

## 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 9<sup>th</sup> October 2012 at 7.30pm

#### **Present:**

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

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

#### **92. Apologies**

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

#### **93. Dyfed Powys Police**

The Chairman welcomed to the meeting PCSO Emma Morgans and PCSO Guto Roberts.

Following introductions PCSO E Morgans reported that PCSO G Roberts had commenced duties in St Clears following the transfer of PCSO Leighton Tipping to Carmarthen.

In response to an enquiry the PCSOs provided details relating to Police Officers stationed at St Clears together with the area covered. It was noted that the Officers previously located at Whitland had been transferred to St Clears following the closure of the Police Station at Whitland.

Councillor C M Davies commented that it was nice to see Police officers on foot patrol in St Clears.

Councillor E H Eynon referred to the parking issues in the vicinity of Spar Supermarket.

The Town Mayor reported that concerns had been raised at the Drop In Session held prior to the meeting regarding speeding vehicles in Station Road and in the entrance road to Ysgol Griffith Jones.

PCSO E Morgans reported that the Police have previously undertaken speed checks in this area and would arrange further speed patrols at school opening and closing times.

Councillor P J Rogers referred to traffic monitoring at Gothic Corner and enquired whether the results could be made available to the Town Council.

The Town Mayor thanked PCSO E Morgans and G Roberts for their attendance.

#### **94. Statement by the Town Mayor**

The Town Mayor referred to the last monthly meeting of the Town Council and advised Members of his intention to ensure that future meetings are conducted strictly in accordance with Standing Orders.

#### **95. Personal Matters**

Councillor K A Major congratulated the Town Mayor on the Charity Golf Tournament held on 6<sup>th</sup> October 2012.

The Town Mayor reported that a local resident, Mr Arthur Collinge had been elected as President of the Wales Indoor Bowling Association.

**RESOLVED that a letter of congratulations be sent to him.**

#### **96. Declarations of Interest**

No declarations of interest were recorded.

#### **97. Minutes**

**RESOLVED that the minutes of the Town Council meeting held on 11th September 2012 be confirmed and signed as a true record.**

#### **98. Matters Arising**

i) 70 2012 Fireworks Display and Winter Carnival/Christmas Lights Switch On  
Councillors E H Eynon and C J Jenkins reported on discussions relating to the Fireworks Display and Winter Carnival/Christmas Lights Switch On. They reported that arrangements were being made to meet with the St Clears Community Association regarding the arrangements for the events. They further reported that the Task and Finish Group were constrained by the budget allocation for the events and would not be in a position to fund the prizes for the annual Christmas Draw. They reported also that the Christmas Lights Switch On event would not this year incorporate a Winter Carnival.

Following a discussion it was agreed:

- that the Fireworks Display be held on 5<sup>th</sup> November
- that further discussions be held regarding the date for the Christmas Lights Switch On
- that the Christmas Lights Switch On event does not incorporate a Winter Carnival
- not arrange a Christmas Draw this year.
- to purchase Selection Boxes for Santa's Grotto only

#### ii) 79. County Councillor's Report

Councillor Dr W E V J Davies expressed his concern that there was no agenda item relating to the e-mail regarding the War Memorial.

The Town Mayor reported that following the September meeting of the Town Council he had together with the Deputy Mayor and Clerk met separately with both parties at their request to discuss the matter.

He reported that both parties had indicated that they did not wish the matter to be included on the agenda of the October meeting.

In response Councillor E H Eynon reported that he had indicated that he did not wish the matter to be pursued.

Councillor E H Eynon expressed his concern regarding procedures.

The Town Mayor advised members of the contents of a letter received from County Councillor P M Hughes the previous evening.

Following a discussion regarding the matter together with issues relating to protocol it was

**RESOLVED unanimously that**

- **the matter be referred to the Steering Committee for full consideration and report back to the November meeting of the Town Council**

- a response to the letter be made following the November meeting of the Town Council.

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

As County Councillor P M Hughes was not in attendance there was no Report.

### **100. Clerk's Report**

The Clerk referred to the following Report dispatched with the Agenda and circulated members with a supplementary Report

#### A. Consultation

Mid and West Wales Fire and Rescue Authority  
 Consultation regarding Draft Annual Improvement Plan 2013/14  
 (Consultation period ends 10/12/12)

#### B. For Information

##### 1. Welsh Government

###### i) Academi Wales

Information regarding Academi Wales which has been established as a national centre for leadership excellence in Wales and which will support the delivery of efficient and effective public services in Wales.

###### ii) Business Newsletters

##### 2. Carmarthenshire County Council

###### i) Housing Services

Communication from the Housing Services Manager relating to County Council engagement with Local Councils regarding Housing Services together an invitation to discuss the service.

###### ii) Temporary Road Closure – Ffynnongain Level Crossing

Information regarding a request for the above road closure from 9.00pm Wednesday 31<sup>st</sup> October to 6.00am Thursday 1<sup>st</sup> November 2012 to undertake maintenance work.

###### iii) Request for use of St Clears Car Park by the Fair.

Following discussion with the Town Mayor, Deputy Mayor and the Chair of the Environment Committee the Town Council has offered no objection to the request.

###### iv) Collaborative Communities - Newsletter

##### v) Carmarthenshire Tourist Association/Marketing and Tourism

- Invitation to attend the West Carmarthenshire Cluster meeting on 1<sup>st</sup> October 2012 at Llety Cynin – 6.00 to 9.00pm
- Newsletters

##### 3. One Voice Wales

Information regarding:

- Resources relating to the forthcoming Police and Crime Commissioner elections

- CADW Drop In Events – Carmarthen – Heol Awst Chapel 24<sup>th</sup> October 2012 – 10.00am to 3.00pm
  - Welsh Government appointment of Expert Advisory panel for the National Literacy Programme
  - Fairtrade Survey
4. SLCC – News Bulletin
  5. Fairtrade Wales - Newsletters
  6. Keep Wales Tidy - Newsletter.
  7. Tenovus – Newsletter
  8. Ynnida – Promotional Material
  9. Inside Government  
Information relating to Social Housing: Fairness, Flexibility and Affordability Forum in London on 17<sup>th</sup> October 2012
  10. Unlock Democracy- Newsletter relating to Sustainable Communities Act.
  11. Historical Promotions - Newsletter
  12. Publications  
Yr Ardd – National Botanic Garden of Wales magazine - Autumn 2012 edition.

#### Supplementary Report

##### 1. Carmarthenshire County Council

Information relating to

- Carmarthenshire Community Challenge.
- 'Adopt a Recycling Site'.

##### 2. One Voice Wales

i) Notice of Meeting and Agenda relating to Carmarthenshire Area Committee to be held in Llanelli on 16<sup>th</sup> October 2012 together with Minutes of the AGM and Meeting held on 3<sup>rd</sup> July 2012.

ii) Information relating to

- availability of Planning Training Module
- OVW Conference to be held on 13<sup>th</sup> October 2012.
- Appointment of Chair and Members to the Advisory Panel on Substance Misuse

##### 3. Dyfed Powys Police

Invitation to attend the Carmarthenshire Joint Community Consultative Meeting to be held on Wednesday 24<sup>th</sup> October 2012 in Llanelli at 6.45pm together with questionnaire relating to 2013/14 Policing Priorities.

**RESOLVED that**

- **Councillor R G Edwards attend the Carmarthenshire Joint Community Consultative Meeting as the Town Council's representative on the Police Consultative Committee**
- **the Town Mayor and Clerk complete the questionnaire on behalf of the Town Council**

4.Parish On Line News – October edition

In response to an enquiry from Councillor P J Rogers the Clerk reported that arrangements were in hand to arrange a New Councillor Induction Training course for Members of St Clears Town Council.

It was unanimously agreed that all members should make every effort to attend the training course.

Councillor C J Jenkins expressed his concerns regarding the number of Members who were not in attendance.

It was noted that four of the five members not in attendance had tendered their apologies.

**RESOLVED that the Clerk produce a report at the end of the civic year detailing Members' attendance.**

**101. Fairtrade Town Status Sub-Committee**

Councillor Mrs J S V Rees reported on a meeting of the Fairtrade Town Status Sub-Committee held on 18<sup>th</sup> September 2012.

**RESOLVED that the Report of the Fairtrade Town Status Sub-Committee meeting held on 18<sup>th</sup> September 2012 (Appendix A attached) be accepted and the recommendations approved.**

Councillor Mrs J S V Rees reported further on the Fairtrade Community Meeting held on 25<sup>th</sup> September 2012 when it had been agreed to establish a Community Fairtrade Group.

It was noted that the inaugural meeting of the Community Fairtrade Group would be held on 24<sup>th</sup> October 2012.

**102. Environment Committee**

Councillor P J Rogers reported on a meeting of the Environment Committee held on 1<sup>st</sup> October 2012.

**RESOLVED that the Report of the Environment-Committee meeting held on 1<sup>st</sup> October 2012 (Appendix B attached) be accepted and the recommendations approved.**

Councillor P J Rogers reported the daffodil bulbs etc would be planted in the next week.

He reported that further to the meeting flowers had been planted in the Old Market Square area and maintenance work undertaken on the plants in this area.

He thanked Councillor C J Jenkins for arranging the work and Councillor E H Eynon for the storage of the plants etc.

He also reported that the Bicycle shed had been relocated to the Car Park.  
**RESOLVED that a thank you letter be sent to County Councillor P M Hughes for arranging the work.**

With regard to the Heritage Trail he reported that the Heritage Trail Working Group had met the previous evening.

25 tasks had been identified to be undertaken by the volunteers on the Working Group.

Arrangements had also been made to issue a press release relating to the proposals.

Councillor K A Major thanked Councillor P J Rogers for his work in connection with The Heritage Trail and the Town Mayor congratulated the Environment Committee on its success.

### **103. Finance Committee**

Councillor E H Eynon reported on a meeting of the Finance Committee held 2<sup>nd</sup> October 2012.

**RESOLVED that the Report of the Finance Committee meeting held on 6<sup>th</sup> September 2012 (Appendix C attached) be accepted and the recommendations approved.**

The Clerk reported that further to the meeting additional invoices had been received in respect of the supply and planting of flowers in the Old Market Square.

**RESOLVED that the following payments be approved:**

- 103167 Lydstep Gardening Centre - £374.00 – Supply Plants, compost etc for Old Market Square
- 103168 Y Cardi Bach - £50.00 – Financial assistance  
(as agreed at Town Council meeting on 11.9.12)
- 103169 Bancyfelin Senior Citizen's Group - £100.00 - Financial assistance  
(as agreed at Town Council meeting on 11.9.12)
- 103170 Amazon - £8.30 – Ink Cartidges (Reimburse L Bowen)
- 103171 C L Hussell - £650.00 – Storage of Marquees for period 1.12.11 to 1.10.12
- 103172 Carmarthenshire County Council - £770.00 – Rent and Room Hire  
(Rental of Mayor's Parlour 1.4.12 to 30.9.12 - £750.00 and Room Hire 22.5.12 - £20.00)
- 103173 Mrs D Rees - £10.00 – Repairs to Market Stalls Sidesheets  
(Reimburse L Bowen)
- 103174 Tesco Stores - £27.83 – Stationery Re Community Fairtrade Meeting  
(Reimburse Mrs Jane Rees)
- 103175 N and J James - £200.00- Erection and Collection of Market Stalls –  
15.9.12
- 103176 Lynn Bowen - £1,188.27 – Clerk's Salary October 2012
- 103177 Shipton Bulbs - £445.00 - Daffodil bulbs etc
- 103178 Jimmy's Fireworks Ltd - £3087.80 – Fireworks Display Pack
- 103179 R Edge -£75.00 Planting of flowers etc Old Market Square

#### **104. Steering Committee**

Councillor K A Major reported on a meeting of the Steering Committee held on 2<sup>nd</sup> October 2012.

**RESOLVED that the Report of the Steering Committee meeting held on 2<sup>nd</sup> October 2012 (Appendix D attached) be accepted and the recommendations approved.**

#### **105. Membership of Committees**

**RESOLVED unanimously that the membership of the Committees as recommended by the Steering Committee be approved.**

In response to an enquiry from Councillor C J Jenkins it was agreed that the following items be included on the agenda of the next meeting of the Steering Committee:

- Management of Welfare Field
- Responsibilities relating to the proposed Projects and Events Development Co-ordinator Post

Councillor K A Major and the Town Mayor expressed their concerns regarding issues relating to the Website.

It was agreed that these matters also be included on the agenda of the next meeting of the Steering Committee.

#### **106. Appointment of Chairman of Steering Committee**

Following a proposal by Councillor Dr W E V J Davies seconded by Councillor K A Major it was

**RESOLVED that Councillor E H Eynon be appointed Chairman of the Steering Committee.**

Councillor E H Eynon thanked Members for placing their confidence in him to Chair the Steering Committee.

#### **107. Planning Committee**

The Town Mayor reported on a meeting of the Planning Committee held earlier in the evening.

**RESOLVED that the verbal Report of the Planning-Committee meeting held on 9<sup>th</sup> October 2012 (Appendix E attached) be accepted and the recommendations approved.**

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

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

#### **109. Reports of Members' Attendance at Meetings of Outside Bodies etc**

The Town Mayor reported on a meeting of the Carmarthenshire Tourist Association West Cluster meeting.

Councillor Mrs J S V Rees reported on a meeting of the Llanddowror By Pass Local Authority Liaison Committee and the Menter Gorllewin Sir Gar AGM and Time Banking event.

Councillor C J Jenkins reported on the Hywel Dda Health Board meeting with Town and Community Councils relating to the proposed changes in healthcare.

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

The Clerk reported that the RDP bid had been approved by the County Council Executive Board on the proviso that the three Town Councils were prepared to make a contribution of £1,000 each in order to show their commitment to the proposed scheme (please refer to the Finance Committee minutes approved earlier in the evening).

The Clerk referred to the need to appoint members to represent the Town Council on a proposed Joint Committee to be established relating to the post.

It was noted that the Town Council had agreed previously to be the to be the lead Council.

**RESOLVED that Councillors C J Jenkins, R G Edwards and C M Davies be nominated to represent the Town Council on the proposed Joint Committee together with the Clerk.**

#### **111. Remembrance Day 2012**

**RESOLVED that**

**i) Members meet at the entrance to the Priory Church of St Mary Magdalene, St Clears at 9.15 am on Remembrance Day, Sunday 11<sup>th</sup> November 2012.**

**ii) the Town Council investigate the possibility of the provision of power supply at the War Memorial for a P A system.**

#### **112. Residents Drop In Session**

i) The Town Mayor reported on issues raised by the three members of public who had attended the Residents' Drop In Session held earlier.

It was noted that the Police had confirmed that they would be arranging further speed patrols in Station Road and on the entrance road to Ysgol Griffith Jones.

One member of public had raised concerns regarding speeding traffic on Llangynin road and the lack of footpath.

It was noted that the Town Council had previously resolved to support County Councillor P M Hughes' request for speed restrictions on the Llangynin Road.

ii) Councillor C J Jenkins reported that he had received a number of complaints from local residents regarding the lack of general maintenance and the lack of cleanliness at the St Clears Leisure Centre.

Members also expressed their concerns regarding the future of the Centre.

It was noted that the issues would be ones for the proposed Projects and Events Development Co-ordinator to deal with as and when appointed.

**RESOLVED that**

**i) an item relating to the future of the St Clears Leisure Centre be included on the Agenda of the November meeting of the Town Council**

**ii) the matters be drawn to the attention of County Councillor P M Hughes with a request for a response before the November meeting of the Town Council**

#### **113. Any Other Business**

i) The Town Mayor congratulated Councillor C J Jenkins on his appearance on television earlier in the day regarding flu vaccinations.



ii) The Town Mayor thanked members of the Town Council who had assisted and supported the event, in particular Councillors P J Rogers who had assisted him with the arrangements and Mrs J S V Rees. He also reported that he wished to thank local businesses who had supported and sponsored the event.

He reported that £950.00 had been raised to date.

Councillor P J Rogers reported that a number of people had commented on the event and hoped that the event would be run again next year.

iii) Councillor E H Eynon reported that following his appointment as Chairman of the Steering Committee he wished to stand down as a member of the Planning and Communities Committee.

**RESOLVED that Councillor C J Jenkins replace Councillor E H Eynon on the Planning and Communities Committee.**

iv) Following an enquiry from Councillor C J Jenkins relating to which Committee would take responsibility for the management of the Welfare Field it was

**RESOLVED that the Steering Committee consider further Committees' responsibilities.**

Prior to closing the meeting the Town Mayor thanked all members for their commitment.

Meeting terminated at 10.25pm

**St Clears Town Council**

**Minutes of a meeting of the 'Fairtrade Town Status' Sub-Committee held in the Mayor's Parlour, Y Gât/The Gate, Pentre Road, St Clears on Tuesday 18<sup>th</sup> September 2012 at 8.30pm.**

**Present:** Councillors: L L ap T Davies, S J Runnett and Mrs J S V Rees.

In the Chair Councillor L L ap T Davies.

**Apologies**

Apologies were received from Councillor R G Edwards.

**Declarations of Interest**

No formal declarations of interest were recorded.

The Chairman reported that the meeting had been called to finalise the arrangements for the Community Fairtrade Meeting to be held on 25<sup>th</sup> September 2012.

Following a discussion the draft agenda for the proposed Community Meeting was approved.

Councillor Mrs J S V Rees reported that representatives from local organisations and businesses together with interested individuals had been invited to attend. She confirmed that arrangements had been made for a Fairtrade Wales representative to be present to address the meeting.

It was noted that the local Co-Operative store had volunteered to donate various items and provide a display of Fairtrade products.

Councillor Mrs J S V Rees also reported that the application for a grant to cover the expenditure incurred in arranging the Community Fairtrade Meeting had been approved by the Carmarthenshire Fairtrade Group.

It was agreed that information relating to the Community Fairtrade meeting be publicised on the Town Council's Website, Facebook and Twitter.

The meeting terminated at 9.10pm

**St Clears Town Council**

**Minutes of a meeting of the Environment Committee  
held in Y Gât/The Gate, Pentre Road, St Clears  
on Monday 1<sup>st</sup> October 2012 at 6.00pm.**

**Present:** Councillors: Dr W E V J Davies, P Lanc and P J Rogers.  
Also in attendance Councillor Mrs J S V Rees.

In the Chair Councillor P J Rogers.

**Apologies**

Apologies were received from Councillors C M Davies, L L ap T Davies Town Mayor and K A Major Chairman of Steering Committee.

**Declarations of Interest**

No declarations of interest were recorded.

**South Wales Trunk Road Agency**

The Chairman welcomed to the meeting Mr Roger Williams, Area Engineer, South Wales Trunk Road Agency.

Mr Williams referred to the work recently undertaken in clearing the slip road embankment and the Chairman commended SWTRA on the work.

It was agreed that the Town Council formally express their gratitude to SWTRA.

Following a discussion relating to planting it was agreed that the Town Council proceed with the order for Daffodil, Bluebell and Snowdrop bulbs for planting by SWTRA Officers.

It was agreed that the Town Council consider further planting later in the year.

Mr Williams reported that SWTRA were proposing to clear the undergrowth at the roundabout and confirmed that they would be clearing the area in front of the Farmers Co-op premises.

With regard to the drainage in the vicinity of the Skateboard Park and the A40 bridge Mr Williams confirmed that the matter was being investigated. He reported that he was currently submitting a bid for design works to be funded in 2013/14 and the work to be funded in 2014/15.

The Chairman referred to the problem of Himalayan Balsam on the riverside which was spreading up to the A40 trunk road. Mr Williams reported that arrangements would be made for the Himalayan Balsam on the A40 to be treated in Spring.

Prior to his departure the Chairman thanked Mr Williams for attending the meeting.

## **Matters arising from the Minutes of Environment Committee held on 4<sup>th</sup> September 2012**

### **Ffordd Peillac Way**

The Chairman reported that the Rangers had recently undertaken further maintenance on Fford Peillac Way.

It was agreed that the Town Council formally thank them for undertaking the work. It was also agreed to request whether there was a possibility of the Rangers cutting back some of the undergrowth on the riverside.

### **Siting of Bicycle Shed in Car Park**

The Chairman reported that together with the Clerk and County Councillor P M Hughes he had met with an Officer of the County Council and the Lining Contractor to discuss the siting of the Bicycle Shed in the Car Park.

Subsequent to the meeting a quotation had been received from the County Council for the transfer of the bicycle shed.

It was agreed to recommend that the quotation be approved.

### **Provision of Picnic Area**

The Clerk reported that he was awaiting confirmation from the Environment Agency regarding the siting of the picnic tables.

It was agreed to recommend that the work be undertaken in early Spring.

### **Children's Play Area - Provision of Picnic Table**

The Clerk reported that he had received prices from a local company for the provision of a picnic table and bench at the Children's Play Area.

It was agreed to recommend that the work be undertaken in early Spring.

### **Cleaner/Handyman's Post**

The Chairman reported that together with the Clerk they had met the former post holder for an informal discussion regarding the duties relating to the post.

In response to an enquiry from Councillor Dr W E V J Davies regarding the tendering procedure for the work the Chairman reported that the matter would be referred to the Finance Committee.

### **Best Garden Competition**

It was agreed that the Committee discuss the possibility of awarding cash prizes in addition to the Shields when discussing the Committee's 2013/14 budgetary requirements.

### **Crowd Control Barriers**

The Clerk reported that Mr N James had confirmed that all the crowd control barriers had been accounted for with minor damage to one.

## **Budget Update**

The Clerk provided members with information relating to the Committee's expenditure for the period 1<sup>st</sup> April to 30<sup>th</sup> September 2012 together with projected spend at year end.

Following a discussion it was agreed that the Committee look at the possibility of arranging additional planting in the Old Market Square and War Memorial areas and also the possibility of purchasing new seats.

It was noted that the provision of the Picnic Area was to be funded from Reserves.

### **2013/14 Budget**

Following a detailed discussion members agreed on the Committee's budgetary requirements in the 2013/14 financial year for submission to the Finance Committee. It was agreed that arrangements for the 2013/14 Best Garden Competition be included on the agenda for the Committee's November meeting.

### **Proposed Heritage Trail**

The Chairman reported on a meeting with Mr Emyr Price, County Council Cultural Heritage Grants Officer regarding the project.

Mr Price had indicated that there may be an opportunity to submit a further RDP bid for grant aid in 2013.

The Chairman reported on a meeting also with an officer of the County Council regarding the possibility of establishing a trail in conjunction with neighbouring town and community councils.

Councillor Dr W E V J Davies proposed that the Town Council consider the possibility in future of investigating the historical background relating to the Motte and Bailey.

### **Children's Play Area and Skateboarding Area.**

The Clerk reported that he was awaiting outstanding inspection reports from the County Council relating to the Children's Play Area and Skateboarding Area.

Members expressed their dissatisfaction regarding the matter and agreed that the County Council be advised of their concerns.

### **Parking at the Junction to Glasfryn Estate in Station Road**

The Clerk reminded members that the matter had been referred to the Committee following the receipt of an e-mail by Councillor C J Jenkins from a resident in Glasfryn Estate expressing concerns regarding parking in Station Road near the entrance to the estate.

It was agreed to recommend that the Clerk liaise with Councillor C J Jenkins and refer the matter to the County Council with a request for a site meeting.

### **Projects Up-date**

#### **Water Pumps**

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

It was agreed to pursue the matter with a local historian and the Land Registry.

### **Any Other Business**

#### Fields in Trust

In response to an enquiry the Clerk confirmed that arrangements were in hand for the registration of the Welfare Field.

It was agreed to contact the St Clears Juvenile Sports Committee regarding the registration of the Banc y Beili recreational area.

#### Car Park

Members were advised that the County Council had received a request from the Fair for the use of the car park.

The Clerk reported that following consultation with the Town Mayor, Deputy Mayor and Chairman of the Environment Committee the Town Council had offered no objection to the request.

#### Grounds Maintenance etc Contract

The Clerk reported for information that Mr D Holloway had requested to be placed on the list of contractors to tender for the 2013/14 Grounds Maintenance etc contract.

#### Town Walks

The Chairman reported that he intended to resurrect the Town Walks and suggested the possibility of a walk at Christmas time.

Following a discussion it was agreed that the matter be included on the agenda of the Committee's November meeting.

It was agreed that due to the Fireworks Display the Committee's November meeting be held on Tuesday 13<sup>th</sup> November 2012 at 6.00pm

It was also agreed that a meeting of the Heritage Trail Group be held on Monday 8<sup>th</sup> October 2012 at 6.00pm.

Meeting terminated at 7.50pm

**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 Tuesday 2<sup>nd</sup> October 2012 at 6.30 pm.**

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

Also in attendance Councillor C M Davies.

In the Chair Councillor E H Eynon.

**Apologies**

Apologies were received from Councillor R G Edwards.

**Declarations of Interest**

No formal declarations of interest were recorded.

**Budget Monitoring**

Members were provided with details relating to income and expenditure for the period 1<sup>st</sup> April 2012 to 30<sup>th</sup> September 2012.

It was noted that the bank statements for the month of September 2012 had not yet been received.

The Clerk reported receipt of confirmation from the Bank regarding the re-investment of £25,000 in a new nine month Investment Bond to commence on 12<sup>th</sup> October 2012.

It was reported that a quotation had been received from City Illuminations for the installation etc of the Christmas Lights Display.

It was noted that the price could be fixed for two years (including test and maintenance) if the Town Council was interested in entering a two year agreement.

It was agreed to recommend that the quotation be accepted and that the Town Council enter into a two year contract.

Councillor E H Eynon referred to the forthcoming Fireworks Display and in the absence of a Special Projects Committee and the fact that the Task and Finish Group were yet to meet with representatives of the St Clears Community Association requested the Finance Committee to approve expenditure relating to the supply of a custom Fireworks Display Pack from the usual supplier.

Following a discussion it was agreed to recommend that the Town Council approve the purchase of the Fireworks Display Pack.

Following a discussion relating to tenders and quotations for supplies and services it was agreed to recommend that the Finance Committee reviews current practice in conjunction with the possibility of producing a list of preferred contractors when reviewing the Town Council's Financial Regulations.

The Clerk reported that the proposed Project and Events Development Co-ordinator post for the St Clears, Whitland and Laugharne area had been approved by the County Council Executive Board on the proviso that the three Town Councils were prepared to make a contribution of £1,000 each in order to show their commitment to the proposed scheme.

It was noted that the Town Council had previously agreed to commit up to £1,000 to the project in order to cover travelling expenses in the St Clears area.

It was agreed to recommend that this would be the Town Council's contribution.

Following a proposal from Councillor C M Davies it was agreed to enquire what the £3,000 contribution would be used for.

### **Payments**

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

- 103168 Y Cardi Bach - £50.00 – Financial assistance  
(as agreed at Town Council meeting on 11.9.12)
- 103169 Bancyfelin Senior Citizen's Group - £100.00 - Financial assistance  
(as agreed at Town Council meeting on 11.9.12)
- 103170 Amazon - £8.30 – Ink Cartidges (Reimburse L Bowen)
- 103171 C L Hussell - £650.00 – Storage of Marquees for period 1.12.11 to 1.10.12
- 103172 Carmarthenshire County Council - £770.00 – Rent and Room Hire  
(Rental of Mayor's Parlour 1.4.12 to 30.9.12 - £750.00 and  
Room Hire 22.5.12 - £20.00)
- 103173 Mrs Diane Rees - £10.00 – Repairs to Market Stalls Sidesheets  
(Reimburse L Bowen)
- 103174 Tesco Stores - £27.83 – Stationery Re Community Fairtrade Meeting  
(Reimburse Mrs Jane Rees)
- 103175 N and J James - £200.00- Erection and Collection of Market Stalls – 15.9.12
- 103176 Lynn Bowen - £1,188.27 – Clerk's Salary October 2012
- 103177 Shipton Bulbs - £445.00 - Daffodil bulbs etc

Councillor E H Eynon expressed his concern regarding the purchase of items from Tesco and other suppliers outside of the Town Council area.

It was agreed to recommend that the Finance Committee review current practice when reviewing the Town Council's Financial Regulations.

### **Requests for Financial Assistance**

Members were advised that requests for financial assistance had been received from the following organisations since the last meeting of the Finance Committee:

- Bobath Children's Therapy Centre Wales
- Marie Curie Nurses – Carmarthenshire
- Carmarthenshire Federation of Young Farmers' Clubs
- Llanfihangel Abercywyn Parochial Church Council - to assist with the maintenance costs relating to the graveyard

The Clerk reported that Llanfihangel Abercywyn Parochial Church Council as the only 'local' organisation had been requested to complete the Town Council's official Request for Financial Support form.



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

**Any Other Business**

Councillor E H Eynon referred to previous discussions and the report relating to the Town Council's cashflow and allocation of Reserves.as at 31<sup>st</sup> March 2012.

It was agreed that the Finance Committee review the situation at its next meeting

Councillor C M Davies reported for information that a local resident had been making enquiries with him regarding the Town Council's spending over the last four years.

Meeting terminated at 7.45pm.

**St Clears Town Council**

**Minutes of a meeting of the Steering Committee  
held in Y Gât/The Gate, Pentre Road, St Clears  
on Tuesday 2<sup>nd</sup> October 2012 at 7.45pm.**

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

In the Chair Councillor K A Major.

**Apologies**

Apologies were received from Councillor R G Edwards.

**Committee Membership**

The Chairman reported that the meeting had been called to discuss membership of Committees based on Members' preferences as agreed at the Town Council meeting held on 11<sup>th</sup> September 2012.

The Clerk confirmed that members had been requested to indicate in order of preference which Committees they wished to be appointed to. It was noted that only one member had not expressed a preference.

The Clerk circulated a list of members' preferences.

Following a discussion it was agreed to present for consideration by full Council the following draft list of Committee membership based on Members' preferences:

**Environment Committee** (6 Members)

Councillors: C M Davies; Dr W E V J Davies; P Lanc; C J Jenkins; P Rogers and Deputy Mayor.

**Finance and Resources Committee** (5 Members)

Councillors: R G Edwards; E H Eynon; K A Major; S J Runnett and Town Mayor.

**Planning and Communities Committee** (6 Members)

Councillors: C M Davies; E H Eynon; K A Major; Mrs C M Ingleton; Mrs H Witt and Town Mayor.

Each Committee to appoint its own Chair and Vice Chair.

**Steering Committee**

It was noted that the Steering Committee would comprise of the Chairs of individual Committees, Town Mayor and an independent Chair.

It was agreed that the Chairman of the Steering Committee be appointed at the next meeting of the Town Council.

The Clerk reported that following the review of the Committee Structure it was necessary to revise the Standing Orders.

It was agreed that the revised Standing Orders be presented to the next meeting of the Steering Committee.

**Any Other Business**

It was agreed that the following items be included on the Agenda of the next meeting of the Steering Committee:

- Communication with Members of the Public
- P R Issues

It was agreed to recommend that due to the Fireworks Display on 5<sup>th</sup> November the Committee meetings for November be re-arranged as follows:

Tuesday 6<sup>th</sup> November - Planning and Communities Committee followed by Finance Committee.

Tuesday 13<sup>th</sup> November – Environment Committee followed by Steering Committee.

Meeting terminated at 8.20pm.

**St Clears Town Council**

**Minutes of a Meeting of the Planning Committee held in  
Y Gât/The Gate, Pentre Road, St Clears  
on Tuesday 9<sup>th</sup> October 2012 at 6.30pm.**

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

In the Chair Councillor L L ap T Davies.

**Apologies**

Apologies were received from Councillor Mrs H Witt.

**Declarations of Interest**

No formal declarations of interest were recorded.

**Planning Applications**

**i) New Applications:**

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

- a) W/27147 Full Planning – Installation of Cladding – Old Market Surgery, High Street, St Clears – Mr William Morgan.

It was noted that the application was a retrospective planning application and it was agreed to recommend that that the following observations be submitted :

- the Town Council were concerned regarding the cladding work undertaken on the walls of the premises and were of the view that a dressed stone finish would have been more appropriate in order to preserve the original character of the building. It was felt that the building had now lost its natural character.
- the Town Council were of the view that the Planning Authority needed to be consistent in dealing with planning applications relating to the refurbishment of buildings.
- the Town Council were not in favour of retrospective planning applications.

- b) W/27157 Full Planning – Extensions to dwelling - Ddoigwed, St Clears – Mr George Gwyndaf Roberts.

It was agreed to recommend that the Town Council offer no adverse comments in respect the proposal.

- c) W/27189 Full Planning – Erection of new dwelling house – Plot to the east of Glenview, St Clears – Mr/Mrs Evans.

It was agreed to recommend that whilst the Town Council had no adverse comments on the proposal members wished to draw the Planners' attention to the building line relating to the proposed development and also issues relating to sewage spillage in the area in the past.

- d) W/ 27215 Full Planning – 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 – Hafan Deg, Bethlehem Road, Pwlltrap, St Clears – Mrs Enid Jones

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 application had been approved:

- W/27011 Proposed replacement dwelling (resubmission of W/25896) at Ivy Cottage, Tenby Road, St Clears for Mr Peter Hancock

Prior to the closure of the meeting the Chairman thanked members for serving on the Planning Committee and referred to the revised committee structure which involved the replacement of the Committee by a new Planning and Communities Committee.

Meeting terminated at 6.55pm