

## **St Clears Town Council**

Minutes of the meeting of the Town Council held in the Cynin Room,  
Carmarthenshire Centre for Crafts, Pentre Road, St Clears  
on Wednesday 23<sup>rd</sup> February 2011 at 7.30 pm.

### **Present:**

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

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

### **158. Apologies**

Apologies were received from Councillor P H Lewis.  
County Councillor P M Hughes had also tendered his apologies.

### **159. Declarations of Interest**

Councillor W E V J Davies - item 9 - Environment Committee Minutes regarding Gothic Corner.

Councillor L L ap T Davies - item 10 – Finance Committee Minutes - request for financial assistance - CYD Sancler Co-Ordinator.

Councillor C J Jenkins - item 12 relating to St Clears Leisure Centre - Chairman of St Clears Athletic Association.

The Clerk also declared his interest in this item as Hon Secretary of the St Clears Athletic Association.

### **160. Minutes**

**RESOLVED that the minutes of the Town Council meeting held on 26<sup>th</sup> January 2011 be confirmed and signed as a true record.**

### **161. Matters Arising**

#### **i) 147 v) Royal British Legion**

Councillors T W Brown and B J Jenkins confirmed that the St Clears Branch of the Royal British Legion would be arranging an event to celebrate the 'Great Poppy Party Weekend' to celebrate the Royal British Legion's 90<sup>th</sup> birthday.

#### **161. Clerk's Report**

##### **i) Welsh Assembly Government – St Clears Pembroke Dock Trunk Road (A477) (St Clears to Red Roses Improvement and De-Trunking) Order**

Information relating to Public Local Inquiry to be held at Whitland Town Hall commencing on 21<sup>st</sup> June 2011 with a Pre Inquiry meeting to be held on 19<sup>th</sup> April 2011.

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

- Information relating to the Care and Repair Scheme
- Invitation to include local events in the County Council's promotional material

##### **iii) One Voice Wales**

Invitation for Councillors to become volunteer responders to sector policy consultations.

iv) Society of Local Council Clerks

- Details of SLCC Continuous Professional Development (CPD) for Clerks Events in Wales
- Details of the Welsh Training Bursary.

v) Environment Agency Wales

Information relating to Flood Awareness Wales programme.

The Clerk reported also that a communication had been received from Angela Burns AM requesting a meeting to discuss the establishment of a local Flood Forum as previously discussed with Officers of Dwr Cymru/Welsh Water.

**RESOLVED that a Special Meeting of the Town council be arranged at a convenient date to discuss the matter.**

vi) Hywel Dda Community Health Council

Information relating to:

- Plans to improve stroke rehabilitation in Cardiff and vale of Glamorgan
- Sustaining investment in the next generation of non-medical health care professionals in NHS Wales
- Sustainable Social Services in Wales – Framework for Action

vii) Fair Trade Wales

Information relating to ‘Fair Trade Cuppa Poll’ to find out which cafe in Wales makes the best Fairtrade beverage.

viii) Carmarthenshire Tourist Association

Newsheets

ix) Carmarthensire Federation of Young Farmers Clubs

Chairman’s Annual Report 2009/10.

x) Felingwm Pottery

Brochure relating to the provision of commemorative mugs celebrating the forthcoming Royal Wedding.

**162. Planning Committee**

Councillor L L ap T Davies reported on a meeting of the Planning Committee held on 2<sup>nd</sup> February 2011.

Members were reminded that the Planning Committee had been granted plenary powers at the Town council meeting held on 26th January 2011 relating to this item

**RESOLVED that the Report of the Planning Committee meeting held on 2nd February 2011 be accepted and the action taken be approved. (Appendix A attached).**

**163. Environment Committee**

Councillor T W Brown reported on a meeting of the Environment Committee held on 8<sup>th</sup> February 2011.

**RESOLVED that the Report of the Environment Committee meeting held on 8<sup>th</sup> February 2011 (Appendix B attached) be accepted and the recommendations approved.**

### **164. Finance Committee**

Councillor R G Edwards reported on a meeting of the Finance Committee held on 15<sup>th</sup> February 2011.

#### **RESOLVED that**

**i) the Report of the Finance Committee meeting held on 15<sup>th</sup> February 2011 (Appendix C attached) be accepted and the recommendations approved.**

Councillor L L ap T Davies on behalf of CYD thanked the Town Council for their financial contribution.

### **165. Payments**

**RESOLVED that the following accounts be approved for payment as recommended by the Finance Committee:**

- 102880 Keith Jenkins – £177.90  
(£71.16 – De-littering Car Park etc February 2011.  
£106.74 – De-littering Skateboarding Area and Children’s Play Area January 2011)
- 102881 Lynn Bowen - £878.27 – Clerk’s Salary February 2011.
- 102882 Eynon’s of St Clears Ltd - £153.40 – Cooked Sausages, Onions etc for Fireworks Display and Winter Carnival and Gift Hamper.
- 102883 Office etc Ltd - £29.26 – Ink Cartridges (reimburse L Bowen)
- 102884 Carmarthenshire County Council - £1,500.00 – Rental re Mayor’s Parlour and use of Cynin Room 1.4.10 to 31.3.11
- 102885 C L Hussell - £1,045.00 – Hire of Storage Containers for Market Stalls and Marquees etc, delivery and erection of marquees for Fireworks Display and Winter Carnival
- 102886 Bancyfelin CP School - £25.00 – Hire of Room for Public Meeting
- 102887 Y Cardi Bach - £100.00 – Financial contribution
- 102888 St Clears Amateur Boxing Club - £100.00 – Financial contribution
- 102889 Taf Running and Orienteering Team (TROT) - £100.00 – Financial contribution
- 102890 Cymdeithas y Dysgwyr Sanclêr (CYD) - £100.00 – Financial contribution

### **166. St Clears Leisure Centre**

Councillor C J Jenkins provided members with a detailed report of the meeting held with the County Council Head of Leisure, County Councillor P M Hughes and representatives of the Town Council.

Concerns had been raised by the County Council regarding the lack of day time useage of the Leisure Centre facilities.

It had been suggested that investigations be made regarding the possibility of the employment of a part-time Events/Activities Co-ordinator. It may be possible for the post to be grant aided.

Following a discussion it was

**RESOLVED that the Town Council undertake a feasibility study and investigate options and costings relating to the employment of a part-time Events/Activities Co-ordinator.**

### **167. Car Park**

The Clerk provided members with an update regarding the finalising of the lease for the Car Park. He reported that the Solicitor had raised concerns relating to certain clauses in the lease. In order to finalise the matter arrangements were being made for a meeting of both parties to discuss the outstanding issues.

**RESOLVED** that the Town Mayor, Councillors S J Runnett and K A Major together with the Clerk represent the Town Council at the proposed meeting.

**168. County Council Draft Gypsy and Traveller Community Strategy**

**RESOLVED** that the Town Council offer no observations regarding the Draft Gypsy and Traveller Community Strategy.

**169. County Council Draft Integrated Community Strategy 2011 -16**

**RESOLVED** that the document be considered at the March meeting of the Town Council.

**170. Correspondence**

i) The Clerk referred to a request for information from a local resident under the Freedom of Information Act and reported that he was responding to the request in accordance with the Act.

ii) The Clerk also referred to other associated correspondence from a local resident relating to the Website.

**RESOLVED** that in view of the confidential nature of the correspondence it was advisable in the public interest that the item be exempt from publication.

**171. Town Mayor's Report**

The Town Mayor reported on civic events and engagements undertaken during the last month.

He advised members that he had arranged a meeting with representatives of local organisations to be held on Tuesday 8<sup>th</sup> March 2011 at St Clears Leisure Centre to discuss current and proposed Events organised by the Town Council. Town Council members were also invited to attend the meeting.

**172. Community Service Award**

**RESOLVED** that Brigadier R E L Jenkins, Mr Maldwyn Jenkins, Mr Geoff Morse and Mrs Mary Wilkins be the recipients of the local 2010 Community Service Awards.

**173. 2011/12 Events**

Consideration was given to 2011/12 events to be organised by the Town Council.

Following a discussion it was

**RESOLVED**

- that the Easter Eggstravaganza event be not held this year
- that the Town Council do not organise any event other than the Mayor's Ball to celebrate the forthcoming Royal Wedding
- the Special Projects Committee arrange the Fireworks Display and the Winter Carnival/ Christmas Lights Switch On
- the events calendar be reviewed following the meeting with local Organisations.

**174. Website**

Councillor E H Eynon provided members with an update regarding the Website.

He reported that although the Website was up and running further development was ongoing in order that the website could reach its full potential.

Following a discussion it was agreed that a small group be established to manage the day to day running of the Website.

**RESOLVED**

- that the group responsible for the day to day management of the Website consist of the Town Mayor, Councillor E H Eynon and the Clerk
- that a report on the Website be included as a standard agenda item for the monthly meetings of the Town Council

**175. QE 2 Fields Initiative**

**RESOLVED** that further information be obtained regarding the initiative.

**176. Use of Minor Roads by Heavy/Articulated Vehicles**

Following a discussion it was

**RESOLVED** that the matter be referred to One Voice Wales.

**177. Any Other Business**

i) The Town Mayor reported that together with the Clerk he had been invited to attend an Open Meeting of the local Business Chamber on 17<sup>th</sup> March 2011 to discuss partnership arrangements.

ii) Councillor L L ap T Davies reported that he wished the Town Council to consider the placing of a motion for consideration at the annual One Voice Wales Conference. It was agreed that Councillor L L ap T Davies provide the Clerk with relevant information in order that the item can be included on the Agenda for the March meeting of the Town Council.

Meeting terminated at 9.40pm

**St Clears Town Council**

Minutes of a special meeting of the Planning Committee held in the Mayor's Parlour  
Carmarthenshire Centre for Crafts, Pentre Road, St Clears  
on Tuesday 2<sup>nd</sup> February 2011 at 5.00pm.

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

Also in attendance Councillors R G Edwards, Mrs L M Owen and County Councillor P M Hughes.

In the Chair Councillor L L ap T Davies.

Planning Application Ref:W/24182

The Chairman welcomed to the meeting Mr Andrew Vaughan Harries, Hayston Development and Planning who were acting on behalf of Cwmdwyfran Developments to discuss the above planning application

Mr Vaughan Harries conveyed the Developer's apologies for being unable to attend the meeting.

Mr Vaughan Harries explained the historical background to the proposed development and although there was substantial detail included in the documentation he reminded members that the current planning application was for outline planning.

Members discussed the proposal in detail with Mr Vaughan Harries and discussed ways in which the proposal could be amended in order to address the needs of the village and possible future housing development at Bancyfelin.

Following the discussion it was agreed that the Town Council submit the following responses to the Head of Planning regarding the application:

1. Whilst St Clears Town Council in principle are supportive of the proposal it is felt that the proposed development is a short term gap which could be improved to meet the needs of the village and its residents in the future.

The Town Council are aware that the applicant has proposed a candidate site in the new Local Development Plan to the north and east of the current site. The Town Council feel that this development should be developed with that in mind as it is the next logical extension of development for Bancyfelin.

2. The Town Council feel that the school parking/drop off point should be located nearer to the school building and a site behind the rear gardens of no 9-11 would be more logical.

3. The Town Council feel that the proposed public play area needs to be centralised and suggests that the location of the proposed play area be exchanged with the proposed siting of the affordable housing. This would allow natural security and act as focal community point of the development.

4. The Town Council feel that there is an opportunity to link the proposed development with the neighbouring Lon Cowin housing estate thus improving vehicular and pedestrian access within the village and its facilities – Post Office, School. Community Hall etc

The Town Council is aware that movement from this development westwards through Lon Cowin has a highways issue, due to poor access by the Chapel. However a one way control eastwards from Lon Cowin through the new development would bring highways safety benefit and community linkages.

5. It is understood that the permissive footpath leading from Lon Cowin to the school will remain intact. The Town Council feel that this would be the opportune time to formalise arrangements regarding this footpath.

Prior to the closure of the meeting the Chairman thanked Mr Andrew Vaughan Harries for attending.

Meeting terminated at 6.30pm

**St Clears Town Council**

Minutes of a meeting of the Environment-Committee held in the  
Cynin Room, Carmarthenshire Centre for Crafts, Pentre Road, St Clears  
on Tuesday 8<sup>th</sup> February 2011 at 7.00pm.

Present: Councillors: T W Brown, C M Davies (Town Mayor) and K A Major (Chairman of Policy Committee).

In the Chair Councillor T W Brown.

Apologies

Apologies were received from Councillors W E V J Davies, P H Lewis and Mrs L M Owen

Declarations of Interest

There were no declarations of interest.

Grounds Maintenance, Provision of Hanging Baskets, Planting of Flowers etc Contract 2011/12

Members considered a draft brief relating to the above contract.

It was agreed that:

- i) the brief be approved subject to minor amendments
- ii) that tenders be invited for the contract
- iii) an invitation to tender be placed on the Town Council Website
- iv) tenders be returned to the Clerk by no later than Monday 14<sup>th</sup> March 2011.

Gothic Corner, High Street, St Clears.

Members were reminded that at the last meeting of the Town Council the Committee had been requested to discuss road safety issues relating to Gothic Corner.

Councillor K A Major reported that the issue had been discussed on several occasions previously.

Following a discussion it was agreed to recommend that the matter be taken up once more with the County Council with a view to the provision of traffic calming measures at this location.

Skateboarding Area

The Clerk reported on discussions with a local contractor regarding the transportation and siting of the Pendine Blocks for seating at the Skateboarding Area.

Councillor T W Brown volunteered to obtain detailed information regarding the weight etc of the blocks.

Provision of Bus Shelters

The Clerk reported that the cost to the Town Council of providing bus shelters at Glasfryn and Wembley Gardens Turning Area on a 50/50 basis with Carmarthenshire County Council would be no more than £2,500 each.

The developers at Glasfryn housing estate had confirmed that they would not be in a position to sponsor a bus shelter at that location as they had already made a Section 106 contribution in respect of the development.

It was agreed to recommend that:



- i) the Town Council continue discussions with the County Council regarding the joint provision of bus shelters
- ii) to request the Finance Committee to consider the funding of the bus shelter at Glasfryn in the 2011/12 financial year
- iii) to investigate further the possibility of obtaining sponsorship for the bus shelters at the Wembley Gardens Turning Area.
- iv) to request the local Business Chamber if they were prepared to support the provision of the bus shelters.

#### Water Pumps

The Clerk reported on discussions with officers of the County Council regarding the refurbishment of the water pumps and surrounding areas.

It was agreed to recommend that further investigations be made regarding the ownership of the water pumps.

#### Any Other Business

i) It was reported for information that the County Council Rangers had confirmed that a new gate would be provided at the top of Dark Lane as requested.

ii) The Town Mayor reported that a number of Lighting Columns had been damaged during the recent inclement weather.

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

iii) In response to an enquiry from the Town Mayor the Clerk reported that there had been no progress regarding the availability of grants for the provision of street name plates and the replacement of the Information Boards.

Meeting terminated at 8.35pm

**St Clears Town Council**

Minutes of a meeting of the Finance Committee held in the Mayor's Parlour  
Carmarthenshire Centre for Crafts, Pentre Road, St Clears  
on Tuesday 15<sup>th</sup> February 2011 at 7.00 pm.

Present: Councillors: R G Edwards, E H Eynon, B J Jenkins, K A Major and C M Davies (Town Mayor).

In the Chair Councillor R G Edwards.

Declarations of Interest

No formal declarations of interest were recorded.

Budget Monitoring

Members were provided with details of income and expenditure for the period 1<sup>st</sup> April to 31st January 2011 and projected end of year spend together with copies of bank statements and bank reconciliation statement as at 31st January 2011.

Payments

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

- 102880 Keith Jenkins – £177.90  
(£71.16 – De-littering Car Park etc February 2011.  
£106.74 – De-littering Skateboarding Area and Children's Play Area January 2011)
- 102881 Lynn Bowen - £878.27 – Clerk's Salary February 2011.
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- 102886 Bancyfelin CP School - £25.00 – Hire of Room for Public Meeting

Annual Investment Strategy 2011/12

Following a discussion it was agreed to recommend that the revised Annual Investment Strategy be approved subject to minor amendments.

Financial Assistance

Members were provided with an updated report relating to requests received for financial assistance.

Following a discussion it was agreed to recommend that a financial contribution of £100.00 each be made to the following local organisations:

- Y Cardi Bach
- St Clears Amateur Boxing Club
- Taf Running and Orienteering Team (TROT)
- Cymdeithas y Dysgwyr Sancler (CYD)

#### Provision of Bus Shelter

The Clerk reported that the Environment Committee had been considering the provision of bus shelters for school pupils at Glasfryn and the Wembley Gardens Turning Area in conjunction with the County Council.

The cost to the Town Council of providing the bus shelters on a 50/50 basis with Carmarthenshire County Council would be no more than £2,500 each.

The Environment Committee at their meeting held on 8<sup>th</sup> February 2011 had agreed to request the Finance Committee to consider the funding of the bus shelter at Glasfryn in the 2011/12 financial year.

Further investigations were to be made regarding the possibility of obtaining sponsorship for the bus shelter at the Wembley Gardens Turning Area.

Following a discussion it was agreed to recommend that the Town Council fund the proposed bus shelter at Glasfryn in the 2011/12 financial year.

#### Financial Regulations

It was agreed that the review of the Town Council's Financial Regulations be deferred to the next meeting of the Finance Committee.

#### Risk Assessment

Members were reminded that it was a statutory requirement for the Town Council's Risk Assessment document to be reviewed on an annual basis.

The document was reviewed and it was agreed to recommend approval of the document without any amendments.

Meeting terminated at 8.20pm.