

## 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 19<sup>th</sup> February 2013 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, P Lanc, K A Major, P J Rogers, Mrs C M Ingleton, Mrs J S V Rees and Mrs H Witt.

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

The Town Mayor welcomed everyone to the meeting and stated that he was pleased to see an increase in attendance.

#### **170. Apologies**

Apologies had been received from Councillors: C J Jenkins and S J Runnett.

#### **171. Declarations of Interest**

No declarations of interest were recorded at this stage of the meeting.

#### **172. Minutes**

**RESOLVED that the minutes of the Town Council meeting held on 29th January 2013 be confirmed and signed as a true record.**

#### **173. Matters Arising**

There were no matters arising which were not on the Agenda.

#### **174. Clerk's Report**

i) Welsh Government

a Business Newsletter

b) Information regarding:

- Bovine TB Eradication Programme Update
- Additional funding allocation to support local democracy and public engagement – part of it intended to be used to assist in the development of websites for town and community councils.
- Academi Wales – Wales Public Service Summer School – ‘Becoming an Outstanding Leader’ – on 24<sup>th</sup> to 28<sup>th</sup> June 2013 at Lampeter. Cost £300.00 per participant.

ii) Carmarthenshire County Council

- Information regarding temporary road closure of road (U2061) at Esgair, St Clears between 8.00am and 6.00pm on Monday 25<sup>th</sup> February 2013 to install new water services
- Information regarding Waste and Tyre Amnesty – Morrisons, Carmarthen on Wednesday 27<sup>th</sup> February 2013
- Collaborative Communities Newsletter – Winter edition
- Carmarthenshire Tourist Association/Marketing and Tourism – Newsletters

iii) One Voice Wales

i) Information regarding:

- The Big Lunch
- Undersubscribed Training Courses
- Response to Police Commissioner's Precept Consultation

iv) Society of Local Council Clerks (SLCC)

- Newsletter
- Information regarding Training

v) Dyfed Powys Police - Office of Police and Crime Commissioner  
Consultation regarding the proposed precept and Police and Crime Plan.

vi) Fairtrade Wales  
Newsletter

vii) Keep Wales Tidy –  
Information regarding Tidy Tea Break 2013

viii) Kidney Wales Foundation

Information regarding this year's Walk for Life to take place on Sunday 24<sup>th</sup> March 2013 together with invitation to take part.

**RESOLVED that the Town Mayor decide whether he wishes to organise a Walk for Life**

ix) Fields in Trust

Newsletter and invitation to become a member at £10.00 per annum

x) Hafan Cymru  
Newsletter

xi) Spinal Injuries Association

Information regarding the Great British Fish and Chips Supper fundraising event on 17<sup>th</sup> May 2013

xii) Public Sector Show 2013

Information regarding the event

xiii) Historical, Cultural and General Events Promotions

Newsletter

### **175. Finance and Resources Committee**

Councillor R G Edwards reported on a meeting of the Finance and Resources Committee held on 5<sup>th</sup> February 2013.

**RESOLVED that**

**i) the Report of the Finance and Resources Committee meeting held on 5<sup>th</sup> February 2013 (Appendix A attached) be accepted and the recommendations approved.**

**ii) that the following additional payments be approved:**

- 103230 J N Williams Ground Maintenance Ltd - £185.00 (maintenance work at War Memorial Area £85.00 and Handy person Contract - car park, recycling bins, bus shelters St Clears and De-littering Children's Play Area and Skateboarding Area – January 2013 - £100.00)
- 103231 Carmarthenshire County Council - £8127.83 – Footway Lighting Charges for period 1.4.12 to 31.3.13

#### **176. Steering Committee**

Councillor E H Eynon reported on a meeting of the Steering Committee held on 5<sup>th</sup> February 2013.

**RESOLVED that the Report of the Steering Committee meeting held on 5<sup>th</sup> February 2013 (Appendix B attached) be accepted and the recommendations approved.**

He further reported that he wished to include on the agenda of the next meeting of the Steering Committee an item relating to procedure for the circulation of Members' Reports relating to meetings outside of the Town Council.

#### **177. Environment Committee**

Councillor P J Rogers reported on a meeting of the Environment Committee held on 12<sup>th</sup> February 2013.

With regard to the request for the siting of a memorial bench in the Children's Play Area he reported that arrangements were now being made for the bench to be installed at the entrance to Lon Hafren.

**RESOLVED that the Report of the Environment-Committee meeting held on 12<sup>th</sup> February 2013 (Appendix C attached) be accepted and the recommendations approved.**

Councillor P J Rogers updated members on progress relating to the Heritage Trail and it was agreed that the next meeting of the Heritage Trail Group be held on 12<sup>th</sup> March.

He reported that following discussions with the Cultural Heritage Grants Manager there was an opportunity for the Town Council to submit a further application for funding for possibly an Audio Trail to complement the Heritage Trail. It would be necessary however for the Town Council to contribute 20% of the cost.

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

Councillor R G Edwards reported that there was a need to undertake something similar to the Heritage Trail at Bancyfelin and proposed that an application for grant be made for provision of an Interpretation Board to be sited on one of the footpaths at Bancyfelin.

**RESOLVED that the matter be referred for consideration by the Environment Committee.**

#### **178. Planning and Communities Committee**

Councillor K A Major reported on a meeting of the Planning and Communities Committee held on 12<sup>th</sup> February 2013.

**RESOLVED that the Report of the Planning and Communities Committee meeting held on 12<sup>th</sup> February 2013 (Appendix C attached) be accepted and the recommendations approved.**

With regard to Planning Application W/27422 Councillor P Lanc's concerns regarding the treatment of drainage and foul water drainage on site be noted.

**RESOLVED that reference to made to these matters in the Town Council's response to the planning application.**

With regard to the item relating to Active Citizenship the Clerk reported on an e-mail from a Support Worker at St Clears Young Peoples Project based at the former Swan Hotel seeking further information regarding the matter.

#### **179. Correspondence**

i) National Eisteddfod Carmarthenshire 2014 – St Clears Appeal Committee.  
Information regarding next meeting of Appeal Committee to be held in Bancyfelin Chapel Vestry on 24<sup>th</sup> February 2013.

ii) Police and Crime Commissioner for Dyfed Powys  
Information regarding public surgery to be held in Llanelli on 23<sup>rd</sup> February 2013.  
**RESOLVED that an enquiry be made as to whether arrangements had been made to meet in other areas.**

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

The Town Mayor reported that he had not attended any official civic engagements since the last meeting.

He reported that he intended to sponsor a rugby match and a football match on dates to be arranged. All members were invited to attend

#### **181. Proposed Projects and Events Development Co-ordinator Post**

Councillor R G Edwards referred to the minutes of the Steering Committee and provided members with an update regarding the above post.  
It was noted that the next meeting of interested parties was scheduled for 27<sup>th</sup> February 2013.

#### **182. Members' Training**

It was noted that the date for the training session had been confirmed as Tuesday evening, 26<sup>th</sup> March 2013 – 6.00 – 9.00pm.  
Councillor Dr W E V J Davies reported that he would not be available to attend the training session.

**RESOLVED that spare places be offered to members of neighbouring Community Councils.**

#### **183. Town Council Dinner**

**RESOLVED in principle that a Town Council Dinner be organised towards the end of the civic year and that the Town Mayor progresses the matter and report back to the next meeting.**

#### **184. Residents Drop In Session**

It was noted that no resident had attended the Drop In Session held prior to the meeting.

Councillor R G Edwards, Chair of Finance Committee volunteered to give a presentation on the Town Council's 2013/14 budget at the Drop In Session prior to the March meeting.

**185. Any Other Business**

i) Presentation Evening

The Town Mayor reported that a Presentation Evening had been arranged for Thursday evening 28<sup>th</sup> March 2013. All members were invited to attend.

ii) Campaign for the Re-opening of the Railway Station at St Clears

The Town Mayor referred to the above campaign.

**RESOLVED that arrangements be made to organise a public meeting regarding the matter.**

iii) Tenby Road

Councillor P Lanc referred to issues relating to road markings on Tenby Road.

**RESOLVED that the matter be referred to the Environment Committee.**

iv) Llangynin Road

Councillor Dr W E V J Davies referred to the need for a pavement on Llangynin Road.

**RESOLVED that the matter be referred to the Environment Committee.**

v) War Memorial

Councillor P Lanc referred to Lotteries Grant available for the Commemoration of World War One.

**RESOLVED that the Clerk discuss the matter with St Clears Branch of the Royal British Legion.**

Meeting terminated at 8.45pm

**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 5<sup>th</sup> February 2013 at 6.00 pm.**

**Present:** Councillors: R G Edwards, E H Eynon, K A Major (from 6.50pm), and L L ap T Davies, Town Mayor.

In the Chair Councillor R G Edwards.

**1. Apologies**

Apologies were received from Councillor S J Runnett.

**2. Declarations of Interest**

No formal declarations of interest were recorded.

**3. Budget Monitoring**

The Clerk provided members with information relating to income and expenditure for the period 1<sup>st</sup> April 2012 to 31<sup>st</sup> January 2013 and projected spend at year end together with copies of the January 2013 bank statements and bank reconciliation statement as at 31<sup>st</sup> January 2013.

It was noted that a further £50.00 had been received from Literature Wales, as requested, for the hire of the Stalls.

The Clerk reported that an additional invoice had been received from City Illuminations relating to the reinstatement of the power supply to the Christmas Lights Display and Christmas Tree at the Old Market Square. Councillor E H Eynon provided members with background information relating to the work.

Following a discussion it was agreed to recommend that the additional charge was excessive and to request City Illuminations for a reduction in the charge.

The Clerk reported that a request had been received from a Community Group in Laugharne for a reduction in the charge for the hire of the market stalls. It was agreed to recommend that as a non-profit organisation the Town Council was not in a position to reduce the hire charge.

**4. Payments**

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

- 103221 Santa Clara Potters - £200.00 – Financial assistance (as agreed at Town Council 29<sup>th</sup> January 2013)
- 103222 Amazon - £7.99 – Ink Cartidge (Reimburse L Bowen)
- 103223 City Illuminations Ltd - £11,550.00 – Installation of Christmas Lights Display
- 103224 Zapp Canopy Umbrellas Ltd - £102.46- Weights (2) for Market Stalls (Reimburse L Bowen)

- 103225 Gala Tent - £56.53 – Table and Chair for Market Stalls.  
(Reimburse L Bowen)
- 103226 C L Hussell - £260.00 – Hire of Storage Unit for period 1.10.12 to 1.2.13
- 103227 Glyn Edwards Office Equipment Ltd - £100.03 - Photocopier Charges  
(£28.75) and Toner (£71.28)
- 103228 Lynn Bowen - £1,188.27 – Clerk’s Salary February 2013
- 103229 Lynn Bowen - £152.64 - Postage and Telephone Calls for period 1.4.12 to  
30.9.12

#### **5. Requests for Financial Assistance**

It was noted that since the last meeting a request for financial assistance had been received from Cruse Bereavement Care – Carmarthenshire Branch.

#### **6. Review of Financial Regulations**

The Clerk reminded members that at the January meeting it had been agreed to consider the possibility of adopting a Procurement Policy.

Following a discussion it was agreed to recommend the following revision to the Financial Regulations:

Section 43 – the addition of “*normally by obtaining three or more quotations or estimates from appropriate suppliers in respect of expenditure of £1,000.00 or more*”  
Section 8: “£500.00” to be replaced by “£1,000.00”.

#### **7. Any other Business**

Footway Lighting Charges

The Clerk reported that the County Council had indicated that the Footway Lighting Charges for the 2013/14 financial year would amount to £7,371.74 plus VAT.

It was noted that an estimate of £7,600.00 had been included in the 2013/14 budget.

Projects and Events Development Co-ordinator post.

Councillor R G Edwards provided members, for information, with an update regarding the above post following the meeting of interested parties on Friday 1<sup>st</sup> February 2013.

It was noted that copies of the relevant documentation regarding the post including terms and conditions of the grant, job profile etc had been forwarded by e-mail to all members for information.

Meeting terminated at 7.05pm.

**St Clears Town Council**

**Minutes of a meeting of the Steering Committee  
held in Y Gât/The Gate, Pentre Road, St Clears  
on Tuesday 5<sup>th</sup> February 2013 at 7.20pm.**

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

In the Chair Councillor E H Eynon.

The Chairman provided members of the Committee with a pack of notes relating to the items on the agenda.

**1. Declarations of Interest**

No declarations of interest were recorded.

**2. Matters Arising from the Minutes of the Previous Meeting held on 8<sup>th</sup> January 2013.**

i) 4) Town Mayor's Allowance/Financial Assistance to Organisations

It was noted that the Steering Committee's recommendations had been approved by Town Council at their meeting held on 29<sup>th</sup> January 2013.

ii) 7) Steering Committee Agenda

The Chairman reported that following the Town Council meeting it had become necessary to make changes to the proposed agenda and that the item relating to Recording and Filming at Council Meetings would be placed on the agenda of a future meeting.

**3. Management of Town Council Website**

The Clerk reported that arrangements had been made for Councillor Mrs J S V Rees and himself to attend a training session with the web designers on Monday 11<sup>th</sup> February 2013.

**4. Issues from Chairs of Committees**

Councillor P J Rogers circulated a report regarding news items relating to the Environment Committee for publication on the website.

Following a detailed discussion it was agreed to recommend that monthly reports from Chairs of Committees be also supplied to the Carmarthen Journal for publication.

The Town Mayor's suggestion that the reports be translated for publication in Welsh publications be noted.

**5. Quorum at Town Council Meetings**

Consideration was given to the Chairman's report relating to the above.



The Clerk reported that the quorum for Meetings was laid down in the Local Government Act 1972 and any changes made by the Town Council would contravene the Local Government Act 1972.  
It was therefore agreed that no further action be taken regarding this matter.

Members expressed their concerns regarding the fall in attendance at Town Council meetings since the commencement of the civic year.

The Clerk reminded members of the regulations relating to attendance at meetings as laid down by the Local Government Act 1972.

Following a discussion it was agreed to recommend that a letter be sent all Members of the Town Council reminding them of their duty to attend meetings in order that they can effectively represent the electorate.

It was also agreed to remind members that issues on the agenda cannot be dealt with by proxy.

#### **6. Town Council Drop In Sessions**

It was agreed to recommend that the Town Council continue with the Drop In Sessions held prior to the monthly meetings of the Town Council.

It was also agreed to recommend that a rota be arranged for Chairs of Committees to attend the Drop in Sessions to focus on the work of different Committees from month to month.

Councillor P J Rogers, Chair of Environment Committee volunteered to attend the next Drop In Session prior to the February meeting of the Town Council.

#### **7. Year End Review of Ongoing Projects**

The Chairman requested Chairs of Committees to review whether projects can be completed within this financial year and to identify items of work that may have to be funded in the 2013/14 financial year.

#### **8. Boundary Commission for Wales – Draft Proposals Relating to the Review of the Electoral arrangements for the County of Carmarthenshire.**

The Chairman reported that the matter had been referred to the Steering Committee by Town Council and referred to his report relating to the item.

Councillor R G Edwards congratulated the Chairman on the comprehensive report. Following a discussion it was agreed that the proposals would not impact directly on St Clears Town Council.

It was agreed to recommend that the Town Council respond stating that the proposals relating to the St Clears/Trelech area were noted and that the Town Council had no objection to the proposals.

#### **9. Possible Re-Scheduling of Committee Meetings and Town Council**

Members were reminded that the matter had been referred to the Steering Committee by Town Council.

It was noted that one member may have difficulty in attending Town Council meetings on the third Tuesday of the month. It was also noted that Bank Holidays occasionally fall on the first Monday of the month.

Following a discussion regarding the possibility of re-scheduling meetings it was agreed to recommend that the status quo prevail and that individual arrangements be made for the re-scheduling of meetings when a Bank Holiday falls on the first Monday of the month.

## **10. Possibility of the Distribution of Town Council Agenda and Supporting Documentation by E-Mail**

The Clerk reported that the item had been referred to the Steering Committee by the Town Council when he had sought members' views on the matter.

He reported that the agendas for Committee Meetings had for some time been distributed by e-mail with hard copies of reports etc being made available at the meetings. In the same manner hard copies of the agenda and supporting documentation would be available for members at Town Council meetings.

In discussion it was noted that some members experienced difficulty in opening reports sent electronically.

It was agreed to recommend that the distribution of the Agenda and supporting documentation for Town Council by e-mail be optional and that the Clerk confer with individual members regarding their preference.

Members also discussed the possibility of organising a study relating to 'Paperless Meetings' and it was agreed to recommend that the matter be placed on the agenda of a future meeting of the Steering Committee.

## **11. Any Other Business**

Projects and Events Development Co-ordinator Post.

Councillor R G Edwards provided members with an update regarding the above post following the meeting of interested parties on Friday 1<sup>st</sup> February 2013.

It was noted that copies of the relevant documentation regarding the post including terms and conditions of the grant, job profile etc had been forwarded by e-mail to all members for information.

In discussion members expressed their views relating to the composition of the proposed Joint Management Committee for the post.

It was agreed to recommend that if the proposal was for one member from each Town Council to serve on the Joint Management Committee that Councillor R G Edwards be nominated.

Meeting terminated at 8.55pm.

**St Clears Town Council**

**Minutes of a meeting of the Environment Committee  
held in Y Gât/The Gate, Pentre Road, St Clears  
on Tuesday 12<sup>th</sup> February 2013 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.

**1. Apologies**

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

**2. Declarations of Interest**

No declarations of interest were recorded.

**2. Matters arising from the Minutes of Environment Committee held on 7<sup>th</sup> January 2013.**

i) Members expressed their concerns that there had been no progress by the County Council regarding the following items:

- Parking at Entrance to Glasfryn - Councillor C J Jenkins confirmed that residents who had complained regarding the matter had still not received the County Council's response.
- Gothic Corner – Installation of the vehicle activated signage
- Traffic Orders - removal of two parking spaces in Pentre Road at the entrance to the Factory Shop and the installation of double yellow lines at the junction to Glasfryn
- Station Hill – Clearing of leaves on pavement
- Footpath to Rear of Banc y Beili – response to local resident
- Riverside – Removal of tipped materials

It was agreed that Members' concerns be referred to the County Council again and to request County Councillor P M Hughes for his assistance in progressing the matters

ii) Members also expressed their concerns that there had been no progress relating to the removal of the concrete pontoons in the River Cynin.

iii) In response to an enquiry regarding damage to the bus shelter at the entrance to the car park it was reported that the matter was being attended to.

In response to an enquiry from Councillor C J Jenkins the Chairman reported that an item relating to the maintenance of Peillac Way be included on the Agenda for the March meeting.

### **3. 2012/13 Budget Update**

The Clerk provided Members with information relating to the Committee's expenditure for the period 1<sup>st</sup> April to date together with the projected expenditure for 2012/13.

The Clerk circulated details of the type of Notice Board to be provided in conjunction with Y Gat/The Gate.

Following a discussion regarding its proposed location it was agreed to progress the matter.

Following a proposal by Councillor C J Jenkins it was agreed to look at the possibility of providing a picnic table and bench on a concrete base within the curtilage of the Children's Play area at the Welfare Field, the work to be funded from the Committee's 2012/13 budget shortfall.

### **4. Proposed Heritage Trail**

The Chairman provided an update regarding the proposed Heritage Trail.

He reported that arrangements had been made for himself and the Clerk to meet with the Cultural Heritage Grants Officer the following day to discuss progress.

He reported also that arrangements were being made to meet with Phil Waite Designs to discuss progress regarding the Information Boards.

The Clerk reported on discussions with W3 Web Designs regarding the QR Codes.

### **5. War Memorial and Surrounding Area**

Councillor C M Davies reported on the remedial works necessary on health and safety grounds to the Ira Jones Memorial.

Following a discussion relating to the ownership of the War Memorial area the Clerk reported that it had been recommended at the previous meeting of the Environment Committee that and in view of the potential health and safety issues it was agreed to recommend that the Town Council undertake the necessary remedial works. The recommendation had subsequently been approved by full Council at their meeting held on 29<sup>th</sup> January 2013.

It was agreed to recommend that enquiries be made as to whether grant aid was available for the work.

It was also agreed to recommend that the Town Council look at the possibility of the War Memorial area being registered in the Town Council's name with the Land Registry.

It was agreed that an item regarding the Committee's Forward Planning for 2014/15 and subsequent years be included on the Committee's Agenda for the March meeting.

### **6. Children's Play Area and Skateboarding Area Inspection Reports.**

The Clerk reported that to date he had not received the January inspection reports from the County Council.

It was also noted that arrangements were being made for the Chairman and Clerk to meet with an Officer of the County Council to discuss future inspections and reports.

## 7. 2013/14 Floral Displays

Councillor C J Jenkins and the Chairman provided a detailed report relating to this year's proposed Floral Displays.

Following a discussion it was agreed to recommend as follows:

- Provision of new Flower beds at the Quayside and Penpitch
- Provision of two additional hanging baskets in the vicinity of the Town Hall
- Provision of four new flower baskets at the Old Market Square
- Provision of six new flower baskets at the War Memorial area
- that additional planting be organised for the period October to Christmas
- that consideration be given to the provision of upright flower baskets in the Old Market Square.

It was agreed to recommend that investigations be made as to whether the Contractor undertaking work on the Llanddowror By-Pass would be prepared to provide a Flower Container in the entrance to Backe Road area.

It was also agreed to recommend that local organisations be requested if they wished to look after some of the planters.

It was noted that an e-mail had been received from St Clears WI relenquishing their responsibility for taking care of the two planters outside the Town Hall.

It was further agreed that consideration be given at a future meeting to the possibility of providing high level spotlights at the Old Market Square (to replace the defunct uplighters) and at the War Memorial Area.

In response to an enquiry from Councillor P Lanc it was agreed to request the County Council to carry out litter picking in the area between the bridge near the Savoy and the roundabout.

## 8. 2013/14 Grounds Maintenance etc Contract

Members were provided with a copy of the 2012/13 Brief for the Grounds Maintenance Contract.

It was agreed to recommend that the brief be updated to incorporate proposals for 2013/14 and to proceed with the invitation of tenders.

## 9. 2013 Best Garden Competition

It was agreed that the matter be deferred to the next meeting.

## 10. Town Walks

It was agreed that the matter be deferred to the next meeting.

## 11. Traffic Lights at Blue Boar Square

Councillor P Lanc reported that he had raised the matter at the previous meeting of the Committee and enquired as to whether members had any views on the possibility of removing them.

Following a discussion it was agreed that arrangements be made for the Chairman, Vice Chairman, Councillor P Lanc and the Clerk to meet on site with an Officer of the County Council to discuss the matter.

**12 Footpaths**

It was agreed that the matter be deferred to the next meeting when an Officer of the County Council would be in attendance to discuss this year's programme for the maintenance of footpaths etc

The Clerk provided members, for information, with a schedule of footpaths in the St Clears Town Council area.

**13. Any Other Business**

The Chairman reported, for information, that a verbal request had been received for the provision of a memorial bench in the Children's Play area at the Welfare Field.

Meeting terminated at 7.30pm

**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 Tuesday 12<sup>th</sup> February 2013 at 7.35pm.**

**Present:** Councillors: C M Davies, C J Jenkins, K A Major, Mrs C M Ingleton and L L ap T Davies (Town Mayor).

In the Chair Councillor K A Major.

**1. Apologies**

Apologies were received from Councillor Mrs H Witt.

**2. Declarations of Interest**

Councillors C M Davies, C J Jenkins and Mrs C M Ingleton declared their interest as members of the St Clears Community Association.

**3. Matters arising from the Minutes of the Meeting held on 7<sup>th</sup> January 2013.**

There were no matters arising from the minutes of the previous meeting of the Committee that were not on the Agenda.

**4. 2012/13 Budget Update**

The Clerk provided members with information relating to the Committee's expenditure for the period 1<sup>st</sup> April 2012 to date together with the projected expenditure for 2012/13.

It was noted that there had been no additional expenditure in January.

**5. Planning Applications**

**i) New Applications:**

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

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

It was agreed to recommend 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/27371 Proposed rear bedroom extension at Tremle, Station Road, St Clears for R Parsons

W/27432 Change of use from A1 Listing to an A2 Listing with retail aspect at Barrington House, Pentre Road, St Clears for Mrs Lorna Griffiths

- W/27480 Change of use of former school with extension and detached garage (Resubmission of W/26869 refused on 3.9.12) at Former School, High Street, St Clears for Mr and Mrs R Hughes
- W/27502 Alterations and extension to existing dwelling at El Fondeadero, 2 Clos Griffith Jones, St Clears for Mr and Mrs R Lewin.
- W/27503 Conservatory to rear of dwelling at 1 Chestnut Villa, St Clears for Mr Thomas Griffiths.
- W/27504 Proposed single garage for domestic use at The Elms, Tenby Road, St Clears for Mr Ben Evans.

## **6. Active Citizenship**

The Clerk reported that the above item had been referred to the Committee following discussions at the Steering Committee.

The Town Mayor referred to his report to the Steering Committee relating to the possibility of the provision of a forum for the Youth and Young People of the Community to promote and foster 'Active Citizenship'.

It was agreed that the Town Mayor provide a further report regarding the matter for consideration at the April meeting.

## **7. St Clears Community Association - Possibility of Arranging an Event to Celebrate St Davids Day**

Councillor C M Davies reported that the St Clears Community Association at its recent meeting had agreed that there was not enough time to arrange a St Davids Day event this year.

Following a discussion it was agreed that it was too late to arrange something involving the local schools.

Councillors C M Davies and C J Jenkins expressed their concerns that neither of the Town Council's representatives on the St Clears Community Association were members of the Planning and Communities Committee.

Concern was also expressed relating to the Town Council's representatives non-attendance at the St Clears Community Association meetings.

## **8. Any Other Business**

i Projects and Events Development Co-ordinator post.

The Clerk provided members, for information, with an update regarding the above post following the meeting of interested parties on Friday 1<sup>st</sup> February 2013.

It was noted that copies of the relevant documentation regarding the post including terms and conditions of the grant, job profile etc had been forwarded by e-mail to all members for information.

ii.Events

It was agreed that the St Clears Community Association provide the Committee with a list of events that they proposed to organise during the year.

Meeting terminated at 8.45pm