

## St Clears Town Council

### Minutes of the meeting of the Town Council held in Meeting Room 1, YGât/The Gate, Pentre Road, St Clears on Tuesday 8<sup>th</sup> November 2011 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, C J Jenkins, P J Rogers, S J Runnett and Mrs L M Owen.

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

#### **105. Apologies**

Apologies were received from Councillors B J Jenkins, E H Eynon, K A Major and Mrs J S V Rees.

County Councillor P M Hughes had also tendered his apologies.

#### **106. Personal Matters**

The Town Mayor congratulated the Special Projects Committee and all members who had assisted with the Fireworks Display on Saturday 5<sup>th</sup> November. The event had been very successful and had been very well supported.

**RESOLVED that a letter of thanks be sent to the Pizza Point, Pentre Road for allowing members use of the premises to count the entry money.**

Councillor W E V J Davies referred to an article on the front page and page 5 of the Carmarthen Journal edition dated 2<sup>nd</sup> November 2011 relating to a news story concerning a man living in Church Street, St Clears being sent to prison for three years.

It was understood that the incident was in no way related to the town of St Clears and Members felt that the article was an embarrassment to the local residents as it gave the town a bad name.

**RESOLVED that the Carmarthen Journal's attention be drawn to the matter with a request to ensure that facts are correct prior to publication.**

#### **107. Declarations of Interest**

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

#### **108. Minutes**

**RESOLVED that the minutes of the Town Council meeting held on 11<sup>th</sup> October 2011 be confirmed and signed as a true record subject to a minor correction on page 64.**

#### **109. Matters Arising**

##### **i) 22. Road Safety Issues in High Street/Gothic Corner**

The Clerk reported that the above scheme had been drawn up and was awaiting the Executive Board Member/Local Member's approval.

##### **ii) 90 (i) Wicket Gates at Banc y Bailey**

The Clerk reported that the County Council Countryside Recreation Officer had advised that the issue relating to the fencing of the wicket gates had been investigated and that arrangements would be made for the installation of a disabled easy access kissing gate. The

work would be added to the Rangers' list of works but was unlikely to be completed before the new year.

**iii) 90 (iii) Ffordd Peillac Way – Provision of Benches**

Councillor P J Rogers reported that the proposed benches had still not materialised.

**RESOLVED that a further communication be sent to County Councillor P M Hughes requesting a meeting with him and officers of the County Council to discuss the matter.**

**iv) 91 (b) MOBI Youth Project**

Members were advised that arrangements had been made for the MOBI Youth Bus to visit Bancyfelin on Mondays from 7.00pm to 8.00pm.

**v) 104 (i) Request for Town Council Meeting at Bancyfelin**

It was reported that Bancyfelin Hall would be available for the Town Council monthly meeting scheduled for 13<sup>th</sup> December.

**RESOLVED that the December meeting of the Town Council be held in Bancyfelin Hall on 13<sup>th</sup> December at 7.30pm.**

**110. Clerk's Report**

**i) Carmarthenshire County Council**

a) Letter from Head of Street Scene relating to joint working where direct labour employed by the Town Council could be made available to the County Council at times of emergencies during the Winter period.

b) Invitation to advertise in the Carmarthenshire Visitor Guide 2012.

**RESOLVED that the Town Council subscribe to a one-eighth page advert as in previous years at a cost of £250.00 plus VAT.**

**ii) One Voice Wales**

a) Receipt of All Wales Training Schedule - Autumn 2011

b) Information relating to places available on the following OVW Training Courses:

- Module 2 The Councillor - 19<sup>th</sup> October – Haverfordwest
- Module 6 – Local Government Finance – 9<sup>th</sup> November -Carmarthen
- Module 6 – Local Government Finance – Welsh - 14<sup>th</sup> November -Carmarthen
- Module 8 – Community Engagement – 5<sup>th</sup> December – Carmarthen

It was reported that Councillor L L ap T Davies had attended the Training sessions relating to Modules 2 and 6.

The Finance Committee had subsequently recommended, at their meeting held on 3<sup>rd</sup> November, that attendance at the OVW Training Courses be rationalised with a view to different members attending for different Modules.

**RESOLVED that the Town Mayor and Councillor P J Rogers attend the Module 8 Training session.**

c) Information that septic tank owners should register with the Environment Agency Wales. by 31.12.11

d) List of current Big Lottery Fund programmes as at October 2011

e) Agenda for Carmarthenshire Area committee to be held on 2<sup>nd</sup> November 2011 together with minutes of the AGM and meeting held on 22<sup>nd</sup> June 2011.

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

a) Notice of Branch meeting to be held on Saturday 29<sup>th</sup> October 2011 together with Agenda.

b) Information relating to Conference and Training Programme 2012.

**iv) Dyfed Powys Police**

a) Invitation to attend the Carmarthenshire Joint Community Consultative meeting to be held on Monday 21<sup>st</sup> November 2011 at Carmarthen.

**RESOLVED that Councillor T W Brown attend to represent the Town Council.**

b) Questionnaire seeking information from the Town Council relating to policing priorities.

**RESOLVED that the Town Mayor and Clerk complete the questionnaire.**

**v) Hywel Dda Community Health Council**

Information relating to:

- Cardiff and Vale Coalition of Disabled People Newsheet
- Occupational Therapy Week 7 – 13<sup>th</sup> November
- Care Quality Commission – new guidance on equality and human rights for its Inspectors
- GMC – new guidelines relating to care of elderly patients

**vi) Dwr Cymru/Welsh Water**

Copy of letter to be sent to residents relating to waste water pipe works at Pwlltrap.

**vii) Carmarthenshire Tourist Association**

Invitation to attend Carmarthenshire Tourism Awards on Thursday 10<sup>th</sup> November at the Stradey park Hotel, Llanelli.

**viii) Age Concern Sir Gar**

Invitation to attend AGM on 6<sup>th</sup> December 2011 in Llanelli.

**ix) Keep Wales Tidy**

Information regarding Tidy Wales Awards 2011

**x) Tenovus**

Invitation to visit Tenovus' Mobile Unit at Catmarthen on Tuesday 8<sup>th</sup> November 2011.

**xi) Fairtrade Wales**

Information relating to training regarding live video link with Fairtrade producers

**xii) Sustainablegov.co.uk**

Newsletters

**xiii) Publications**

Clerks and Councils Direct – November 2011 issue

The Clerk - SLCC Magazine – November 2011 issue

Yr Ardd – National Botanic Garden of Wales magazine – Autumn 2011 issue

Play for Wales – Autumn 2011 issue

### **111. Environment Committee**

i) Councillor T W Brown reported on a meeting of the Environment Committee held on 20th October 2011.

**RESOLVED that the Report of the Environment Committee meeting held on 20th October 2011 be accepted and the recommendations approved (Appendix A attached).**

ii) Town Clock

Councillor Dr W E V J Davies reported that the town clock was not showing the correct time.

**RESOLVED that arrangements be made to adjust the time on the clock.**

iii) Fly Tipping

The Town Mayor reported that he was disappointed that the refuse which had been tipped at the riverside and reported to the County Council some time ago and the refuse tipped on Llangynin Road had not been cleared.

**RESOLVED that the matter be referred to the County Council once more.**

iv) Bus Shelters

Members were informed that the County Council had advised that bus shelters would be provided at the former Glasfryn School and Wembley Gardens Turning Area via a grant from the Welsh Government.

v) Ffordd Peillac Way

Councillor P J Rogers reported that there had been a marked improvement relating to dog fouling on Ffordd Peillac Way following the visit from officers of the County Council when they spoke to dog owners using the footpath.

**RESOLVED to convey the Town Council's gratitude to officers of the County Council for their actions relating to this issue.**

vi) Footpath from the Car Park to the A40 Bridge.

Councillor C J Jenkins referred to the need to tarmacadam the footpath from the Car Park to the A40 bridge.

It was also suggested that the footpath be made more secure.

**RESOLVED that the matter be referred to the Environment Committee.**

### **112. Special Projects Committee**

Councillor C J Jenkins reported on a meeting of the Special Projects Committee held on 31st October 2011.

**RESOLVED that the Report of the Special Projects Committee meeting held on 31st October 2011 be accepted and the recommendations approved (Appendix B attached).**

He reported that the Fireworks Display on 5<sup>th</sup> November had been very successful and had been very well attended

Further discussions ensued regarding the event together with arrangements and allocation of duties for the Winter Carnival/Christmas Lights Switch On.

### **113. P R Sub Committee**

Councillor S J Runnett reported on a meeting of the P R Sub Committee held on 1st November 2011.

**RESOLVED that the Report of the P R Sub Committee meeting held on 1st November 2011 be accepted and the recommendations approved (Appendix C attached).**

#### **114. Planning Committee**

Councillor S J Runnett reported on a meeting of the Planning Committee held on 1st November 2011.

**RESOLVED that the Report of the Planning Committee meeting held on 1st November 2011 be accepted and the recommendations approved (Appendix D attached).**

#### **115. Fairtrade Town Sub Committee**

Councillor L L ap T Davies reported on a meeting of the Fairtrade Town Sub Committee held on 3rd November 2011.

**RESOLVED**

**i) that the Report of the Fairtrade Town Sub Committee meeting held on 3rd November 2011 be accepted and the recommendations approved (Appendix E attached).**

**ii) that the Town Council proceed to gain Fairtrade Town status and resolve to support Fairtrade, make a commitment to use Fairtrade products whenever possible, take practical action on the resolution and to nominate a Town Council Fairtrade representative.**

**iii) the Fairtrade Town Sub Committee appoint a Town Council Fairtrade representative**

#### **116. Finance Committee**

Councillor R G Edwards reported on a meeting of the Finance Committee held on 3<sup>rd</sup> November 2011.

**i) RESOLVED that the Report of the Finance Committee meeting held on 3<sup>rd</sup> November 2011 be accepted and the recommendations approved (Appendix F attached).**

**ii) RESOLVED that the following supplementary schedule of payments be approved:**

102999	Eagle Signs £78.00 – Alterations to Banners re Fireworks Display and Winter Carnival
102300	N and J James - £300.00 – Provision of assistance re arrangements for the Fireworks Display
103001	Carmarthenshire County Council - £21.00 – Temporary Entertainment Notice re Winter Carnival
103002	Carmarthenshire County Council - £750.00 – Rental re Mayor's Parlour 1.4.11 to 30.9.11
103003	County Stores Bakery - £46.80 – Provisions Re: Winter Carnival

#### **117. Food and Craft Market**

The Clerk provided members with an update regarding the Food and Craft Market.

He reported that Mrs Eleri Rettallick had recently been promoting the event on S4C 'Wedi Saith' programme.

#### **118. Correspondence**

The Clerk reported that a thank you letter had been received from Ysgol Feithrin Bancyfelin for financial assistance.

They had also requested that their opening hours be displayed on the Town Council website.

**RESOLVED to accede to the request and that arrangements be made for their opening hours to be displayed on the Town Council website.**

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

i) Councillor T W Brown reported on information received from the Police relating to various scams.

**RESOLVED that the information be displayed in the Town Council Notice Board and in the local Post Offices.**

ii) Councillor L L ap T Davies reported on his attendance at the Module 2 – The Councillor One Voice Wales Training Session in Haverfordwest .

iii) Councillor S J Runnett provided members with a detailed report on this year's One Voice Wales Annual General Meeting and Conference.

**120. Town Mayor's Report**

The Town Mayor reported on a number of civic events and engagements attended since the last meeting.

**121. 2011 Carmarthenshire Sports Personality Awards**

**RESOLVED that Michael Phillips and Jonathan Davies be nominated jointly for the Carmarthenshire Sports Personality of the Year Award**

**122. Remembrance Day 2011**

**RESOLVED that Members meet at the War Memorial in Pentre Road, St Clears at 10.45 am on Armistice Day and at the entrance to the Priory Church of St Mary Magdalene, St Clears at 9.10 am on Remembrance Sunday.**

Councillor T W Brown reminded members that the 2011 Poppy Ball would be held in Ysgol Griffith Jones on Friday evening 11<sup>th</sup> November.

**123. Community Service Award**

**RESOLVED that nominations be considered for the local Community Service Award at the December meeting.**

**124. Any Other Business**

i) Dyffryn Taf School

Councillor P J Rogers referred to the school's P E Department's recent success in being selected the UK winner of the Award for Outstanding Team of the Year at this year's Pearson Teaching Awards.

**RESOLVED that a congratulatory letter be sent to the School.**

ii) Appeals Sub-Committee

**RESOLVED that in view of the confidential nature of the following item to be discussed it was advisable that the public and press be excluded.**

iii) Appeals Sub-Committee

The Clerk reported on a meeting of the Appeals Sub Committee held on 18<sup>th</sup> October 2011 and advised that the findings had been relayed to the complainant.

Members were also informed of subsequent E-mails from the complainant who had requested that their contents be placed before the full Town Council.

**RESOLVED that the contents of the E-Mails be noted.**

Meeting terminated at 9.35pm

**St Clears Town Council**

**Minutes of a meeting of the Environment Committee  
held in The Gate/Y Gât, Pentre Road, St Clears  
on Thursday 20<sup>th</sup> Oct 2011 at 6.00pm.**

**Present:** Councillors: T W Brown, W E V J Davies P J Rogers, Mrs L M Owen, C M Davies (Town Mayor) and K A Major (Chairman of Policy Committee).

In the Chair Councillor T W Brown.

**Apologies**

County Councillor P M Hughes had tendered his apologies

**Declarations of Interest**

No declarations of interest were recorded.

**Carmarthenshire Landscapes and Heritage Grant Scheme**

The Chairman welcomed to the meeting Mr Emyr Price, Cultural Heritage Grants Officer, Carmarthenshire County Council.

Mr Price provided members with detailed information relating to the above European funding scheme which was financed via the Welsh Government and the County Council.

He reported that there was £470K available for Cultural Heritage projects and £110K for Landscape projects – mainly for smallholdings.

With regard to Cultural Heritage projects an 80% grant up to a maximum of £15K could be available with the remaining 20% being match funded.

Members discussed with Mr Price the possibility of the Town Council applying for grant aid in respect of various projects in particular a Heritage Trail project together with the provision of Information Boards and Heritage Leaflet.

Mr Price also confirmed that grant aid may be available for the refurbishment of the water pumps.

It was agreed to recommend that the Town Council proceed to apply initially for grant aid for a project involving the provision of a Heritage Trail, Information Boards and Heritage Leaflet.

The Chairman thanked Mr Price for his attendance and his informative presentation.

**2012/13 Budget**

Following a detailed discussion members agreed on the Committee's budgetary requirements in the 2012/13 financial year to be submitted for consideration by the Finance Committee.

It was agreed that the Finance Committee's attention be drawn to the additional funding required for

- Provision of Notice Boards -1 per year for 4 years
- Provision of Bus Shelters
- Funding for the RDP Grant relating to the proposed Heritage Trail etc project

It was also noted that

- the Chamber of Trade intended to provide a bench in memory of the late Councillor Peter Lewis who had served as the President of the local Chamber of Trade for a number of years.

- some local organisations had previously indicated that they wished to provide new seats along Ffordd Peillac Way.

### **Skateboarding Area**

The Clerk reported that he was awaiting the keys for the bollards for access to the Skateboarding area in order to complete arrangements for the seating

### **Provision of Bus Shelters**

Members were advised that there had been no progress relating to the provision of bus shelters at Glasfryn and Wembley Turning Area.

### **Children's Play Area**

It was agreed that arrangements be made to meet with the owners of Hafren House to discuss the proposed fencing on Saturday morning 29<sup>th</sup> October at 10.00am

### **Town Clock**

The Clerk reported on the receipt of a quotation for the provision and fitting of a plaque on the Town Clock to commemorate the late Councillor Peter Lewis.

It was agreed to recommend that the work proceed.

### **Water Pumps**

Members were advised that following consultation with the County Council it had been established that one of the pumps was in the ownership of the County Council.

It was agreed to recommend that an enquiry be made with the Land Registry relating to the ownership of the remaining water pumps.

### **Ffordd Peillac Way**

#### **i) Provision of Seating**

The Clerk reported that Councillor P M Hughes had confirmed that the proposed seating on Ffordd Peillac Way would be in place in the next 2/3 weeks.

It was agreed that the Clerk request written confirmation from county Councillor P M Hughes.

#### **ii) Dog Fouling**

County Councillor P M Hughes had also confirmed that the Enforcement Officers had visited Ffordd Peillac Way and had spoken to some of the users walking their dogs.

### **Provision of Picnic Area**

The Clerk reported that he was awaiting an estimate from the supplier of the picnic tables for the provision of concrete bases to secure the benches.

### **Gothic Corner**

Members were advised that a County Council scheme to deliver road safety improvement features at Gothic Corner was due to be finalised at the end of October.

#### **Planting of Daffodils**

The Clerk reported that daffodil bulbs had been purchased and were currently being planted.

The Clerk also reported on discussions with an officer of the South Wales Trunk Road Agency who had advised that they would have no objection to the planting of daffodils in the roundabout at the Little Chef provided that they were of the 'Tenby' variety. The planting would also need to be made by SWTRA staff.



It was agreed to recommend that, as it had not been possible to acquire ‘Tenby’ daffodils this year, that the Town Council place an order now for next year.

The SWTRA officer had also confirmed that arrangements could be made for SWTRA officers to meet with the Environment Committee to discuss the landscaping of the bank on the approach road from the A40 onto High Street.

It was agreed that the Clerk make the necessary arrangements for the meeting.

### **Old Market Square**

Members were advised that the faulty up-lighter had been fixed.

Following a discussion it was agreed that the Chairman and Vice Chairman meet with the Grounds Maintenance Contractor on Saturday morning, 22<sup>nd</sup> October to discuss the planting of daffodil bulbs in the flower beds.

### **War Memorial**

The Chairman reported that he had been in discussion with a representative of the St Clears and District Gardening Club regarding the need to undertake maintenance work on the trees at the War Memorial.

It had been proposed that following the removal of the Christmas Lights the trees could be reshaped and that this should be undertaken on an annual basis.

It was agreed to recommend that the St Clears and District Gardening Club take responsibility for the maintenance of the trees at the War Memorial.

It was also agreed to meet with the Grounds Maintenance Contractor to discuss the cleaning of the War Memorial area prior to Armistice Day.

### **Provision of Notice Boards**

Following a discussion it was agreed to recommend that new Notice Boards be provided in the following locations: Pentre Road, Town Hall, Pwlltrap and Bancyfelin – actual locations to be agreed.

In order to ease pressure on the budget it was agreed to recommend that the Notice Boards be provided over a period of 4 years.

### **Information Leaflet**

The Clerk reported that he had been unable to contact the former Town Mayor regarding the information produced by members some time ago for the production of an historical trail leaflet.

It was agreed to make further enquiries regarding the availability of the information.

### **Royal Horticultural Society – Britain in Bloom**

A communication from the Royal Horticultural Society relating to Britain in Bloom was circulated to Members.

It was agreed that a copy of the communication be circulated to all members of the Town Council and that the matter be included on the Agenda of the next meeting of the Environment Committee.

### **Any Other Business**

i) The Town Mayor reported that the old mattress and wooden pallets had still not been cleared from the riverside near Riverside Terrace despite the Environment Agency having reported it to the County Council.

It was agreed that the matter be reported again to the County Council.

ii) It was reported that building waste and rubble had been tipped in the Lay By near Penycoed on the Llangynin Road and also on the side of the road leading past Llwynbychan. It was agreed that the matter be reported to the County Council.

iii) Councillor P J Rogers expressed his concern regarding the condition of the disused red telephone kiosks at St Clears and Bancyfelin. It was agreed to investigate ownership of the kiosks.

iv) It was reported that the dog waste bin at the top of Heol Goi needed to be emptied again. It was agreed that the matter be referred to the County Council together with a request that the bin be emptied on a regular basis.

It was agreed that a special Meeting of the Environment Committee be held on Tuesday 15<sup>th</sup> November 2011 to discuss the application for the Cultural Heritage Grant and that the next meeting of the Environment Committee be held on Tuesday 29<sup>th</sup> November 2011.

Meeting terminated at 9.10pm

**St Clears Town Council**

**Minutes of a Meeting of the Special Projects Committee  
held in YGât/The Gate, Pentre Road, St Clears  
on Monday 31st October 2011 at 5.00 pm.**

**Present:** Councillors: E H Eynon, C J Jenkins, Mrs L M Owen and Mrs J S V Rees  
In the Chair Councillor E H Eynon.

**Apologies**

Apologies were received from Councillors: T W Brown, K A Major (Chair of Policy Committee) and C M Davies (Town Mayor).

**Declarations of Interest**

There were no declarations of interest.

**2011 Fireworks Display**

The Chairman provided Members with a detailed update regarding arrangements for the Fireworks Display together with information relating to specific duties on the night. The Clerk reported on discussions with a local farmer regarding his concerns relating to the event.

In discussion it was noted that

- banners promoting the event would be erected the following day and an advert for the event would be in the Carmarthen Journal.
- a number of 'guys' were available to be placed on the bonfire following a 'Guy making' Workshop at The Gate the previous week.
- TROT members were unable to be present to assist with the stewarding
- tickets for selling in advance of the event were now available for purchase.
- the transportation, erection and removal of the marquees, the setting out of the crowd control barriers, the preparation of the bonfire, extinguishing it and the clearing of the site following the event were all organised.

Councillors Mrs L M Owen and Mrs J S V Rees confirmed that all was in hand relating to the catering at the event.

It was agreed that an E-Mail be sent to all members of the Council reminding them of the event and to request that they if they were available to assist to meet at the Car Park at 6.00pm.

Following a discussion the arrangements for the event were deemed to be finalised.

**2011 Winter Carnival/Christmas Lights Switch On**

The Chairman provided Members with a detailed update regarding the arrangements for this year's Winter Carnival/Christmas Lights Switch On.

It was noted that:

- the Christmas Lights Display had been erected and tested
- St Clears Business Chamber would be sponsoring the purchase of the Selection Boxes
- the Sleigh had now been moved to the Storage Hut

- the closure of Pentre Road would be publicised and letters regarding the closure of the road would be delivered to each residence in the affected area prior to the event
- the Chairman and Vice Chairman would be arranging the promotion of the event

Discussions ensued regarding the detail relating to timings, location of Santa's Grotto, catering etc.

It was agreed that the Stalls open at 4.00pm and the Carnival procession commence at 5.15pm.

### **Queen's Diamond Jubilee Event**

The Chairman reminded members that the Town Council had requested the Special Projects Committee to consider an event to celebrate the Queen's Diamond Jubilee on Tuesday 5<sup>th</sup> June 2012.

It was agreed to recommend that the Town Council in conjunction with the Community Association and the Craft Centre arrange a Fun Day.

It was also agreed to recommend the distribution of celebratory mugs and, as in the past, to take part in the lighting of a beacon.

### **2012/13 Budget**

Members considered the Committee's draft budgetary requirements in the 2012/13 financial year.

It was agreed that the draft budget be confirmed with additional funding earmarked for the festivities and provision of celebratory mugs for the Queen's Diamond Jubilee event.

The budget would now be submitted for consideration by the Finance Committee.

### **Town Council Website**

The Chairman provided an update with regard to the Website.

In response to enquiries from Councillors C J Jenkins and Mrs J S V Rees the Chairman reported that the PR Sub-Committee would be meeting the following evening to discuss the updating of the website.

Members were also advised that arrangements were in hand for a local organisation to pilot a website page on the Town Council website.

Meeting terminated at 7.40pm

**St Clears Town Council**

**Minutes of a meeting of the PR Sub-Committee held in  
the Mayor's Parlour, Y Gât/The Gate, Pentre Road, St Clears  
on Tuesday 1<sup>st</sup> November 2011 at 6.00pm**

**Present:**

Councillors: E H Eynon, K A Major and S J Runnett (from 6.45pm).

In the Chair Councillor K A Major.

**Declarations of Interest**

No declarations of interest were recorded.

**Website**

Councillor E H Eynon referred to a discussion regarding the website at a meeting of the Special Projects Committee held the previous evening.

It was agreed that whilst the Special Projects Committee had been responsible for the development of the website the PR Sub-Committee had been established temporarily to advise on items to be included on the home page from month to month.

In discussion members considered the most effective way of developing text for the home page and what content relating to Town Council activity should be included on the Website. It was agreed that it was important that the PR Sub-Committee is hands on in order that the home page is kept up to date.

Councillor S J Runnett confirmed his commitment to providing the text for the updating of the website.

In response to concerns raised regarding the time element in updating the website it was agreed that a meeting be arranged between members of the PR Sub-Committee and the website designers to discuss the work involved in updating the website and to discuss the possibility of the Town Council members directly undertaking the updating.

It was agreed that details relating to the Fireworks Display and Winter Carnival/Christmas Lights Switch On be displayed on the website together with information relating to the suspension of the car boot sale for the Winter period.

The Clerk also referred to the need for the website to be bilingual.

It was noted that a website page for the St Clears Choral Society was now included on the Town Council website as a pilot website page for local organisations that did not have their own websites

It was also noted that following the last meeting of the Committee the St Clears Town Council Facebook page had been created as agreed.

Meeting terminated at 7.00pm

**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 1<sup>st</sup> November 2011 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**

No declarations of interest were recorded at this stage of the meeting.

**Planning Applications**

i) New Applications

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

- W/25365 Variation of a planning condition - Variation of condition no. 2 on application W/17545 – to turn the building through 90° and the opening amended at The Cowshed, Meidrim Road, St Clears for Ms Y Skellerne.
- W/25419 Full Planning – Change of fenestration to front of property to access door at Glanrhyd, Pentre Road, St Clears for Sukru Gula.
- W/25563 Full Planning – Replacement dwelling at Forrest View, Backe Road, St Clears for Mr Phillip Pickersgill.

a) The Clerk reminded members that due to the need to respond to the County Council within 21 days they had been consulted previously regarding Planning Applications Ref: W/25365 and W/25419 when it had been agreed that no adverse comments be submitted.

b) It was agreed to recommend that no adverse comments be submitted in respect of Planning Application Ref: W/25563.

ii) Approvals

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

- W/13266 20 dwelling units at Station Road, St Clears.
- W/14786 Residential development at land adjacent to Tegfan, Pwlltrap, St Clears.
- W/20987 Mixed use redevelopment including employment, community, retail and specialist residential uses (Use classes A1,B1,B8,C2,C3 and D1) together with associated highway works, car and cycle parking, servicing and other ancillary uses and activities at land at Station Road, St Clears.
- W/21103 Application for removal of condition 4 on D4/19477 for the construction of a bungalow at Dolcniw, St Clears.
- W/25187 Extension to dwelling at Maescowin, Bancyfelin.
- W/25419 Change of fenestration to front of property to access door at Glanrhyd, Pentre Road, St Clears.

### iii) Refusal

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

W/25342 Application for a lawful development certificate for an existing use – stationing of caravan for residential purposes at Treasgell Fach, Salem Road, St Clears.

### iv) Withdrawals

Members were advised for information that the following planning applications had been withdrawn:

W/20265 Proposed new medical centre and veterinary clinic with new access road and associated parking at land off Pen y Ffordd, to the rear of the Old Board School, St Clears

W/25365 Variation of condition no. 2 on application W/17545 – to turn the building through 90° and the opening amended at The Cowshed, Meidrim Road, St Clears

### Appeals

The Clerk reported on correspondence from the County Council relating to an appeal lodged with the National Assembly for Wales by Mrs R Evans against the decision of the County Council to refuse planning permission for the development of five family dwellings at Caeglas, St Clears

It was agreed to recommend that the correspondence be noted.

### 2012/13 Budget

Following a discussion members agreed on the Committee's budgetary requirements in the 2012/13 financial year to be submitted for consideration by the Finance Committee.

### Unlock Democracy

A copy of the correspondence from Unlock Democracy had been circulated with the Agenda. The correspondence requested the Town Council's support in principle regarding a proposal that would empower local councils by seeking new planning guidance to major developments urging them as a matter of planning procedure to:

- i) attend a council meeting to answer questions about their planning application if the council wishes
- ii) provide resources (if councils wish) to enable councils to assess their applications which may be over 1000 pages long based on a professional critique of their evidence

It was agreed to recommend that the Town Council support the request in principle.

### Any Other Business

The Clerk referred to a previous enquiry from Councillor Mrs J S V Rees and confirmed that no planning permission was required for a touring caravan site with less than 5 caravans.

Meeting terminated at 8.15pm

**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 Thursday 3<sup>rd</sup> November 2011 at 6.00 pm.**

**Present:** Councillors: L L ap T Davies, R G Edwards and Mrs J S V Rees.

In the Chair Councillor L L ap T Davies

**Declarations of Interest**

No formal declarations of interest were recorded.

The Chairman welcomed members to the meeting and circulated information relating to 'Fairtrade' (please refer to Appendix 1).

He referred to shops, organisations, schools and places of worship within the community that already support the Fairtrade movement.

Councillor Mrs J S V Rees reminded members of the 5 goals that must be met for a place to become a Fairtrade Town and developed to maintain Fairtrade status (please refer to Appendix 2).

Councillor R G Edwards referred to the need to engage the local Business Chamber.

Following a discussion and having examined the criteria members agreed that the Town Council was in a position to proceed to gain Fairtrade Town status.

The Sub-Committee was therefore recommending that the Town Council proceed to gain Fairtrade Town status and resolve to support Fairtrade, make a commitment to use Fairtrade products whenever possible, take practical action on the resolution and to nominate a Town Council Fairtrade representative.

It was agreed that the next meeting of the Sub-Committee be held Tuesday 3<sup>rd</sup> January 2012 at 6.00pm.

The meeting terminated at 6.50pm



**St Clears Town Council**

**Minutes of a meeting of the Finance Committee held in  
Y Gât/The Gate, Pentre Road, St Clears  
on Thursday 3<sup>rd</sup> November 2011 at 7.00 pm.**

**Present:** Councillors: R G Edwards, E H Eynon, B J Jenkins, P J Rogers and C M Davies (Town Mayor).

In the Chair Councillor R G Edwards.

**Apologies**

Apologies were received from Councillor K A Major.

**Declarations of Interest**

Councillors C M Davies, E H Eynon and P J Rogers declared their interest in a request for financial assistance from the Parochial Church Council of St Mary Magdalene's Church, St Clears.

**Budget Monitoring**

Members were provided with details of income and expenditure for the period 1<sup>st</sup> April to 31<sup>st</sup> October 2011.

It was reported that an investment Bond in the sum of £20,000 would mature on 4<sup>th</sup> November 2011.

It was agreed to recommend that £25,000 be re-invested in a further nine month Fixed Rate Bond.

The Clerk referred to requests for attendance at One Voice Wales Training sessions.

It was agreed, for budgetary reasons, to recommend that attendance be rationalised with a view to different members attending for different modules.

**Payments**

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

- 102987 Keith Jenkins – £182.40  
(£72.96 – De-littering Car Park etc November 2011.  
£109.44 – De-littering Skateboarding Area and Children's Play Area October 2011)
- 102988 Lynn Bowen - £886.18 – Clerk's Salary November 2011.
- 102989 Lynn Bowen - £109.17 – Postage and Telephone Calls for period 1.4.11 to 30.9.11
- 102990 Keith Jenkins - £130.00 – Erection and Collection of Market Stalls – 7.10.11, 8.10.11 and 22.10.11.
- 102991 N and J James - £150.00– Erection and Collection of Market Stalls – 7.10.11, 8.10.11 and 22.10.11.
- 102992 Amazon - £8.17 – Stationery (reimburse L Bowen)
- 102993 IJT Direct Ltd - £7.67 – Ink cartridge (reimburse L Bowen)
- 102994 Cartridge Point - £30.26 – Ink cartridges (reimburse L Bowen)
- 102995 J Gwynfor Davies - £76.45 – Printing of Fireworks Display Tickets and Christmas Draw Tickets

- 102996 Castell Howell Foods Ltd - £40.41 – Sundries re: Catering at Fireworks Display  
102997 Glyn Edwards Office Equipment Ltd - £24.43 – Photocopier Charges  
102998 L L ap T Davies - £25.05 – Travelling expenses Re: OVW Training at Haverfordwest

### **2012/13 Budget**

The Clerk reported that each Committee had considered its budgetary requirements for the following financial year and provided members with a draft 2012/13 budget incorporating their requirements.

Following a detailed discussion it was agreed that the draft 2012/13 budget be finalised at the December meeting.

It was also agreed, as discussed at the October meeting, that in view of the accumulation of additional work since his appointment a review of the Clerk's salary be conducted at the December meeting.

### **Request for Financial Assistance**

Members were advised that since the last meeting requests for financial assistance had been received from the following organisations:

- St Mary Magdalene's Church – contribution towards the maintenance of the churchyard
- BOBATH Children's Therapy Centre Wales
- Urdd Gobaith Cymru - Eisteddfod Genedlaethol – Eryri 2012
- Epilepsy Action

As the request from St Mary Magdalene's Church was the only local request it was agreed that they be requested to complete the official application form.

It was further agreed that all the requests be considered along with others at the January 2012 meeting of the Finance Committee

It was agreed that the next meeting of the Finance Committee be held on Tuesday evening 6th December 2011.

Meeting terminated at 8.55pm.