Executive Officer, Carmarthenshire County Council had been awarded a CBE in the 2012 New Year Honours list.

142. Declarations of Interest

Councillors Dr W E V J Davies, E H Eynon, P J Rogers, Mrs L M Owen and the Town Mayor declared an interest in the request for financial assistance from St Mary Magdalene Parochial Church Council.

143. Minutes

RESOLVED that the minutes of the Town Council meeting held on 13th December 2011 be confirmed and signed as a true record.

144. Matters Arising

i) 82 Telephone Kiosks

The Clerk reported that he was awaiting a response from British Telecom regarding the red telephone kiosks.

ii) 106 Carmarthen Journal

The Clerk reported that he was awaiting a formal response from the Editor of the Carmarthen Journal.

145. Clerk's Report

i) Welsh Government

Information regarding the proposed St Clears to Pembroke Dock Trunk Road (A477) improvements including

- a report relating to the Public Inquiry held in June 2011
- the Environmental Impact Assessment Notice of Decision to proceed in accordance with Section 105B (6) of the Highways Act 1980 (as amended) and Conservation of Habitats and Species Regulations 2010 Regulation 61: Assessment of Implications for European Sites

ii) Carmarthenshire County Council

- Consultation relating to the Policing and Crime Act 2009 – Sexual Entertainment Venues
- Information relating to the RDP Sir Gâr - Rural Community Inclusion Projects.
- Carmarthenshire Tourist Information Centre - Newsletters

iii) One Voice Wales

Information relating to

- Wales Government consultation regarding proposed procedural changes relating to advertising Traffic Regulation Orders
- CCW external Funding Newsletter

iv) Dyfed Powys Police Authority

Receipt of Public Notice relating to the Dyfed Powys Police Authority Audit of Accounts for the year ending 31st March 2011.

v) Hywel Dda Community Health Council

Information relating to:

- Framework of Actions relating to eliminating preventable healthcare associated infection

vi) Menter Cwm Gwendraeth/Age Cymru and Carmarthenshire County Council

Information regarding project to help older people over 50+ to recycle and collect glass.

vii) Simon Hart MP – List of forthcoming constituency surgeries

viii) Fairtrade Wales - Information relating to Fairtrade issues.

ix) Sustainablegov.co.uk - Newsletters

x) Independent remuneration Panel for Wales - Annual Report

xi) Publications

Clerks and Councils Direct – January 2012 issue

The Clerk - SLCC Magazine – January 2012 issue

xii) Christmas Competition 2011 – Best Decorated Premises

a) Commercial

1st Prize – Hafren Stores,

2nd Prize - C J Jenkins, The Pharmacy and

3rd Prize – GW of St Clears.

b) Private

1st Prize – Parc y Delyn, Station Road,

2nd Prize - 1 Bridge Street

The winner in each category to receive £20, runner up £10 and 3rd place competitor £5.

xiii) Christmas Draw 2011

1st Prize - £500 – Polly, Riverside House, St Clears

2nd Prize – £100 – Dai Davies, St Clears

3rd Prize - £50 – Mrs Thomas, Cardigan

146. Fairtrade Town Status Sub-Committee

Councillor L L ap T Davies reported on a meeting of the Fairtrade Town Status Sub-Committee held on 3rd January 2012.

RESOLVED that the Report of the Fairtrade Town Status Sub-Committee meeting held on 3rd January 2012 (Appendix A attached) be accepted and the recommendations approved.

Councillor Mrs J S V Rees, who had been nominated as the Town Council's official Fairtrade representative, reported that the Sub-Committee were well on the way to fulfilling the goals to be met in order achieve 'Fairtrade Town' status.

147. Finance Committee

Councillor R G Edwards reported on a meeting of the Finance Committee held on 5th January 2012.

RESOLVED that

i) the Report of the Finance Committee meeting held on 5th January 2012 (Appendix B attached) be accepted and the recommendations approved.

ii) the draft 2012/13 Budget and 2012/13 Annual Investment Strategy be approved.

It was noted that the Town Council's apportionment of cost relating to the proposed St Clears Heritage Trail Project would be resourced from funds that had been set aside for pump-priming short term capital projects

Members also noted the receipt of the formal notification from BDO LLP regarding the completion of the audit for the year ended 31st March 2011 and as recommended by the Finance Committee it was

RESOLVED that that the Annual Return be approved and accepted.

148. 2012/13 Precept

It was noted that the Finance Committee's recommendations regarding the draft 2012/13 budget and precept would result in no increase in the 2012/13 Council Tax.

RESOLVED unanimously that

i) the 2012/13 budget be set at £80,130

ii) the 2012/13 Precept be set at £71,390 and that the Town Mayor and Clerk be authorised to sign the 'precept upon billing authority'.

iii) the shortfall be funded from an estimated additional income.

iv) the Town Council continue with the partnership Agreement with Carmarthenshire County Council

149. Planning Committee

Councillor S J Runnett reported on a meeting of the Planning Committee held earlier in the evening.

RESOLVED that

i) the Report of the Planning Committee meeting held on 10th January 2012 (Appendix C attached) be accepted and the recommendations approved.

150. Correspondence

Members were informed that a letter of thanks had been received from Ms Julie Arms-Williams, a local resident who had donated stem cells to save a dying Russian teenager, in response to the Town Council's letter of support.

151. Town Mayor's Report

The Town Mayor reported on civic events and engagements attended over the Christmas period including his visit to local Residential Homes on Christmas morning.

152. National Assembly for Wales - Consultation regarding the Local Government Byelaws(Wales) Bill

Following a discussion it was

RESOLVED that

i) the Town Council support the process

ii) the Town Mayor, Chairman of Policy Committee and the Clerk arrange an appropriate response.

153. Community Engagement

Members were provided with a report produced by Councillor P J Rogers detailing four possibilities for increased face to face community engagement.

Following a discussion it was

RESOLVED:

i) to re-arrange the seating arrangements at Town Council meetings in order that members of public present can see all members

ii) to arrange regular informal meetings when residents can meet with representatives of the Town Council to discuss issues of concern, identify local needs or to give feedback on the effectiveness of the Town Council's actions.

Initial meeting to be held on Saturday morning 21st January 2012 between 10.00am and 12.00 noon with a further meeting on Tuesday 14th February between 6.30pm and 7.30pm immediately prior to the Town Council monthly meeting.

iii) to arrange a public meeting on Tuesday 13th March 2012 from 6.30 pm to 7.30 pm immediately prior to the monthly Town Council meeting to inform residents of the Council's budget proposals for the 2012/13 financial year

iv) to arrange a public meeting to discuss arrangements for this year's Food and Craft Market – suggestions from the meeting could assist the Joint Market Group in drawing up an action plan for the Market.

154. Town Council Achievements since May 2008.

The Clerk circulated an updated Report relating to initiatives/projects undertaken since the last local elections in May 2008.

Following a discussion it was

RESOLVED:

- i) to investigate the possibility of linking with the newly established Llanddowror Flood Forum**
- ii) that the PR Sub-Committee meet with the Web Designers to finalise the development of the Website**
- iii) that arrangements be made for representatives of the Working Group established to re-open the railway station at St Clears to meet with representatives of the Pembrokeshire Rail Travellers Association in an attempt to progress matters**
- iv) the flower/shrubs beds at the old Market Square be re-planted**
- v) the report be re-considered at the April 2012 monthly meeting.**

155. Any Other Business

i) Councillor Dr W E V J Davies raised his concerns on health and safety grounds regarding overhanging tree branches in particular on unclassified/side roads.

RESOLVED that the matter be referred to the County Council

ii) The Town Mayor reported that he was arranging a Charity Event on 10th March 2012 at Ysgol Griffith Jones, St Clears. All proceeds for the event would be donated to local First Responders and the Alzheimer's Society.

Meeting terminated at 9.35pm

St Clears Town Council

**Minutes of a meeting of the 'Fairtrade Town Status' Sub-Committee
held in the Mayor's Parlour, Y Gât/The Gate, Pentre Road, St Clears
on Tuesday 3rd January 2012 at 6.00 pm.**

Present: Councillors: L L ap T Davies, S J Runnett and Mrs J S V Rees.

In the Chair Councillor L L ap T Davies.

The Chairman welcomed members to the first meeting of 2012.

Apologies

Apologies were received from Councillor R G Edwards.

Declarations of Interest

No formal declarations of interest were recorded.

Town Council Fairtrade Representative

It was agreed that Councillor Mrs J S V Rees be nominated as the Town Council's official Fairtrade representative.

Fairtrade Town Goals

The Clerk referred to the five goals to be met in order to fulfil the aim of achieving 'Fairtrade Town' status.

The first goal had already been achieved by the Town Council making a resolution supporting Fairtrade and making a commitment to use Fairtrade products whenever possible.

Discussions ensued regarding the fulfilment of the remaining four goals:

- A range of (at least two) Fairtrade products readily available in the area's shops and local cafes/catering establishments
- Fairtrade products in use by a number of local work places and community organisations
- Attract media coverage and popular support for the campaign
- Establishment of a local Fairtrade steering group to ensure continued commitment to Fairtrade Town status

Members felt confident that it was possible to meet the above requirements and it was agreed to gather supporting information by the next meeting of the Sub-Committee.

It was agreed that the next meeting of the Sub-Committee be held on Tuesday 7th February 2012 at 6.00pm

The meeting terminated at 6.35pm

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 5th January 2012 at 7.00 pm.**

Present: Councillors: R G Edwards, P J Rogers, C M Davies (Town Mayor) and K A Major (Chairman of Policy Committee)

In the Chair Councillor R G Edwards.

The Chairman welcomed everyone to the meeting and wished them a Happy New Year. The Chairman apologised for not being able to attend the Finance Committee scheduled for 3rd January 2012 due to ill health and thanked the Clerk for rearranging the meeting.

Declarations of Interest

Councillors C M Davies and P J Rogers declared their interest in the bid for financial assistance from St Mary Magdalene Parochial Church Council.

Budget Monitoring

The Clerk provided members with details of income and expenditure for the period 1st April to 31st December 2011 together with copies of bank statements and bank reconciliation statement as at 31st December 2011.

Members noted the receipt of the 3rd and final instalment of the 2011/12 precept in the sum of £23,354.67.

The Clerk reported that a Fixed Rate Bond in the sum of £25,000 would mature on the 20th January 2012.

Following a discussion it was agreed to recommend that the sum be re-invested in a further nine month Fixed Rate Bond.

Payments

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

- 103042 H Davies - £500.00 – First Prize Christmas Draw
- 103043 D Davies - £100.00 – Second Prize Christmas Draw
- 103044 Mrs Thomas - £50.00 – Third Prize Christmas Draw
- 103045 Keith Jenkins – £182.40 - (£72.96 – De-littering Car Park etc January 2012.
£109.44 – De-littering Skateboarding Area and Children's Play Area December 2011)
- 103046 Keith Jenkins - £90.00 - Erection and Collection of Market Stalls – 9/10.12.11
- 103047 Lynn Bowen - £886.18 – Clerk's Salary January 2012
- 103048 N and J James - £120.00– Erection and Collection of Market Stalls – 9/10.12.11 and 17.12.11
- 103049 One Voice Wales - £50.00 – Fee Re Training Course
- 103050 Capper and Co Ltd - £82.84 – Additional Selection Packs + Gifts in lieu of payment Re Winter Carnival (Reimburse L Bowen)
- 103051 Neuadd Bancyfelin - £10.00 – Hire of Hall for Town Council meeting 13/12/11

- 103052 City Illuminations Ltd - £10,950.00 – Installation and dismantling of Christmas Lights Display
- 103053 BDO LLP - £480.00 – Auditing of Annual Return for year ended 31st March 2011
- 103054 Roy Watkins Photography - £52.25 – Photographs taken at Winter Carnival/Christmas Lights Switch On
- 103055 Tooby and Williams - £3.58 – Cleaning materials

Audit of Accounts for the year ended 31st March 2011

Members were informed of the receipt of formal notification from BDO LLP regarding the completion of the audit for the year ended 31st March 2011.

It was agreed to recommend that:

- the Annual Return be approved and accepted
- the issues arising report be noted.
- the fee due amounting to £480.00 be paid and
- the action taken relating to the display of the relevant notices be noted

The Clerk reported that the review of the employment status of casual staff and sub-contractors was in hand.

Following a discussion it was agreed to recommend that the Town Council investigate the possibility of restructuring existing contracts with a view to amalgamating them into one contract.

2012/13 Budget

Following detailed discussions it was agreed to recommend that:

- the 2012/13 Budget be set at £80,130
- the precept for 2012/13 be set at £71,390 - resulting in no increase in the local Community Charge
- that the shortfall be funded from additional income

Annual Investment Strategy 2012

Following a review of the Annual Investment Strategy it was agreed to recommend that the amounts to be invested be increased in order to maximise interest.

Requests for Financial Assistance

Members were provided with a report relating to requests for financial assistance.

Following a discussion it was agreed to recommend that the Town Mayor make a contribution of £150.00 from the Mayor's Allowance towards the maintenance of the churchyard at St Mary Magdalene's Church and that the Mayor's Allowance be recompensed accordingly.

The Clerk reported that since completing the report a request for sponsorship had been received from two local schoolgirls, Nerys Evans and Sara Jenkins who had been selected to play in the Wales Cricket Development Tour of South Africa in February 2012.

It was agreed to recommend that the Town Council sponsor the tour with a contribution of £200.00.

It was agreed that the next meeting of the Finance Committee be held on Tuesday 7th February 2012 at 7.00pm

Meeting terminated at 9.10pm.

St Clears Town Council

**Minutes of a meeting of the Planning Committee held
in the Mayor's Parlour Y Gât/The Gate, Pentre Road, St Clears
on Tuesday 10th January 2012 at 7.00pm.**

Present: Councillors: L L ap T Davies, K A Major, S J Runnett, Mrs J S V Rees and C M Davies (Town Mayor).

In the Chair Councillor S J Runnett.

Declarations of Interest

There were no declarations of interest.

Planning Applications

New Applications:

The Committee received details of the following planning application submitted to Carmarthenshire County Council as part of the consultation process:

- W/25855 Full Planning – Application for agricultural storage shed not built in compliance with approved plans – The Cowshed, St Clears for Ms Y Skellerne
- W/25874 Full Planning – Vehicle access and turning area – 5 Lon Hafren, St Clears for Mrs Anneka Allen
- W/25896 Full Planning – Proposed replacement dwelling at Ivy Cottage, Tenby Road, St Clears for Mr Peter Hancock.

It was agreed to recommend that the Town Council offer no adverse comments regarding Planning Applications Ref: W/25855 and W/25874.

With regard to Planning Application Ref W/25896 it was agreed to recommend that the Town Council offer no adverse comments but that the Planning Authority should ensure that the proposed development is in keeping with other houses in the area.

Approvals

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

- W/25563 Replacement dwelling at Forrest View, Backe Road, St Clears

Any Other Business

Councillor K A Major drew members' attention to the recent planning approval for the extension of Laugharne Holiday Park, Laugharne.

Members expressed their concerns regarding the effect the increased traffic generated by the proposed development would have on the main A4066 road leading from St Clears to Laugharne in particular in High Street, St Clears where there are already road safety issues, especially at Gothic Corner, due to the narrowness of the road and pavement .

It was agreed to recommend that the County Council Planning Officer's observations be sought regarding the matter as it was presumed that the highway authority would have been requested to comment on the potential increase in traffic on the main route to the Holiday Park prior to determination of the application.

Meeting terminated at 7.20pm