


St Clears Town Council
The Gate, Pentre Road, St Clears, Carmarthenshire, SA33 4AA
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Minutes of Meeting of St Clears Town Council Gate Committee
held at the Gate
on Tuesday 06th June 2023 at 7.45pm

PRESENT: Councillors GADavies (Mayor), Dr WEVJ Davies, RGEwards, O Grant
TMcDermott, JMiller, IPrice and IThomas-Wigley, PJRogers (Chairman).

380. Apologies for absence. Cllr CMDavies, FLanc and County Councillor CJones.

381. Declarations of interest. Item 382, All Councillors in respect of the Gate.

382. To receive an update in relation to the Gate (lease, finances, staffing etc.) Cllr PJRogers informed members that the Gate lease has not yet been signed and provided some background information as to the transfer project to brief the members and newly appointed Mayor of the current position and delay.

Operational –

- lease to be signed pending amendments completed.
- Employee to manage the day-to-day bookings, opening/closing etc. Job advert/description for Gate Coordinator role drafted.
- all operational documents/files have been transferred to the Town Council
- day to day monitoring/bookings/café etc. require finalising

Financial –

- The financial element to be managed by the Community, Finance and General-Purpose committee moving forward.
- a review of signatories to be completed.
- Terry Thomas lettings appointed as main agent to manage and contact for unit leases.
- monthly monitoring of the Gate will form part of the monthly meetings moving forward.

Mid/Long term plans

- Ten Towns consultation forms part of the process for any future development at the Gate

- Landsker report to be published on the Council website with volunteers' names etc. redacted and a hard copy to be placed in the library.
- Management group needs to be agreed (to include x1 from Carmarthenshire County Council, x3 from Town Council, x1 tenant, x1 business, x1 community representatives).
- Once the lease document is signed, the units, café, and meeting rooms will be operational.
- Volunteers from the Council are required to assist with opening and closing the venue until the coordinator has been appointed.
- Tenants of units to be informed as soon as the lease is signed.
- Three Council members to be appointed to shadow the sub-committee.

Gate Coordinator role-

The council discussed a draft advert and person specification for the role of Gate Coordinator.

RECOMMENDED to approve and adopt the above actions and advertise the post as soon as is practicable following the next discussion meeting with Carmarthenshire County Council and the Council's solicitor.

Ten Towns meeting with sub-group arranged. Provisional date Tuesday, 20th June at 6pm. **Noted.**

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

The Chairman closed the meeting at 20:40hrs.