

St Clears Town Council / Cyngor Tref Sanclêr

Minutes of Meeting
of the **St Clears Town Council Gate Committee**
held at the Gate
on **Tuesday 04th April 2023 at 7.45pm**

PRESENT: Councillors CM Davies, GADavies, Dr WEVJ Davies, RGEwards, FLanc, KMajor, TMcDermott (via Zoom), PJRogers, JMiller,
All other members of Council for information

314. Apologies for absence. Cllrs O Grant, IPrice, IThomas-Wigley and County Councillor C Jones.

315. Declarations of interest. Item 316, transfer of the management of the Gate - All Councillors.

Due to the nature of the business (personnel and financial) to be transacted, the public are excluded from this meeting (during the whole of the proceedings) as publicity would be prejudicial by reason of the confidential nature of the business to be transacted.

[The Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2)v]

316. To receive an update in relation to the Gate. Cllr P Rogers led on this. Council discussed the action points following the meeting with Carmarthenshire County Council officers, which included personnel matters, progress with the lease, financial matters and practical issues. In addition, Council considered the open day managed by Landsker Business Solutions Ltd., as well as the next steps for the Ten Towns initiative. **RECOMMENDED to**

- **confirm and acknowledge the delay of the transfer start date until 1st May 2023 as requested by Carmarthenshire County Council. This information to be published on the Town Council's website.**
- **agree to employ caretaker/other to cover opening/closing of the Gate facility. (Consider Administration, key holder, handyperson duties and cleaning role).**
- **set and approve hire fees for different meeting rooms and gallery space (charges and hire document to be drafted).**
- **agree to commercial letting of units as per rate set by agent.**
- **agree to letting of café area on square meter basis as set by agent.**
- **clarify opening hours for initial period (Tuesday – Friday, 10.30am-4.30pm). As are the current opening hours for the premises.**
- **confirm phased approach to Gate re-opening following**

management transfer –

Phase 1: (as of May 1st, 2023, if there are no further delays with the lease)

- all commercial units available on second floor
- library opening hours to continue
- meetings rooms on first floor available to hire
- Civic area to remain
- Police room to remain

Phase 2:

- Completion of tender process for café by agent – Café open.

Phase 3:

- Open community area (gallery) once Council have had an opportunity to consider the report from Landsker.
- Nominate Council representatives to attend Ten Towns project meetings and Annual meeting.
- Establish a working group to take this aspect forward.
- Engage with community volunteers to deliver this.

Gate transfer process close to conclusion. Project needs to be managed through the various phases by full council. Sub-group to remain in place to manage the practical and financial aspects of the project until September 2023. **RECOMMENDED to transfer role and responsibility to the Community, Finance and General-Purpose Committee as of October 2023.**

Warm space has been a success and many residents within the community would like to see this continue after the grant end date (31/03/2023). **RECOMMENDED that Town Council liaise with Carmarthenshire County Council with a view to continuing with the venture until such time as the café is officially leased and open. Event to continue on Thursdays with the opening hours reduced from 10.30am to 2pm.**

Council extend a huge thank you to all the volunteers for their support with this venture.

317. Matters for the next agenda (exchange of information only)

The Chairman closed the meeting at 8.46pm