

## Cyngor Tref Sanclêr – St Clears Town Council

The Gate /Y Gât, Pentre Road/Heol y Pentre, St Clears/Sanclêr, SA33 4AA  
074468456077 clerk@stclearstowncouncil.co.uk

### **Minutes of the Ordinary meeting of Full Council (FC) held at Y Gât, Pentre Road, Carmarthenshire, SA33 4AA on Tuesday, 17<sup>th</sup> March 2026 at 7.00pm\***

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

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

**2025.0202. Apologies for Absence.** Cllr KMajor

**2025.0203. Personal Matters.** None

**2025.0204. Declarations of Interest.** Item

#### **2025.0205. Presentation by Molly Fairclough, BSc (Hons), MSc Carmarthenshire County Council Coastal Adaptation Officer and Ben Kathrens, County Flood & Coastal Risk Management Team Manager.**

Flooding Review – Summary of Findings

Following engagement with residents, businesses and a digital survey, the Council found that flood information is accessed through a mix of community networks, official sources (e.g. Natural Resources Wales), social media and council communications. Hand delivered letters were particularly important in reaching those without digital access in order to attend the drop-in session. Thanks, extended to the Town Clerk for initiating this task.

Preparedness across the community is improving, with some households adopting flood plans, emergency “grab bags” and property protection measures such as barriers and flood doors. However, levels of readiness remain inconsistent, and risk awareness varies despite increased sign-up to flood alert services.

Residents highlighted the importance of community knowledge-sharing and closer coordination with emergency services, particularly to support vulnerable individuals. The emotional and financial impacts of flooding, including stress and rising insurance costs, were also significant concerns.

Key issues contributing to flooding include poor drainage, surface water runoff, blocked culverts and debris in watercourses, as well as the impact of new developments in lower-lying areas. There is a need for improved maintenance, clearer landowner responsibilities and stronger enforcement.

Overall, the findings emphasise the need for improved communication, better infrastructure and drainage management, increased community preparedness, and continued investment in flood resilience measures. The County Council will review all findings and recommendations and liaise with the Town Council and provide an update before the summer recess.

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**2025.0206. To approve the minutes of the Ordinary meeting held on 17<sup>th</sup> February 2026.** Cllr RGEwards proposed and Cllr Dr.WEVJDavies seconded the motion to approve the minutes of the Ordinary meeting held on 17<sup>th</sup> February 2026. **RESOLVED to approve the minutes of the Ordinary meeting held on 17<sup>th</sup> February 2026 as a true record.**

**2025.0207. Matters arising (exchange of information only).** Item 2025.0185 Website issues/updates – meeting arranged.

**2025.0208. To receive the County Councillor’s Update.** Cllr CJones informed Council that several meetings have been held in relation to School closure in Carmarthenshire and Governors and Councillors are aware of their responsibility to Ysgol Bangyfelin, Llangain and Llansteffan. Community Tax increase confirmed at 4.9%. Moving forward the County Council will share the precept base information with town councils. With the pending Senedd elections next week sees the beginning of the pre-election period which councils and members need to adhere to.

**2025.0209. To receive the Clerk’s Report.**

**I. Carmarthenshire County Council**

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

<a href="#">PL/10540</a> 27/02/2026	Full planning permission. Construction of concrete slurry store to replace existing slurry tower located on same site, and associated works	Penycoed Farm, St Clears, Carmarthen, SA33 4JR	Dyddiad Dechrau Ymgynghori: 27/02/2026	Dyddiad Gorffen Ymgynghori: 20/03/2026
<a href="#">PL/10554</a> 02/03/2026	Enlargement and adaption of first floor to provide additional physiotherapy treatment rooms	Rehab Centre, Pentre Road, St Clears, SA33 4AA	Dyddiad Dechrau Ymgynghori: 02/03/2026	Dyddiad Gorffen Ymgynghori: 23/03/2026
<a href="#">PL/10528</a> 26/02/2026	Consent to display an advertisement. Erection of a small format Advertising Display.	St Clears Roundabout, Tenby Road, St Clears	Under Consultation	Consultation Period

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**RESOLVED** there be no objection to planning applications [PL/10540](#), [PL/10554](#)  
[PL/10528](#).

(ii) Have your say on HOW WALES TACKLES CLIMATE CHANGE. Join Bwyd Sir Gâr Food for a Climate Conversation as part of Wales Climate Week. Saturday 28th February 2026, 9.30 am - 4.00 pm

The day begins with a visit to Bwyd Sir Gar Food's Food Systems Development Project at Bremenda Isaf County Farm, Llanarthne, followed by the event at Ty Melyn, National Botanic Gardens of Wales, Llanarthne.

Book your ticket here - <https://www.eventbrite.com/e/sqyrsiau-am-yr-hinsawdd-climate-conversations-tickets-1982782704444?aff=oddtcreator>

(iii) **Infrastructure Planning for Communities**

Thursday 5th March 2026 5 to 7pm   
**FREE** Introductory training for community members

A practical, plain-language introduction to how major infrastructure projects will now be planned and consented in Wales. This session explains the key stages of the process, when and how communities can engage, and how infrastructure planning links to local planning policies, Place Plans and how community evidence can inform Local Impact Reports. Includes Q&A and simple tools to help communities prepare effective input.

[For more information, and to book on, please click here>>](#)

(iv) River Walk Footfall Report (see appendix i)

### **2. One Voice Wales**

- a. Training dates circulated.
- b. Town Clerk to attend Principles of Internal Auditing Local Councils (PIALC) training with SLCC.
- c. Letter issued to inform of error in the calculations for the membership fees the year 2026\_27. To ignore form received and an amended form will be issued as a matter of priority.

### **3. Other**

- a. **Democracy & Boundary Commission.** Annual Remuneration Report for 2026–27, prepared in accordance with Section 69G of the Democracy and Boundary Commission Cymru etc. Act 2013. The report sets out the Commission's decisions regarding the remuneration, expenses, and benefits applicable to elected and co-opted members across Wales' principal councils, community and town councils, fire and rescue authorities, and national park authorities. You can read the report at [Remuneration | DBCC](#).

This is the first report since the Commission took over this responsibility from the Independent Remuneration Panel for Wales. It builds on the strong framework inherited, while also beginning a forward-looking review of several key areas, including:

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- Resettlement payments for principal councillors who are not re-elected;
- The remuneration framework for senior positions within principal councils and corporate joint committees;
- The approach to annual uprating, including assessing whether the Annual Survey of Hours and Earnings remains the most suitable benchmark;
- Continued engagement with partners such as the Welsh Local Government Association and One Voice Wales.

- b. Health Board decides on future model of care for Clinical Services Plan. (circulated).** At the Extraordinary Board meeting on 19 February 2026, Hywel Dda University Health Board decided on the next steps for its Clinical Services Plan. The Clinical Services plan focuses on nine healthcare services most in need of support and aims at addressing fragilities, improving standards, or reducing waiting times for people in need of diagnosis and treatment. The services included are critical care, dermatology, emergency general surgery, endoscopy, ophthalmology, orthopaedics, stroke, radiology and urology.

The Board papers and a link to the broadcast meeting is available on the Health Board's website: <https://hduhb.nhs.wales/about-us/your-health-board/board-meetings-2026/extraordinary-board-agenda-and-papers-18-and-19-february-2026/>

Further information on the Clinical Services Plan can also be found on the Health Board's website: <https://hduhb.nhs.wales/clinical-services-plan/>

- c. Arthur J. Gallagher Insurance Brokers Limited. Preparing Councils for Cyber Risks in 2026 and beyond.** Councils and community organisations are increasingly in the firing line, with automated attacks, ransomware and phishing campaigns exploiting stretched budgets, legacy systems and growing digital reliance. The impact goes far beyond systems going offline; it affects essential services, public funds and, ultimately, community trust. This article covers why cyber resilience matters for community organisations, details of our upcoming webinar on cyber resilience for councils in 2026, and a highlight of this year's Horizon cyber session that's now available to watch on demand. Together, these resources explore what is changing in the threat landscape, what to expect from new legislation, and the practical steps councils can take now to strengthen resilience with confidence.

**Protecting Public Trust: Why Cyber Resilience Matters for Community Organisations.** A persistent misconception is found across public sector organisations that cybercriminals are only interested in 'big game' multinational corporations or top government departments. However, the cyber threat landscape has fundamentally shifted, and attackers no longer discriminate based on organisational size, sector or profile.

**Cyber Resilience for Councils in 2026**

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Join us for this webinar where we explore the evolving cyber risk landscape, including the rising challenges of cybercrime and ransomware. Coalition Incident Response will provide guidance on implementing best practices to mitigate the impact of cyber incidents and effectively prepare your council for a resilient future.

**Horizon 2026.** During Horizon 2026, cyber specialists shared targeted insight on the risks facing organisations and the actions required to strengthen operational resilience. Watch the session on demand to explore the key considerations for 2026 and beyond.

### d. Keep Wales Tidy



### 2025.0210. Correspondence.

- a. C.Greves (CCC Planning Case Officer) Planning PL/09198 land off Tenby Road further information sought regarding Town Council's request for S106 direct contribution. NOTED, reply issued in respect of playpark upgrades.
- b. St Clears Football Association – request to use Welfare field on 6<sup>th</sup> & 7<sup>th</sup> June for their annual football festival. APPROVED.
- c. NWilliams – Request for explanation of meaning behind name 'Maes yr Hufenfa'. NOTED, reply sent - basic translation 'the Creamery Field' as there was an Ice Cream factory on the site in the past.
- d. CWM Environmental – changes to recycling and waste collection service pricing. NOTED.
- e. Carmarthen & District Youth Opera – thank you letter for donation. NOTED.
- f. Marie Curie Daffodil Appeal - thank you letter for donation. NOTED.
- g. Cerebral Palsy - thank you letter for donation. NOTED.
- h. Y Cardi Bach - thank you letter for donation. NOTED.
- i. Terry Thomas Letting Agent – unit rental confirmation. NOTED.
- j. Three – update information for mobile phone contract for Y Gât. NOTED.
- k. Total Energies (Gas) – confirmation of 24month contract renewal for Y Gât. NOTED.
- l. Elan City – Road Safety signage information. NOTED.
- m. Sancler Shed – request for update on guide hut and correspondence clarifying relationship status. NOTED. Reply issued to inform that the Town

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Council is awaiting confirmation on the Guidehut from CCC following its asset review and that the Town Council appreciates the clarification that Sanclêr Mens Shed do not approve or associate with correspondence being sent from individuals or the petition currently being circulated.

- n. A.Philips (Lewis & Lewis Solicitors) – apologies for delay in responding in respect of Bancyfelin Playing Field. Matters approved by town council have yet to be actioned.

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 2025.0211,0212

**2025.0211. To approve the schedule of payments. Cllr RGEwards proposed and Cllr BThornton seconded the motion to approve the schedule of payments.**

SCHEDULE OF PAYMENTS		17 March 2026			
Cheque/BACS	Payee	Details	Cost (inc VAT) £	Gate	VAT £
BACS357	JN Williams	Christmas Tree work	600.00		100.00
BACS358	JN Williams	Ground maintenance at Welfare Field	984.00		164.00
BACS359	JN Williams	Ground Maintenance for St Clears	963.00		160.50
BACS360	JN Williams	Installation of x2 new benches	144.00		24.00
BACS361	SCTC staff	Salary, Reimbursement, Backpay etc	4635.63		2.60
BACS364	Wembley Storage	Storage Container (Dec).	110.00		
BACS365	Y Gât staff	Salary, Reimbursement, Backpay etc		1422.36	
BACS367	EDF	Electricity usage		1810.90	301.82
BACS368	Carmarthen Cleaning Service	Cleaning at Y Gât		480.00	80.00
BACS369	Voenus	Wireless 250	0.00		
BACS370	SLCC	PIALC-Wales training	168.00		28.00
BACS371	St Clears Men's Shed	Renovation of Bus Shelter	300.00		
BACS372	St Clears Men's Shed	Materials for renovation of bus shelte	255.70		
BACS373	One Voice Wales	Membership 684	687.00		
BACS374	H3Group	System Callout to CCTV	78.00		13.00
BACS376	Curiositea Café	St Davids Day Tasters		75.00	
BACS377	Craft & Conquer	Warm Hub activities		60.00	
BACS378	Craft & Conquer	Warm Hub activities		180.00	
BACS379	Toppers Wales Ltd	Toilet Rolls		50.96	8.49
BACS380	Vergamon	Mole Control @ Welfare Field	60.00		
BACS381	Dyfed Alarms	Monitoring of Intruder Alarm		348.00	58.00
BACS382	PHS Group	Sanitary /waste collection contract		611.56	101.93
BACS383	W3Designs	Updates to Website	90.00		

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DD	CWM	General Waste	51.80		8.64
DD	CWM	Mixed Waste Y Gât		29.96	5.00
DD	Total Energies	Gas usage		524.50	87.42
DD	Xero	Digital Accounting	44.40		7.40
DD	Three	Mobile phone	6.00	8.77	2.46
DD	Carmarthenshire County Council	Gate Rates £5708.40 01/04/25_31/03/26 monthly fee			
DD	Welsh Water	Water Rates		216.00	
			<b>9177.53</b>	<b>5818.01</b>	<b>1153.26</b>
<b>NOTES</b>					
<b>Receipts since last meeting date :</b>					
<b>Payee</b>	<b>Details</b>	<b>TOTAL AMOUNT</b>	<b>GATE AMOUNT</b>		
Barclays	Interest	152.75			
Barclays	Interest	151.38			
CCC	Library		3000.00		
	<b>Total</b>	<b>£304.13</b>	<b>£3,000.00</b>		
	<b>Monies transferred since last meeting</b>				

**2025.0212. To approve staff salary increases.** Cllr DrWEVJDavies proposed and Cllr RGEwards seconded the motion to approve the staff salary increases and backpay for Y Gât facility manager and Town Clerk. Y Gât Facility Manager annual salary increased from £23400 to £26325(Pro Rata). Town Clerk awarded one incremental point from scale 38 to scale 39. **RESOLVED to approve backpay and staff salary increases from April 2026.**

**2025.0213. To approve repairs to the CCTV system.** Cllr IThomas-Wigley proposed and Cllr RGEwards seconded the motion to approve the repairs to the CCTV system by H3Group. **RESOLVED to approve the repairs to the CCTV system by H3Group.**

**2025.0214. To receive nominations for Town Mayor and Deputy Mayor for the civic year 2026\_27.** The Chair asked for nominations for Town Mayor and informed members that she is happy to continue in the role for another year. Cllr GEwards seconded this nomination.  
The Town Mayor asked for nominations for Deputy Town Mayor. Cllr BThornton proposed Cllr Dr WEVJDavies and Cllr IThomas-Wigley seconded the motion. **With there being no other nominees, it was RESOLVED to elect Cllr Jane Rees as Town Mayor for the civic year 2026\_27 and Cllr Dr WEVJDavies as Deputy Mayor for the Civic Year 2026\_27.**

### PROPOSE STANDING ORDERS

**2025.0215. To consider the Council insurance renewal questionnaire.** **RESOLVED** that the clerk complete the questionnaire and update insurance to ensure full cover of all community events and additional assets e.g. benches.

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### **2025.0216. To reconsider the application for the Community Events Chest.**

- St Clears Rugby Club festival – **RESOLVED to approve £300**
- St Clears Young Farmers Show – **RESOLVED to approve £300**
- Dave's Owls Conservation & Rescue – **NOTED**. During discussion it was highlighted that the application was from an address outside the ward. Therefore, in accordance with the Town Council's Financial Regulations it could not be considered for a donation. The clerk to inform the association to apply to Llanboidy Community Council.

**2025.0217. To receive names for the Council's Community Awards.** Council briefly discussed the Eric Raymond Shield (Sporting Award) and the Community Service award plus an additional sporting award for Youth Under 18 (primary and secondary pupils from local schools that reside in the parish). **RESOLVED to seek names for these awards for consideration and selection during the next monthly meeting of Council. The Clerk to contact the local schools (Ysgol Griffith Jones, Bancyfelin, Dyffryn Taf, Bro Myrddin and QEHigh for potential names of pupils for consideration for the Youth Under 18 Sport Award. The individual must reside within the parish.**

### **2025.0218. To receive and consider updates regarding Y Gât.**

Cllrs JRees, I Thomas-Wigley, Town Clerk and Facility Manager were present.

#### **Building & Maintenance**

General maintenance issues were reviewed, including ongoing water ingress, deteriorating flooring, and window and door concerns. Several items are awaiting reports or quotes, with further decisions to be taken once these are received. The chiller cabinet in the café has now failed and will need replacing as a priority.

#### **Tenants & Room Hire**

There have been changes in workshop occupancy, with one new tenant confirmed and interest expressed in the vacant unit and the Dewi Room. It was agreed that the Home Church will hire the Galeri weekly, with invoicing to be issued fortnightly.

#### **Operations**

Energy costs remain high, but a new gas deal has been agreed. The Clerk continues working on securing grant funding for energy-saving measures. The café's contribution to electricity costs will be reviewed, and options brought to the next meeting.

#### **Other Business**

The group supported exploring the establishment of a Repair Café at Y Gât, with the Facility Manager to progress registration and initial arrangements.

Information to be forwarded to County Councillor CJones to progress landlord responsibility in respect of water ingress, damaged windows & doors.

### **2025.0219. To receive the Welfare Field sub-committee report.**

Cllrs RDavies, IThomas-Wigley met with St Clears Football Club representatives. Discussion focused on the Welfare Field, highlighting:

- Positive working relationship between Town Council and Football Club
- Football club's proposal to improve drainage by adding sand to the pitch

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- Football club's request to access Council's pitch quality report (Oolong)
- Club established in 1966 and has currently 13 teams including two girls' teams
- Football club's interest in taking on a lease for the welfare field (25year in order to be able to access Football Association grants)
- Suggestion of holding bimonthly meetings
- Concerns about the condition and accessibility of leisure centre changing rooms, particularly for females
- Emphasis that the facility is a *welfare field, recreation for all* not just for football

### RESOLVED

- Approval granted to engage a solicitor to discuss a 25-year lease
- Approach the County Council (CCC) regarding the condition and accessibility of the leisure centre changing rooms
- Share the Town Council's pitch quality report (Oolong) with the football club
- Reinforce the welfare purpose of the field (beyond just football use) in all discussions and developments.

**2025.0220. To approve documents/policies as highlighted in the Council's Strategic Risk Assessment.** Copies of document were circulated prior to the meeting. Cllr IThomas-Wigley proposed and Cllr RGEwards seconded the motion to adopt the policies. **RESOLVED to adopt the Business Continuity Plan, Emergency Quick Reference, Lone Worker Policy and Lone Working Safety Checklist.**

**2025.0221. To consider the vacant seats on the Council. NOTED. No applications to consider currently. Clerk to re-post information on website and the Council's Facebook page.**

**2025.0222. To receive reports from representatives on meetings of outside bodies, seminars etc.** Cllr DrWEVJDavies has attended the Town Trust Meetings (Osborne Charity).

Cllr RGEwards – Bancyfelin, Llangain and Llansteffan Federation Board of Governors meetings.

**2025.0223. To receive the Town Mayor's Report on civic events, engagements etc.** 21/Feb 2026 Invited to attend Laugharne Mayor's Ball – apologies sent due to personal circumstances, but a donation issued to the Mayor's Charity.

27/Feb/2026 St David's Day celebration at Y Gât with a variety of activities arranged.

28 Feb 2026 Attended Carmarthen Town Mayor's St David's Day parade.

**2025.0224. Matters for the next agenda (exchange of information only)**

Bancyfelin Playing Field

Finances

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**There being no other business to transact the chairman closed  
the meeting at 9.47pm.**

***The next meeting of Town Council is due to be held on  
Tuesday, 21<sup>st</sup> April 2026 at 7pm at Bancyfelin Village Hall***