

Cyngor Tref Sanclêr / St Clears Town Council
Minutes of meeting held
at the Gate on
Tuesday, 21st June 2022 at 6.30pm

Present: Cllrs WEVJ Davies, RG Edwards, KA Major, O Grant, PJ Rogers and County Councillors C Jones and P Hughes.

28. **Apologies. RESOLVED to accept apologies from Cllr CM Davies due to being on holiday**
29. **Declarations of Interest – Item 40, Asset transfer of the Gate - all councillors.**
30. **To confirm the minutes of the Annual meeting of the Town Council held on 17th May 2022.** The motion was proposed by Cllr P Rogers and seconded by Cllr Dr WJVE Davies. **RESOLVED to accept the minutes of the Annual meeting of the Town Council held on 17th May 2022 as a true record.**
31. **To confirm the minutes of the monthly meeting of the Town Council held on 17th May 2022.** The motion was proposed by Cllr P Rogers and seconded by Cllr O Grant. **RESOLVED to accept the minutes of the monthly meeting of the Town Council held on 17th May 2022 as a true record.**
32. **To confirm the minutes of the meeting of Town Council held on 7th June 2022.** The motion was proposed by Cllr G Edwards and seconded by Cllr P Rogers. **RESOLVED to accept the minutes of the meeting of Town Council held on 7th June 2022 as a true record.**
33. **Matters arising (exchange of information only)**
34. **To receive the County Councillors' Update**
The mayor officially welcomed Cllr Carys Jones to her first meeting as elected County Councillors representing St Clears with Llansteffan.

Cllr C. Jones's formally introduced herself and informed council that she sits on the scrutiny committee for Education and Children, is vice chair to the planning committee, a trustee for Oriel Myrddin and supports staff and service in respect of yr Iaith Gymraeg. A written report would be prepared for the next meeting. The mayor thanked Cllr C Jones for her input.

The mayor raised concerns regarding the volume of traffic and speeding through the town. Cllr P Hughes informed council that the officer had been out during the last month and had caught several offenders (speeding). The issue with the reinstatement of the yellow lines in and around the town is still outstanding following the meeting held with the Local Authority's

Highways department in December 2021. Issues with the vehicle activated signs at Pwlltrap are to be addressed.

Concerns with the speed and volume of traffic around Gothic Corner. The road narrows and there is insufficient safe space for pedestrians. ACTION: clerk to contact Steve Pilliner to request site meeting with a view to addressing the issue and danger at this pinch point. Consider joint venture with safer routes to schools to provide an action plan as to what's required moving forward.

Council wanted to know what was the latest in respect of the section 106 funds for Bancyfelin. Cllr P. Hughes confirmed that this matter was being pursued by the Local Authority's legal department.

Councillor P. Hughes extended a thank you to council from the Church group for the additional hanging baskets.

Member of Public addressed meeting. The mayor welcomed Miss Tristy McDermott to the meeting and as a member of the public offered her the opportunity to address Council. As a qualified youth worker Miss McDermott expressed her concern about the lack of facilities and opportunities for the youth in the area. Is there a potential area to create a pump track for BMX bikes? Miss McDermott's concerns were noted, and council are keen to address the issues. Consideration was given to forming a youth council to gather views and address matters as far as is practical.

35. To receive the Clerk's Report

I. Carmarthenshire County Council

(i). Planning/Licensing.

PL/04057 24/05/2022		Installation of dormer windows to form second floor functional habitable room spaces.	Cilgwyn, St Clears, Carmarthen, SA33 4NE	Dyddiad Dechrau Ymgynghori: 24/05/2022 Under Consultation	Dyddiad Gorffen Ymgynghori: 14/06/2022
PL/04047 24/05/2022	Approval of details reserved by a condition	Discharge of Condition 4 on PL/03659 (Written Scheme of Investigation)	White House, High Street, St Clears, Carmarthen, SA33 4EE	Under Consultation	Consultation Period
PL/04068 24/05/2022	Prior notification: Building (agricultural / forestry)	Feed Storage Building	Parc Yr Abbot, St Clears, Carmarthen, SA33 4NB	Closed	Decision Made

PL/04090 31/05/22	Change of use of redundant agricultural building to B2 use (including the manufacturing of glamping pods and fabrication of steel columns / beams / roof purlins for portal framed agricultural buildings	Bwlch Y Domen, St Clears, Carmarthen, SA33 4AX	Dyddiad Dechrau Ymgynghori: 31/05/2022	Dyddiad Gorffen Ymgynghori: 21/06/2022
PL/04111 14/06/2022	Discharge of Conditions 3 (Window Specifications), 4 (Sash Window details), 5 (Window and Door detailed drawings), 6 (Roof details) & 7 (Services) on Listed Building Consent PL/02318 dated 14th January 2022	Capel Mair, High Street, St Clears, SA33 4DZ	In Review	Awaiting Decision

Discussion regarding [PL/04057](#) (24/05/2022) as the plans are out of character with the surrounding neighbouring dwellings.

(ii). Carmarthenshire County Council is currently inviting the views of local stakeholders with respect of the UK Shared Prosperity Fund (UK SPF). This is central to the delivery of the UK Government's "Levelling Up" agenda. The scope of the Fund is described in detail in the Prospectus published by the UK Government -

<https://www.gov.uk/government/publications/uk-shared-prosperity-fund-prospectus/uk-shared-prosperity-fund-prospectus> The representations received will inform the production of a local Investment Plan for Carmarthenshire that will describe how the county feels that UK SPF can best be used to address the needs and opportunities facing us and interests in the way the UK Shared Prosperity Fund is to be used over the next 3 years.

(iii). Letter received from Chairs and Vice Chairs of Carmarthenshire Scrutiny Forum to promote the work of the different Scrutiny Committees within Carmarthenshire. (Appendix a).

2. Keep Wales Tidy

The Welsh Government and National Lottery Heritage Fund - Local Places for Nature grant scheme is open for applications from Thursday June 9th. There is £920k available to allocate between now and March 2023. Please visit www.heritagefund.org.uk/funding for further details rcarter@onevoicewales.wales

3. Welsh & UK Government

a) Celebrating Rural Wales Event 9th & 10th June 2022 Wales has benefitted from the European Rural Development Programme funding for well over 20 years, in fact LEADER celebrated its' 30-year anniversary in September this year. As the Rural Development Programme 2014 – 2020 (the last EU programme for Wales) ends, we at WRNSU thought it was an ideal time to look back at some of the achievements of the programme over the years and celebrate the difference that the funding has made for Rural Wales. As a valued stakeholder in Rural Wales, SCTC is invited to attend the event. Register Today by Clicking Here (www.celebratingruralwales.wales)

b) National Forest for Wales funding announcement. Following the successful delivery of The Woodland Investment Grant pilot last year, a new window for expressions of interest is now open and will close on the 15th of July. The scheme is

open to landowners and managers, including not-for-profit organisations. It provides support for people to create new woodlands and/or enhance and expand existing woodlands, in accordance with the [UK Forestry Standard](#).

4. Training & Conferences

- a) **CCC Code of Conduct training** - 04/07/2022 @2pm or 27/07/2022 @2pm.
- b) **SLCC Conference for Wales** will cover the topics: Are you prepared for Operation London Bridge? Can you confidently create a statutory training plan? Do you know all the latest developments in planning? and more, in a mix of interactive and engaging sessions at **The Metropole Hotel and Spa, Llandrindod Wells** on **Wednesday 22 June**. For only **£85 + VAT** for members and **£135 + VAT** for non-members.

36. To receive the financial report.

31-May-22

BALANCES						
Current	Invest. 506					Total
773.12	57,546.22					58,319.34

Receipts to date

PRECEPT	Event Income	Welfare Field Hire	INTEREST	SLA	Grants	Other
33,635.40	0.00	0.00	0.00	0.00	0.00	0
Budget	100,960.20	2,500.00	0.00	40.00	0.00	0.00

Payments to date

Current v. Budget

Current sub-category totals

F & R Com - General Admin (Personnel)	Total	Salary	Nl ee	Nl ers	Tax	Staff Review	Other
	8,261.58	5,220.63	663.75	558.51	637.80	0.00	0.00
	Budget	Pension					
	34,814.08	1,102.89					
<i>Var. + (under) - (over)</i>	26,552.50						
F & R Com - General Admin (Fees, Ins. & Subs)	Total	Subscriptions	Prof fees	Insurance	Bank charges	Conf/Fees	Conf/Exp
	1,789.83	0.00	0.00	1,789.83	0.00	0.00	0.00
	Budget						
	5,270.00						
<i>Var. + (under) - (over)</i>	3,480.17						
F & R Com - Civic, Election & Donations	Total	Magors Allow., Rec. Civic	Election Expenses	Grants/Donations	Members Allowances	s137	
	643.55	543.55	0.00	100.00	0.00	0.00	
	Budget						
	6,800.00						
<i>Var. + (under) - (over)</i>	6,156.45						
F & R Com - General Admin (Office) & Premises	Total	Travel	Advert/Pr	Postag	Stationer	Printing	Copier
	1,063.89	0.00	0.00	127.46	26.76	0.00	63.71
	Budget	Website	Welfare Field	Phone bill	Rent/Room Hire	IT Equipment	Other plus HWA
	21,838.20	0.00	750.00	10.00	0.00	85.96	0.00
<i>Var. + (under) - (over)</i>	20,774.31						
Planning & Communities Com	Total	Local Plan	LDP	Christmas Lights	CCTV Maint	Supporting Com Activities	Community Events Chest
	550.00	0.00	0.00	0.00	200.00	0.00	350.00
	Budget	Exhibition Costs	Equip	Guide Hut	Town Wifi	Council Events	
	23,250.00	0.00	0.00	0.00	0.00	0.00	
<i>Var. + (under) - (over)</i>	22,700.00						
Environment Com	Total	Public Lighting	Gen. Maint	Bus Shelter rent	Bus Shelter cleaning	Ground Maint Contract	Floral Display Contract
	4,452.13	0.00	2,571.00	0.00	0.00	1,749.99	0.00
	Budget	Play/Skate Inspect & Maint	Best Kept Garden Comp	Notice Board & Benches (Capital)	War memorial maint	Delittering	
	25,437.00	0.00	0.00	0.00	0.00	131.14	
<i>Var. + (under) - (over)</i>	20,984.87						

Precept Reserves and allocated project funding

Date 21-Jun
Bank 57,546.22

RESOLVED to accept the financial report.

37. **To approve accounts for payment.**

**Bank Reconciliation & Schedule of Payment
ST CLEARS TOWN COUNCIL
Financial Year ending: 2022/23**

Prepared by (Signatory 1): Catherine Lloyd-Jenkins Date: 21/06/22

Approved by (Signatory 2): Date:

Bank statement date: 31/05/22

Reconciliation date:		21-Jun-2022
STATEMENT BALANCES		
Current Account	Community Account	773.12
Current Account	Business Saver Account 828	71431.83
BALANCES TOTALS		72,204.95
General (Precept) Reserves 506		30598.29
Allocated Project Fund		26947.93
TOTAL		57546.22
Deposits not on	statement	
1	Trotts	
2		
3		

Cheque number	Payee	Details	Cost	
			TOTAL	0.00
SCHEDULE OF PAYMENTS				
June 2022				
Cheque/BACS#	Payee	Details	Cost (inc VAT)	VAT £
BACS 723	Catherine Lloyd-Jenkins	Reimbursement	100.38	
BACS 724	JN Williams	Grounds Maintenance at St Clears	700.00	116.67
BACS 725	JN Williams	Grounds Maintenance at Welfare Field	300.00	50.00
BACS 726	Catherine Lloyd-Jenkins	Salary (June)		
BACS 727	HMRC	PAYE (June)		
BACS 728	H3group	CCTV Annual maintenance charge 01/06/22 to 31/05/23	240.00	40.00
BACS 729	St Clears WI	Centenary fete	150.00	
BACS 730	Bancyfelin Village Hall group	Carnival	200.00	
BACS 731	URDD	Carmarthenshire	100.00	
	DD NEST	Pension	367.63	
	DD Information Commissioner Office	Data Protection Fee	40.00	
	DD Three	Mobile phone	6.00	1.00
			2824.03	207.67
Reimbursement: Zoom (April/May), HWA, Onedrive				
NOTES				
Receipts since last meeting date :				

RESOLVED to approve accounts for payment.

38. **To receive the internal audit report and approve the Annual Return year end 31 March 2022. RESOLVED to retrospectively approve BACS payments 609 through to 613 and relevant direct debit payments made in May 2021. Annual Return year ended 31 March 2022 – deferred.**

39. **To consider financial assistance requests**

Community Chest Event request from

a) Bancyfelin Village Hall, carnival committee. **RESOLVED to contribute £200**

b) St Clears WI – **RESOLVED to contribute £150**

Request for donation from URDD – **RESOLVED to donate £100**

40. **To receive the latest update regarding the GATE.** Cllr P. Rogers led on this and informed members that following a meeting with Ian Jones, (Head of Leisure, Carmarthenshire County Council) there will be a phased handover of

the management of the Gate, commencing from September 2022 until April 2023 to allow for community engagement, review of inventory, creation of forum of different stake holders and an opportunity to honour all commitments, finalise Heads of Terms, Financial modelling and action plan allowing for close cooperation to move the project forward. Cllr O Grant proposed, and Cllr Dr WJVE Davies seconded the motion that council accept this model of transition of the asset.

41. **To consider the next steps in the Ten Towns Grant application and to consider a new website/app.** Cllr O. Grant led on this and showed members different websites, that were attractive and engaging so that members could consider what would be relevant to St Clears. **RESOLVED to discuss further and create a list of headings/topics during the council meeting to be held on Tuesday, 5th July 2022. Information will be used to gather relevant quotes for consideration.**

42. **To consider documents for approval**
 - i) **Code of Conduct – Noted. Arrange training for all during the autumn.**
 - ii) **Standing Orders – RESOLVED to amendment point 74 (a) (v) to read £5,000.00 not £50.00**
 - iii) **Financial Regulations – RESOLVED to review points 5.2 (salary disclosure) and 5.5 (declaration of amounts transferred between accounts)**

43. **To consider a training plan for the Town Council - Deferred**

44. **To consider the upkeep of the defibrillators in the area. RESOLVED to register with the ambulance service and ensure they are functional.**

45. **To discuss co-option to vacancies on Council - Deferred**

46. **To receive updates in relation to**
 - a) **Boar statue – Following discussion Cllr G Edwards proposed that the council accept and appoint Simon Hedger to carve a new statue. The proposal was seconded by Cllr P Rogers. RESOLVED to appoint Simon Hedger to carve a new wooden boar statue for St Clears.**

 - b) **Peillac Way – Footpath is now fully open. Discussion regarding additional/replacement seating. RESOLVED to purchase x3 benches. Clerk to bring styles and prices to the next meeting for approval.**
 - c) **Guide Hut lease - Deferred**

47. **Correspondence.**
 - i) Letter from St Clears football association regarding issue with water leak on and around the pitch next to the Welfare field (appendix b). Noted. Matter reported to Welsh Water Authority.
 - ii) Letter from J. Williams (contractor) Re: increased fuel costs. **RESOLVED to**

- accept increases from May-October 2022 until contract end date.**
- iii) Letter R. Compton Re: Boar statue. See Item 19a
 - iv) Letter from CCC - Named Governor for Griffith Jones primary school - Deferred.
 - v) Letter from M. James regarding lack of refuse bins along Peillac way. Noted, matter forwarded to the Local Authority.

48. **Business for the next agenda (exchange of information only)**

- Planning within the locality
- Seating – additional benches along Peillac way.

Appendices

Appendix a



sirgar.llyw.cymru
carmarthenshire.gov.wales

Eich cyf / Your ref:	Gofynnwr am / Please ask for: Ms Gaynor Morgan
Fy nghyf / My ref:	Llinell Uniongyrchol / Direct Line: 01267 224026
Dyddiad / Date: 6 th June, 2022	E-bost / E-mail: GMorgan@sirgar.gov.uk GMorgan@carmarthenshire.gov.uk

Dear Clerk,

I write on behalf of the Chairs and Vice-Chairs of Carmarthenshire Scrutiny Forum to promote the work of Scrutiny Committees within Carmarthenshire and to invite greater participation from Town and Community Councils.

Scrutiny Committees were established under the Local Government Act 2000 and are a requirement for Councils who operate executive arrangements with a Leader and Cabinet. Scrutiny allows non-executive Councillors to have an opportunity to influence executive decisions and act as a 'critical friend'. Scrutiny is also useful in ensuring that Council policies reflect current priorities, as well as promoting efficiency and encouraging effective partnership working with external bodies. In order to do this we would welcome Town and Community Councils to come along to meetings as observers. Town and Community Councils can also suggest items for discussion at future Scrutiny meetings and you can do this by writing to us at one of the addresses below or visit our website for further information.

Carmarthenshire currently has five Scrutiny Committees with responsibility for Policy & Resources, Community & Regeneration, Education & Children, Environmental & Public Protection and Social Care & Health.

Each Scrutiny Committee will shortly be looking at developing a forward work programme for 2022/23 and the Forum would welcome any suggestions for topics that your Council may have. Please let the Scrutiny Support Team know by e-mailing Scrutiny@carmarthenshire.gov.uk or you can write to Scrutiny Support, Democratic Services Unit, Chief Executive's Department, County Hall, Carmarthen, SA31 1JP.

Further information on our Scrutiny Committees, meeting dates and forward work programmes can be found on our website via the following links:-

- [Scrutiny Committee Information including How to Get Involved in Scrutiny](#)
- [Diary of Meetings](#)
- [Scrutiny Topic Suggestion Form](#)

Yours faithfully,

G. Morgan

Gaynor Morgan
Democratic Services Manager

Appendix b

