

**Minutes of the Ordinary meeting of Full Council (FC) held at
Y Gât
Pentre Road
Carmarthenshire, SA33 4AA
on Tuesday, 15th July 2025 at 7.00pm***

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

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

The meeting commenced at 19.10 hrs.

2025.044. Apologies. Cllr O. Grant.

2025.045. Personal Matters. The mayor thanked everyone for their attendance at the Mayor's Civic Service held on Sunday, 6th July. A good response with many best wishes received and a generous donation to the mayor's charities. A huge thank you and best wishes is extended to all who participated.

2025.046. Declarations of Interest. Cllr J Rees Item 2025.054 Royal British Legion.

2025.047. To approve the minutes of the Full Council meeting held on 17th June 2025. Cllr RGEwards proposed, and Cllr Dr WEVJDavies seconded the motion to adopt the minutes of the Full Council meeting held on 17th June 2025 as a true record. **RESOLVED to adopt the minutes of the Full Council meeting held on 17th June 2025 as a true record.**

2025.048. Matters arising (exchange of information only).

2025.049. To receive the County Councillor's Update. Apologies received from Cllr C Jones. Points raised via e-mail: further information required in respect of traffic incident on Station Road (date, time etc). Awaiting information from Highways about the double yellow lines along Pentre Road.

2025.050. To consider the summer Community Event. Following discussion Cllr Dr WEVJDavies proposed and Cllr IThomas-Wigley seconded the motion to hold a summer Community event. Poster created to publicise event, risk assessment and timeframe schedule for event completed.

RESOLVED to hold a Summer Community Event at the Welfare field on Sunday, 17th August 2025 between 14:00 to 22:00 hrs to benefit residents' wellbeing and social cohesion by promoting:

- Children's wellbeing through outdoor play
- Stronger, more connected communities

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• Increased active citizenship

Town Council's maximum contribution is £1500 to cover various activities and amenities, bouncy castle, dog show, face painting, magic show, marquees, generators, temporary events licence, entertainment, drinks and refreshments and stall holders (fee incurred to attend). Access via ticket donation - Adults £1, Children £2.50.

Action: To consider that, under the Public Bodies (admission to Meetings) Act 1960, Sec 1 (2), the public and accredited representatives of newspapers 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 2025.51, 52, 54, 57, 59, 60, 46.

2025.051. To consider the Play Park land at Bancyfelin. Lease document received from Carmarthenshire County Council. Council considered right of way to access land with plant machinery. RESOLVED to send the lease to the Town Council's solicitor for review and advice.

2025.052. To consider the St Clears Play Park. DEFERRED.

2025.053. To consider repair & maintenance to the Town Clock. Cllr DrWEVJDavies proposed and Cllr IThomas-Wigley seconded the motion that the company that installed the clock should undertake the repair and maintenance. **RESOLVED to arrange for Good Directions Ltd. to undertake the repairs & maintenance to the Town Clock.**

Cllr JRees (Mayor) left the room due to a Declaration of Interest. Cllr Dr WEVJDavies (Deputy Mayor) took the chair for the next agenda item.

2025.054. To consider requests from the Royal British Legion, St Clears Branch.

The members received an update following the meeting with members of the RBL St Clears Branch held on 24th June 2025. THE RBL thanked the Council for what had been agreed to during the March 2025 meeting. The following points were raised:

The RBL requested the Town Council consider the following:

- that the wording to point one be changed to, *'take ownership of the Remembrance event with support from the RBL branch.'* Thus, transferring full responsibility for the Remembrance Event to the Town Council with assistance from the RBL
- that the War Memorial area be tidied prior to any event taking place (brushing leaves, emptying of bins, tidying of flower beds etc.)
- bi-annual meetings held in January and June between the Town Council and RBL as recommended to aid better communication and feedback with an agenda to ease discussions.
- completion of risk assessment for other events arranged by RBL e.g., Armistice Day

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- consideration of Town Council's involvement on the VJ day event (attendance, participation, reading etc.)
- issue invitations for the Remembrance Sunday Parade event.
- arrange a Temporary Traffic Management Order (TTMO) for the Remembrance Sunday Event.

During the meeting on 24th June 2025, the clerk completed a draft Risk Assessment and Traffic Management Plan with a timeline for the parade due to be held on Sunday, 9th November 2025.

The clerk had sought pricing from Go Ahead Traffic Management based on one operative to manage the road closure:

- **CAD Drawing** (required for any road closure): £75+VAT
- **Installation of advance warning signs**: £125+VAT
- **Road closure (up to 30 signs)**: £370+VAT.

The Town Council was reminded that Carmarthenshire County Council informed that there would be no cost incurred this year (2025) for the TTMO. However, this may not be the case in future years. Therefore, if Council is to arrange the road closure for the Remembrance Sunday parade in future years it will need to plan accordingly for this when setting the budget.

Following deliberation, the Council **RESOLVED not to change the wording or accept full responsibility for the Remembrance event. The Council agreed to arrange the temporary road closure (using the services of Go Ahead) for the Remembrance Sunday parade in 2025, with a review in January 2026. The War Memorial area will be tidied before the Remembrance event. Bi-annual meetings will be held in January and June. The RBL to manage risk assessments for other events and issue invitations for the Remembrance Sunday event. The Town Council will attend and participate if invited.**

Cllr JRees (Mayor) rejoined the meeting and took the chair.

PROPOSED STANDING ORDERS

2025.055. To receive an update on the Obsidian Community Benefit initiative. DEFERRED.

2025.056. To receive an update from the Egin project. DEFERRED for consideration by sub-group.

2025.057. To finalise arrangements for the Eco-Garden competition. RESOLVED that the Town and Deputy Mayors will judge on the evening of Tuesday, 22nd July 2025 and the clerk will purchase the voucher (£30) for the winner.

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2025.058. To consider arrangements for the planters' programme. **RESOLVED** to suspend the project where organisations/associations take on the responsibility for the planters until further notice. The town clerk to discuss with the council's contractor which planters need repair or replacement.

2025.059. To consider the **Community Woodland**. The Town Council's early expression of Interest application for the Woodland Investment Grant (round 6) was unsuccessful. The Council thanked the clerk for completing the extensive document within a brief time limit. Town Council may apply again **RESOLVED** to continue lease discussions with the Council's solicitor and request a meeting with Wales and West Housing.

2025.060. To approve the agreement for the purchase of the telephone kiosk. Cllr RGEwards proposed, and Cllr Dr WEVJDavies seconded the motion to purchase the phone kiosk at the crossroads near the top of Pentre Road for £1 and sign the lease accordingly. **RESOLVED** to purchase the phone kiosk at the crossroads near the top of Pentre Road for £1 and sign the lease.

2025.061. To consider a request for a larger waste collection bin. **RESOLVED** to send a letter to the Cubs, Scouts, Brownies & Guides asking them not to leave litter in the Welfare field bins. The contractor may request an additional lift as and when necessary.

2025.062. To receive the Clerk's Report.

I. Carmarthenshire County Council

(i). Planning/Licensing.

| | | | | | |
|---|------------------------------|---|---|---|---------------------|
| PL/09198 17/04/2025 | Full planning permission | Land off Tenby Road, St Clears, SA33 4JW | Residential development of mixed tenure | Under Consultation | Consultation Period |
| The Licensing Authority has received the following application. | Minor Variation Application, | Co-op, Station Road, St Clears, Carmarthenshire, SA33 4DG | Application for: Amendment to internal layout of premises | Consultation period begins: - 11/07/2025. | 10 days |

RESOLVED to note concerns to planning PL/09198 due to infrastructure, surface water and sewerage, as well as demand for public services (schools, health services etc).

ii) Rural Crime Survey. The official launch of the Rural Crime Survey will be held on Monday 21st July 2025 at the Royal Welsh show, but data collection begins now. The following poster offers direct links to the survey:

Welsh: [Rural Crime Survey - LPIP 2025 - Cymraeg](#)
English: [Rural Crime Survey - LPIP 2025 - English Final](#)

iii) Carmarthenshire County Council's Rural Programme Co-ordinator has informed that the

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bus stop at Pentre Road and Black Lion will be refurbished with new shelters. There is a time delay on order and replacement, and it is hoped that the work will be completed by end of October 2025.

iv) Carmarthenshire County Council's Place Infrastructure and Economic Development Officer has informed that there is an ongoing issue with the playground inspection database system which the administrator is currently working on, and it is hoped to have it rectified as soon as possible. Inspections are still being undertaken and any high-risk recommendations found during inspections, Councils will be informed of by email.

2. One Voice Wales

a) **Carmarthenshire Area Committee** meeting was held at 6.30pm on Tuesday 1st July 2025 at St Peter's Civic Hall, Nott Square, Carmarthen SA31 1BG. The AGM took place during this meeting. An invitation was sent to all members.

b) **Practice Development Notes.** Updated versions of earlier Notes which follow a review undertaken in 2025 circulated to members.

c) **Supporting Wellbeing in a Cost-of-Living Crisis**, Thursday 10 July 10am - 12pm. The webinar will showcase how Community and Town Councils can support wellbeing during the cost-of-living crisis, with practical ideas to reduce isolation and build resilience.

d)



As part of this Wales wide 9-day event, a special tour of the

- Denbighshire Tree Nursery for local Community & Town Councils has been arranged for Thursday, 10th July - 10am – 11:30am.
- Meadow Street community garden in Pontypridd for Community & Town Councils! Monday, 7th July - 10:30am – 12:30pm.

d) **#TidyWalesAwards** nominations closing Monday 6 July, running since 1990, these annual awards are a celebration of our environmental heroes – individuals, groups, schools, and businesses that go above and beyond to keep local areas clean, green, and safe, protect nature and encourage sustainability. The 2025 awards are sponsored once again by [Wales & West Housing](#), feature a wide range of categories. While some, such as our Volunteer of the Year Award, are well established, we have refreshed others for this year, including the Uniting for Environmental Impact and Cleaner Communities Awards.

e) **Training:** Catherine Lloyd-Jenkins, Town Clerk, has completed the One Voice Wales Advanced Local Government Finance Module 21 (04/07/2025).

f) **National Forest Landscape Scheme 2025/2027.** Funding is available for Local Nature Partnerships (LNPs) to work with partners to invest in woodland landscapes and gain National Forest Status. If you have suitable land, or an idea that could be developed into a

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project working with your Local Nature Partnership, neighbouring Community councils and/or local organisations, please get in touch at [One Voice Wales](#) to discuss ideas and plan the next steps.

g) Remote training sessions taking place in July - September 2025 circulated to members. The cost of the training is £42 for members or £65 per person for non-members.

Welsh Government

a) Child Poverty Strategy for Wales – Lived Experience Engagement Exercise.

The Welsh Government is preparing a progress report on its Child Poverty Strategy for Wales, scheduled for December 2025. This report will include a monitoring framework to track child poverty indicators and a detailed update on the impact of specific policies and actions.

To gather valuable insights, the government is seeking lived experience evidence from people affected by poverty. They aim to understand changes over the past three years, barriers faced, and potential improvements. To support this, short-term grants of up to £4,995 are available for third sector or community groups working with people with protected characteristics and/or children and young people who have experienced poverty. These groups are encouraged to apply for funding to facilitate discussions and gather insights for the progress report. If interested in applying for this funding, please contact: TacklingPovertyAndSupportingFamilies@gov.wales for an application form, specifying whether you will target those with protected characteristics and / or children and young people specifically.

3 Other

a) XERO digital accounting platform. Xero subscription is increasing to £37 per month on 1 September 2025. The investment will be used for improvements to ensure Xero is more dependable, secure, and useful.

b) The Woodland Investment Grant (Round 6). Following the early Expression of interest (EoI) application. The proposal has been considered by the fund's assessment panel, and regret to inform Town Council that it will not be invited to make a full application on this occasion.

2025.063. To approve the schedule of payments. Cllr RDavies proposed, and Cllr BThornton seconded the motion to approve the schedule of payments. **RESOLVED to approve the schedule of payments.**

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| SCHEDULE OF PAYMENTS | | 15 July 2025 | | | |
|---|-----------------------------------|--|----------------|----------------|---------------|
| Cheque/BACS/ODD | Pagee | Details | Cost (inc VAT) | GATE | VAT £ |
| BACS254 | JN Williams | Ground Maintenance and delistening@Welfare f | 984.00 | | 164.00 |
| BACS255 | JN Williams | Ground maintenance | 963.00 | | 160.50 |
| BACS256 | Archwilio Cymru/Audit Wales | Audit fee 2023/24 | 225.00 | | |
| BACS257 | SCTC staff | Reimbursement etc. | 46.99 | | 2.60 |
| BACS258 | SCTC staff | Salary | 2149.03 | | |
| BACS259 | HMRC | PAYE | 773.05 | | |
| BACS260 | Wembley Storage | Storage Container (Apr). | 110.00 | | |
| BACS261 | Y Gât staff | Salary | | 995.60 | |
| BACS262 | Y Gât staff | PAYE | | 96.25 | |
| BACS263 | We Care Cleaning Services | Cleaning at Y Gât | | 240.00 | |
| BACS264 | EDF | Electricity usage | | 1502.94 | 250.49 |
| BACS265 | H3Group | Annual Maintenance Charge 010625-310 | 240.00 | | 40.00 |
| | | | | | |
| | DD ICO | Annual fee | 47.00 | | |
| | DD CWM | General Waste | 51.80 | | 8.64 |
| | DD CWM | Mixed Waste Y Gât | 29.96 | | 5.00 |
| | DD Total Energies | Gas usage | | 103.99 | 4.96 |
| | 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 monthly fee April | | 951.00 | |
| | DD Welsh Water | Water Rates | | 52.50 | |
| | DD NEST | Pension | 443.66 | | 72.80 |
| | Cheque Bois y Felin | Civic Event/Mayor's donation | 100.00 | | |
| | | | 6209.09 | 4023.85 | 645.25 |
| NOTES | | | | | |
| Receipts since last meeting date : | | | | | |
| Pagee | Details | TOTAL AMOUNT | GATE AMOUNT | | |
| Y Gât | Room/Unit rent | | | | |
| | | | | | |
| | Total | £0.00 | £0.00 | | |
| Monies transferred since last meeting | 5,000 | | | | |

2025.064. To approve discretionary powers during the summer recess. Cllr RDavies proposed, and Cllr DrWEVJDavies seconded the motion that the clerk and mayor have discretionary powers during the summer recess to deal with all emergency and financial matters arising. Schedule and report brought to Council during the September meeting. **RESOLVED to approve discretionary powers during the summer recess to the clerk and mayor.**

2025.065. Correspondence

- a) Nia Ward, St Clears Young Farmers Show – thank you letter for support at show and community event grant.
- b) Bancyfelin Senior Citizens – Thank you for Mayor's donation 2024_25.
- c) River Walk Footfall Report June 2025 (see appendix i)
- d) Keep Wales Tidy, thank you letter to the Litter Picking Hub for its work in making Wales cleaner, safer, and even more beautiful.
- e) We Care Cleaning services – increase notice in hourly rate as of 1st August 2025.
- f) Dolen Teifi bus coming to St Clears – volunteer drivers required.
- g) P. Lanc – Freedom of Information request regarding Ten Towns grant, Council decisions and events.

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2025.066. To consider the vacant seats on the Council. NONE. Action: Updated poster to be published in St Clears and Bancyfelin.

2025.067. To receive reports from representatives on meeting of outside bodies, seminars etc. Y Gât sub-group met to discuss building maintenance and various service requirements which were approved. Cllr Dr WEVJDavies proposed, and Cllr RGEwards proposed that the facility manager becomes an official member of the Y Gât sub-group as per the Council's Business Plan and that a representative from those renting the units is nominated to also form part of the sub-group. **RESOLVED that the facility manager be officially added to the Y Gât sub-group and that a nominee is elected to represent those renting the units on the upper floor.**

2025.068. To receive the Town Mayor's Report on civic events, engagements etc.

The mayor has attended the following: -

3/7/25 – St Clears Young Farmers Show – well organised and attended.

5/7/25 – Bancyfelin Carnival – wonderful day and a warm welcome received.

6/7/25 – Civic Service at St Mary Magdalene Church and Ysgol Griffith Jones School. Thank you to the Y Gat facilitator for the new pop-up stand and to the clerk for collecting names and contact details of organisations who attended.

The mayor is due to attend the following during the summer recess: -

15/8/25 – VJ Day event

17/8/25 – St Clears Community Event

2025.069. Matters for the next agenda (exchange of information only)

Next meeting due to be held on Tuesday, 16th September 2025 following the summer recess.

August emergency matters

August schedule of payments

Y Gât update

Welfare field update inc. licence

Lease update (Bancyfelin playpark / Community Woodland)

Egin project update

Obsidian meeting

CCTV cameras

Christmas lights

Remembrance Event

There being no other business the chairman closed the meeting at 22:06hrs.