

St Clears Town Council

Minutes of the Town Council meeting held in Meeting Room 1, Y Gât/The Gate, Pentre Road, St Clears on Tuesday 11th September 2012 at 7.30pm

Present:

Councillors: C M Davies, L L ap T Davies, Dr W E V J Davies, E H Eynon (until 8.15pm), C J Jenkins, P Lanc, P J Rogers, and Mrs J S V Rees.
Also in attendance County Councillor P M Hughes.

In the Chair - Councillor L L ap T Davies (Town Mayor).

74. Apologies

Apologies had been received from Councillors R G Edwards, K A Major, S J Runnett, Mrs C M Ingleton and Mrs H Witt.

75. Personal Matters

The Town Mayor referred to the recent passing of Mr Maldwyn Jenkins who had been a member of the Town Council for a number of years and who had served as Town Mayor. A minute's silence was observed in memory of Mr Jenkins.

76. Declarations of Interest

No declarations of interest were recorded.

77. Minutes

RESOLVED that the minutes of the Town Council meeting held on 10th July 2012 be confirmed and signed as a true record.

78. Matters Arising

i) 70 2012 Fireworks Display and Winter Carnival/Christmas Lights Switch On
The Clerk reported that the Task and Finish Group had not had the opportunity to meet.

Councillor C J Jenkins reported that arrangements had been made for Town Council representatives to meet informally with the St Clears Community Association the following evening to discuss the events.

It was noted that the Town Council representatives had not been present at the last meeting of the Community Association.

79. County Councillor's Report

County Councillor P M Hughes updated members with regard to parking issues and signage at Gothic Corner.

In response to an enquiry he reported that the County Council would be formally consulting with the Town Council regarding the proposed speed restriction on Llangynin Road.

County Councillor P M Hughes expressed his dissatisfaction concerning an e-mail from a member of the Town Council relating to the War Memorial in Pentre Road, St Clears.

Following a discussion it was

RESOLVED that the matter be included on the Agenda of the October meeting of the Town Council.

Councillor E H Eynon left the meeting at this stage.

In response to an enquiry from Councillor C J Jenkins relating to refuse collection at Cefn Maes County Councillor P M Hughes advised that the estate road had not to date been adopted by the County Council.

Councillor Mrs J S V Rees referred to the recent resurfacing of the road in the Backe area and advised County Councillor P M Hughes that the hill and road leading to Brynonen had not been resurfaced.

With reference to the possibility of Section 106 Funding being available from the County Council it was agreed that consideration be given to the Bancyfelin and Pwlltrap areas when considering its distribution.

The Town Mayor reported that local residents in Bancyfelin had indicated the requirement for the provision of a Children's Play Area in Bancyfelin.

80. Clerk's Report

A. Consultations

i. Welsh Government

a) Consultation regarding the Westminster Government proposal for the removal of the statutory rule requiring cheques by Local Councils to be signed by two Councillors.

It was reported that as responses were required by 11th September 2012 the consultation had been placed on the agenda of the Finance Committee meeting held on 6th September when it had been agreed that the Town Council respond to the Consultation stating that they would prefer the situation to remain as currently.

RESOLVED that the Finance Committee's response be approved.

b) Consultation on the draft Statutory Guidance on Local Authorities Powers to promote Economic, Social and Environmental Well Being under the local Government Act 2000.(Consultation period ends 23rd November 2012).

RESOLVED that the Consultation be noted.

ii. Carmarthenshire County Council

a) Consultation regarding an application by the Forge Filling Station for the supply of alcohol Monday to Sunday 6.30 – 23.00

RESOLVED that the Town Council offer no objection to the application.

b) Consultation regarding Waiting Restrictions in Pentre Road and road to Pwlltrap
RESOLVED that further enquiries be made regarding the proposal in Pentre Road.

c) Consultation regarding the Review of Gambling Policy Document.

RESOLVED that the Consultation be noted.

iii. One Voice Wales

a) Survey relating to Research Study – The Potential Role of Community and Town Councils in Economic Development.

RESOLVED that the Consultation be noted.

b) Training Needs Survey

RESOLVED that the Clerk completes the Survey in conjunction with members who have attended OVW Training Sessions.

iv. Hywel Dda Community Health Council

Consultation and information relating to future plans and proposals for a number of changes to its healthcare services across the region together with dates of public meetings etc.

It was noted that the Town Mayor and Councillor C J Jenkins would be attending the Consultation meeting with Local Councils in Carmarthen on 13th September 2012.

B. For Information

i. Welsh Government

- Business Newsletters
- Copies of the revised 'The Good Councillor's Guide' (copy distributed to each Member)
- Information relating to the Welsh Government 'Tackling Poverty Action Plan 2012-16'

ii. Carmarthenshire County Council

- Information regarding Community Grants Events to be held in Carmarthen on 24th September and Whitland on 26th September – 5.00 to 7.00pm
- Promotional posters relating to disposal of small electrical items and litter.
- Invitation for Members to attend a Town and Community Council Planning Seminar in Llanelli on Friday 23rd November 2012 - Cost £20.00 per delegate. The Clerk reported that the Town Mayor and Deputy Mayor had indicated their wish to attend.

RESOLVED that The Town Mayor and Deputy Mayor attend the Seminar.

Carmarthenshire Tourist Association/Marketing and Tourism - Newsletters .

iii. One Voice Wales

Information regarding

- Motions for debate at the AGM
- 2012 Training Programme
- Recent development for Local Councils together with a copy of Y Llais/The Voice
- Trip to Incredible Edible Todmorden – 19th September 2012
- Equality Act 2010 – Legal Topic Note
- CCW – Funding Newsletter August and September 2012
- Big Lottery Fund – Village SOS – funding for rural communities
- Welsh Government – Consultation regarding Draft Statutory Guidance on Local Authorities Powers to Promote Well Being.

- Citizens Panels for Social Services Wales together with an invitation to become Panel Members
- Federation of City Farms Community Gardens – September Newsletter
- Bobath – promotional material relating the cerebral palsy awareness month – October 2012 and Bake for ‘Bobath 2013’

iv. SLCC - Notice of AGM and Newsletter

v. Menter Gorllewin Sir Gar

Invitation to attend AGM and Open Evening in Carmarthen on 17th September 2012. It was noted that the Town Mayor and Councillor Mrs J S V Rees would be representing the Town Council at the event.

vi. Fairtrade Wales

Newsheets and information regarding grants available. The Town Mayor reminded members of the Community Fairtrade event which had been organised for Tuesday, 25th September 2012 in Y Gat/The Gate.

vii. Keep Wales Tidy

Information regarding Tidy Wales Week – 17th to 23rd September 2012 and Newsletter.

viii. Carmarthenshire Life

Request for sponsoring a page or the placement of an advert in the magazine.

ix. Fields in Trust – Newsletter.

The Clerk referred to a further enquiry regarding the registration of the Welfare Field. He reported that arrangements were being finalised regarding the transfer for the responsibility for the Welfare Field from the St Clears Athletic Association to the Town Council.

RESOLVED that the Town Council in conjunction with the Athletic Association proceed with the registration.

x. People’s Trust for Endangered Species

Information relating to recruitment of volunteers to take part in the first ever survey of remaining orchards in the county.

xi. Inside Government

Information relating to Seminars in London
 - National Planning Framework 12th September 2012
 - Community Learning – 17th to 23rd September 2012

xii. Parish On-line – Newsletter – August 2012 edition

xiii. Unlock Democracy- Newsheet - Sustainable Communities Act

xiv. Tramp Carbon – September 2012 Newsletter

xv. Publications

- The Clerk magazine – SLCC magazine – September 2012 issue

- Clerks and Council Direct – September 2012 issue
- Play for Wales magazine – Summer 2012 issue

81. Environment Committee

Councillor P Rogers reported on meetings of the Environment Committee held on 17th July and 4th September 2012.

RESOLVED that the Reports of the Environment-Committee meetings held on 17th July and 4th September 2012 (Appendices A and B attached) be accepted and the recommendations approved.

He reported that further to the meetings arrangements had been made to meet with the County Council Cultural Heritage Grants Officer to progress work on the Heritage Trail Project.

Arrangements were also being made to issue a press release in respect of the project.

82. Planning Committee

i) The Town Mayor reported on a meeting of the Planning Committee held on 7th August 2012.

RESOLVED that the Report of the Planning-Committee meeting held on 7th August 2012 (Appendix C attached) be accepted and the recommendations approved.

ii) The Clerk reported that further to the meeting the Town Council had been consulted regarding the following planning applications :

- | | |
|---------|--|
| W/26645 | Full Planning – Construction of 8 two bedroomed houses, 7 three bed roomed houses, access road and car parking (32spaces) – Phase 3 Glasfryn Estate, St Clears – Bassett and Macgregor – Amended Plans |
| W/27011 | Full Planning – Proposed replacement dwelling (Resubmission of W/25896) – Ivy Cottage, Tenby Road, St Clears – Mr Peter Hancock |

With regard to W/26645 the Clerk reported that following discussion with the Chairman of the Planning Committee it was agreed that the Town Council offer no adverse comments on the amended proposal.

RESOLVED that the action taken be approved.

With regard to W/27011 it was noted that this was a re-submission of an earlier application.

RESOLVED that the Town Council, as previously, offer no adverse comments on the proposal and that the planning authority ensure that the proposed development was in keeping with other houses in the area.

iii) The Clerk reported for information that the following planning application had been granted:

- | | |
|---------|---|
| W/26896 | Proposed two-storey extension to rear of dwelling (Resubmission of W/26434) at Llwyndu, Lon Llusalaw, Pwlltrap, St Clears for Mr Emyr Jenkins |
|---------|---|

iv) Possible Unauthorised Change of Use at The Mezzanine, High Street, St Clears
It was noted that the County Council Head of Planning had advised that no valid planning application had been submitted to date. The file had been closed as in the absence of any representations over the use of the property it would seem any planning application submitted would be likely to be recommended for approval.

v) Installation of Grey Cladding at Old Market Surgery, High Street, St Clears
It was noted that the County Council Head of Planning had advised that the file relating to the above had been closed. No valid planning application had been submitted to date and any application submitted was likely to be recommended for approval.

vi) The Clerk reported on an e-mail from Councillor S J Runnett formally resigning from membership of the Town Council's Planning Committee and as Chairman of the Committee due to possible perceived conflict of interest between his professional status and being a member of the Committee.

RESOLVED that Councillor S J Runnett be formally thanked for his professionalism and expertise during his time as Chair and member of the Planning Committee.

83. Steering Committee

Councillor P J Rogers reported on a meeting of the Steering Committee held on 28th August 2012.

RESOLVED that:

- i) the Report of the Steering Committee meeting held on 28th August 2012 (Appendix D attached) be accepted and the recommendations approved.**
- ii) the draft Committee Structure be unanimously approved**
- iii) the Clerk circulate a list of Committees with a request that members indicate in order of preference which Committees they wished to be appointed to.**
- iv) the Steering Committee discuss membership of Committees based on Members' preferences.**

Councillor Dr W E V J Davies expressed his objection to the possibility of electing a Council Leader.

84. Finance Committee

The Clerk reported on a meeting of the Finance Committee held on 6th September 2012.

RESOLVED that the Report of the Finance Committee meeting held on 6th September 2012 (Appendix E attached) be accepted and the recommendations approved.

85. Town Mayor's Report

The Town Mayor provided members with a detailed report on civic events and engagements undertaken since the last meeting.

Councillor P J Rogers thanked the Town Mayor for hosting the American visitors to the Church Youth Club.

86. Proposed Projects and Events Development Co-Ordinator Post

The Clerk reported that the RDP bid had been approved by the Funding Panel and would be submitted to the Executive Board for approval on the 19th September 2012.

87. Campaign for the Re-Opening of the Railway Station at St Clears

The Town Mayor reported on a meeting attended by Councillor S J Runnett, himself and the Clerk with representatives of the Pembrokeshire Rail Travellers' Association (PRTA) and North Pembrokeshire Transport Forum relating to the Campaign for the Re-Opening of the Railway Station at St Clears.

He reported that the meeting had been very informative and that PRTA were in full support of the re-opening of the station.

RESOLVED that the Town Council arrange a meeting of the Campaign for the Re-Opening of the Railway Station Sub-Committee with a view of establishing a community based organisation to progress the matter.

88. Y Gât/The Gate

The Clerk reported on a meeting with Mr P Alder, Carmarthenshire County Council Arts Development Manager regarding Y Gât/The Gate.

Also in attendance was an Officer of the County Council Marketing and Tourism Division.

He reported on discussions relating to:

- the display of the Mayoral Board and Mayoral Frames
- provision of a joint Notice Board in front of Y Gât/The Gate
- provision of joint funding for the provision of signage for St Clears
- the possibility of producing a Town Strategy in partnership with the County Council Tourism and Marketing Division

RESOLVED that the matters be progressed.

89. Independent Remuneration Panel for Wales Draft Annual Report

The Clerk referred to the above consultation document which had previously been e-mailed to Members.

RESOLVED that the document be noted.

90. Residents Drop In Session

It was noted that on this occasion no member of public had attended the Drop-In Session.

RESOLVED that the Town Council continue to arrange the Drop In Sessions.

91. Any Other Business

i) Parking at the Junction to Glasfryn Estate in Station Road

Councillor C J Jenkins reported that he had received an e-mail from a resident in Glasfryn Estate expressing concerns regarding parking at the entrance to the estate.

RESOLVED that the matter be referred to the Environment Committee.

ii) Llanddowror By Pass Local Authority Liaison Committee

Councillor Mrs J S V Rees reported that she would be representing the Town Council at the above meeting on 18th September and requested that any Member wishing to raise any issues regarding the scheme contact her via the Clerk prior to the meeting.

iii) Santa Clara Pottery Group

The Clerk reminded members of the invitation to attend the official opening of the exhibition by Santa Clara Potters at Y Gât/The Gate on Saturday morning, 15th September 2012

iv) Town Mayor Charity Golf Challenge

The Town Mayor reminded members of the Town Mayor's Charity Golf Challenge event to be held at Derllys Court, Golf Course, Bancyfelin on Saturday 6th October 2012.

v) Local Post Offices

The Town Mayor referred to the importance of keeping local post offices open and the need to ensure that government services such as vehicle tax discs etc can be obtained from local Post Offices and distributed promotional material regarding the matter.

Meeting terminated at 9.55pm

St Clears Town Council

**Minutes of a meeting of the Environment Committee
held in Y Gât/The Gate, Pentre Road, St Clears
on Tuesday 17th July 2012 at 6.30pm.**

Present: Councillors: C M Davies, Dr W E V J Davies, P Lanc, P J Rogers, Mrs J S V Rees, Mrs H Witt, L L ap T Davies, Town Mayor and K A Major Chairman of Steering Committee.

In the Chair Councillor P J Rogers.

The Chairman welcomed everyone to the meeting in particular the new Members.

Declarations of Interest

No declarations of interest were recorded.

Matters arising from the Minutes of the Previous Meeting held on 11th June 2012.

The Chairman referred to the Committee's Key Objectives and the Programme of Work for 2012/13 which had been approved by full Council at its meeting held on 10th July 2012.

The Clerk reported that the Town Council's website would be updated to incorporate this information.

Environment Committee Budget Review

The Clerk circulated details of the Committee's expenditure in the period 1st April 2012 to date.

The Clerk reported that he was awaiting up to date copies of the Inspection Reports for the Children's Play Area and the Skateboarding Area.

It was agreed to recommend that the Clerk contact the County Council to ascertain whether there were outstanding issues to be addressed in relation to the Inspections.

It was noted that arrangements were being made to meet with a representative of the Environment Agency regarding the siting of the picnic tables on the riverside area to the rear of the Car Park.

Councillor K A Major reported that the St Clears Business Chamber wished to sponsor one of the picnic tables in memory of the late Councillor Peter Lewis.

Councillor Mrs J S V Rees suggested the possibility of organisations/residents assisting with the enhancement of the area by donating various items eg benches/seats etc.

In discussion it was agreed to recommend that the responsibility for the future maintenance of such items be the responsibility of the organisation/resident donating the item.

It was agreed that consideration relating to how the Town Council can move forward with general environment issues, seasonal planting etc be included on the agenda of

the next meeting of the Environment Committee in readiness for the preparation of the Committee's budget allocation for 203/14.

Proposed Heritage Trail

The Chairman provided members with an update regarding the RDP bid for the proposed Heritage Trail.

Members were provided with a copy of the Bid as submitted.

It was noted that, subject to the approval of the bid, that the estimated completion date for the completion of the work was March 2013.

The Chairman reported that particular attention would need to be given to the Official Opening of the Heritage Trail following completion of the work.

Councillor C M Davies wished to place on record the Town Council's gratitude to the Chairman and Clerk for their work in completing the bid.

Cleaner Handyman Post

The Clerk reported that Mr Keith Jenkins Cleaner/Handyperson had terminated his employment on the 30th June 2012 and was currently undertaking the duties on a voluntary basis.

It was noted that the Chairman of the Committee and Clerk were undertaking a review of the hours of work etc in order to draw up a job description.

War Memorial, St Clears

The Chairman referred to the communication from the St Clears branch of the Royal British Legion concerning issues relating to the War Memorial in Pentre Road, St Clears in particular the display of advertising banners and the general presentation of the area. He referred to a conversation earlier in the evening with the Vice Chair of the Branch together with a further communication regarding the matter.

In discussion Councillor Dr W E V J Davies expressed his concerns regarding the foundations of the War Memorial if additional trees were planted.

It was agreed that the Chairman, Councillor C M Davies, Town Mayor and the Clerk meet with representatives of the St Clears branch of the Royal British Legion to discuss the matters and report back to the Environment Committee.

Carmarthenshire Environment Partnership Grant Funding 2012/13

Members expressed their concerns relating to the limited time period for the submission of bids.

It was agreed to recommend that the Chairman of the Carmarthenshire Environment Partnership be advised that the Town Council would not be in a position to complete a bid within the given timescales and a request made that in future more time be given for the completion of bids.

Projects Up-date

Parking and Traffic Calming

The Chairman reported on a meeting with an Officer of the County Council and County Councillor P M Hughes regarding parking and traffic calming issues in Pentre Road and High Street.

Members expressed their concern and disappointment that no response had been received from the County Council following the meeting.

It was agreed that the Clerk express Members' concern regarding the matter and request a response.

Ffordd Peillac Way

Members expressed their concern and disappointment that there had been no progress regarding the maintenance of Ffordd Peillac Way in particular the cutting back of the Himalayan Balsam. This was now considered to be a health and safety issue due to the height of the Himalayan Balsam.

Concerns were also expressed that as Ffordd Peillac Way would form part of the proposed Heritage Trail it was important that it was maintained on a regular basis.

It was also reported that maintenance was required on other footpaths in the area.

It was agreed that the Clerk convey the Committee's concerns regarding the matter to the County Council Recreation Division, the relevant Executive Board Member and also County Councillor P M Hughes.

It was agreed also, as it had not been possible to meet with the Ranger for the area, to request the Rangers' programme of work in the St Clears Town Council area in the current year.

In discussion it was suggested that the Town Council investigate the possibility of volunteers undertaking the cutting back of the Himalayan Balsam on a one off basis. Councillor L L ap T Davies expressed his concerns regarding undertaking work that was not the Town Council's responsibility.

Councillor Mrs J S V Rees wished her proposal to be recorded that a risk assessment be undertaken relating to the footpaths if no progress was made.

In response to an enquiry the Clerk reported that there had been no progress regarding the replacement Venture Life Bridge.

It was agreed to request an update from the County Council regarding the matter.

Dog Fouling

The Chairman reported that arrangements to replace signage at both ends of Ffordd Peillac Way had not been undertaken as promised.

It was agreed to recommend that an item relating to dog fouling be included on the Town Council website and in the local press.

It was reported that arrangements were being made for the Chairman of the Committee and Clerk to meet with County Council Enforcement Officers to discuss issues relating to dog fouling and litter in the area.

Councillor L Lap T Davies reported that dog fouling issues in Bancyfelin also needed to be addressed.

Any Other Business

Damaged Seat in Bancyfelin

It was reported that a Seat in Bancyfelin needed to be repaired on health and safety grounds.

It was agreed that Councillor C M Davies make arrangements to repair the seat as soon as possible.

Siting of Bicycle Rack in Car Park

In response to an enquiry from Councillor C M Davies it was reported that the siting of the Bicycle Rack in the Car Park had been discussed with an Officer of the County Council and arrangements were being made to meet with the Lining Contractor regarding the associated markings in the car park.

Bank Near the Farmers Co-Op Premises

It was noted that the growth on the bank near the Farmers Co-Op had not been cut back.

It was agreed to make enquiries regarding who was responsible for the maintenance of the bank.

It was also agreed to invite an Officer from the South Wales Trunk Road Agency to the October meeting of the Environment Committee to continue discussions regarding maintenance issues relating to the trunk roads.

Lay-By in Pwlltrap

Councillor K A Major reported that complaints had been received regarding the litter deposited in the lay-by at Pwlltrap following the removal of the litter bin.

The Clerk advised that the complaint had been forwarded to the County Council together with a request that the litter bin be replaced.

Lon Lllys Alaw, Pwlltrap

Councillor K A Major reported that Lon Lllys Alaw was an unadopted road and residents' refuse was being collected at the entrance to Lon Lllys Alaw.

It was suggested that a facility for the storage of residents' refuse be provided at the entrance to Lon Lllys Alaw.

It was agreed to recommend to seek County Councillor P M Hughes' observations on the matter.

Entrance to Backe Road

Councillor Mrs J S V Rees referred to the Environment Committee's Programme of Works and requested that consideration be given to the enhancement of the entrance into Backe Road from the A477 trunk road

Signage on Ffordd Peillac Way

Councillor P Lanc drew attention to the need to provide signage on Ffordd Peillac Way regarding facilities available in St Clears.

In response to the above issues the Chairman reported that arrangements would be made to discuss signage and planting at the meeting with the SWTRA Officer.

It was agreed that Seasonal Planting be included on the Agenda of the next meeting of the Environment Committee

Hedge in Pentre Road

The Clerk reported that a complaint had been received from a member of public following an incident in Pentre Road where pedestrians were forced to walk in the road due to an overhanging hedge.

It was noted that the complaint had been referred to the County Council.

Extension of Speed Limit on Llangynin Road.

It was agreed to recommend that the Town Council support the possibility of extending the 30MPH speed limit on Llangynin Road past Llety Cynin.

Footpath leading from Lon Cowin to Bancyfelin CP School

It was reported that the above path was a permissive path and not a designated footpath and no arrangements were in place for its maintenance.

The Clerk reported that he had requested the Rangers to undertake maintenance work on the footpath.

Appointment of Vice-Chair

It was agreed that the appointment of a Vice -Chair be included on the Agenda of the next meeting of the Environment Committee.

Meeting terminated at 8.40pm

St Clears Town Council

**Minutes of a meeting of the Environment Committee
held in Y Gât/The Gate, Pentre Road, St Clears
on Tuesday 4th September 2012 at 7.30pm.**

Present: Councillors: C M Davies, Dr W E V J Davies, P Lanc, P J Rogers, L L ap T Davies, Town Mayor and K A Major Chairman of Steering Committee.

Also in attendance Councillors C J Jenkins, Mrs C M Ingleton and Mrs J S V Rees.

In the Chair Councillor P J Rogers.

The Chairman welcomed everyone to the meeting in particular the new Members.

Declarations of Interest

No declarations of interest were recorded.

County Council Rangers

The Chairman welcomed to the meeting Messers Alan Warner and Mathew Rayson from the County Council Countryside Recreation Unit.

Mr Warner reported that Mathew Rayson was currently the Ranger in the St Clears area as Mr Emyr Davies was on sick leave.

Members discussed with the Officers issues relating to the maintenance of the footpaths in the Town Council area in particular Ffordd Peillac Way and the need to deal with the Himalayan Balsam.

It was agreed to provide the Rangers with a full list of footpaths in the area and for the Chairman and the Clerk to meet with the Rangers to agree on priorities and report back to the October meeting.

Councillor L L ap T Davies referred to the need for the maintenance of the permissive path at Bancyfelin linking Lon Cowin with the School.

Councillor C J Jenkins referred to the fencing at Ffordd Peillac Way which made it difficult to undertake maintenance work.

The Chairman reported that together with the Clerk he had recently met with a representative of the Environment Agency to discuss the maintenance of the river bank at Ffordd Peillac Way.

Councillor C M Davies referred to the long outstanding issue relating to the reinstatement of the Venture Life Bridge.

In response to an enquiry from Councillor C J Jenkins Mr Warner reported that there was no specific time allocated to the St Clears area.

Prior to their departure the Chairman thanked the officers for their attendance.

Minutes of Environment Committee held on 17th July 2012

It was agreed that the minutes of the Environment Committee meeting held on 17th July 2012 be approved as a correct record.

Matters arising from the Minutes

Bank Near the Farmers Co-Op Premises

The Clerk reported that SWTRA had confirmed that the maintenance of the bank was their responsibility and that arrangements would be made for its maintenance in the Autumn.

Proposed Heritage Trail

Members were advised that the RDP bid for the proposed Heritage Trail had been approved.

Councillor Dr W E V J Davies congratulated the Chairman and Clerk for completing the bid and wished it recorded the Town Council's gratitude to both together with other members and local residents who had assisted with the work.

The Chairman reported that he would be making arrangements in conjunction with the Clerk and the County Council Cultural Heritage Grants Officer to issue a press release.

The Chairman also reported that assistance would be required in order to progress the work.

Councillors L L ap T Davies, C M Davies, Mrs C M Ingleton and Mrs J S V Rees volunteered to assist.

War Memorial, St Clears

The Clerk circulated a report of a meeting held on 24th July 2012 with representatives of the St Clears Branch of the Royal British Legion regarding issues relating to the War Memorial in Pentre Road, St Clears. (please refer to Appendix 1)

The contents of the report were noted and it was agreed that a copy of the report be forwarded to the RBL.

It was noted that arrangements be made to meet with representatives of the RBL on site in mid October to discuss maintenance issues.

Councillor Dr W E V J Davies reiterated his concerns regarding the foundations of the War Memorial if additional trees were planted.

The Clerk reported that following the meeting an Officer of the County Council had confirmed that the War Memorial area was not in County Council ownership.

Parking and Traffic Calming

The Chairman and Clerk reported on a response from an Officer of the County Council following a meeting with County Councillor P M Hughes and representatives of the Town Council regarding parking and traffic calming issues in Pentre Road and High Street.

It was noted that the signage for Gothic Corner would be installed during October and that there was no funding in the current financial year for the provision of hatched lines on the A40 sliproad at the junction with High Street.

The Chairman expressed his concern at the length of time taken to complete the traffic calming measures at Gothic Corner.

Members expressed their concern that only one parking space either side of the entrance to the Factory Shop were being removed for road safety purposes and were of the view that additional parking spaces needed to be removed on the southern side.

It was agreed to recommend that the Town Council seek the views of the local Business Chamber regarding the matter.

With regard to the siting of the bicycle rack it was agreed that the Chairman, Councillor C M Davies and the Clerk meet with an Officer of the County Council and the Lining Contractor one morning at 8.00am to discuss requirements.

Dog Fouling, Litter and Fly Posting

The Chairman reported on a meeting with County Council Enforcement Officers regarding issues relating to dog fouling, litter and fly posting.

Following the meeting the Enforcement Officers had requested that additional litter bins be installed in Pentre Road and investigate the possibility of the installation of bins where the birds would not be able to retrieve the litter

It was agreed that the situation be monitored.

With regard to dog fouling the Enforcement Officers reported that they would continue to regularly patrol the area.

It was agreed also that the Town Council investigate the possibility of adopting Dog Control Orders for certain areas.

It was agreed that the situation be monitored.

The Enforcement Officers also reported that they would also continue to regularly patrol the area regarding fly posting and referred to the County Council Fly Posting Policy.

Provision of Picnic Area

The Chairman and Clerk reported on a meeting with an Officer of the Environment Agency regarding the siting of the picnic tables on the riverside at the rear of the Car Park.

It was agreed that the necessary documentation be completed for the Environment Agency and following official approval the Town Council proceed, as previously agreed, with the provision of four picnic tables and benches – one to be sponsored by the local Business Chamber in memory of the late Councillor Peter Lewis who was President of the local Business Chamber.

The Chairman reported that they had also discussed the maintenance of the river banks adjacent to the Car Park, Ffordd Peillac Way and at the War Memorial.

It was highly unlikely that the Environment Agency would have the resource to undertake the maintenance of the river bank along Ffordd Peillac Way..

It was agreed to recommend that the Town Council investigate the possibility of arranging and funding a one off cut in the Spring in order to deal with the Himalayan Balsam and that the matter be discussed at the October meeting of the Environment Committee when considering the Committee's budgetary requirements for 2013/14.

Children's Play Area and Skateboarding Area.

The Clerk reported on inspection reports from the County Council relating to the Children's Play Area and Skateboarding Area.

Following a proposal from Councillor C J Jenkins it was agreed to recommend that the Town Council provide a Picnic Table and Bench together with a litter bin at Children's Play Area in the Welfare Field.

Cleaner Handyman Post

Members were advised that the Chairman and Clerk had not had the opportunity of undertaking a review of the hours of work etc in order to draw up a job description.

General Environment Issues, Seasonal Planting etc

Following a discussion it was agreed that Councillor C J Jenkins arrange a meeting with the Chairman and Clerk to discuss and receive advice regarding hanging baskets, seasonal planting etc in order to plan a planting scheme for the next year that arrangements be made for the purchase of Tenby Daffodil bulbs to investigate the possibility of working in partnership with the St Clears and District Gardening Club regarding planting to investigate the possibility of planting near footpaths and bridleways

Projects Up-date

The Clerk reported that there had been no progress regarding the ownership of the water pumps.

Any Other Business

2012 Best Garden Competition

The Chairman reported on the judging of the 2012 Best Garden Competition - the winners being:

Best Flower Garden – Mrs Carole Phillips, 1 Bridge Street

Best Vegetable /Container Garden - Mr.W D.George, Fairways, Meidrim Road.

Best Hanging Basket /Window Box – Mrs E John, Dyffryn Taf

Best Landscape Garden – Mr A McEwan, Walnut Cottage, Heol Goi

Best Commercial Premises – Annie's Cafe, Y Gat/The Gate, Pentre Road

Best Overall/Champion Garden - Mr & Mrs V James, Ty Canol, Bridge St.

It was reported that arrangements were to be made for the winners to be presented with their trophies by the Town Mayor at a presentation evening.

Pontoon in River

Councillor C M Davies referred to a previous complaint on health and safety grounds regarding a pontoon in the river Cynin. He reported that although the matter had been reported to the Environment Agency no action had been taken and expressed his concern regarding the safety of kayakers on the river.

It was agreed that the Clerk follow the matter up.

Crowd Control Barriers

Councillor C M Davies expressed his concern that the crowd control barriers had still not been removed from Banc y Beili following the Diamond Jubilee event.

The Clerk informed members that the Contractor had reported that the barriers had been collected over the weekend period.

The Clerk further reported that the Contractor had been unable to collect his trailer and the barriers due to a vehicle constantly blocking the access to Banc y Beili.

It was agreed that the Clerk discuss the matter with the Contractor to ascertain whether all the barriers had been accounted for and whether there were any damages.

Llanddowror By-Pass

Councillor C M Davies referred to a number of written questions submitted by Councillor Dr W E V J Davies when representing the Town Council at a Llanddowror By Pass Liaison Meeting.

He reported that subsequent to the meeting he had been requested whether the questions had been approved by Town Council.

Councillor Dr W E V J Davies reported that although he was representing the Town Council at the meeting the questions had been submitted as an individual .

It was agreed to advise the Public Liaison Officer for the Scheme accordingly.

Refuse Collection at Cefn Maes

Councillor C J Jenkins referred to an issue relating to refuse collection at Cefn Maes, St Clears.

The Clerk reported that he had discussed the matter with County Councillor P M Hughes who had informed him that the roadway at Cefn Maes had not as yet been adopted by the County Council.

Meeting terminated at 9.30pm

St Clears Town Council

**Minutes of a Meeting of the Planning Committee held in
Y Gât/The Gate, Pentre Road, St Clears
on Tuesday 7th August 2012 at 7.00pm.**

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

In the Chair Councillor S J Runnett.

Apologies

Apologies were received from Councillor Mrs H Witt.

Declarations of Interest

Councillor C M Davies declared an interest in Planning Application Ref W/26896.

Planning Applications

i) New Applications:

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

- a) W/26869/ Full Planning/Application for Conservation Area Consent –
W/26870 Change of use of former school to dwelling with extension and new detached garaging – Former School, High Street, St Clears for R Hughes

In discussion Councillor K A Major informed members that a local historian had reported that the bell at the premises were of local historical interest as it came from the ship 'Avola' wrecked off Pendine and was bought at a sale at St Clears Market by the Vicar, Rev C F Owens on 6th November 1900 for the Church School.

RESOLVED that the Town Council offer no adverse comments on the proposal subject to the following:

- **the Town Council support the retention of the bell tower and bell for historical reasons.**
- **the Town Council support the proposal to retain the façade and the character of the building.**
- **that the owners be advised that in the event that the bell is removed that arrangements be made for it to be retained locally for display.**

- b) W/26896 Full Planning – Proposed two-storey extension to rear of dwelling (Resubmission of W/26434) – Llwyndu, Lon Lllysalaw, Pwlltrap, St Clears for Mr Emyr Jenkins

RESOLVED that the Town Council offer no adverse comments on the proposal.

ii) Approvals:

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

- W/26135 Re-submission of W/24357 for proposed attic conversion into Duty Manager's accommodation previously withdrawn on 15.3.11 at Brookfield, Station Road, St Clears
- W/26674 Conversion of existing detached house into two semi-detached dwellings including extension to existing pitched roof, reconstruction of existing porch and alterations to windows and external doors at Black Lion House, Pentre Road, St Clears.
- W/26743 To provide a surfaced car park in the middle of the estate on former grass area at Gorsfach, Pwlltrap, St Clears.

With regard to planning application W/26743 it was noted that no response had been received from the County Council Head of Housing nor County Councillor P M Hughes regarding the proposal.

RESOLVED that County Councillor P M Hughes be requested again to look into the matter.

iii) Withdrawal:

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

- W/26612 Full Planning – Proposed dormer dwellings x 2 and integral garages - plots adjacent to Cartrefle, Salem Road, St Clears.

Any Other Business

County Council Town and Community Council Planning Seminar

The Clerk reported that the County Council were arranging a Town and Community Council Planning Seminar at Parc y Scarlets, Llanelli on Friday 23rd November 2012 at a cost of £20.00 per delegate.

Councillors L L ap T Davies and Mrs J S V Rees expressed their interest in attending the Seminar.

Meeting terminated at 8.10pm

St Clears Town Council

**Minutes of a meeting of the Steering Committee
held in Y Gât/The Gate, Pentre Road, St Clears
on Tuesday 28th August 2012 at 7.00 pm.**

Present: Councillors: C M Davies, L L ap T Davies (Town Mayor), R G Edwards, E H Eynon, K A Major, P J Rogers and S J Runnett .

In the Chair Councillor K A Major.

The Chairman welcomed members to the meeting.

Review of Committee Structure

The Chairman referred to the previous meeting of the Steering Committee held on 19th June 2012 to review the Committee Structure and reminded Members that the Steering Committee were to report back to the September monthly meeting of the full Council.

He thanked Councillor P J Rogers for producing a document relating to the proposed new Committee Structure following the discussions at the previous meeting. A copy of the document had been circulated to Members of the Committee prior to the meeting.

Members discussed the document in detail and following deliberations it was agreed that the attached document (Appendix A) be presented to the full Council for consideration with a recommendation that the proposals be approved.

Following consideration of the proposals Councillor S J Runnett reported that he would like a Leader of the Council to be elected. It was agreed that the matter be discussed following approval of the proposed new Committee Structure by Full Council.

Meeting terminated at 9.00pm.

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 Thursday 6th September 2012 at 5.30 pm.**

Present: Councillors: R G Edwards, E H Eynon, K A Major and L L ap T Davies,
Town Mayor.

In the Chair Councillor R G Edwards.

Apologies

Apologies were received from Councillor P J Rogers.

Declarations of Interest

Councillor L L ap T Davies declared his interest in the item relating to Financial Assistance as the Co-ordinator for CYD Sancler .

Budget Monitoring

Members were provided with details relating to income and expenditure for the period 1st April 2012 to 31st August 2012 and bank reconciliation statement as at 31st August 2012. Bank statements for the months of July and August 2012 were circulated.

Members noted receipt of the second instalment of the precept in the sum of £23,796.67.

The Clerk reported that one of the Investment Bonds in the sum of £25,000 would mature on 8th September 2012.

It was agreed to recommend that £25,000 be reinvested in a new nine month Investment Bond to commence on 12th October 2012.

The Clerk referred to the wear and tear of the Market Stalls' seats.

It was agreed to recommend that some of the seats be renewed.

Audit of Accounts for the Year Ended 31st March 2012

Members were advised of the receipt of formal notification from BDO LLP regarding the completion of the audit for the year ended 31st March 2012.

It was agreed to recommend that:

- the Annual Return be approved and accepted
- 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 referred to an article in the One Voice Wales publication The Voice/Y Llais regarding potential new arrangements for the audit of local Councils in Wales.

Payments

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

- 103148 Medway Building Contractors - £1998.00 – Repairs to Storage Hut.
- 103149 Medway Building Contractors - £36.00 – Repairs to Seat at Bancyfelin.
- 103150 Wrenvale Nurseries and Landscapes - £720.00 – Provision of hanging baskets and planting of flower containers
- 103151 St Clears Community Association - £515.43- Reimbursement re Diamond Jubilee Events
- 103152 W3 Web Designs Ltd - £150.00 – Website updates November 2011
- 103153 Glyn Edwards Office Equipment Ltd - £34.85 – Photocopier charges
- 103154 W3 Web Designs Ltd - £154.80 –Webpage for St Clears Branch Royal British Legion
- 103155 Zapp Canopy Umbrellas Ltd - £169.63 – New back sheet for Market Stall (Reimburse L Bowen)
- 103156 Lynn Bowen - £1,188.27 – Clerk’s Salary August 2012
- 103157 Travis Perkins Trading Company Ltd - £7.99 – Bolts and washers for seat repairs
- 103158 K Jenkins - £113.86 - De-littering Car Park etc, Skateboarding Area and Children’s Play Area - Final Account
- 103159 Bowen and Weaving Ltd - £19.06 – Stationery
- 103160 BDO LLP - £480.00 – Audit Fee
- 103161 Lyn Davies - £40.28 - Travelling expenses to meeting with PRTA at Herbrandston, Milford Haven re campaign for the re-opening of the railway station at St Clears
- 103162 N and J James - £425.00- Erection and Collection of Market Stalls – 2.6.12, 1.8.12 and 11.8.12.
- 103163 J N Williams Ground Maintenance Ltd - £1,000.00 – 4th and 5th Instalment Re Grounds Maintenance Contract 2012/13
- 103164 Lynn Bowen - £1,188.27 – Clerk’s Salary September 2012
- 103165 E H Factors and Clothing - £20.16 – Black refuse sacks
- 103166 HM Revenue and Customs - £1,789.76 - Income Tax and NI contributions (July, August and September 2012)

Councillor E H Eynon expressed his concern regarding the expenditure on the Storage Hut.

It was agreed that a review of storage facilities be included on the Agenda of the November meeting of the Finance Committee when the Committee will be discussing budgetary requirements for the 2013/14 financial year.

Requests for Financial Assistance

Members were provided with a report relating to applications for financial assistance received since the commencement of the financial year (please refer to Appendix1).

Following a discussion it was agreed:

i) to recommend that the following financial contributions be approved:

- Y Cardi Bach - £50.00
- Bancyfelin Senior Citizen’s Group - £100.00

ii) that the Town Council were not in a position to accede to the request for sponsorship in respect of J Hancock who had been selected to represent Wales in the Welsh Under 18 Bowls Team

iii) that the Town Council sponsor a one page web link to the Town Council website for CYD Sanclêr at a cost of £129.00 plus VAT.

It was noted that the Town Council had previously agreed to the sponsorship of a one page web link for Cor Bois y Felin.

iv) that the Town Council investigate the possibility of setting up a bursary for CYD Sancler to promote the Welsh language.

Wales Government Consultation Regarding Legislation Governing the Making of Payments by Local Councils.

The Clerk referred to the above consultation which proposed the removal of the statutory rule requiring cheques to be signed by two Councillors.

Following a discussion it was agreed to recommend that the Town Council respond to the Consultation stating that they would prefer the situation to remain as currently.

List of Preferred Contractors

The Clerk referred to discussion at the previous meeting of the Finance Committee regarding the above.

As the matter had been raised initially by Councillor E H Eynon who had left the meeting early it was agreed that the matter be deferred.

It was noted that the Town Council were operating within the requirements of its own Financial Regulations which were reviewed annually.

It was agreed to recommend that the matter be considered when reviewing the Financial Regulations.

Any Other Business

It was agreed that arrangements be made for each Committee, at their October meetings, to consider their 2013/14 budgetary requirements for submission to the November meeting of the Finance Committee.

It was agreed that the next meetings of the Finance Committee be held on Tuesday 2nd October and Tuesday 6th November 2012.

Meeting terminated at 7.00pm.