

**Minutes of the Ordinary meeting of Full Council (FC) held at the Gate, Pentre Road, St Clears on Tuesday, 19<sup>th</sup> December 2023 at 7.00pm\***

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**Members Summoned and Present:** Cllrs Dr WEVJDavies, CMDavies, GADavies (Mayor), RGEwards, OGrant, FLanc, JMiller, TMcDermott, JRees, PJRogers, IThomas-Wigley.

**In attendance:** Press (0), Members of the public (3), Carmarthenshire County Councillors (0)

611. **Apologies. RESOLVED to accept apologies from Cllr IPrice.**
612. **Personal Matters.** The Council was saddened to hear the news that Cllr C Jones's father had passed. The Chairman extended the Town Council's deepest sympathies to Cllr CJones and family at this time.
613. **Declarations of Interest.**
614. **Presentation from Youth Club providers.** Heulwen O'Callaghan (Youth worker) was welcomed to the meeting. Heulwen O'Callaghan informed Council that the Youth Provision Council currently pays for is working well. The Youth club runs every Monday evening for 2hrs between 5 and 7pm. There are approximately 25 young people between the age of 11-15 years that attend regularly at the Leisure Centre. The room hired can accommodate a max. number of 25. There are two staff in attendance. The youth enjoy different activities, board games, arts & crafts, pool, table tennis, quiet area and are provided with a warm snack. They have sufficient resources and when the weather permits can play football, cricket etc outdoors.

There is demand for more spaces and additional evenings as well as a session for older youths. Therefore, two sessions would be beneficial as several youngsters just walk the streets when there is no provision. The Youth club are welcome to use and support the community garden at the Welfare field. The venture has proved that there is a need within the community. There have been no trips to date, but the Youth did get involved in a successful litter pick. Potentially in future, a homework club or provision may be offered at Y Gât to complement the provision at the Leisure Centre. Youth club encouraged to contact BAROD to arrange various workshops and to link with the policing team, and to liaise with Carmarthenshire's Head of Leisure to arrange a review of the fees if a long-term agreement could be reached.

The Council thanked Heulwen for her interesting and informative presentation. Further consideration would be given to a joint venture in future.

615. **To confirm the minutes of the Ordinary meeting of the Full Town Council (FC) held on 21<sup>st</sup> November 2023.** Cllr RGEwards proposed, and Cllr JRees seconded the motion that the minutes of the Ordinary meeting of Council held on 21<sup>st</sup> November 2023 be approved as an accurate account of proceedings with corrections. **RESOLVED to confirm the minutes of the Full Town Council meeting held on Tuesday, 21<sup>st</sup> November 2023 as an accurate record of proceedings with the following CORRECTIONS:**  
***Item 568 and before Item 569 – Cllrs PJRogers, RGEwards, IThomas-Wigley, Dr WEVJDavies and CMDavies joined the meeting.***  
***Item 573 – RESOLVED to approve that the letting agent engage a new solicitor for a short-term period to draft the under-leases for the Gate units.***  
***Item 775 – Town NOT Twon***
616. **Matters arising (exchange of information only)**  
***Item 572 Development at Land at High Street – Cllr OGrant has written to Carmarthenshire County Council to ask if the process regarding cutting down trees had been followed and the appropriate officer informed.***  
***Item 576a, Plinth measurements have been requested. Additional works would be required to accommodate the bench approved for purchase.***
617. **To receive the County Councillor's Update.** Apologies received from Cllrs Carys Jones and Philip Hughes.

**Items 618 and 619 were discussed at the end of the meeting with items 623, 624 and 625 so that members of the public were not asked to leave the meeting and then come back in again due to Exclusion of Public and Press.**

Action: To consider that, under the Public Bodies (admission to Meetings) Act 1960, Sec 1 (2), the public and accredited representatives of newspaper be excluded from the meeting for whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted. **The following items of business 618, 619, 623, 624 and 625 were determined in the absence of the press and public** on the grounds that involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972.

618. **To receive an update on the Ten Towns Revenue and Capital Grant application.** The Revenue Grant application has been approved and the outcomes for monitoring actions/progress agreed. A named member of the Council's sub-group will be responsible for leading a key area and providing the necessary documents/invoices for the project they are responsible for. Capital grant tender for the building works to y Gât has been approved and the successful architect informed. Costings are honoured for 3 months therefore, important to proceed as swiftly as possible once the application is approved.

The position of the Digital screens needs to be amended – awaiting decision and images.

Y Gat – progress being made, and usage increasing.

The St Clears Business Forum needs to be resurrected so that local businesses may be contacted and informed of the regeneration grant and if they meet the criteria for application. **RESOLVED that St Clears Town Council will arrange a meeting in conjunction with CCC with a date and time to be confirmed.**

619. **To approve staff employment contracts and statement.** The sub-committee had drafted the employment contract for Y Gât facilities manager as per the advert and person specification. Confirmation regarding key aspects such as pension entitlement, holiday entitlement, salary and working hours etc. were discussed. Cllr PJRogers proposed, and Cllr Jrees seconded the motion that the staff employment contract and statement be approved. **RESOLVED to approve the staff employment contract and statement.**
620. **To consider leading the grant applications for Bancyfelin play area.** Council heard that the committee at Bancyfelin meet regularly to discuss developments to the area but there is no formalised group with an approved constitution and bank account. The constitution has been completed. However, there are a few issues left to resolve such as access, drainage, and easement. Cllr PJRogers proposed, and Cllr CMDavies seconded the motion that Town Council reviews the request when all outstanding issues and the field access has been completed. **RESOLVED to review the request when all outstanding issues and the field access has been completed.**
621. **To approve the sub-committee reports**
- a) **Environment committee.** Cllr PJRogers proposed, and Cllr RGEwards seconded the motion that the Environment report be approved as a true record of proceedings and decisions. **RESOLVED to approve the Environment report as a true record of proceedings and decisions.**
  - b) **Community, Finance and General-Purpose committee.** Cllr CMDavies proposed, and Cllr JMiller seconded the motion that the report be approved as a true record of proceedings and decisions. **RESOLVED to approve the Community, Finance and General-Purpose committee report as a true record of proceedings and decisions.**
622. **To receive the Clerk's Report**

(i). Planning/Licensing.

**RESOLVED** that there be no observations in respect of PL/06865 but in respect

<a href="#">PL/06865</a>	Proposed alterations and extensions to existing Farmhouse.	Wern Farm, High Street, Bancyfelin, Carmarthen, SA33 5NE	<b>Dyddiad Dechrau Ymgynghoriad:</b> 23/11/2023	<b>Dyddiad Gorffen Ymgynghoriad:</b> <b>14/12/2023</b>
<a href="#">PL/06893</a> 30/11/23	Construct 1.8m high timber fence around the front lawn of property to create safe play area	1 Lon Y Prior, St Clears, Carmarthen, SA33 4EF	<b>Dyddiad Dechrau Ymgynghori:</b> 30/11/2023	<b>Dyddiad Gorffen Ymgynghori:</b> <b>21/12/2023</b>
<a href="#">PL/06942</a> 07/12/2023	Removal/Variation of a condition. Variation of Condition 1 on R1/8450/10371/21 (Occupancy of 100 Chalets)	Elmrise Park Holiday Village, Llangain, Carmarthen, SA33 5AJ	Under Consultation	Consultation Period
<a href="#">PL/06971</a> 14/12/2023	Approval of details reserved by a condition. Discharge of Condition 8 (on PL/03374) (sustainable surface water drainage)	Land to the west of High Street, St Clears, Carmarthen	Under Consultation	Consultation Period
<a href="#">PL/06888</a> 04/12/2023	Approval of details reserved by a condition. Discharge of Conditions 16 (Detailed Engineering Scheme), 21 (Construction Exclusion Zone) & 23 (Landscape Maintenance and Management Information) on PL/03374	Land to the west of High Street, St Clears, Carmarthen	Under Consultation	Consultation Period

**of PL/06893 the following observations be made; the fence height is out of character compared to the other properties in the vicinity and there are concerns that the fence height may impair visibility for access.** The council requests reassurance from Carmarthenshire County Council that the 'discharge of conditions' in respect of PL/06888 and PL/06971 are officially monitored by the planning officer as a few issues have arisen. For example, the yellow 'no entry' sign is not visible, a trench has been dug and a large water pipe attached which discharges to the drain on the pavement. Cllr PJRogers proposed, and Cllr JRees seconded that the concerns raised by residents be reported to the planning department and the local officer's name is known as well as how the approval of 'discharge of conditions' are monitored and approved. **RESOLVED to report to Carmarthenshire's planning department residents' concerns. Get the name of the local officer responsible for monitoring and approving the 'discharge of conditions.**

**2. One Voice Wales**

a) GOVERNANCE AND POLICY PRACTICE DEVELOPMENT OFFICER (37 Hours per week) – Permanent. The job description and application form for this post is contained on the front page of their website.

b) Wales & West Utilities, gas distribution network, invitation to attend upcoming stakeholder workshop where your views will shape their upcoming Business Plan which runs from 2026 – 2031. Topics for discussion will include, but not be limited to:

- plan to deliver an environmentally sustainable network
- decarbonising the gas network and a delivering a Just Transition to net zero
- supporting customers & communities through the Just Energy Transition
- providing a safe and reliable service

This workshop is a mix of in person and online to suit all needs. Please click on the link below to register. **Workshop: Hybrid**

**In person (International Convention Centre, Catsash Road, Newport NP18 1HQ) and Online (hosted on Zoom)**

c) #WalesClimateWeek2023 includes a virtual conference, taking place from 4-8 December, exploring fairness around green transport & infrastructure, business and work, homes, and communities. Register now at [https://www.climateweek.gov.wales/?utm\\_campaign=stakeholder](https://www.climateweek.gov.wales/?utm_campaign=stakeholder) The WLGA are hosting a *Public Sector Climate Change Leadership* session on **Monday 4 December, 3pm-4pm** and it would be great to see as many of you there as possible! (a few of our speakers might be familiar faces!

- Tim Peppin, WLGA
- Derek Walker, Future Generations Commissioner for Wales
- Bethan Richardson, Gwynedd Council
- Megan Byrne, Miller Research
- Daniel Wheelock, Blaenau Gwent

d) Webinar on **Tuesday, 12<sup>th</sup> December 2023, 9:30 – 10:30** online with Michael Groves, founder and CEO of Topolytics on **How Topolytics' technology can enable the circular economy at scale.**

e) For your interest, please see below the latest Countryside Code Newsletter that has been produced by our partners, Natural England.

For Welsh toolkit resources please visit [Natural Resources Wales - Citrix FileShare \(sharefile.eu\)](#)

Shaun the Sheep assets are available in Welsh via [alison.roberts@cyfoethnaturiolcymru.gov.uk](mailto:alison.roberts@cyfoethnaturiolcymru.gov.uk)

f) **Webinar Title:** Interactive self-guided tours for villages, towns, and communities.  
**Webinar Date:** Thursday 25 January 2024 (Zoom) 10:30-12:00

3. **a). Mid and West Wales Fire and Rescue Service**

a) Mid and West Wales Fire and Rescue Service we are reminding everyone to keep safety at the top of their Christmas list this year. Throughout December the Service will be sharing a Christmas Safety message each day, with advice we should all follow to ensure we have a happy, healthy, and safe Christmas. **Head of Community Safety, Richard Felton said:**

*“This time of year, can get very busy, with lots of organising to make sure you and your family have a wonderful and relaxing Christmas, but it can come with extra safety risks. If you are planning on going out and about doing Christmas shopping or checking in on your friends and family this Christmas, please take extra care when driving in wintry conditions, leave extra time for your journey and ensure you have full visibility before embarking on your journey. We are urging everyone to follow our Christmas Safety advice to ensure you enjoy a safe and Happy Christmas”.*

#ChristmasSafety2023

**b) MID AND WEST WALES FIRE AND RESCUE AUTHORITY DRAFT COMMUNITY RISK MANAGEMENT PLAN.** You are invited to provide your views on the proposals for improvement within the draft Community Risk Management Plan (CRMP) 2040. Mid and West Wales Fire and Rescue Service is consulting on its **Improvement and Well-being Objectives** as part of its draft Community Risk Management Plan (CRMP) 2040. Their Vision is to deliver the best possible Fire and Rescue Service for the communities of mid and west Wales. The CRMP outlines eight draft Improvement and Well-being Objectives, which are focussed on the following themes.

- Organisational culture.
- On-Call Duty System.
- Fire Stations.
- Operational requirements.
- Prevention and Protection arrangements with our communities.
- Consultation and Engagement.
- Net Zero 2030.
- Vehicles and Equipment.


The draft Improvement and Well-being Objectives are outlined in more detail on their [website](#), along with the [online survey](#). The consultation will run for 10 weeks from Monday, 06 November 2023 to Monday, 15 January 2024. *If you have any difficulties in accessing or responding to the Plan, please contact Mrs Amy Richmond-Jones on 01267 226864 or e-mail [a.richmond-jones@mawwfire.gov.uk](mailto:a.richmond-jones@mawwfire.gov.uk).* Hard copies of the Plan are available upon request. There is also an opportunity to attend an online webinar via Microsoft Teams, with Deputy Chief Fire Officer, Iwan Cray on **Monday, 11<sup>th</sup> December at 18:30pm**. To get involved, simply click on the link below at 18:30pm and join the meeting! **LINK TO WEBINAR** - <https://bit.ly/3S9B3UA> Please feel free to submit any questions or observations on our draft Community Risk Management Plan 2040 prior to the webinar by emailing [haveyoursay@mawwfire.gov.uk](mailto:haveyoursay@mawwfire.gov.uk)


**c).** It's been another incredibly busy year for Mid and West Wales Fire and Rescue Service. Take a look back at some of the highlights from the past 12 months in the latest edition of the Service magazine, Calon Tân.

[https://www.mawwfire.gov.uk/media/8189/calontan2023\\_english.pdf](https://www.mawwfire.gov.uk/media/8189/calontan2023_english.pdf)


**g) Keep Wales Tidy-** One Voice Wales is very excited to be working with the sustainability charity Cynnal Cymru to develop guidance and training content for councillors to help better understand biodiversity and what can be done to help nature recovery.

Please share any nature-based case studies or success stories. The themes we will be using:

 **Water:** do you have any examples of work you have done to prevent flooding, build wildlife ponds or watering holes for birds and hedgehogs?

 **Connectivity:** do you have any examples of building wildlife corridors (e.g. tree or hedgerow planting, connecting local greenspaces etc)

 **Habitat:** any examples of habitat restoration or creation – from verges to bat boxes

 **Forage:** any examples of planting fruit trees, edible gardens or other forage type planted areas.

#### 4. **Welsh & UK Government**

a) Public Appointments. The [Welsh Government Anti-racist Wales Action Plan and Diversity and Inclusion Strategy for Public Appointments](#) sets out a vision and actions aimed at supporting delivery of this key Ministerial priority for Wales. Post [Deputy Interim Environmental Protection Assessor for Wales - Welsh Government \(Cais\)](#)  
**Closing date for the above appointments is 7 December 2023 at 16:00.**

b) The [Independent Remuneration Panel for Wales's](#) draft report online form (survey). For those who still wish to provide feedback, you can complete the **online form** or email at [irpmailbox@gov.wales](mailto:irpmailbox@gov.wales).

You are also welcome to submit comments in writing to the address below:

Independent Remuneration Panel for Wales  
Third Floor East  
Crown Buildings  
Cathays Park  
Cardiff  
CF10 3NQ

623. **To receive the financial report.** Cllr PJRogers proposed, and Cllr CMDavies seconded the motion that the financial report be approved.  
**RESOLVED to accept the financial report.**

624. **To approve accounts for payment.** Cllr JRees proposed, and Cllr OGrant seconded the motion that the accounts be approved for payment.  
**RESOLVED to approve the accounts for payment.**

SCHEDULE OF PAYMENTS					
19 December 2023					
Cheque/BACS/DD	Payee	Details	Cost (inc VAT) £	Gate	VAT £
BACS 908	Mols Bistro	Community event	300.00		
Cheque104008	1st St Clears Guides & Rangers	Community Events Chest	100.00		
Cheque 104009	Ysgol Griffith Jones PTA	Community Events Chest	100.00		
BACS 909	Staff	Reimbursement & salary etc	4201.75		
BACS 910	JN Williams	Rubbish Collection at Welfare Field	288.00		48.00
BACS 911	JN Williams	Grounds Maintenance and delittering	963.00		160.50
BACS 914	Wembley Storage	Storage Container Dec.	110.00		
BACS 915	We Care Cleaning Services	Gate December clean			
BACS 916	C.R.E.S.	Recycling collection		80.57	
BACS 917	Salem Christmas Tree farm	Christmas Trees x3	1050.00		
DD	Xero	Digital Accounting	36.00		6.00
DD	Three	Mobile phone	6.00		1.00
DD	CCC	Gate Rates £6733.88 01/07/23_31/03/24 monthly fee		962.00	
DD	Welsh Water	Water Rates Oct		60.00	
			<b>6654.75</b>	<b>1102.57</b>	<b>215.50</b>
<b>NOTES</b>					
Receipts since last meeting date :					
Payee	Details	TOTAL AMOUNT	GATE AMOUNT		
CCC	Precept				
St Clears Scouts Hut	Ground rent 2022/23			Outstandir	25
St Clears Scouts Hut	Ground rent 2023/24			Outstandir	25
Hywel Dda Health Board	Room rental (Dewi)			Outstandir	60
CCC	Room rental (Gallery)			Outstandir	40
Barclays	Interest	201.78			
Bethlehem Newydd	Y Gât rental	20.00			
Capel Ni	Y Gât rental	30.00			
CCC	Gate subsidy		20000.00	transferred from Current Acc to Gate Acc.	
<b>Total</b>		<b>£251.78</b>	<b>£20,000.00</b>		
Monies transferred since last meeting					

625. **To consider the vacant seat on Council.** Although a Vacant seat notice has been on the Council's website since the election in 2022, Council **RESOLVED** to put a Vacant seat poster on the website, Facebook, and noticeboard in St Clears and Bancyfelin with a closing date of Monday, 8<sup>th</sup> January 2024. The clerk to inform those that have already declared an interest that the matter will be considered during the January 2024 ordinary meeting.

626. **Correspondence.**

- a) C. Megias (Ammanford Vet)- request to advertise poster. NOTED Council do not promote individual businesses.
- b) Cllr P Jones – request for support for Laugharne surgery. NOTED Council supports in principle as the closure would have an impact on St Clears' surgery.
- c) CCC – Gate maintenance update. NOTED
- d) S. Hedger – Rebecca Riot update. Quote of £200 received to complete maintenance works to sculpture.
- e) British Heart Foundation - Go Red campaign throughout the month of February. NOTED.
- f) A. Nicholson – Community *Food for Thought* event date. NOTED. Date considered once the situation with kitchen maintenance has been resolved.

627. **To receive reports from representatives on meeting of outside bodies, seminars etc.**

- OGrant has attended a Governors meeting at Ysgol Griffith Jones

- RGEwards is a member of the Federation of schools (Ysgolion Bancyfelin, Llangain a Llansteffan) sub-Governors sub-committee named to appoint a Headteacher for Ysgol Bancyfelin school.

**628. To receive the Town Mayor's Report on civic events, engagements etc.**

- The Mayor officially started the Santa fun run during the joint Christmas event with St Clears Community Association and congratulated everyone on a successful and well attended Christmas event.
- Attended Ben's Bingo fund raising event at Ysgol Griffith Jones school.
- Attended the open afternoon at the Boat Club and enjoyed hearing about its history and hearing about the plans and rebranding to the facility. Newly named 'Cei Taf' with a new logo.
- Visited Ysgol Griffith Jones and Bancyfelin delivering the Council's Christmas treats to the local pupils.
- Visited the local nursing/care homes at Carreg Lwyd, FronHaul, Brookfield House and DolyFelin extending Council's good wishes to all the residents.
- Jointly arranged successful 'Nadolig Ni' and Bethlehem Newydd Christmas services at Y Gât showing how versatile the facility is.
- Attended Bancyfelin Christmas lights switch on evening.

Cllr PJRogers thanked the Mayor for her work and commitment in promoting the Council. It was commented that a feedback form would be beneficial to gather information on the flexibility of Y Gât as a venue and what could be done to improve provision in future.

**629. Matters for the next agenda (exchange of information only). NONE**

***There being no other business the Chairman closed the meeting at 21:44hrs.***