

St Clears Town Council / Cyngor Tref Sanclêr

Minutes of meeting of the St Clears Town Council held at the Gate on Tuesday, 6th September 2022.

Present: Cllrs Dr WED Davies, CM Davies, RG Edwards, O Grant, KA Major (Mayor), P Rogers and Cllr Carys Jones (County Councillor).

71. Apologies for absence. None

72. Declarations of interest. All members in relation to Item 73 and Item 74.
Cllr C Jones – Item 75ii as relation works for the Baptist Union.

73. To discuss matters relating to the Gate asset transfer.

Cllr P Rogers gave a brief overview of the outcome of the meeting held with the tenants on 2nd August 2022 and the documents received (key holders, inventory etc.). Council discussed a potential date and agenda for a meeting with Ian Jones, Carmarthenshire County Council. Agenda to include Tenant contracts (units, library, Police), Café (tendering), Keyless entry system and motion detector lights, Internet issues, Final Heads of Terms and lease agreement, Inventory and CCC assistance moving forward to hand over.

Council discussed the pending open engagement day with the community due to be held on Tuesday, 4th October 2022 and the forthcoming meeting on Tuesday, 13th September with Ben Reynolds, Urban Foundry. Discussion included how the open day would be publicised, managed and information gathered (questionnaire/ideas board). **AGREED that the clerk purchase the necessary equipment necessary, liaise with the personnel in respect of various meeting dates and draft a poster for the opening community engagement day.**

74. To discuss the Ten Towns grant including EOI document, job advert, business plan and website.

Members reviewed the LEADER document and discussed the expectation of the role of project manager in managing the capital grant, asset transfer and analysing/ reporting on the outcome of the community engagement questionnaires etc. Council also considered where to advertise the post, length of contract etc. **AGREED that the clerk draft a job description in preparation for discussion during the meeting on 13th September 2022.**

Council discussed the website and the need to update some of the images, content to promote council's work and the need to attract additional members. The clerk circulated a document that she had prepared to highlight some of these issues. Cllr RG Edwards proposed, and Cllr CM Davies seconded that the leaflet be uploaded to the website and that the images be updated as soon as practicable. **RESOLVED to update website with different images and leaflet to promote/attract new members.**

75. Correspondence

- i) **Ukrainian Refugee support** – County Councillor to provide further information for discussion during next meeting of Council on 19th September 2022.
- ii) **Arthur Collinge – Letter Re: the acquisition of the site of the Zion Baptist Chapel Tenby Road.** Noted. **RESOLVED to thank Mr Collinge for his correspondence and inform that the Town Council do not own or purchase property.**

76. Matters for the next agenda (exchange of information only). None

The chairman closed the meeting at 21:07hours