

## 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 10<sup>th</sup> June 2012 at 7.30pm

#### **Present:**

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

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

#### **31. Apologies**

County Councillor P M Hughes had tendered his apologies

#### **32. Personal Matters**

No personal matters were recorded.

#### **33. Declarations of Interest**

Councillor K A Major - Planning Committee – Planning Application Ref W/26380 -  
Applicant's father and owner of the land.

Councillor S J Runnett – Planning Committee – LDP Alternative Sites Consultation -  
Site Ref: ALT/173/017/N – Applicant's Agent.

Councillor C M Davies – Any Other Business – Repairs to Storage Hut – Partner in  
Medway Building Contractors.

The Clerk declared his interest in the request for financial assistance from the Scouts  
as the Scouts 200 Club Secretary.

#### **34. Minutes**

**RESOLVED** that the minutes of the Annual Meeting and Town Council meeting  
held on 8<sup>th</sup> May 2012 be confirmed and signed as a true record.

#### **35. Matters Arising**

202. (i) Former R and M Stores.

The Clerk informed Members of the content of a further E-Mail from Mrs S Griffiths.

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

#### **36. County Councillor's Report**

Members were informed that County Councillor P M Hughes had tendered his  
apologies as he was not feeling well.

It was noted that County Councillor P M Hughes had been in attendance at a site  
meeting earlier in the day with a County Council Officer regarding parking issues etc.

#### **37. Clerk's Report**

i. Welsh Government

a) A477 St Clears Red Roses Improvement – Liaison Committee

Information regarding the above together with an invitation for the Town Council to  
nominate a representative to be a member of the Committee.

**RESOLVED that**

**i) Councillor Mrs J S V Rees be nominated to represent the Town Council on the Liaison Committee and**

**ii) Councillor Dr W E V J Davies attend the first meeting as Councillor Mrs J S V Rees was not available to attend.**

b) Consultation relating to the White Paper Promoting Local Democracy (Consultation period ends 3<sup>rd</sup> August)

ii. Carmarthenshire County Council

a) Invitation for representative of Town Council to attend the Carmarthenshire Fairtrade Group.

It was noted that Councillor Mrs J S V Rees, the Town Council's Fairtrade representative had volunteered to attend.

b) Request from County Councillor Jim Jones, Executive Board Member for Environmental and Public Protection for information relating to hotspots regarding dog fouling and litter.

It was reported that following consultation with the Town Mayor and Chairman of the Environment Committee a response had been sent to Councillor Jim Jones together with an invitation for him to attend a future meeting of the Environment Committee to discuss the issues.

**RESOLVED that the actions taken be approved.**

c) Carmarthenshire Tourist Association – Newsletter

d) Carmarthenshire Marketing and Tourism - Newsletter

iii. One Voice Wales

a) Notice of One Voice Wales 2012 Conference and AGM to be held on Saturday 13<sup>th</sup> October 2012 at Pontrhydfendigaid together with an invitation to submit a maximum of two motions for debate at the AGM.

**RESOLVED that**

**i) Councillors K A Major and S J Runnett attend the One Voice Wales 2012 Conference and AGM**

**ii) the Town Council submit for consideration the same motion as last year for debate at the AGM**

b) Information regarding

- Welsh Government Ecosystem Resilience and Diversity Fund (ERD)
- Welsh Government Consultation on proposals for a Sustainable Development Bill
- OVV Training Programmes – New Councillor Induction and Code of Conduct
- Boundary Commission for Wales Newsletter relating to 2013 Review of Parliamentary Constituencies secondary consultation period
- Welsh Government research relating to mapping the provision of flood risk management at community level across Wales
- Welsh Government Practice Guide – Realising the potential of pre-application discussion relating to planning applications

**RESOLVED that**

**i) arrangements be made with One Voice Wales for the 'New Councillor Induction and Code of Conduct Training' to be presented to members of the Town Council in early September 2012**

**ii) Welsh Government Practice Guide relating to planning applications be referred to the Planning Committee.**

iv. Society of Local Council Clerks.

Information relating to Welsh Conference to be held in Swansea on 18<sup>th</sup> July 2012 and Regional Conference in York on 28<sup>th</sup> June 2012.

v. Fairtrade Wales – Newsletters

vi. SSE – Nant y Moch Wind Farm – Project update

vii. Menter Gorllewin Sir Gar

Invitation to attend a Timebanking event in Carmarthen on 26<sup>th</sup> June 2012. Councillor Mrs J S V Rees volunteered to attend.

viii. Welsh Game Fair – 16/17<sup>th</sup> June 2012 – Newsletter

ix. Inside Government

Information regarding Civil Society Summit to be held in London on 20<sup>th</sup> June 2012.

x. Inside Energy

Information regarding 2<sup>nd</sup> Annual Energy 2050: Transparency, Longevity and Certainty conference in London on 5<sup>th</sup> July 2012.

xi. Parish On-Line – Newsletter - June 2012

xii. Tenovus – Newsletter

xiii. Sport Wales - Information relating to increase in funding for community sport

xiv. Hafan Cymru

Information regarding fundraising event – Cardiff to Paris Bike Ride 2012.

xv. Age Cymru Sir Gar.

Information regarding Big Lunch to be held in Llanelli on 3<sup>rd</sup> June 2012.

xvi. Ty Melin Sling Library

Information regarding the above venture which has been set up to encourage and help more parents to wear their babies and small children in a safe way

**38. P R Committee**

i) Councillor K A Major reported on a meeting of the PR Committee held on 14<sup>th</sup> May 2012.

**RESOLVED that**

**i) the Report of the PR Sub-Committee meeting held on 14<sup>th</sup> May 2012**

**(Appendix A attached) be accepted and the recommendations approved.**

ii) the Town Mayor contact the Chair of the local Business Chamber to discuss closer working relationships between the Town Council and the Business Chamber

iii) the Town Council consider the publication of a six monthly on line Newsletter

iv) Councillor Mrs J S V Rees assist with the publication of items on the website and become a member of the PR Sub Committee.

#### **39. Planning Committee**

i) Councillor S J Runnett reported on a meeting of the Planning Committee held on 14<sup>th</sup> May 2012.

**RESOLVED that**

**the Report of the Planning Committee meeting held on 14<sup>th</sup> May 2012**

**(Appendix B attached) be accepted and the recommendations approved.**

#### **40. Finance Committee**

Councillor R G Edwards reported on a meeting of the Finance Committee held on 11<sup>th</sup> June 2012.

**RESOLVED that the verbal Report of the Finance Committee meeting held on 11<sup>th</sup> June 2012 (Appendix C attached) be accepted and the recommendations approved.**

#### **41. Environment Committee**

i) Councillor P J Rogers reported on a meeting of the Environment Committee held on 11<sup>th</sup> June 2012

**RESOLVED that the verbal Report of the Environment Committee meeting held on 11<sup>th</sup> June 2012 (Appendix D attached) be accepted and the recommendations approved.**

ii) Councillor P J Rogers also reported on the site meeting held earlier in the day with an Officer of the County Council and County Councillor P M Hughes regarding road safety and parking issues.

Councillor Dr W E V J Davies thanked Councillor P J Rogers for the work he had undertaken relating to the Environment Committee.

#### **42. Vacancies in the Office of Councillors**

The Clerk reported that three applications had been received in respect of the vacancies and provided members with copies of the applications.

**RESOLVED that the following be co-opted as members of St Clears Town Council:**

**Mrs Catherine Ingleton, Hafren House, Station Road, St Clears**

**Mr Philip Lanc, Llyn y Gors, Tenby Road, St Clears**

**Mrs Heather Witt, The Vicarage, St Clears**

#### **43. Steering Committee**

Councillor K A Major reported on a special meeting of the Steering Committee held earlier in the evening to discuss the criteria relating to the co-option of Members to fill the current vacancies on the Town Council.

**RESOLVED that the verbal Report of the Steering Committee meeting held on 12<sup>th</sup> June 2012 (Appendix E attached) be accepted and the recommendations be approved.**

It was agreed that arrangements be made for the newly co-opted members to meet with the Town Mayor, Chairman of the Steering Committee and the Clerk for an informal discussion regarding the work of the Council.

#### **44. Town Mayor's Report**

The Town Mayor reported in detail on civic events and engagements undertaken since his inauguration

#### **45. Proposed Projects and Events Development Co-Ordinator Post**

The Clerk updated members regarding the bid submitted for grant aid for the proposed Projects and Events Development Co-Ordinator Post.

##### **RESOLVED**

- i) that the Funding Panel's comments be noted**
- ii) to discuss the proposal further with the County Council Head of Leisure**
- iii) to seek the views of neighbouring Town Councils regarding the Funding Panel's comments.**

#### **46. Residents Drop In Session**

It was reported that no members of the public had attended the Drop-In Session held earlier in the evening prior to the Meeting.

It was noted that fairtrade products had been available for the Drop In Session.

#### **47. Any Other Business**

##### **i) Civic Service**

The Town Mayor reported that arrangements had been made for the Civic Service to be held at Gibeon Chapel on Sunday 15<sup>th</sup> July with light refreshments at Bancyfelin Hall following the Service

##### **ii) Storage Hut**

The Clerk reported that there was an urgent need on health and safety grounds to undertake repair works on the front elevation of the Storage Hut following damage caused whilst the Contractor was maneuvering the trailer into the building.

A quotation had been received from Medway Building Contractors for undertaking the work.

Following a proposal by Councillor P J Rogers seconded by Councillor

Mrs J S V Rees

##### **RESOLVED to:**

- i) investigate when the damage had occurred and whether it would be covered under the Contractor's insurance**
- ii) arrange for Medway Building Contractors to make the building safe.**

##### **iii) Footpath at Bancyfelin**

Councillor R G Edwards wished to record his gratitude to the County Council Rangers for the maintenance work undertaken on a footpath at Bancyfelin prior to the Bancyfelin Diamond Jubilee walk on Monday 4<sup>th</sup> June.

The Clerk reported that a thank you note had been sent to the Rangers.

iv) Ffordd Peillac Way

Councillor P J Rogers expressed his concern that the Himalayan Balsam had not been treated.

**RESOLVED that the matter be referred again to the County Council Rangers.**

v) 2012 Fireworks Display and Winter Carnival/ Christmas Lights Switch On  
Councillor Dr E W E V J Davies expressed his concern that the responsibility for the 2012 Fireworks Display and Winter Carnival/ Christmas Lights Switch On may be transferred to the St Clears Community Association.

Councillor E H Eynon, Chairman of the Special Projects Committee reported that the Special Projects Committee acted on instructions from the Town Council.

**RESOLVED that the matter be placed on the Agenda of the July meeting of the Town Council.**

vi) Queen's Diamond Jubilee Events

Councillor C M Davies reported that as Chairman of the St Clears Community Association he wished to report that the events organised to celebrate the Queen's Diamond Jubilee had been very successful and wished to thank the Town Council for its support.

vii) HSBC Bank - St Clears Branch

Councillor S J Runnett reported that it had been announced that the HSBC Bank in St Clears would be closing on 7<sup>th</sup> September 2012.

Members expressed their concerns at the effect this could have on local residents and businesses.

**RESOLVED that a letter be sent to the HSBC Regional Director requesting that the matter be reconsidered and requesting whether the ATM service could be retained.**

Further discussion ensued relating to the need for proper Town Centre management in St Clears.

**RESOLVED that the matter be referred to the Town Council Planning Committee.**

viii) Diamond Jubilee Commemorative Coins

It was reported for information that arrangements were in hand to present each child up to secondary school age attending Primary Schools and Ysgol Feithrin in the St Clears Town Council area with a Diamond Jubilee Commemorative Coin.

The Clerk sought information from members regarding primary school age children attending schools outside the area in order that they could be presented with the commemorative coins.

ix) Residents Drop In Session

**i) RESOLVED that a Residents Drop In Session be held between 7.00 and 7.30pm prior to the July monthly meeting of the Town Council scheduled for 10<sup>th</sup> July.**

**ii) the Town Mayor, Councillor R G Edwards, Chairman of Finance and Councillor P J Rogers Chairman of the Environment to be in attendance.**

x) Press Reports

The Clerk reported for information that an E-mail had been received from the Carmarthen Journal reporter usually attending Town Council meetings stating that he had been made redundant.

**RESOLVED that a response be sent to him wishing him well for the future.**

Councillor S J Runnett expressed his concerns regarding the matter and reported that the Town Council would need to consider issuing press releases in the event that reporters would not be attending Town Council meetings.

Meeting terminated at 9.30pm

**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 Monday 14<sup>th</sup> May 2012 at 6.00pm**

**Present:**

Councillors: E H Eynon, K A Major and S J Runnett.

In the Chair Councillor K A Major.

**Declarations of Interest**

No declarations of interest were recorded.

**Website**

Councillor S J Runnett reported that following the local council elections he was now in a better position to clear the backlog and continue with the publication of items on the website.

Members were in agreement that the work was time consuming and it was suggested that the proposed Projects and Events Development Co-ordinator may be able to assist with the work.

In discussion it was agreed that further consideration be given to the inclusion of more features on the Website and the possibility of producing an on-line Information Leaflet.

Members felt that it would be beneficial to establish closer working relationship with the local Business Chamber.

Councillor E H Eynon updated Members with regard to the facility for local Organisations to have their own web page on the Website.

It was agreed that the Web Designers be requested to provide the Town Council with updated detailed information relating to this facility together with the costs involved.

**Promotion of St Clears**

The Clerk reminded Members that the P R Committee had been requested by the Town Council to consider the invitation to promote St Clears in the Coach Tours UK magazine.

It was agreed to recommend that it would not be cost effective at the present time to advertise in the magazine.

In discussion it was also agreed to recommend that the Town Council look at the possibility of establishing a five year marketing plan for St Clears.

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 Monday 14<sup>th</sup> May 2012 at 7.00pm.**

**Present:** Councillors: L L ap T Davies, K A Major and S J Runnett.

In the Chair Councillor S J Runnett.

**Apologies**

Apologies were received from Councillors C M Davies and Mrs J S V Rees.  
Councillor P J Rogers had also tendered his apologies.

**Declarations of Interest**

Councillor S J Runnett declared his interest in the following item:  
Carmarthenshire L D P Alternative Sites (Site allocation Representations)  
Consultation – Site Ref: ALT/173/017/N – Applicant's Agent.

**Carmarthenshire Local Development Plan - Alternative Sites (Site Allocation Representations) Consultation**

Members fully considered the Consultation document and a draft response was agreed (Please refer to Appendix1).

It was agreed that the draft response be copied to all Members of the Town Council for their comments/approval prior to submission.

**Planning Applications**

**Approval**

Members were advised for information that the following planning application had been granted planning permission subject to conditions:

W/26380 Proposed dwelling (re-submission of W/26059) on land to the rear of the White Lion Inn, Pwlltrap, St Clears

**Refusal**

Members were advised for information that the following planning application had been refused.

W/26434 Proposed two storey extension to rear of dwelling with conservatory to front at Llwyndu, Lon Lllysalaw, Pwlltrap, St Clears

**Any Other Business**

ii) Installation of Cladding at Old Market Surgery, St Clears

The Clerk reported for information that the County Council Head of Planning had advised that the site had been visited and that the owner had been requested to submit a planning application for the change of use within 28 days.

Meeting terminated at 8.30pm

**Cyngor Tref Sanclêr/St Clears Town Council**

**Planning Committee 14<sup>th</sup> May 2012**

**Recommended Response Re: Carmarthenshire LDP –**

**Alternative Sites (Site Allocation Representations) Consultation**

<b>Alternative Site Ref</b>	<b>Site Name</b>	<b>Town Council Observation</b>
ALT/173/001/S	Lower St Clears	Support Exclusion of Site
ALT/173/002/N	Ysgubor Fawr	Object to New Residential Site
ALT/173/003/S	Lower St Clears	Support Exclusion of Site
ALT/173/004/S	Lower St Clears	Support Exclusion of Site
ALT/173/005/A	Brynheulog	Amendment to Density as previously requested by TC
ALT/173/006/A	Gardde Fields	Amendment to Density as previously requested by TC
ALT/173/007/N	Ffynnongain	Object to New Residential Site
ALT/173/008/N	Ysgubor Fawr	Support New Residential Site
ALT/173/009/N	Land south of former A40	Support New Residential Site as previously proposed by TC
ALT/173/010/N	Adjacent to Britannia Terrace	Support Mix Use as previously proposed by TC
ALT/173/011/N	Gat Fach	Object to New Residential Site
ALT/173/012/N	Hayjo	Object to Site for Residential Dwelling
ALT/173/013/S	Land Adjacent A40	Support Inclusion of Site
ALT/173/014/N	Land West of Old Board School	Object to New Residential Site – Land Previously Amenity Area
ALT/173/015/N	Land at Pwlltrap	Object to New Residential Site
ALT/173/016/N	Talfan Farm	Object to New Residential Site
ALT/173/017/N	Corner in Pwlltrap	Support New Residential Site
ALT/173/018/A	C & P Country Stores	Support Retail Site
ALT/173/019/N	Soland Court	Outside of St Clears Town Council Area
ALT/173/020/N	Station Road	Support Site for Railway Station and Associated Uses and Car Park as proposed by TC
ALT/173/021/N	Station Road	Support Site for Railway Station and Associated Uses and Car Park as proposed by TC
ALT/173/022/A	Land Adjacent Station Yard	Support Site for Railway Station and Associated Uses and Car Park as proposed by TC
ALT/173/023/D	Land Adjacent to Pwlltrap	Support Exclusion of Site
ALT/173/024/N	Land West of Heol Llaindelyn	Object to Site for New Residential and Other Development
ALT/173/025/D	Land Adjacent to Britannia Terrace	Support Exclusion of Site

ALT/173/026/N	Land at Glasfryn	Object to New Residential Site
ALT/173/027/A	Land West of Station Road	Support Mixed Use Site
ALT/173/028/N	Glasfryn Park	Object to New Residential Site
ALT/173/029/A	Eastern Part of Site of Old Butter Factory and Adjoining Land	Support the Location of Area for Recreation Use to East of Site as previously proposed by TC
ALT/173/030/N	Cartrefle, Salem Road	Object to New Residential Site

**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 Monday 11<sup>th</sup> June 2012 at 6.00 pm.**

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

In the Chair Councillor R G Edwards.

**Declarations of Interest**

No declarations of interest were recorded by Members.  
The Clerk declared his interest in the request for financial assistance from the St Clears Cub Scouts as the Secretary of the Scouts 200 Club.

**Income and Expenditure Account 2011/12**

Members were provided with information relating to the final position relating to income and expenditure for the 2011/12 financial year.  
The accounts together with the Annual Return and supporting documentation would now be submitted to the Internal Auditor.

The Clerk reminded members that it was a requirement for the accounts to be approved by the Town Council before the 30<sup>th</sup> June 2012.

It was agreed therefore to recommend that special meetings of the Finance Committee and Town Council be held on 26<sup>th</sup> June 2012 for the approval of the accounts.

Following an enquiry by Councillor E H Eynon discussions ensued regarding the Town Council's Reserves. It was agreed that the Clerk provide members with a list of outstanding works to be funded from Reserves.

**Budget Monitoring**

The Clerk circulated details relating to income and expenditure for the period 1<sup>st</sup> April 2012 to 31<sup>st</sup> May 2012 together copies of bank statements for the period and bank reconciliation statement as at 31<sup>st</sup> May 2012.

**Payments**

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

- 103116 Zurich Municipal - £3,780.44 – Insurance Policy Renewal 2012/13
- 103117 Travis Perkins Trading Co Ltd - £27.27 – Cleaning Materials
- 103118 Running Imp International Sports Ltd - £1,990.20 – Commemorative Coins Re Diamond Jubilee
- 103119 N and J James - £270.00 - Erection and Collection of Market Stalls – 11.5.12, 19.5.12 and 25.5.12.
- 103120 K Jenkins - £227.71 - De-littering Car Park etc April/May 2012 and De-littering Skateboarding Area and Children's Play Area April/May 2012.
- 103121 Lynn Bowen - £1,188.27 – Clerk's Salary June 2012

- 103122 J N Williams Ground Maintenance Ltd - £500.00 – 2nd Instalment Re Grounds Maintenance Contract 2012/13
- 103123 Glyn Edwards Office Equipment Ltd - £71.28 – Toner for photocopier
- 103124 Tooby and Williams Ltd - £13.61 – Gas Re Diamond Jubilee Celebrations
- 103125 Malcolm Herbert Plant Hire Ltd – £210.00 –Hire of equipment Re Diamond Jubilee Celebrations
- 103126 Karl Evans (Theatricks) - £200.00 – Children’s entertainment Re Diamond Jubilee Celebrations
- 103127 S A Lloyd (S and S Entertainments)- £110.00 – Hire of Disco and Bouncy Castle  
– Re Diamond Jubilee Celebrations
- 103128 Cleddau Insurance Services - £101.00 – Event Insurance - Re Diamond Jubilee Celebrations
- 103129 Annie’s - £220.00 – Buffet Re Town Mayor’s Civic Reception

**Requests for Financial Assistance**

It was reported that requests for financial assistance had been received from the following organisations:

- Marie Curie Cancer Care
- St Clears Cub Scouts

It was noted that the request from the Cub Scouts related to the purchase of new tents for camping this Summer.

It was agreed to recommend that

- £200 .00 be donated to the St Clears Cub Scouts to assist with the purchase of new tents
- the request from Marie Curie Cancer Care be considered along with others at the September meeting.

**Any Other Business**

The Clerk reported for information that Mr Keith Jenkins, Cleaner/Handyperson would be terminating his employment as Cleaner/Handyperson with effect from 30<sup>th</sup> June 2012.

Members agreed to recommend that the Environment Committee look at the possibility of employing a contractor to undertake the duties rather than an individual in order to avoid PAYE issues.

Meeting terminated at 7.10pm.

**St Clears Town Council**

**Minutes of a meeting of the Environment Committee  
held in Y Gât/The Gate, Pentre Road, St Clears  
on Monday 11<sup>th</sup> June 2012 at 7.15pm.**

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

In the Chair Councillor P J Rogers.

**Declarations of Interest**

No declarations of interest were recorded.

**Proposed Heritage Trail**

The Chairman provided members with an update regarding the RDP bid for the proposed Heritage Trail. He reported that together with the Town Mayor and Clerk he had met with the County Council Heritage Grants Officer to discuss various issues relating to the completion of the bid.

It was noted that the bid was to be completed by the 30<sup>th</sup> June 2012.

**Role of Environment Committee and Programme of Work**

The Chairman provided members, for discussion, with detailed information relating to the role of the Environment Committee and key objectives for the period 2012 -2017. He also provided members with a proposed programme of works for the current financial year.

Following a discussion it was unanimously agreed that the Environment Committee recommend that the proposals be approved. (Please refer to Appendix 1).

It was also agreed that the Environment Committee section of the Town Council website be updated accordingly.

Members thanked the Chairman for his work.

**2012 Best Garden Competition**

It was agreed to recommend that the Town Council arrange the annual Best Garden Competition.

Following a discussion it was agreed that the entry classes remain as last year and that the closing date for the competition be 23rd July 2012 with judging taking place during that week.

**Environmental Policy**

It was agreed to recommend minor amendment to the Town Council's Environmental Policy. (Please refer to Appendix2).

**QE2 Playing Fields Initiative**

It was noted that

- arrangements were in hand for the transfer of responsibility for the Welfare Field from the St Clears Athletic Association to the Town Council – the Town Council should therefore complete the documentation following the formal transfer of responsibility
- the St Clears Juvenile Sports Committee would be completing the documentation relating to Banc y Bailey.

### **Planting of Trees to Celebrate the Queen’s Diamond Jubilee**

It was agreed that the matter be deferred for discussion at a future meeting of the Committee.

### **Cleaner Handyman Post**

The Clerk reported that Mr Keith Jenkins Cleaner/Handyperson would be terminating his employment on the 30<sup>th</sup> June 2012.

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

The Clerk reported that the Finance Committee were recommending that the work be contracted out rather than the Town Council directly employing someone in order to avoid PAYE issues.

It was agreed however to recommend that initially the Town Council advertise for an individual to undertake the work.

### **Former Swan Hotel Garage**

The Clerk reported that the Land Registry had confirmed the outright ownership of this area of land with no right of way to the river.

### **Provision of Picnic Area**

The Clerk reported that permission would be required from the Environment Agency for the siting of the Picnic Tables on the riverside. Arrangements were being made to meet with officers of the Environment Agency to discuss the matter.

### **Ffordd Peillac Way**

Members were advised that arrangements were in hand for members of the Environment Committee to meet with Officers of the County Council/Rangers and Officers of the Environment Agency regarding the maintenance of Ffordd Peillac Way and in particular the need to cut back of the Himalayan Balsam.

### **Water Pumps**

The Clerk reported that he was awaiting information from a local historian relating to the water pumps.

### **Dog Fouling**

The Clerk reported that a request had been received from County Councillor Jim Jones, Executive Board Member for Environmental and Public Protection for information relating to hotspots regarding dog fouling and litter.

It was reported that the following areas had been listed as hotspots: Pentre Road, Ffordd Peillac Way, Banc y Bailey and the Welfare Field

It was also reported that litter was a problem on Ffordd Peillac Way and a request had been made for litter bins to be provided in this area.

An invitation had been extended to Councillor Jim Jones to attend a future meeting of the Environment Committee to discuss local issues relating to his portfolio.

**Parking Issues etc**

It was reported that arrangements had been made for an Officer from the County Council to meet representatives of the Environment Committee and County Councillor P M Hughes the following day to discuss issues relating to parking etc.

Meeting terminated at 9.15pm



### The Role of the Environment Committee

The Environment Committee is responsible for developing and managing a programme of work that will deliver St Clears Town Council's aspiration for the local environment and will make a positive contribution to the Council's vision for St Clears during the next five years.

The Town Council's **key objectives for the Environment Committee for 2012 - 2017** are:-

- **to improve the environment** throughout the St Clears Town Council's area of responsibility so that residents and visitors are able to enjoy all the local environment has to offer;
- **to promote the rich culture and heritage** of the locality and help preserve it for future generations to enjoy;
- **to make the local environment attractive** to residents and visitors to contribute to their sense of well being and encourage them to take pride in their community;
- to work in partnership with other groups and agencies **to conserve wildlife and preserve the rich natural environment** of St Clears and the surrounding district;
- to engage with external agencies to **ensure that the local environment is clean and safe** for all who use it.

### The Environment Committee's Programme of Work for 2012 – 2013

The Environment Committee has **prioritised four key areas for 2012 – 2013**.

These are:-

- Creating and developing a **St Clears Town Heritage Trail** including bidding for grant funding, undertaking preparatory work if successful, implementing the programme of work and delivering the completed Trail by September 2013.
- Planning **improvements to the local environment** including the development of planting schemes for the Town Centre, Lower St Clears, Pwll Trap and Bancyfelin and agreeing a timetable for their phased implementation; agreeing planting schemes with external agencies to improve the appearance of slip roads and approach roads; meeting with the County Council and other agencies/voluntary groups to address issues related to the maintenance of footpaths and bridleways.
- Reintroducing **Town Council Walks** on a quarterly basis to help ensure that local footpaths and bridleways are used by the public, kept open and maintained. This will help to reinforce local heritage and culture. Each walk will be supported by an information leaflet to be published after the walk

has been completed to enable local residents and visitors to follow the walks themselves at a future date.

- Improvements to **Pelliac Way** by addressing in partnership with the County Council and the Environment agencies issues identified by the public. These include on-going maintenance, seating, picnic tables, additional tarmac and tree planting.

The Environment Committee has **overall management** of the following on an ongoing basis:-

- **Areas of responsibility in the Town** include the Old Market Square, the War Memorial and Flags, the Skate Park, the Children's play area in the Welfare Field, public seating, the Town Clock, the Water Pumps and Council Notice Boards.
- **Liaison with other agencies** to address concerns related to the local environment. These include Dog Fouling, Traffic Calming, cleaning of Bus Shelters, De-Littering and preserving and protecting the local environment in the St Clears Council area.
- **Maintaining Links with Outside agencies** including SWTRA, the Environment Agency, the County Council Rangers, County Council Highway Authority and the police. In addition links will be maintained with the Town Trust, Community Association, Local Schools, Youth Groups and Voluntary Organisations.

***Cyngor Tref Sanclêr/St Clears Town Council***

**Environmental Policy**

St Clears Town Council is committed to providing a quality service in a manner that ensures a safe and healthy community for our residents and minimises our potential impact on the environment. The Council will operate in compliance with all relevant environmental legislation and strive to use environmental best practices in all its activities.

The St Clears Town Council will:

- integrate the consideration of environmental concerns and impacts into all of our decision making and activities
- promote environmental awareness amongst the whole community and encourage all to work and live in an environmentally responsible manner
- inform our community residents about environmental issues that may affect their work
- reduce waste through re-use and recycling and by purchasing recycled, recyclable or re-furnished products and materials where these alternatives are available, economical and suitable
- promote efficient use of materials and resources throughout the Council's activities including water, electricity, raw materials and other resources, particularly those that are non-renewable
- avoid unnecessary use of hazardous materials and products, seek substitutions when feasible, and take all reasonable steps to protect human health and the environment when such materials must be used, stored and disposed of
- purchase and use environmentally responsible products accordingly
- work with other bodies and groups to improve and safeguard the environment within the St Clears Town Council area
- communicate the Town Council's environmental commitment to partner organisations, customers and the public and encourage them to support it
- strive to continually improve the Town Council's environmental performance and minimise the social impact and damage of activities by periodically reviewing our environmental policy in light of our current and planned future activities.