

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 18th December 2012 at 7.30pm

Present:

Councillors: L L ap T Davies, R G Edwards, E H Eynon, C J Jenkins, K A Major, P J Rogers and Mrs H Witt.

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

132. Apologies

Apologies had been received from Councillors. C M Davies, Dr W E V J Davies, S J Runnett, Mrs C M Ingleton and Mrs J S V Rees.

133. Personal Matters

The Town Mayor referred to the recent passing of Mr Bertie 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.

The Town Mayor also reported that Councillor Dr W E V J Davies was hospitalised.

RESOLVED that a Get well message be sent to Councillor Dr W E V J Davies.

134. Declarations of Interest

Councillor E H Eynon declared his interest regarding the item relating to correspondence relating to the War Memorial.

135. Minutes

RESOLVED that the minutes of the Town Council meeting held on 20th November 2012 be confirmed and signed as a true record.

136. Matters Arising

i) 120 – Payments

The Clerk reported that the following cheques had been cancelled following the cancellation of the Christmas Lights Switch On event.

- 103193 Funky Buddah Band - £1,200.00 – Entertainment Re Christmas Lights Switch On event
- 103194 Bruce Campbell - £200.00 – PA System Re: Christmas Lights Switch On event

Councillor E H Eynon reported that as a gesture of goodwill neither the Band nor the Sound Engineer had made a charge.

Councillor C J Jenkins enquired whether the fee for the Temporary Event Notice could be refunded.

ii) 131 (b) Meeting at Bancyfelin Hall

The Clerk reported that it had not been possible for the December meeting to be held at Bancyfelin Hall as it was already booked.

Councillor E H Eynon's suggestion that the Town Council investigate the possibility of the Town Council meeting in the St Clears ward as both The Gate and Bancyfelin Hall were in the Llanfihangel Abercowin ward was noted.

137. Clerk's Report

i. Welsh Government

Consultation regarding the Local Government (Democracy) Wales Bill.

Consultation deadline 31st January 2013.

ii. Carmarthenshire County Council

Carmarthenshire Tourist Association/Marketing and Tourism - Newsletters

iii. One Voice Wales

Information regarding:

- Keep Wales Tidy Annual Review 2012
- Under subscribed training Courses
- Welsh Affairs Committee – new inquiry and consultation relating to the impact of changes to housing benefits in Wales
- Welsh Government Sustainable Development Bill
- Re-launch of Policy Consultation Volunteer Responders

iv. Society of Local Council Clerks (SLCC)

Information regarding Wales Training Seminar to be held in Swansea on 17th April 2013.

v. Carmarthen Town Council

Information relating to the revival of the Carmarthen Bar Navigation Committee.

vi. S S E Nant y Moch Wind Farm - Project update.

vii. Keep Wales Tidy - Newsletter.

viii. Parish On-Line News – December Newsletter

ix. Historical Promotions – Newsletter

x. Celtic Community Links – 2012 Newsletter

xi. Hafan Cymru

Information regarding Hafan Cymru together with a request for financial assistance.

xii. Parish On-Line News – December 2012 Newsletter

xiii. The Public Sector Show 2013 - Invitation to attend Show in London on 30th April 2013

Supplementary Report

i). One Voice Wales

Information regarding Welsh Government White Paper on proposals for the Sustainable Development Bill together with dates of the Consultation Events (Carmarthen - 15 January 2013 6-8pm: SD Bill General Information Session and 16 January 10am - 4pm: SD Bill Consultation workshop).

ii). Mid and West Wales Fire and Rescue Service Annual Performance Assessment 2011/12.

iii). Society of Local Council Clerks

Information regarding Practitioner's Conference to be held in East Midlands on 1st and 2nd March 2013.

138. Environment Committee

Councillor P J Rogers reported on a meeting of the Environment Committee held on 3rd December 2012.

RESOLVED that the Report of the Environment-Committee meeting held on 3rd December 2012 (Appendix A attached) be accepted and the recommendations approved.

It was noted that Councillor Dr W E V J Davies had reported that the land at Manor Daf was classed as a Public Right of Way open to all traffic and not a Bridleway.

Councillor P J Rogers also reported on the Heritage Trail Public Meeting held on 11th December 2012.

In response to an enquiry from Councillor E H Eynon regarding the proposed Information Board at the War Memorial Councillor P J Rogers reported that the St Clears Branch of the Royal British Legion would be consulted regarding the Board.

Councillor E H Eynon reported on the recent power failure at the Old Market Square caused by the faulty uplighters.

It was acknowledged that both the County Council Public Lighting Engineer and in particular City Illuminations, the Christmas Lights Contractor, had been very supportive in sorting the matter out.

It was agreed that the issue relating to the faulty uplighters and their possible replacement with spotlights be considered by the Environment Committee.

It was noted that the leaves on the pavement outside Richmond House, Station Hill had still not been cleared and that the matter would be referred to the County Council again.

It was reported that a letter had been received from a local resident regarding speeding traffic in Bridge Street and High Street, St Clears.

It was noted that that residents' concerns regarding the matter had previously been raised with the County Council.

RESOLVED that the letter be forwarded to the County Council.

139. Planning and Communities Committee

Councillor K A Major reported on a meeting of the Planning and Communities Committee held on 3rd December 2012.

RESOLVED that the Report of the Planning and Communities Committee meeting held on 3rd December 2012 (Appendix B attached) be accepted and the recommendations approved.

With regard to recent articles in the local press relating to the Mezzanine the Clerk reported on a further communication from the County Council Planning Division regarding the matter.

It was noted that an application had been submitted to Building Control for the alterations to the building however it was confirmed that no planning application had been submitted.

Councillor K A Major reported that together with the Clerk he had discussed the matter with the owner of the premises at the Drop In Session earlier in the evening.

140. Finance and Resources Committee

Councillor R G Edwards reported on a meeting of the Finance and Resources Committee held on 11th December 2012.

RESOLVED that the Report of the Finance and Resources Committee meeting held on 11th December 2012 (Appendix C attached) be accepted and the recommendations approved.

RESOLVED that the following additional payments be approved:

- 103207 J Ennis - £80.00 – Supply of Christmas Tree at Pwlltrap
- 103208 N and J James – £400.00 - Erection and Collection of Market Stalls – 14th and 15th December 2012.
- 103209 Carmarthenshire County Council - £22.00 – Room Hire at Y Gat/The Gate for Public Meeting re Heritage Trail
- 103210 Capper & Co Ltd – Spar - £3.00 – additional Selection Packs (Reimburse L Davies)

141. Steering Committee

Councillor E H Eynon reported on a meeting of the Steering Committee held on 11th December 2012.

RESOLVED that the Report of the Steering Committee meeting held on 11th December 2012 (Appendix D attached) be accepted and the recommendations approved.

142. Campaign for the Re-opening of the Railway Station at St Clears

The Town Mayor reported on a meeting with the County Council Transport Strategy Manager regarding the above.

The Town Council had been represented at the meeting by the Town Mayor, Councillor S J Runnett and the Clerk.

It was reported that it was hoped that the project could be included in the next Regional Transport Plan for the period 2015 -20.

It was noted that a sum of up to £5,000 could be available from the County Council in the current financial year to undertake a feasibility study.

The Town Mayor also reported that letters had been received from Simon Hart MP confirming his support of the campaign

RESOLVED that arrangements be made to establish a community group to progress the campaign for the re-opening of the railway station at St Clears.

143. Correspondence

The Clerk provided members with a copy of an e-mail from a local resident regarding the Town Council's Facebook page.

As the Town Council Facebook page had been suspended, it was

RESOLVED that the comments be noted.

144. Reports of Members' Attendance at Meetings of Outside Bodies etc

Councillor R G Edwards reported on his attendance at a meeting of the Bancyfelin Community Association and the Governing Body of Bancyfelin CP School.

145. Town Mayor's Report

The Town Mayor provided members with a detailed report on civic events and engagements undertaken since the last meeting including the distribution of Selection Packs for pupils at Ysgol Griffith Jones, Bancyfelin C P School and the Ysgolion Meithrin at St Clears and Bancyfelin.

146. Proposed Projects and Events Development Co-Ordinator Post

Members were advised that there had been no further progress regarding the post.

147. Community Service Award

RESOLVED that Mr Bertie Jenkins be posthumously awarded the Community Service Award for 2012 for his untiring work with local voluntary organisations.

148. Members' Training

RESOLVED that the Clerk contact One Voice Wales for a choice of dates for Members Training session and report back to the February meeting.

Councillor P J Rogers suggested the possibility of including Members' Code of Conduct as part of the training session.

149. Residents Drop In Session

It was noted that one resident had attended the Drop In Session held prior to the meeting.

150. Any Other Business

i). Lighting of Christmas Tree at Bancyfelin

Councillor R G Edwards thanked the Town Council for use of the Santa's Sleigh for the above event.

He reported on an electrical problem with the sleigh which had subsequently been attended to.

ii). Carmarthen Journal

The Town Mayor reported that it had been brought to his attention that St Clears news was included under Whitland News in recent editions of the Carmarthen Journal.

The Carmarthen Journal Reporter in attendance agreed to raise the matter with the Editor.

Prior to the closure of the meeting the Town Mayor extended the Season's Greetings to all present and invited them to join him for seasonal refreshments following the meeting.

Meeting terminated at 8.45pm

St Clears Town Council

**Minutes of a meeting of the Environment Committee
held in Y Gât/The Gate, Pentre Road, St Clears
on Tuesday 3rd December 2012 at 6.00pm.**

Present: Councillors: C M Davies, Dr W E V J Davies, C J Jenkins, P Lanc, and P J Rogers

In the Chair Councillor P J Rogers.

Apologies

Apologies were received from Councillor Mrs J S V Rees (Deputy Mayor).

Declarations of Interest

No declarations of interest were recorded.

Matters arising from the Minutes of Environment Committee held on 13th November 2012

Parking at the Junction to Glasfryn Estate in Station Road

The Clerk reported on a response from the County Council to the local residents who had sent letters of complaints regarding the matter,

It was noted that the double yellow line markings on the bend near Brookfield Care Home and near the junction to Glasfryn estate would be reinstated.

Concrete Pontoons in River Cynin

The Clerk reported on correspondence and discussion with the Environment Agency regarding the complaint.

Councillor C M Davies provided further information regarding the matter and reported that the pontoons were causing the river bank to come away thus creating a flooding risk.

Fly Tipping on River Bank to the Rear of Banc y Beili

The Clerk reported on correspondence and discussion with an Officer of the County Council Public Health Division.

The matter had been investigated further and the owner of the land identified.

Footpath to Rear of Banc y Beili

In response to an enquiry from the Chairman the Clerk reported that there had been no response from the County Council relating to a request from a local resident that the above footpath be tarmacadamed.

2012/13 Budget Update

Members were provided with information relating to the Committee's expenditure for the period 1st April to date together with the projected expenditure for 2012/13.

In response to an enquiry from Councillor C J Jenkins the Chairman reported that the Committee would be considering a report on next year's floral display at the January meeting.

Proposed Heritage Trail

The Chairman reported that an update regarding the proposed Heritage Trail would be provided at the end of the meeting at the Heritage Trail Group meeting.

War Memorial and Surrounding Area

The Chairman and Councillor C M Davies reported that they had undertaken a visual inspection of the Ira Jones Memorial in connection with the possible need for undertaking remedial works at the back of the Memorial.

It was noted that the Ira Jones Memorial was separate to the War Memorial.

The Clerk reported that he had discussed the matter with a long serving Member of the St Clears Branch of the RBL who had confirmed that the RBL had previously made attempts in identifying ownership of the Ira Jones Memorial in order to undertake maintenance work.

Following a discussion it was agreed to continue enquiries regarding the ownership and responsibility for the War Memorial and surrounding area, that Councillor C M Davies provide an estimate of the cost of undertaking the remedial works and that the matter be included on the Agenda of the January meeting.

It was noted that some the lettering on the War Memorial needed attention. The Chairman reported that it had been agreed to be meet further with representatives of the RBL in the Spring to discuss the War Memorial and surrounding area.

Children's Play Area and Skateboarding Area Inspection Reports.

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

It was noted that arrangements were being made to attend to the minor defects.

In response to an enquiry from Councillor C M Davies it was agreed to undertake a visual check of the Skateboarding area.

Board at Entrance to St Clears Car Park

Councillor P Lanc referred to the Board at the entrance to the Car Park in St Clears relating to the flood control work and proposed that as the work had been completed some time ago that a request be made for the removal of the Board.

Following a discussion it was agreed to ascertain ownership of the Board and to consider possible alternative uses for the Board.

Cleaner/ Handyperson Post

The Clerk reported that the Grounds Maintenance Contractor had been requested to undertake the duties until a new Contractor was appointed.

Projects Up-date

Town Clock

The Clerk reported that power had been restored to the lights in the Old Market Square and the Town Clock was now working.

However one of the lights had become faulty again causing a lack of power supply to the Christmas Tree Lights. The matter had been reported to the County Council.

Any Other Business

Footpaths

Following an enquiry from Councillor C J Jenkins it was agreed that arrangements be made for Footpaths to be placed on the agenda of the Committee's February meeting and to extend an invitation to the County Council Rangers to attend the March meeting to discuss a programme of work relating to the maintenance of the footpaths and to prioritise the work.

In response to an enquiry from Councillor Dr W E V J Davies it was reported that the Rangers had previously confirmed that they would be maintaining the Bridleway at Manor Daf.

Station Hill

Councillor C M Davies reported that a resident had requested that the leaves outside Richmond House be cleared on safety grounds.

Agreed that the matter be referred to the County Council.

Llangynin Road

Councillor P Lanc reported that the drains were blocked in the stretch of road between the Railway Bridge and Llety Cynin.

Agreed that the matter be referred to the County Council.

Issues Raised at the November Drop In Session

The Chairman referred to the following issues raised at the November Drop In session:

- traffic calming in High Street/Bridge Street
- provision of 'No Turning' signage at the entrance to Lon Y Prior
- lack of maintenance at the Leisure Centre.
- loose coping stone on wall at the entrance to the parking area at Lon Fair

He reported that the resident had been advised that the matters had previously been referred to the County Council and the resident had confirmed that as no action had been taken he would be formally writing to the Town Council regarding the points raised.

It was noted that the coping stones on the wall at the entrance to the parking area at Lon Fair had been removed.

Memorial Bench in Children's Play Area

Councillor C J Jenkins reported for information that a verbal request had been received for the placing of a memorial bench in the Children's Play area.

Heritage Trail Group

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

He reported that a draft of the text for the Information Board at St Mary Magdalene Church had been forwarded to the company producing the Boards in order to produce a mock up.

The Chairman referred to the Public/ Stakeholder's Meeting to be held on Tuesday 11th December 2012 and final arrangements were discussed regarding the Meeting.

The Clerk reported that arrangements had been made to publicise the meeting and it was agreed to contact Stakeholders to remind them of the meeting.

Councillor C J Jenkins expressed his concerns regarding issues relating to the Town Council Website.

Following a discussion the Chairman reported that he would raise the matter at the next meeting of the Steering Committee.

Meeting terminated at 7.25pm

St Clears Town Council

**Minutes of a Meeting of the Planning and Communities Committee
held in Y Gât/The Gate, Pentre Road, St Clears
on Monday 3rd December 2012 at 7.30pm.**

Present: Councillors: C M Davies, C J Jenkins, K A Major, and Mrs H Witt.

In the Chair Councillor K A Major.

1. Apologies

Apologies were received from Councillor L L ap T Davies (Town Mayor).

2. Declarations of Interest

No declarations of interest were recorded.

3. Matters arising from the Minutes of the Meeting held on 6th November 2012.

i) The Mezzanine, High Street, St Clears

The Clerk reported on a response from the County Council Planning Division relating to the Town Council's concerns.

Following a discussion it was agreed that the Town Council's concerns regarding the process be referred to Angela Burns AM.

ii) Christmas Lights Switch On Event

It was reported that unfortunately the event had to be cancelled due to the adverse weather conditions.

It was agreed that the Selection Packs be distributed to pupils at Ysgol Griffith Jones, Ysgol Bancyfelin and the Ysgolion Meithrin at St Clears and Bancyfelin.

4. Committee's Terms of Reference and Responsibilities.

The Chairman discussed with members an initial draft relating to the Terms of Reference and Responsibilities of the Committee.

Following a detailed discussion relating to the Committee's responsibilities and its possible links with outside organisations it was agreed that the Chairman circulate a draft of the Committee's Terms of Reference and Responsibilities for further discussion at the January 2013 meeting.

Councillor C J Jenkins expressed his concerns relating to issues concerning the Town Council website.

The Chairman reported that he would raise the issues at the Steering Committee.

5. 2012/13 Budget Update

Members were provided with information relating to the Committee's expenditure for the period 1st April 2012 to date together with the projected expenditure for 2012/13. It was noted that the cancellation of the Christmas Lights Switch On event would result in an underspend.

Councillors C J Jenkins enquired whether the underspend could be utilised for another event.

Following a discussion it was agreed to request that the underspend be utilised to organise a 2013 St Davids Day event.

6. 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:

- W/27371 Full Planning – Proposed rear bedroom extension - Tremle, Station Road, St Clears for R Parsons.
- W/27422 Reserved Matters – Application for the approval of reserved matters pursuant to outline planning permission Ref W/14786 to provide 48 residential units, access and associated ancillary works – Land adjacent to Tegfan, Pwlltrap, St Clears for Redrow Homes Ltd
- W/27432 Full Planning – Change of use from A1 Listing to an A2 Listing with retail aspect – Barrington House, Pentre Road, St Clears for Mrs Lorna Griffiths.

a) It was agreed to recommend that the Town Council offer no adverse comments on Planning Application Ref W/27371 and W/27432.

b) With regard to Planning Application Ref W/27422 it was agreed to recommend that the Town Council express their concerns regarding the density of the development and whether the sewerage system was capable of coping with the increase in demand.

ii) Approval:

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

- W/27215 Increase the size of existing first floor dormer to include 2 dormer windows to front and 2 dormer windows to rear of property, conversion of annexe to integral garage, provide new rear door in lieu of window at Hafan Deg, Bethlehem Road, Pwlltrap, St Clears for Mrs Enid Jones

iii) Appeal

Land at Hayjo, Heol Llaindelyn, St Clears

The Clerk reported on the receipt of a copy of the Welsh Government's appointed Inspector's Decision Notice in respect of the above Appeal.

It was noted that planning permission had been refused and the notice, corrected and varied had been upheld.

7. Any Other Business

i) Christmas Lights Display

Councillor C M Davies reported that a number of the Christmas Lights bulbs were not working.

It was agreed to report the matter to the Lighting Contractor.

ii) Christmas Competition – Best Decorated Premises

It was agreed that the Mayor and Mayoress of Laugharne be invited to be the judges of the Competition.

Meeting terminated at 9.00pm

St Clears Town Council

Minutes of a meeting of the Finance and Resources Committee held in the Mayor's Parlour, Y Gât/The Gate, Pentre Road, St Clears on Tuesday 11th December 2012 at 7.00 pm.

Present: Councillors: R G Edwards, E H Eynon, S J Runnett and L L ap T Davies, Town Mayor.

In the Chair Councillor R G Edwards.

Apologies

Apologies had been received from Councillor K A Major.

Declarations of Interest

No formal declarations of interest were recorded.

Budget Monitoring

Members were provided with information relating to income and expenditure for the period 1st April 2012 to 30th November 2012 and projected spend at year end together with copies of the November 2012 bank statements and bank reconciliation statement as at 30th November 2012.

It was noted that one of the Investment Bonds in the sum of £25,000 had matured on 16th November 2012.

It was agreed to recommend that £25,000 be reinvested in a new nine month Investment Bond to commence on 21st December 2012.

The Clerk referred to a letter received from the Chief Executive, Literature Wales relating to payment for the hire of the market stalls for the Dinefwr Literature Festival held earlier in the year.

Following a discussion it was agreed to recommend that the Town Council request a payment of a further £50.00 in order to cover expenditure.

Payments

i) It was agreed to recommend that a donation of £50.00 be made to this year's Royal British Legion Poppy Appeal for the wreath.

ii) It was agreed to recommend the renewal of membership of the Society of Local Council Clerks for 2013 at a cost of £181.00

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

103196	Cylch Meithrin Bancyfelin - £100.00 – Financial contribution (as agreed by Town Council 20.11.12)
103197	Amazon - £7.99 – Ink Cartidges (Reimburse L Bowen)
103198	Glyn Edwards Office Equipment Ltd - £18.23 – Photocopier charges

- 103199 N and J James - £435.00 - Erection and Collection of Market Stalls – 30.11.12, 7.12.12 and 8.12.12.
- 103200 Lynn Bowen - £1,188.27 – Clerk’s Salary December 2012
- 103201 Capper & Co Ltd – Spar - £57.00 – Additional Selection Packs
- 103202 HM Revenue and Customs - £1761.30 – Income Tax and NI contributions 1.10.12 to 31.12.12
- 103203 Cancelled
- 103204 Chris Bowen Electrical Contractor - £1000.55 - Electrical work re provision of power supply at War Memorial on Armistice Day (£205.55) and Christmas Lights Display (£795.00)
- 103205 Royal British Legion Poppy Appeal- £50.00 – Donation
- 103206 Society of Local Council Clerks - £181.00 - Membership renewal for 2013

2013/14 Budget

Members discussed the Town Council’s budgetary requirements in the 2013/14 financial year.

It was agreed to seek the views of the Steering Committee regarding expenditure relating to the Mayor’s Allowance and Grants/Donations.

It was also agreed that the 2013/14 budget be finalised at the January meeting for presentation to the January monthly meeting of the Town Council.

Storage Arrangements

Due to time constraints it was agreed that this item be deferred to the next meeting of the Finance and Resources Committee.

Review of Financial Regulations

Due to time constraints it was agreed that this item be deferred to the next meeting of the Finance and Resources Committee.

Allocation of Reserves and Cashflow

Due to time constraints it was agreed that this item be deferred to the next meeting of the Finance Committee.

Requests for Financial Assistance

The Clerk reported that requests for financial assistance had been received from the following organisations since the last meeting of the Finance Committee:

- Santa Clara Potters
- The Stroke Association

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

Any Other Business

H M Revenue and Customs

It was noted that information and guidance had been received from HMRC relating to a new way to report PAYE information (Real Time Information) in the next financial year.

Meeting terminated at 8.25pm.

St Clears Town Council

**Minutes of a meeting of the Steering Committee
held in Y Gât/The Gate, Pentre Road, St Clears
on Tuesday 11th December 2012 at 8.30pm.**

Present: Councillors: C M Davies (representing K A Major – Chair of Planning and Communities Committee), R G Edwards, E H Eynon, P J Rogers and L L ap T Davies (Town Mayor).
Councillor S J Runnett was also in attendance for the item relating to the Website.

In the Chair Councillor E H Eynon.

Apologies

Apologies were received from Councillor K A Major.

Declarations of Interest

The Chairman declared an interest in the item relating to communications regarding the War Memorial.

Town Council Website

Councillor S J Runnett referred to the difficulties encountered in the management of the website. He advised that in order to overcome the problems technical adjustments had been made relating to the uploading of information. It was noted that arrangements were being made for the Clerk be trained in the use of the new software.

The Chairmen of the Environment Committee and the Planning and Communities Committee reported that issues relating to the website had been raised at their Committees with a request that the concerns be brought to the attention of the Steering Committee.

Following a detailed discussion regarding the management of the website it was agreed to recommend that following the monthly meetings of the Town Council the Town Mayor and Chairs of Committees produce news items for approval by the Steering Committee for posting on the 'Town Council News' section of the website. It was also agreed to reaffirm that the use of Facebook and Twitter accounts remain suspended whilst issues relating to the management of the website were being resolved.

Councillor S J Runnett left the meeting at this stage.

Communication Regarding the War Memorial

The Chairman following his declaration of interest requested the Town Mayor to take the Chair and left the room whilst members discussed the matter.

The Town Mayor took the Chair.

The Clerk circulated a copy of a further letter from County Councillor P M Hughes relating to the Town Council's response to earlier correspondence.

Following a discussion a response was formulated relating to the contents of the letter.

On his return the Chairman resumed the Chair.

Active Citizenship

It was agreed that the Town Mayor produce a discussion document regarding Active Citizenship for discussion at the January meeting.

Steering Committee Agenda

Councillor P J Rogers proposed that in future meetings of the Steering Committee the items relating to issues from Chairs of other Committees should consist of the reports to be published on the Website.

Following a discussion it was agreed that the Steering Committee focus on one major agenda item per meeting - the agenda items to consist of cross cutting issues. It was agreed to produce a forward list of issues to be considered.

It was further agreed that the Steering Committee at its January meeting examine the correlation between the Town Mayor's Allowance and the granting of financial assistance to various organisations as had been requested by the Finance Committee .

Any Other Business

Policy Consultation Volunteer Responders .

The Clerk reported that Councillor K A Major had requested that Members' attention be drawn to the e-mail from One Voice Wales regarding the re-launching of the Policy Consultation Volunteer Responders scheme.

Prior to the closure of the meeting the Chairman thanked members for their attendance.

Meeting terminated at 10.05pm.