

**Minutes of the Ordinary meeting of Full Council (FC) held at
Bancyfelin Village Hall
Lon Cywyn
Bancyfelin
Carmarthenshire, SA33 5ND
on Tuesday, 15th April 2025 at 7.00pm***

Members Present: Cllrs Dr WEVJDavies, GADavies (Mayor), RDavies, RGEwards, OGrant, JMiller, JRees, BThornton, IThomas-Wigley

In attendance: Press (0), Members of the public (2), Carmarthenshire County Councillors (1)

2024.199. Apologies. None.

2024.200. Personal Matters. The Town Mayor welcomed the County Councillor and Members of the Public (MoP) to the meeting. The Town Mayor informed the members that this would be her last meeting as Town Mayor. The Town Mayor said that it had been a privilege to undertake the role and even though difficult due to health issues during the past few months she wished to thank the Clerk and the members for their continued support and assistance. Cllr Annalyn Davies stated that she has thoroughly enjoyed meeting with the community through attending numerous organisations, associations and events promoting the role of Council.

Cllr RDavies thanked the Town Mayor for her diligent work and commitment to the role, the Town Council, and the community during her tenure. This sentiment was echoed by the members and the clerk.

2024.201. Declarations of Interest.

Item 2024.208, Community Woodland – All members.

Item 2024.203, Royal British Legion – Cllr JRees

Item 2024. Y Gât – Cllr BThornton

2024.202. To confirm the minutes of the Ordinary meeting of the Full Town Council (FC) held on 18th March 2025. Cllr JRees proposed, and Cllr BThornton seconded the motion that the minutes of the Ordinary meeting of the Full Town Council (FC) held on 18th March 2025 be approved as a true record of proceedings. **RESOLVED to approve the minutes of the Ordinary meeting of the Full Town Council (FC) held on 18th March 2025 as a true record.**

2024.203. Matters arising (exchange of information only).

Cllr OGrant asked if a photo had been received from the sculpture, Lisa Evans. The clerk confirmed that a request had been sent but nothing had been received to date.

Member of the public (MoP) The Mayor permitted a member of the public (MoP) to speak. The MoP spoke about Council governance, minutes and Y Gât events. The Town Mayor

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reminded the MoP that discussion should be about an item that is on the meeting agenda and for consideration at the meeting. Other items are dealt with through contacting the council. The MoP was reminded that several of the issues raised had been addressed previously.

The Town Mayor informed the members that the meeting would be suspended for five minutes at the clerk's request for a short recess.

2024.204. To receive the County Councillor's Update. Cllr CJones informed members that the County Council had agreed an 8.75% increase in the budget.

National Rivers Wales management board is looking at prevention of pollution in rivers and an active live map is available, so that stakeholders, scientist and others may provide up to date information. Testing kits may be available going forward.

Additional wing at Fox & Hounds, Bancyfelin offering twenty first century holiday accommodation.

Rural PCSO's to be involved in discussions concerning rural areas (e.g. littering and anti-social behaviour).

Cllr Jones has been actively involved in Hwb Llansteffan promoting 'A week in the life of a County Councillor'.

Cllr RGEwards raised concerns about litter being dumped weekly at the side of the road in and around Bancyfelin, especially around and under the railway bridge. The County will monitor the situation.

Concerns raised about the number of bins removed in and around St Clears and the number of collections reduced, especially near the chip shop. This has resulted in cartons, paper and bags being thrown in this area. It was confirmed that the County has removed several bins and reduced frequency of collection. However, businesses are obliged to provide some bins as they have a responsibility to manage some of the waste generated by them selling their goods/produce. Members of the public should take their litter home and recycle rather than empty everything into a black bag.

Request for bin near Church to be replaced with a larger one or emptied more frequently.

Cllr DrWEVJDavies mentioned concerns about the parking bays along Pentre Road causing issues and what would be the possibility of removing two bays to allow for greater visibility for vehicles to pass along the road.

Council raised the question of land ownership of land near the entrance to the school.

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. Items 2024.205, 207, 211.

The County Councillor and Members of the Public left the meeting for items 2024.205, 207, 211, 213 and part of 2012.

2024.205. To nominate the Mayor and the Deputy Mayor for the 2025/26 Civic Year.

Nominations were proposed but members declined the role due to work/other commitments before being seconded. Cllr IThomas Wigley nominated Cllr JRees and Cllr RGEwards seconded the motion. Cllr JRees stated that she would accept the position of Town Mayor.

RESOLVED to accept Cllr JRees as Town Mayor for the Civic Year 2025_26.

Proposed nominations for Deputy Mayor were declined due to work/other commitments prior to being seconded. **RESOLVED to suspend and defer decision until following a review of Town Council's procedures and responsibilities at the May Annual Meeting.**

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2024.206. To sign up to the EGIN programme. Cllr OGrant proposed, and Cllr JMiller seconded the motion to sign up to the Egin programme. **RESOLVED to sign up to the EGIN programme, agree a meeting date to complete the initial documentation and proceed with the energy efficiency assessment for Y Gât.**

2024.207. To receive outcomes from the complaints sub-committee. NOTED.

The Town Mayor informed members that the council had received two written complaints recently and that both had been dealt with in accordance with the Town Council's Concerns and Complaints policy.

1. The Town Mayor thoroughly investigated the first complaint in respect of Council decisions (resolved matters) and issued a response. The complaint was **not upheld**.
2. The complainant raised multiple concerns and complaints regarding Council governance, events, staffing and other issues which were of a more complex nature. As a result, it was necessary to convene the Concerns and Complaints Sub-Committee to investigate the numerous points raised. Following a thorough investigation and inquiry, which included several meetings and extensive review of all documentation and correspondence, a formal response was sent to the complainant. A copy of which was provided to the Public Services Ombudsman for Wales. The Ombudsman responded with the following statement:

*"Thank you for forwarding the response to the complainant. This has been added to the file, and I can confirm that the terms of an early resolution have been met. **This matter is now closed.**"*

2024.208. To receive Cllr OGrant's presentation about the Community Woodland.

Cllr OGrant informed members that the planned area for the community woodland (see appendix i) would

- increase the canopy cover within the town
- provides a green space and a wooded area where residents and others may walk
- benefit biodiversity (carbon capture, soil & water management and improved air quality)
- attract visitors to the area and increase footfall
- aid wellbeing.

Costings to include:

- increase to hedge height between school and woodland
- provision of outdoor classroom for the school to use 20-25K
- additional fencing 9K
- board walk 200K

The project is a long term (5-20year project), and grants would need to be applied for to proceed with the project.

Members raised concerns about access to the site, (public, disabled and families with buggies etc). Proximity to river. Project considered worthwhile and issues may be addressed As the project progresses. The mayor thanked Cllr OGrant for the presentation.

PROPOSED STANDING ORDERS

Cllr BThornton proposed, and Cllr JRees seconded the motion that a meeting be arranged between x3 Council members, the Council's solicitor and officers from Wales & West

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Housing. Cllr BThornton proposed and CllrJMiller seconded the motion that Cllr OGrant apply for an expression of interest with relevant grants. **RESOLVED to arrange a meeting with x3 Council members, the Council’s solicitor and officers from Wales & West Housing and apply for an expression of interest with relevant grants.**

Cllr CJones left the meeting.

2024.209. To approve the sub-committee reports

- a) **Environment committee.** Cllr OGrant informed members of the recommendations to proceed with the purchase and improvements to benches, publicise the Town Council’s Garden competition and adopt a planter scheme. Cllr DrWEVJDavies proposed, and Cllr JMiller seconded the motion to approve the report as a true record of the meeting.
- b) **Community, Finance and General-Purpose committee. No meeting held, not quorate.**

RESOLVED to approve the reports for the meetings as a true record.

2024.210. To receive the Clerk’s Report.

I. Carmarthenshire County Council

(i). Planning/Licensing.

PL/09013 17/03/2025	Householder planning permission	Dolanog, Lon Wen, Pwll Trap, Carmarthen, SA33 4BR	Improved property frontage parking arrangements (Additional 2 car spaces). Including a side extension under permitted development rights	Registered	Awaiting consultation
PL/09143 04/04/2025	Full planning permission	Land North of Park Villa, St Clears, Carmarthen	Erection of detached dwelling house, garage, vehicular access and associated works	Registered	Awaiting consultation

RESOLVED to amend previous no objection noted in the Environment report to object to planning PL/09143 due to the presence of mature trees on the site and the town’s shortage of canopy cover. The proposal to clear the site does not align with the Town Council's Biodiversity report.

2. One Voice Wales

a. Booking now open for **Compassionate Communities in Wales** event – Thursday 8 May 2025. 10am-4pm, in Cornerstone, Charles Street, Cardiff, CF10 2GA. As part of Dying Matters week, Compassionate Cymru, facilitated by Age Cymru, will be holding an in-person event to shine a spotlight on compassionate communities in Wales in relation to death, dying, grief and bereavement. Free event, funded by Macmillan Cancer Support, sharing the amazing work going on to develop compassionate communities in Wales.

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b. YSTADAU CYMRU ASBESTOS AWARENESS TRAINING. New for 2025 and delivered in partnership with Caerphilly County Borough Council. Aimed at organisations in the Welsh public sector ranging in scale from the Town and Community Council sector to the Welsh NHS, the 2 hour online training course will provide the delegate with a basic understanding of:

- What asbestos is and where it can be found
- Understand the risks involved when working with asbestos and its effect on health
- The legislative requirements of the Control of Asbestos Regulations (CAR) 2012
- Who can be a Duty Holder and what are their responsibilities
- Types and content of asbestos surveys
- Asbestos Management Plan
- Training and communication requirements

Training date and times: Choose from **one** of the many dates available below:

10th April 9:30-11:30am <https://events.teams.microsoft.com/event/4a0d2024-f65f-4ffa-904e-249bf623552a@5a3d68bc-adcf-462e-9181-29b4b42b314d>

29th April 1-3pm <https://events.teams.microsoft.com/event/44e23e15-1a40-4dc2-8a4e-a214b269a213@5a3d68bc-adcf-462e-9181-29b4b42b314d>

24th June 9:30-11:30am <https://events.teams.microsoft.com/event/ea137f0f-92fb-418d-af50-abbb3e7e3d81@5a3d68bc-adcf-462e-9181-29b4b42b314d>

22nd July 9:30-11:30am <https://events.teams.microsoft.com/event/29db2c44-7431-4335-ab5e-f882832e8d16@5a3d68bc-adcf-462e-9181-29b4b42b314d>

30th July 1-3pm <https://events.teams.microsoft.com/event/4d9696f2-4139-478e-8133-78e6815894ed@5a3d68bc-adcf-462e-9181-29b4b42b314d>

14th October 9:30-11:30am <https://events.teams.microsoft.com/event/203fa267-aea8-4633-898a-8905065fb9f0@5a3d68bc-adcf-462e-9181-29b4b42b314d>

28th October 9:30-11:30am <https://events.teams.microsoft.com/event/a9faafba-b1e0-4b29-bb4f-14a9a64f0181@5a3d68bc-adcf-462e-9181-29b4b42b314d>

4th November 1-3pm <https://events.teams.microsoft.com/event/dbd727ac-515b-481c-8723-e6be16e6409a@5a3d68bc-adcf-462e-9181-29b4b42b314d>

Cost: free to delegates from the Welsh public sector. Priceless for those who use your buildings. For further information on this course or the work of Ystadau Cymru please visit <https://www.gov.wales/ystadau-cymru>.

3 Other

a. **Welsh Government Democratic Engagement Grant**

The Welsh Government is pleased to launch its Democratic Engagement Grant for a further three years with £400,000 being available to support projects in the 2025-26 financial year, through to the end of 2027-28. The grant aims to support local authorities, third sector, and not-for-profit organisations working in Wales to pursue an innovative approach to engaging those typically under-represented in our democracy. This includes but is not limited to:

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- young people,
- disabled people,
- people from lower socio-economic backgrounds or those who are long-term unemployed,
- non-UK nationals,
- people from minority-ethnic groups.

The grant will help funded organisations ensure as many people as possible are engaged, motivated, and empowered to take part in democracy, giving them the tools to make their voice heard and to impact positively on the Wales around them. The application window for applications over £1000 is open now and closing on 9th May 2025. Applications for under £1000 can be submitted at any time. Further information including the grant documentation can be found here: <https://www.gov.wales/democratic-engagement-grant>. Please contact Etholiadau.Elections@gov.wales if you have any queries.

b. Clerk attended **HMRC** web-training 15/04/2025 - Payroll (annual reports and tasks).

2024.211. To approve the schedule of payments. Cllr DrWEVJDavies proposed, and Cllr RGEwards seconded the motion to approve the schedule of payments. **RESOLVED to approve the schedule of payments.**

		15 April 2025			
Cheque/BACS/DD	Payee	Details	Cost (inc VAT) £	Gate	VAT £
BACS204	Llewellyn Davies Accountants	Audit fees *three year 21/22,22/23,23/24)	2700.00		450.00
BACS205	Llewellyn Davies Accountants	Book keeping fees (five years 2019/20-2023/24	1500.00		250.00
BACS206	JN Williams	Grounds Maintenance and delittering @Welfare field	756.00		126.00
BACS207	JN Williams	Ground maintenance	963.00		160.50
BACS208	JN Williams	Replacing heritage board signs at BancyBeili	90.00		15.00
BACS	SCTC staff	Reimbursement/Salary etc.	3389.02		2.00
BACS210	Wembley Storage	Storage Container (Apr).	110.00		
BACS213	Archwilio Cymru Audit Wales	Audit fees 2020/21	200.00		
BACS214	Archwilio Cymru Audit Wales	Audit fees 2022/23	390.00		
BACS215	We Care Cleaning Services	Cleaning at Y Gât		160.00	
BACS216	EDF	Electricity usage		2017.03	336.17
BACS	Gât Staff	Salary Feb.		1164.65	
BACS219	Vergamon	Mole control	56.00		
BACS220	Bancyfelin Hall	Hire of Hall for Council's April meeting	45.00		
DD	Carmarthenshire County Council	Public Lighting	5312.99		885.50
DD	Carmarthenshire County Council	Call out to gas oven- ignition fault		122.74	20.46
DD	Carmarthenshire County Council	Service/Inspection of all portable fire equipment		38.81	6.47
DD	Carmarthenshire County Council	Service of all catering equipment 9/1/25		216.08	36.01
DD	Carmarthenshire County Council	Re-attach gas oven electric cable		122.74	20.46
DD	Carmarthenshire County Council	Annual canopy ventilation inspection 17/9/24		199.50	33.25
DD	Carmarthenshire County Council	Remedials to portable firefighting equipment		220.52	36.75
DD	CWM	General Waste	50.28		8.38
DD	CWM	Mixed Waste Y Gât		27.60	4.60
DD	Total Energies	Gas usage		273.16	13.01
DD	Xero	Digital Accounting	39.60		6.60
DD	Three	Mobile phone	6.00	8.77	2.46
DD	Carmarthenshire County Council	Gate Rates £9514.00 01/04/25_31/03/26		955.00	
DD	Welsh Water	Water Rates			
			15607.89	5526.60	2413.62

2024.212. Correspondence.

- a. NStoakes (CCC) BT proposal to remove payphones, an invitation to 'adopt' your community's red telephone boxes and remove the telephony service – public consultation. **RESOLVED to adopt for a £1 the phone box at Blue Boar Square, St Clears.**

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- b. RJEdecombe (CCC) Standards Committee annual review survey. **RESOLVED that the clerk complete.**
- c. **Rone (Rones Jewellers).** Updated plating information for Town Mayor's chain of office. **RESOLVED to approve heavy plating at a cost of £1830.**
- d. C. Cole (Ysgol Dyffryn Taf) Invitation to Ysgol Dyffryn Taf Prize Giving evening and confirmation of agreed sponsorship of Design Technology Award for £50 to this year's recipient Jack Rehorn. **RESOLVED to issue cheque and Cllr IThomas-Wigley to attend event.**
- e. KJenkins (TROTS) permission to erect gazebo at Skatepark area during running event due to be held on 4th July 2025. **RESOLVED to approve request.**
- f. E. Burrows (Wales Prestige Awards 2025/26) letter confirming if the Council wishes to be included. **RESOLVED to confirm the Council wish to be included if there are no costs involved.**
- g. The Town Mayor received correspondence from L. Pemberton (Welsh Baccalaureate Student) expressing concerns regarding the aging population in St Clears and requesting that the Town Council is mindful of this and support any policies, which ensure their respect and dignity while endeavouring to deliver appropriate services to meet their needs. **NOTED, The Town Mayor has replied. Town Council agreed to include as part of its future consideration of activities at Y Gât.**
- h. The Town Mayor received correspondence from G. Cook (Welsh Baccalaureate Student) expressing concerns regarding the number of pupils who miss school because they do not have the correct school uniform to wear. **NOTED. The Town Mayor has replied. Council acknowledged that the issue is concerning.**

Members of Public left the meeting

- i. P. Lanc various correspondence regarding Council governance and meetings, plant fair event at Y Gât. documents in the public domain. **RESOLVED to respond accordingly and only to items not previously included in prior replies.**

2024.213. To consider the vacant seats on the Council. DEFERRED. No applications to consider.

Members of the Public rejoined the meeting

2024.214. To receive reports from representatives on meeting of outside bodies, seminars etc. Cllr OGrant attended Ysgol Griffith Jones Governing Body meeting.

2024.215. To receive the Town Mayor's Report on civic events, engagements etc. The Town Mayor attended Ysgol Bancyfelin PTFA 'colour run' event and will attend Bancyfelin Senior Citizens' meeting and the Old Board School's VE day 60plus event.

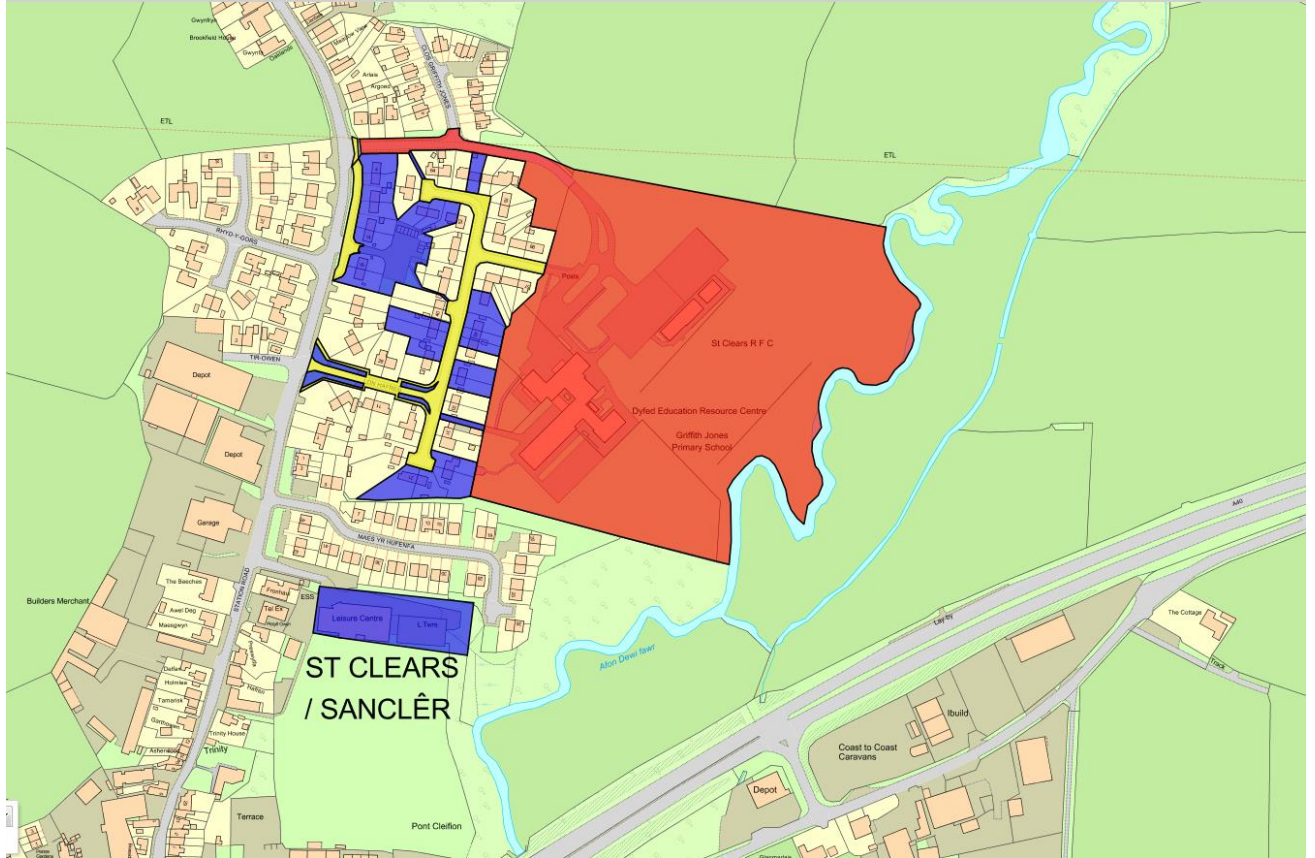
2024.216. Matters for the next agenda (exchange of information only). NONE.

There being no other business the chairman closed the meeting at 21.55 hrs.

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Appendices
Appendix i



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