

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 23rd March 2011 at 6.30 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, Mrs L M Owen and Mrs J S V Rees.
Also in attendance County Councillor P M Hughes (from 7.30pm)

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

178. Apologies

Apologies were received from Councillors K A Major and S J Runnett.

179. Car Park Lease

The Town Mayor welcomed to the meeting Mrs Anthea Phillips, Lewis Lewis and Co Solicitors.

Mrs Phillips referred to the recent meeting between representatives of the Town Council, representatives of the County Council, County Councillor P M Hughes together with herself to discuss the outstanding issues relating to the lease in order for it to be finalised. She provided members with an update regarding the details of the lease and responded to questions raised by members.

RESOLVED unanimously that the Car Park Lease be signed.

The Town Mayor thanked Mrs Phillips for her attendance and for her efforts in bringing the matter to its conclusion.

180. Personal Matters

The Town Mayor on behalf of the Town Council congratulated Councillor and Mrs B J Jenkins on celebrating their Golden Wedding anniversary on 1st April 2011.

181. Declarations of Interest

No declarations of interest were recorded at this stage.

182. Minutes

RESOLVED that the minutes of the Town Council meeting held on 23rd February 2011 be confirmed and signed as a true record.

183. Matters Arising

i) 145 i) 91 Public Meeting at Bancyfelin

The Clerk reported receipt of two copies of a report produced by Nerys Evans AM analysing the results of the questionnaire issued relating to the A40 Junctions at Castell y Waun and Passby.

He further reported that both Angela Burns AM and Nerys Evans AM had advised that the Trunk Road Agency were reluctant to attend a site meeting regarding the junctions.

County Councillor P M Hughes advised that he was making arrangements for a site meeting.

ii) 161 v) Environment Agency Wales

Members were advised that Angela Burns AM had made arrangements for representatives of the Environment Agency Wales, Welsh Water/ Dwr Cymru together with herself to meet the

Town Council on Thursday 31st March 2011, at the Carmarthenshire Centre for Crafts at 5.00pm to discuss the establishment of a local Flood Forum.
Members of Llanddowror Community Council were also being invited to attend.

iii) 166. St Clears Leisure Centre

The Clerk confirmed that a grant may be available for the employment of a part time Events/ Activities Co-Ordinator.

In order to submit an application for grant it was necessary to draw up a business plan and job description etc for the post.

RESOLVED that a Working Group be established consisting of the Town Mayor, Councillors E H Eynon, C J Jenkins and the Clerk to progress the matter.

184. Clerk's Report

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

Copy of Public Notice, Agenda and Information relating to the Public Local Inquiry Pre - Inquiry Meeting to be held at Whitland Town Hall on 19th April 2011.

ii) Carmarthenshire County Council

- Licensing Policy

Confirmation of adoption of the revised Licensing Policy.

Under the revised policy an electronic system is being established for notifying Town and Community Councils of applications to grant or vary premises licences and club certificates in the county. Arrangements have been made to subscribe to the e-mails.

- Carmarthenshire Local Access Forum

Agenda and invitation to attend, as observers, Carmarthenshire Local Access Forum meeting at Laugharne Millenium Hall on Thursday 7th April 2011 at 4.30 pm

- Mapping of Public Sector Land and Property Ownership

Enquiry from Head of Corporate Property as to whether the Town Council would be interested in providing information regarding their assets (land and property ownership) in relation to the above.

RESOLVED that the Town Council express an interest in providing relevant information.

iii) One Voice Wales

- Invitation to renew membership at a cost of £321.00
- Information relating to the National Training Programme for 2011/12.
- CCW Funding Newsletter March 2011
- Invitation to attend Wales and West Utilities Stakeholders Workshop and Luncheon in Cardiff on Wednesday 30th March 2011 – 9.30 am to 2.30pm

RESOLVED to renew membership of One Voice Wales at a cost of £321.00.

iv) Society of Local Council Clerks

- Branch Newsletter February 2011
- Invitation to respond to the SLCC regarding the Government's Consultation document titled 'Resolving Workplace Disputes'.

v) Hywel Dda Community Health Council

Information relating to:

- New plan to cut smoking rates and protect children
- NHS Dental charges in Wales frozen for fifth year running
- More funding to speed up access to wheelchair services
- Choose the right health services
- Wales – a world leader in digital healthcare
- Care and Compassion in Health and Social Services
- Capital spending plans 2011/12
- Support for children with learning disabilities and mental health issues

vi) Carmarthenshire Tourist Association

Newsheet

vii) Energy Saving Trust

Information relating to the Welsh Assembly Government's 'Ynni'r Fro Programme' which aims to promote the development of community scale renewable energy.

viii) Open Doors

Information relating to this year's programme which gives members of the public free access to new and exciting aspects of our built heritage and modern buildings of good or interesting design.

Organised by the Civic Trust for Wales on behalf of WAG and supported by Cadw.

ix) Hybu Cig Cymru/Meat Promotion Wales

Welsh Lamb March Newsletter

x) Kidney Wales Foundation

Invitation to take part in the 'Walk for Life 2011'

xi) Carmarthen Journal

Invitation to submit nominations for Carmarthen Community Awards.

Closing date for nominations 15th April 2011

xii) Publications

Clerks and Councils Direct – March 2011 issue

The Clerk – SLCC Journal March 2011

Yr Ardd – National Botanic Garden of Wales magazine – Spring 2011

185. Planning Committee

Councillor L L ap T Davies reported on a meeting of the Planning Committee held on 15th March 2011.

The Clerk reported that since the meeting information had been received that the following planning application had been withdrawn:

W/24357 Full Planning – Proposed attic conversion into Duty Manager's accommodation
– Brookfield, Station Road, St Clears – Mr R Boodeny

RESOLVED that the Report of the Planning Committee meeting held on 15th March 2011 be accepted and the recommendations approved. (Appendix A attached).

186. Environment Committee

Councillor T W Brown reported on a meeting of the Environment Committee held on 21st March 2011.

Councillor E H Eynon enquired whether the Environment Committee had undertaken a survey regarding the total number of bus shelters required in the Town Council area and whether the proposed bus shelter was suitable for use by school pupils.

Following a discussion it was

RESOLVED:

- i) that the Report of the Environment Committee meeting held on 21st March 2011 (Appendix B attached) be accepted and the recommendations approved**
- ii) the Environment Committee undertake a survey relating to bus shelters**
- iii) that further enquiries be made as to whether the bus shelters were suitable for use by school pupils**
- iv) that enquiries be made with the Land Registry regarding the ownership of the water pumps**
- v) the Environment Committee review the issue regarding the ‘No Through Road’ signage at Manordaf.**

187. Meeting with Local Organisations

The Town Mayor and the Clerk reported on the meeting held on 8th March 2011 with representatives of local organisations to discuss events.

The following were included in the list of suggestions made at the meeting:

- the setting up of a Town Council surgery – possibly with members on a rota basis
- the possibility of organising a St Davids Day Parade in St Clears
- the possibility of organising entertainment on St Davids Day evening
- the possibility of the provision of a Bill Board to publicise local events

County Councillor P M Hughes and the Town Mayor advised that they were arranging a joint surgery to be held in the Carmarthenshire Centre for Crafts on Saturday 9th April 2011 at 10.00am

RESOLVED that the provision of a Bill Board be discussed at the April meeting of the Town Council.

188. Provision of Additional CCTV Cameras

The Clerk advised members that he had met with representatives of the CCTV providers together with PC M Skinner and PCSO L Tipping to discuss the provision of additional CCTV Cameras in Pentre Road and provided members with an estimate of the costs involved.

RESOLVED that the matter be referred to the Finance Committee for consideration.

189. Town Council Website

Councillor E H Eynon provided members with an up to date report relating to the development of the website.

Following a discussion it was agreed:

- that the Homepage be re-designed
- the blogs be discontinued

- that a facility be provided on the website where local residents may ask questions regarding the Town Council.

The Town Mayor on behalf of the Town Council congratulated Councillor E H Eynon on the report and for his work in the development of the website

190. Payments

RESOLVED that the following accounts be approved for payment:

- 102891 Keith Jenkins – £177.90
(£71.16 – De-littering Car Park etc March 2011.
£106.74 – De-littering Skateboarding Area and Children’s Play Area February 2011)
- 102892 Lynn Bowen - £878.27 – Clerk’s Salary March 2011.
- 102893 Morgan LaRoche - £1200.00 – Professional Fees
- 102894 Glyn Edwards Office Equipment - £24.08 – Photocopier Charge
- 102895 Ysgol Dyffryn Taf School, Whitland - £50.00 – Annual donation for Prize evening
- 102896 SWALEC - £65.27 – Unmetered electricity supply for Christmas Lights display
- 102897 Zapp Canopy Umbrellas £392.84 – Repair of Canopies (reimburse L Bowen)
- 102898 Terry Jones - £78.00 – Cleaning of bus shelters at Bancyfelin
- 102899 Black Lion - £52.00 – Black Lion bus shelter rental
- 102900 Amazon - £28.49 – Ink Cartridges (reimburse L Bowen)
- 102901 Keith Jenkins - £20.00 – Erection and Collection of Market Stalls 11.3.11
- 102902 Noel James - £20.00 – Erection and Collection of Market Stalls 11.3.11
- 102903 HM Revenue and Customs - £1232.94 - Income Tax and NHI contributions
(January, February and March 2011)
- 102904 Hafren Stores - £20.00 – 1st prize Christmas Competition Best Decorated Premises
(Commercial)
- 102905 GW St Clears - £10.00 – 2nd prize Christmas Competition Best Decorated Premises
(Commercial)
- 102906 County Stores - £5.00 – 3rd prize Christmas Competition Best Decorated Premises
(Commercial)
- 102907 C Phillips- £20.00 – 1st prize Christmas Competition Best Decorated Premises (Private)
- 102908 C Griffiths- £10.00 – 2nd prize Christmas Competition Best Decorated Premises
(Private)

191. Correspondence

i) The Clerk reported that thank you letters had been received from the following:

- TROTS and CYD for financial assistance
- Canolfan Plant Sir Gar for use of one of the Stalls for an event in Carmarthen

ii) A request had been received from Cylch Meithryn Bancyfelin for support in the form of a gift for their forthcoming Bingo

RESOLVED that the request be referred to the Finance Committee

192. Reports on Meetings of outside Bodies, Seminars etc

Councillor T W Brown reported on a recent meeting of the Neighbourhood Watch Scheme.

193. Town Mayor's Report

The Town Mayor reported on civic events and engagements undertaken since the last meeting including attendance at the St Clears and Laugharne Business Chamber Open Meeting.

194. Carmarthenshire County Council Integrated Community Strategy 2011-16

RESOLVED that no comments be submitted regarding the above document.

195. Election of Town Mayor and Deputy Mayor for the 2011/12 Civic Year

RESOLVED (subject to confirmation that the proposal does not contravene the Town Council's Standing Orders) that:

- i) Councillor C M Davies be re-elected Town Mayor for the 2011/12 Civic Year – proposed by Councillor B J Jenkins and seconded by Councillor R G Edwards and**
- ii) Councillor L L ap T Davies be re-elected Deputy Town Mayor for the 2011/12 Civic Year – proposed by Councillor Mrs L M Owen and seconded by Councillor B J Jenkins.**

196. Any Other Business

i) Town Council Meetings

The Town Mayor advised members that it was becoming increasingly difficult for the Clerk to attend meetings on Wednesday evenings due to personal issues.

Following a discussion it was

RESOLVED that

- i) the Town Council monthly meetings be held on the second Tuesday of the month with effect from May 2011**
- ii) the Annual Meeting and the May monthly meeting be held on Tuesday 10th May 2011.**

ii) Complaint

Members were informed that the Public Services Ombudsman for Wales had received a complaint from a local resident regarding the Town Council.

The Ombudsman did not propose to investigate the complaint at this stage and had referred it to the Town Council for investigation.

The Clerk reported that following discussion with the Town Mayor arrangements were being made to investigate the complaint in accordance with the Town Council's Concerns and Complaints procedure and that the Complainant and the Ombudsman had been informed accordingly.

RESOLVED that the Clerk's actions be confirmed.

iii) Welfare Field

The Clerk reported for information that TROTS Running Club had made enquiries with the Manager of the St Clears Leisure Centre regarding the possibility of installing a running surface around the perimeter of the Welfare Field. The project would be funded by TROTS. The Clerk was seeking more detailed information regarding the project and would keep members involved of developments.

iv) St Clears and Laugharne Business Chamber

Councillor E H Eynon reported that the Business Chamber were appreciative of the Town Mayor and Clerk attending the recent Business Chamber Open Meeting.

He further reported that the Business Chamber were organising the production of a local information leaflet.

It was noted that the Environment Committee had previously discussed the production of an information leaflet and it was

RESOLVED that the Environment Committee be requested to re-investigate the possibility of arranging an information leaflet.

v) County Councillor P M Hughes reported that arrangements were being made for

- the redecoration of the Main Hall at the Leisure Centre
- transfer of St Clears Library to the Carmarthenshire Centre for Crafts premises.

vi) Councillor T W Brown proposed that the Practice Manager at the Coach and Horses Surgery, St Clears be invited to address Town Council to provide members with an update regarding the appointment system, services etc provided by the Surgery.

RESOLVED that

i) the Practice Manager be invited to meet with representatives of the Town Council

ii) the nominated representatives be the Town Mayor, Deputy Mayor, Councillors

T W Brown, Mrs L M Owen and Mrs J S V Rees together with the Clerk

iii) a report of the meeting be provided for the Town Council.

vii) The Town Mayor reported for information that he had received a request for a pedestrian crossing to be installed in the vicinity of County Stores Bakery/Spar supermarket.

County Councillor P M Hughes reported that this request had been considered previously by the County Council and had been refused as the crossing would be too near to the traffic lights.

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

RESOLVED that a letter of commiseration be sent to the Japanese Ambassador in respect of the recent earthquake, tsunami and related disasters in Japan.

Meeting terminated at 9.15pm

St Clears Town Council

Minutes of a meeting of the Planning Committee held in the Mayor's Parlour
Carmarthenshire Centre for Crafts, Pentre Road, St Clears
on Tuesday 15th March 2011 at 6.30pm.

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

In the Chair Councillor L L ap T Davies.

Apologies

Apologies for absence had been received from Councillor K A Major.

Declarations of Interest

Councillor C M Davies - Planning Application Ref: W/24360/W/24361 – Portreeve and Member of St Clears Town Trust.

Planning Applications

New Applications:

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

- W/24357 Full Planning – Proposed attic conversion into Duty Manager's accommodation – Brookfield, Station Road, St Clears – Mr R Boodeny
- W/24360 Full Planning/Listed Building – External refurbishment including demolition
W/24361 and reconstruction of external staircase, internal alterations including insertion of new wheelchair accessible staircase, provision of disabled access and toilet facilities – The Town Hall, High Street, St Clears – Mr Huw Owen
- W/24362 Full Planning Erection of a steel framed non load bearing agricultural building with associated access area and landscaping works – Land adjoining A40, Pwlltrap, St Clears – Meadow Quality Ltd/Mr and Mrs Pierce

a) It was agreed to recommend that the Town Council offer no adverse comments regarding Planning Applications Ref: W/24357 and W/24360/W/24361

b) It was noted that Planning Application Ref: W/24362 was identical to the one refused in August 2010 but with additional landscaping works.

It was agreed to recommend that the Town Council do not object to the proposal but as previously draw attention to local concerns regarding traffic and to recommend, as previously agreed with the applicants, that all traffic to and from the site is via the nearest junction off the A40 west of Pwlltrap and not through the hamlet of Pontyfenni.

Members also welcomed the economic diversity the proposal would bring to the area.

Gorsfach, Pwlltrap

Members noted an update from the County Council regarding the provision of a residents' car park at Gorsfach, Pwlltrap.

Any Other Business

Councillor Mrs J S V Rees reported for information that a bridge in Ffynnongain Lane, Pwlltrap had been damaged.

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

Meeting terminated at 7.30pm

St Clears Town Council

Minutes of a meeting of the Environment-Committee held in the Mayor's Parlour, Carmarthenshire Centre for Crafts, Pentre Road, St Clears on Monday 21st March 2011 at 7.00pm.

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

In the Chair Councillor T W Brown.

Apologies

Apologies were received from Councillor K A Major (Chairman of Policy Committee).

Declarations of Interest

There were no declarations of interest.

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

The Clerk informed members that four tenders had been received for the contract and provided members with details of the tenders.

Following a discussion it was agreed to recommend that the contract be provisionally awarded to N & J James subject to discussion regarding the management of the contract.

Skateboarding Area

The Chairman provided further information regarding the Pendine Blocks for use as seating at the Skateboarding Area.

It was agreed that two blocks be acquired in order to provide L shaped seating and that arrangements be made to meet on site with a local contractor regarding the transportation and siting of the blocks.

Provision of Bus Shelters

The Clerk reported that following further discussions with an officer of the County Council a formal application for the provision of a bus shelter at Glasfryn on a 50/50 basis would be made at the commencement of the 2011/12 financial year when County Council would know the budget available for such projects.

The County Council had confirmed that there would be no objection to the Town Council logo being included on the bus shelter.

Water Pumps

Councillor W E V J Davies confirmed that the water pumps were not in the ownership of St Clears Town Trust.

He further advised that the responsibility for the water pumps would have been transferred to the former St Clears Parish Council in 1972/73.

It was agreed to continue investigations regarding the ownership of the water pumps.

Further discussions ensued regarding the possibility of local organisations taking responsibility for the water pumps when ownership had been established.

Any Other Business

i) Members expressed their concerns that the County Council had still not removed the 'No Through Road' sign at Manordaf.

It was agreed that the Clerk take the matter up with the County Council.

ii) The Chairman reported that complaints had been received regarding the rubble following the demolition, on health and safety grounds, of the former Swan Hotel garage. The complainants were concerned that the rubble would attract vermin.

It was agreed to refer the matter to the County Council who had arranged the demolition of the premises.

iii) The Clerk reported that he was making arrangements for a meeting with an officer of the County Council following concerns regarding the footpath at Gelli.

Meeting terminated at 8.45pm