

**Cyngor Tref Sanclêr – St Clears Town Council**  
The Gate /Y Gât, Pentre Road/Heol y Pentre, St Clears/Sanclêr, SA33 4AA

**Minutes of the Ordinary meeting of Full Council (FC) held at  
Y Gât, Pentre Road, St Clears, SA33 4AA.**

**on Tuesday, 18<sup>th</sup> March 2025 at 7.00pm\***

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**Members present:** Councillors GADavies, RDavies, DrWEVJDavies, OGrant, JMiller, JRees, BThornton,

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

2024.176.     **Apologies. Cllr RGEwards, IThomas-Wigley**

2024.177.     **Personal Matters. None.**

2024.178.     **Declarations of Interest.**

2024.179.     **Presentation by Jasmine Dale (EGIN).**

Jasmine gave members a brief background to EGIN and how as a grass roots scheme Egin can assist in unlocking the collective power of communities in Wales to tackle climate change. The word “Egin” means shoots or sprouts in Welsh, and the aim is to help new ideas to generate and take root, empowering communities to come together and talk about the changes they want to see.

Through Egin, community groups can access Peer Mentor support to take their first steps towards taking action on climate change and living more sustainably. The focus is on helping community groups who will be the most impacted by climate change yet may often feel they are not part of conversations plan for, support ideas regarding Environmental projects.

Peer support may include planning for and receiving an energy efficiency report to focus on reducing expenditure within old buildings such as Y Gat. Other initiatives include signposting the council to appropriate grants for different projects such as food growing and cooking classes. The project is currently in the second year of a five-year period and only constituted bodies with their own assets may apply.

The Town Mayor thanked Jasmine Dale for attending and giving a thorough presentation to the Council.

### **Members of the Public (MoP)- Opportunity to make representations.**

A member of the public wished to discuss a matter which was brought to council's attention during the previous month's meeting which was recorded on the March 2025 minutes. The matter referred to the late publication of minutes on the Council's website. The MoP was reminded that a written apology had already been issued in respect of this matter. The MoP expressed views, which are subjective, in respect of wording used on correspondence and Council's minutes. NOTED. The Council minutes referred to have been resolved as a true record. The MoP wanted to know if the meeting was a public meeting. NOTED. The monthly meeting is not a 'public meeting' but a Council meeting, which the public may attend as observers and if permitted by the chair may make representations about matters on the agenda for discussion. The MoP had sent two emails marked as confidential and stated that the clerk was not to open. The MoP believed that correspondence had not been forwarded to said individual. Council confirmed that the email in question had been forwarded to the individual councillors. NOTED. It was confirmed that the correspondence had been forwarded as approved by the Council on this occasion. However, Cllr DrWEVJDavies was appalled as this was not the way the Council operates. All correspondence received by the clerk for Council should be open to all members and that this had to stop as such actions was bringing the Council into disrepute. NOTED. The MoP was informed that future confidential correspondence would not be forwarded but returned to sender. The MoP wanted to raise other points about the minutes and how the Council operates. NOTED. The Chair declined to permit the MoP to raise further points as the Council's monthly meeting was not the forum for such matters. Members of the Public may raise.

2024.180. **To confirm the minutes of the Ordinary meeting of the Full Town Council (FC) held on 18<sup>th</sup> February 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 18<sup>th</sup> February 2025 be accepted as a true record. Cllr WEVJDavies expressed concerns that correspondence was still being received by council marked as confidential for individual members. **RESOLVED to confirm the minutes of the Ordinary meeting of the Full Town Council (FC) held on 18<sup>th</sup> February 2025 as a true record.**

2024.181. **Matters arising (exchange of information only). NONE.**

2024.182. **To receive the County Councillor's Update. NONE. Apologies received.**

2024.183. **To approve the sub-committee reports**

- a) **Environment committee.** Cllr O Grant informed members that the committee recommended the planter adoption scheme by community groups, benches audit completed, and repairs & replacements highlighted repaired Heritage boards are to be reinstated.
- b) **Community, Finance and General-Purpose committee.** The committee recommended checking & recording of defibrillators and completion of SPF grant application for park.

BT proposed and JR seconded that the Environment and CFGP reports be accepted. **RESOLVED to adopt the Environment and CFGP reports as a true record.**

2024.184. **To receive the Clerk’s Report.**

**I. Carmarthenshire County Council**

**(i). Planning/Licensing.**

PL/08536	Residential Development CYNLLUNIAU DIWYGIEDIG / DERBYNIWYD GWYBODAETH YCHWANEGOL	Llysmeurig, Bethlehem Road, Pwll Trap, Carmarthen, SA33 4AN	Dyddiad Gorffen Parthed Ymgynghori: 12 /03/2025
Planning application will shortly be submitted by Ascona Retail Ltd for Carmarthen Road	<i>Replacement of petrol filling station shop, introduction a dedicated HGV fuel facility with canopy, new underground storage tank and replacement of the existing motel facilities with chalets and touring caravan pitches and an amenity building.</i>	Filling Station, St Clears, Carmarthen, SA33 4NA	The enclosed notice comprises a formal request for a pre-application consultation response under article 2D of the above Order. Details of where a copy of the draft application can be viewed are contained within the enclosed notice. In accordance with the requirements of article 2E of the Town and Country Planning (Development Management Procedure) (Wales) Order 2012, a consultation response must be sent to <a href="mailto:planning@cad-ltd.co.uk">planning@cad-ltd.co.uk</a> or the address below within 28 days of the date of this notice.

**RESOLVED there be no observations or objections.**

**2. One Voice Wales**

a. **Senedd Report** Published 5 March 2025 on the Role, Governance and Accountability of Community and Town Council Sector [Inquiry into the role, governance and accountability of the community and town council sector](#)

b. **Green GEN Cymru** is holding its second non-statutory consultation for the Towy Teifi project. The consultation is running for six weeks from 5 March to 16 April 2025. The proposed connection would connect the Lan Fawr Energy Park, located east of Llanddewi Brefi, Ceredigion, to a new National Grid substation at Llandyfaelog, Carmarthenshire. The Towy Teifi project is part of plans to develop a stronger, more resilient electricity network, adding much needed grid capacity to deliver clean, renewable energy for businesses and communities. Adding additional capacity to the grid would support the transition to net zero, whilst unlocking the potential for future investment in the area, supporting the creation of jobs and skills. Proposals have been updated following the first consultation’s feedback and include:

- Two sections of undergrounding near to Merlin’s Hill and Llandyfaelog
- Proposed pylon locations

- Changes to the route to reduce impacts on communities

Those wishing to submit feedback can do so through the following methods:

- Online feedback form, available at [www.greengentowyteifi.com](http://www.greengentowyteifi.com)
- Hard copy feedback form (available on request)
- Emailing [info@greengentowyteifi.com](mailto:info@greengentowyteifi.com)
- Writing to FREEPOST GREEN GEN CYMRU TT

Six community events will be hosted to provide people with the opportunity to find out more about the proposals, speak to the project team and view a digital 3D map. A full timetable of these events is available on their website [here](#).

Further information, including consultation documents and an interactive map are available on the project website – [www.greengentowyteifi.com](http://www.greengentowyteifi.com).

- c. One Voice Wales and Planning Aid Wales** joint event – Thursday 27 March from 10:00am to 1:30pm, remote via Zoom “Understanding the Planning System – your questions answered”

One Voice Wales and Planning Aid Wales have once again teamed up to provide Community and Town councils with a joint network event that will enable councillors and Clerks to be at the forefront of current thinking in relation to the challenges faced by our communities and towns. The event will address sustainability and achieving success as we focus our efforts on the best outcomes for people in Wales.

The event will feature keynote speakers from the Welsh Government discussing the new Infrastructure (Wales) Act 2024 and its impact on local communities. It will include case studies to illustrate how the planning system affects community development and sustainability. Additionally, there will be sessions on technical advisory notes and guidance for councils on commenting on planning applications.

The event aims to provide a platform for open discussion among delegates and speakers, focusing on planning, sustainability, and local issues. It promises to be an informative experience for community leaders in Wales, helping them reflect on their experiences and assess local actions for community development.

The cost per delegate is £50. Bookings can be made using the following web-link: [Understanding the planning system, your questions answered. Registration, Thu 27 Mar 2025 at 10:30 | Eventbrite](#)

- d. The Democracy and Boundary Commission Cymru** has published its Final Determinations for the 2026 Review of Senedd constituencies. You can find the Final Determinations [here](#). The Commission has confirmed the 16 new Senedd constituencies which have been created by pairing the 32 UK parliamentary constituencies in Wales, ensuring that each constituency is contiguous. These constituencies will take effect automatically at the 2026 Senedd election. These determinations have been made following 4-week consultation periods on the Initial and Revised Proposals. This review has been carried out based on rules laid down by the Senedd Cymru (Members and Elections) Act 2024 which requires the DBCC to submit a formal report of our Final Determinations before 1 April 2025.

### 3 Other

- a. **The Pension Regulator.** Notice of Re-declaration of Compliance. Employers must re-declare registration every three years. St Clears re-declaration completed.
- b. [Global Welsh](#) is a non-profit organisation dedicated to connecting Wales with its global diaspora. With a growing community audience of **over 25,000 members in 70 countries**, our mission is to harness the energy, expertise, and networks of the Welsh diaspora to support economic growth and place-based regeneration throughout Wales. They released the full findings [Brain Drain to Brain Gain Report \(DOWNLOAD HERE >>\)](#) which highlights the untapped potential of Wales's global diaspora as agents of economic change. **Featured on this week's BBC Podcast Walescast (LISTEN HERE >>).**

To enable your region to capitalise on these findings, we invite collaboration and partnerships with the Regions and Local Authorities across Wales to commission impactful work that connects their local diaspora and drives investment and growth.

- c. **Welsh Government** launched a public consultation on [draft guidance](#) in Nov. 24 to support registered political parties in Wales to develop, publish, implement and regularly review diversity and inclusion strategies for Welsh elections, collect, collate and publish diversity information relating to candidates for Senedd elections and elected Members consider steps they may take in relation to voluntary quotas for women. They have developed a 'summary of responses' document to draw out the key themes arising from the consultation responses. This document is being published today and can be found at: [Diversity and inclusion guidance for registered political parties | GOV.WALES.](#)

### 4) Transport for Wales

- a. The Welsh Government and Transport for Wales are working to reform and redesign the existing bus network, with public engagement starting later this year. They want to understand what people want to 'have their say' on when it comes to bus franchising in their region, and how they want to share their views. Take the short survey or join the conversation in our forum. To say thanks for completing the survey, we'll enrol you in our prize draw to win a Love2Shop voucher.

[Complete our short survey](#)

2024.185. **To discuss matters relating to the War Memorial and Remembrance Sunday event.** Following a request for a meeting from the RBL, members of Council had met previously on 11/03/25 with members of the RBL St Clears Branch to discuss the Remembrance event & parade, Temporary Traffic Management Order, maintenance and land ownership etc. These matters were put to the Council and two members of the RBL acknowledged the meeting and the matters as discussed.

*Members of Public left the room for Council to deliberate and vote.  
Whilst the Members of Public were out of the room items 2024.189, 190, 191,  
192 and 193 were discussed.*

Following discussion Cllr Dr WEVJDavies proposed and Cllr OGrant seconded the motion that as the Remembrance Sunday event is well attended that the Council should take the lead to ensure the event continues and support the RBL St Clears branch.

**Council RESOLVED to**

- **work with the RBL St Clears branch to arrange and coordinate the Remembrance Sunday event**
- **take responsibility for arranging the Temporary Traffic Management Order (TTMO) on an annual basis and pay any associated costs**
- **write a risk assessment in conjunction with the RBL branch using agreed routes/timelines etc.**
- **draft a maintenance plan (to include power washing of War Memorial area annually; cutting and pruning of trees as and when required; annual checks of wall / railings for defects; street furniture – council and branch to maintain their own; [bins owned by CCC]).**
- **Investigate with a view to pursue registration of land ownership following advice from Council’s solicitor**
- **Improve communications through holding bi-annual meetings (Jan & June).**

2024.186. **To consider the Insurance provider’s Pre-Renewal Questionnaire. RESOLVED that the council authorised the clerk to complete the Pre-renewal questionnaire.**

2024.187. **To approve Membership to One Voice Wales 2025\_26.** Cllr Dr WEVJDavies proposed, and Cllr OGrant seconded the motion that Council renew membership to One Voice Wales. **RESOLVED to approve membership to One Voice Wales for 2025\_26.**

2024.188. **To consider the Circular Economy Sculpture.** Council wished to see an image/photo of the sculpture which is to be approximately 3ft wide by 6ft high prior to agreeing a suitable location. **RESOLVED to request image/photograph.**

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 2024.185, 186, 189, 190, 191, 192, 193 and 195.

2024.189. To receive the Audit Wales Certified Annual Return 2023\_24. **RESOLVED** to post the documents on the notice board and the Council's website.

2024.190. To approve the schedule of payments. Cllr JRees proposed, and Cllr OGrant seconded the motion to approve the schedule of payments. **RESOLVED** to approve the schedule of payments.

SCHEDULE OF PAYMENTS			18 March 2025		
Cheque/BACS/DD	Payee	Details	Cost (inc VAT) £	Gate	VAT £
BACS191	JN Williams	Grounds Maintenance and delittering @Welfare field	462.00		77.00
BACS192	JN Williams	Rubbish Collection at Welfare Field	963.00		160.50
BACS	SCTC staff	Reimbursement/Salary etc. plus overtime	5188.50		7.88
BACS194	One Voice Wales	Membership 2025_26	654.00		
BACS195	Wembley Storage	Storage Container (Feb).	110.00		
BACS198	West Wales Electrical Solutions	Site visit		54.00	9.00
BACS199	West Wales Electrical Solutions	Site visit		288.96	48.16
BACS200	We Care Cleaning Services	Cleaning at Y Gât		160.00	
BACS201	EDF	Electricity usage		1874.48	312.42
BACS	Gât Staff	Salary Mar.		1071.20	
BACS203	Vergamon	Mole control	131.00		
	H3Group	CCTV Hard Disk replacement	244.68		
DD	CWM	General Waste	50.28		8.38
DD	CWM	Mixed Waste Y Gât		27.60	4.60
DD	Total Energies	Gas usage		415.04	69.18
DD	Xero	Digital Accounting	39.60		6.60
DD	Three	Mobile phone	6.00	8.40	2.11
DD	CCC	Gate Rates £9413.50 01/04/24_31/03/25 monthly fee April		941.00	
DD	Welsh Water	Water Rates Oct		12.50	
			<b>7849.06</b>	<b>4853.18</b>	<b>705.83</b>

2024.191. To approve the Internal Auditor's fees.

Internal Audit - Work completed for the annual internal function for the years ending 31 March 2022, 31 March 2023 and 31 March 2024. Charges £750.00 plus VAT per annum. Total of £2,250.00 plus VAT.

Bookkeeping Assistance - Work undertaken completely independently of the Internal Audit function and completed because of issues found when audit work started as accounts for the years ending 31 March 2020 and 31 March 2021 did not balance correctly. As a result of this, the accounts for the following years ending 31 March 2022 also did not balance correctly. As such, a full review of the Councils accounting records to locate the differences in all years was necessary, which resulted in a balanced set of accounts for the audit team to review.

Unfortunately, there were also issues in the accounts for the year ending 31 March 2023 and year ending 31 March 2024 due to the issues with the Excel accounting system used, which were reported to Council. For the review and balancing of five years accounts the charge will be £250.00 plus VAT per annum. Total of £1,250.00 plus VAT.

Llewellyn Davies has offered the Council a discount and waived a third of the total fees which total £5300. Cllr JRees proposed, and Cllr OGrant seconded that the fees be paid in full. **RESOLVED** to approve the Bookkeeping and Internal Audit work done to date at a cost of £3,500.00 plus VAT. Council thanked Llewellyn Davies for their work, cooperation and discount.

2024.192. **To approve the internal auditor for 2024\_25.** Cllr Dr WEVJDavies proposed, and Cllr OGrant seconded the motion to approve Llewellyn Davies Accountants as the Town Council's Internal Auditor for 2024\_25. **RESOLVED to approve Llewellyn Davies Accountants as the Town Council's Internal Auditor for 2024\_25.**

2024.193. **To nominate the Mayor and the Deputy Mayor for the 2025/26 Civic Year.** Cllr RDavies proposed, and Cllr JRees seconded that the matter be deferred until the next meeting of council. Any proposed names will be considered during the April meeting. **RESOLVED to defer until April meeting of Council.**

### ***PROPOSE STANDING ORDERS***

2024.194. **Correspondence**

- a) Lilwen Thomas (Treasurer/Church Warden) – Request for hanging basket at St Mary's Church.
- b) SSE Energy Solutions – Notice that all unmetered electricity supply (or multiple supplies) will switch to half hourly measurement as part of the Market-Wide Half-Hourly Settlement (MHHS) programme mandated by Ofgem by October 2025. NOTED. Cllr BThornton requested that Council finds out who pays for the feed for the upgraded VONEUS broadband Wi-Fi facility.
- c) Ian Williams (Treasurer) Radio Glangwili, thank you letter for financial donation.
- d) Barclays Bank letter, reducing interest rates on business accounts.
- e) Nia ap Tegwyn (Senior Language Officer Menter Gorllewin Sir Gâr - Request for Supporting letter for grant application.
- f) PLanc – instruction to forward letter to Town Mayor marked as confidential informing clerk not to read. **RESOLVED that Council operates as a corporate body therefore any generic confidential correspondence received in future will be returned to sender.**
- g) Claire Phillips (Head of Fundraising in Wales) Marie Curie's Great Daffodil Appeal 2025. **NOTED. Request received after date for consideration.**

2024.195. **To consider the vacant seats on the Council. DEFERRED. No applications received.**

2024.196. **To receive reports from representatives on meeting of outside bodies, seminars etc.** Some of the council members visited the Community woodland on Saturday, 15<sup>th</sup> April 2025.

2024.197. **To receive the Town Mayor's Report on civic events, engagements etc. NONE.** Unfortunately, due to other commitments members were unable to attend the 1<sup>st</sup> March St Davids Day parade in Carmarthen. The mayor is due to visit Bancyfelin school.

2024.198. **Matters for the next agenda (exchange of information only).**  
Sub-committee outcome  
Community Woodland

***There being no other business the chairman closed the meeting at 21.25hrs.***