

St Clears Town Council

The Gate, Pentre Road, St Clears, Carmarthen, SA33 4AA

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Minutes of the Annual Meeting of Council (FC) held at

Y Gât

Pentre Road

Carmarthenshire, SA33 4AA

on Tuesday, 20th May 2025 at 7.00pm*

Members Present: Cllrs Dr WEVJDavies, GADavies, RDavies, OGrant, JRees, BThornton, IThomas-Wigley.

In attendance: Press (0), Members of the public (8), Carmarthenshire County Councillors (2). Apologies from Cllr. RGEwards,

2025.01. To formally appoint the Town Mayor for the civic year 2025/26 and receive the Declaration of Acceptance of Office.

RESOLVED to appoint Cllr JRees as Town Mayor for the civic year 2025/26 and the declaration of Acceptance of Office was received bilingually by the Proper Officer.

2025.02. Handover of Mayoral Office.

The outgoing mayor Cllr GADavies addressed the members and attendees.

The outgoing Mayor gave an address reflecting on achievements during her term and thanked councillors, staff, and community partners. (See Appendix i)

The newly appointed Mayor, Cllr JRees addressed the members and attendees.

The incoming Mayor gave an address outlining priorities for the civic year, including community engagement and upcoming civic events. (See Appendix ii)

2025.03. To receive a prayer from Mayor's chaplain Rev. Justin Arnott. Prayer received and NOTED with thanks.

2025.04. To receive the name of the Mayor's consort. NOTED. Mr Roy Watkins named as the mayor's consort for the civic year 2025/26.

2025.05. To nominate a Deputy Town Mayor for the civic year 2025/26 and receive the Declaration of Acceptance of Office. RESOLVED to defer until the June meeting.

2025.06. Declarations of interest. NONE

2025.07. To appoint representatives on outside bodies.

St Clears District & Community Association	Cllr J Rees
Ysgol Griffith Jones Governing Body	Cllr Owain Grant
Bancyfelin, Llangain & Llansteffan Schools Federation Governing Body	Cllr R Graham Edwards
Osborne Charity	Cllr Dr W Edmund V J Davies
One Voice Wales	Town Clerk & Cllr J Rees (Town Mayor)
Bancyfelin Village Hall Committee	Cllr R Graham Edwards
St Clears Town Trust	Portreeve /Town Mayor – Cllr J Rees
Bancyfelin, Llangain & Llansteffan Schools Federation Governing Body (NOMINATION requested)	Cllr J Rees (NOMINATED)

2025.08. To approve Council Committees and elect members.
RESOLVED that there will be no monthly committee meetings, but instead Task and Finish /Sub-Committee meetings will be called on an ad hoc basis to address issues/projects as they arise (e.g. Environment, Financial, Y Gât, Welfare field).

2025.09. To fix the dates and times of ordinary meetings and any committee meetings of the Town Council for the civic year.
RESOLVED to hold the ordinary meetings of Council on the third Tuesday of the month at Y Gât to commence at 7pm (unless otherwise informed) and the April meeting at Bancyfelin Hall. No Full Council meetings held during August summer recess.
Task & Finish/Sub-Committee meetings, (Community, Finance & General Purpose, Environment inc. Welfare field, Community Woodland and Y Gât) will be called on an ad hoc- basis as and when required and will be held on the first Tuesday of the month except during August (summer recess), April and May.

2025.010. To consider the:
(i) **Code of Conduct.**
(ii) **Financial Regulations.**
(iii) **Standing Orders.**

Council considered the documents and approved to keep the timings in the standing orders the same as last year for meeting timings and public participation etc. Financial Regulations, additional amendments as received from One Voice Wales were acknowledged. **RESOLVED** to accept the **Code of Conduct, Financial Regulations and Standing Orders.**

2025.011. To approve the minutes of the Full Council meeting held at Bancyfelin Village Hall on 15th April 2025. Cllr GADavies proposed, and Cllr BThornton seconded the motion that the minutes of the meeting held at

Bancyfelin Village Hall on 15th April 2025 be approved as a true record of proceedings. **RESOLVED to approve the minutes of the Full Council meeting held at Bancyfelin Village Hall on 15th April 2025 as a true record.**

2025.012. To consider planning applications. NONE

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 2025.13, 14, 15.

2025.013. To approve the accounts for 2024_25. The Council's accounts as updated to the digital platform XERO and profit & loss accounts to date were discussed. Cllr OGrant proposed, and Cllr BThornton seconded the motion that the accounts be approved. **RESOLVED to approve the completed accounts for 2024_25 and submit to the internal auditor.**

2025.014. To approve the schedule of payments. Cllr OGrant proposed, and Cllr BThornton seconded the motion that the schedule of payments be approved. **RESOLVED to approve the schedule of payments.**

SCHEDULE OF PAYMENTS					
20 May 2025					
Cheque/BACS/DD	Payee	Details	Cost (inc VAT) £	Gate	VAT £
BACS220	Glasdon	Benches x2	1404.00		234.00
BACS221	CCC	Ground maintenance play park Q4	120.35		20.06
BACS222	CCC	Ground maintenance skate park Q4	120.35		20.06
BACS223	JN Williams	Grounds Maintenance and delittering @Welfare field 1/12	984.00		164.00
BACS224	JN Williams	Ground maintenance	963.00		160.50
BACS	SCTC staff	Reimbursement /Salary etc April	3585.76		20.10
BACS226	Wembley Storage	Storage Container (Apr).	110.00		
BACS	Y Gât staff	Reimbursement /Salary etc April		1184.65	
BACS231	We Care Cleaning Services	Cleaning at Y Gât		160.00	
BACS232	EDF	Electricity usage		1659.84	276.65
BACS233	ST Clears YFC Agricultural Show	Community Events Chest	300.00		
BACS234	Bancyfelin & District Hall	Community Events Chest	300.00		
BACS235	Tumble Lindy Hop Jive CIC	Tea Dance event at Y Gât		100.00	
BACS236	Rone's Jewellers Ltd	Plating of Civic chain and evaluation	2143.50		357.25
BACS237	Gallagher	Hiscox Insurance	2257.78		
BACS238	TROTS	Community Events Chest	300.00		
DD	CWM	General Waste	50.28		8.38
DD	CWM	Mixed Waste Y Gât	27.60		4.60
DD	Total Energies	Gas usage		193.11	9.20
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		12.50	
BACS	Simply Fancy Frocks	Mayor's Making Chain backing	55.00		
			12767.22	4249.87	1283.86
Monies transferred since last meeting	0				

2025.015. To receive an update following staff appraisal and approve staff salary. The appraisal committee gave a summary of the meeting and outcomes and members asked questions. It was confirmed that the Town Council follows due process, as recommended by One Voice Wales and sets appropriate salary and targets in accordance with the relevant roles (Clerk, Responsible Finance Officer etc.). Staff are given opportunities for staff development. **RESOLVED to approve staff salary increment.**

2025.016. To consider Community Events Chest applications.

The Council considered applications from

- a) St Clears Young Farmers Agricultural Show Committee – Show 21st June 2025
- b) Bancyfelin and District Hall – Village Carnival 5th July 2025
- c) TROT running club – 10K race event 17th August 2025

RESOLVED to approve £300 to each organisation.

2025.017. Any other items of business related to the Annual Meeting.

Action: Clerk to register Town Council and complete Expression of Interest document on behalf of council and inform Heritage Fund of declaration of Interest of Councillor O. Grant.

The chairman closed the meeting at 20:20 hrs

Appendices

Appendix i

‘Noswaith dda i chi gyd -Cynghorwyr Sir, Cynghorwyr Tref, Clerc y Cyngor Tref; Y Parchg. Justin Arnott a pharchus wahoddedigion eraill.

As you all know, this evening we will formally appoint the Mayor Elect Cllr Jane Rees, as the new Mayor for the 2025-2026 civic year. As such, may I take this opportunity to say a few words (never one to miss out on that opportunity!) Tonight draws the Mayoral Civic Year to a close and for me, it has been two years. Being elected Mayor is a great honour to bestow upon any councillor, and I considered it to be so, and hopefully always carried out my duties with dignity and respect and to the utmost of my abilities. I am proud to be a member of the Town Council, and I endeavoured to convey that pride, whenever I was invited to engage with the public or to visit various organisations-of which there were many. The success of any town council is attributed to the commitment of its members and to their co-operation in being guided by the clerk. Our Town Council is extremely fortunate, in having a diligent and competent clerk who is thoroughly dedicated to her role. The last few months have tested this, as councillors you are aware, but Catherine has shown immense tenacity and perseverance, for which the council is indebted to her. Catherine also has supported and guided me throughout my term of office. I have learnt a great deal from her, and her advice has always been invaluable. Along with ‘Arnold Baker’ (the reference book for the council) it is now a well-worn book which has been constantly in use of late!

Catherine diolch o galon i ti am dy ymroddiad a’th ddyfal barhad yn dy waith. Dyma rhywbeth bach oddi wrth y cyngor i fynegi ein diolch i ti. (The clerk was presented with a gift of thanks from the mayor).

I’m also indebted to my Deputy Mayor, Cllr Owain Grant who has supported me; and carried the case with the chain of office, which is very heavy!... Far more than that he has helped me in my role and when I haven’t been available, he has always been ready to step in. Plus, many an hour has been spent on the phone discussing matters, and his passion is admirable, in all that he does.

Owain diolch o galon i ti am bob cymorth. Dyma rhywbeth bach i ti i ddangos ein gwerthfawrogiad o’th ymroddiad. (The Deputy Mayor was presented with a gift of thanks from the mayor)

I would also like to thank all my fellow councillors for entrusting me in this role and for working harmoniously alongside me. I have appreciated your constant support throughout my term of office.

Diolch hefyd i'r Cynghorwyr Sir- Cynghorydd Philip Hughes a'r Cynghorydd Carys Jones am eich cefnogaeth gadarn a'ch parodrwydd i gyflawni gwaith dros y cyngor-ymchwilio fewn i rywbeth a dod a'r ateb yn ôl yn ddi-ffael. Gwerthfawrogwn eich ymroddiad yn fawr iawn. (Thanks, is also extended to the County Councillors, Carys Jones and Philip Hughes for their support and work).

When I was elected, two years ago, I recall giving a little speech as is customary. The bit where you try to outline your vision for the coming civic year and the changes you would like to see happen. I do believe that there have been many changes within the last two years and exciting developments that can clearly be seen around the town. Of which, there are so many, but I would just like to draw your attention to some things that stand out for me as I look back at the last two years. I am amazed at what has been achieved, and may I suggest that you as councillors carry out the same exercise, so that you can appreciate all the hard work that has been undertaken by the council. In doing so you can confidently realise and put paid to any criticism the council has regarding its lack of action or indifference. The council has really worked hard and should be proud of its achievements. Perhaps the biggest of all being the undertaking of taking over Y Gât from Carmarthenshire County Council, and it can now clearly be seen that it is becoming a successful and lively community hub with a range of activities being offered to cater for everyone, with a lovely, successful cafe, thanks to Naomi for her passion, which adds to anyone's experience visiting Y Gât or St. Clears itself. Taking over the running of the building was a huge undertaking that took up to 5 years to complete in total. In fact, I'm proud to announce that St. Clears Town Council won a National Award from One Voice Wales for this achievement. *Gwaith arbennig gan gynghorwyr y gorffennol a'r presennol yn sicrhau llwyddiant a darparu adnodd gwerthfawr ar gyfer y gymuned.* Rebecca, the Y Gât Facilitator, is working hard to ensure this success continues. The other huge undertaking was the successful Ten Towns Grant application, and it is worth noting what has been achieved on receipt of the monies. Not everything is visual, but St. Clears has benefitted so much. Thank you again sincerely for all the work undertaken by the clerk working alongside an officer from Carmarthen County Council and, I'm grateful to the councillors, past and present, who formed a subcommittee to finalise the work involved; working throughout the summer recess to ensure that deadlines were met. The council and the town are indebted to you all. CCC has invested heavily in St. Clears as one of the Ten Towns, and I'm sure that you all agree, the town's appearance has dramatically improved to become a vibrant colourful town that visitors want to visit and of which the residents are proud of. The salaries of two Youth Workers who run the Youth Club were paid through this grant as well as paying for the venue. I mention this as it is not visual but does need pointing out. There is a lengthy list of the things that the grant has provided for the town. A Gât Facilitator has been appointed, and part of the role is to develop a Market and again money from the Ten Towns grant has been used to enable this to happen.

Mae digwyddiadau cymunedol wedi digwydd, er enghraifft plannu coed wrth ymyl Ffordd Peillac gyda disgyblion Ysgol Griffith Jones yn ymuno a bu diwrnod arall ar gyfer y gymuned. Community events including tree planting alongside Peillac Road for the community and Ysgol Griffith Jones pupils.

We had community Consultations regarding the Playpark and the woodland area by Maes yr Hufenfa.

Funded by a different grant. Lloyd the Graffiti artist worked with community groups as part of Raising Awareness of Hate Crime.

The council plans and earmarks certain projects for the year/years ahead. The two major projects for the future are developing a suitable Playpark for St. Clears and ensuring that Bancyfelin is successful in getting a playpark!

Also, the Town Council will be developing a Community Woodland for St. Clears. I'm led to believe that it will be called "Coetir Sanclêr" from what I've seen on FB, but just to make it clear, it is the Town Council who will be responsible for this as they will ultimately be signing the lease for the land and as a corporate body will be making grant applications in order to develop it. It will be a valuable resource for the school as well as the local community.

It is Council's aim to work closer with the St. Clears branch of the Royal British Legion and this will become apparent later in the year.

Some might say that the wheels of the Town Council turn very slowly, if not at all. Well, let me assure you that they are certainly moving and the results are and will be clearly seen. Facebook helps to share information as the Town Council has an account. So, watch this space!

There's so much more to be said, but a more detailed account will form part of the Town Council's Annual Report, and you can read that at your leisure. *Mae gymaint i ddweud!* (There's so much to say!)

Rwy' wedi cael modd i fyw wrth fod yn Faer, profiad anhygoel a fyddaf yn ei drysori am byth. (I have been thrilled to have been Mayor, an amazing experience that I will treasure forever).

All that remains for me to do now, the most important bit, is to congratulate Cllr Jane Rees on her appointment as Mayor for the Civic Year 2025-2026. I wish you well Jane and I know that you'll enjoy it and give it your all. *Llongyfarchiadau a phob dymuniad da am flwyddyn lwyddiannus. Gadewch i ni weld Cyngor Tref Sanclêr yn mynd o nerth i nerth o dan ei harweiniad a chyda cefnogaeth aelodau'r cyngor tu ôl iddi. Diolch yn fawr.* (Congratulations and best wishes for a successful year. Let us see Sanclêr Town Council going from strength to strength under your leadership and with the support of the council members behind it. Thank you very much).

Appendix ii

'Madam outgoing Mayor, Cllr Annalyn Davies, outgoing Deputy Mayor, Cllr Owain Grant, County Councillors, Fellow Councillors and invited guests.

What an act to follow!... May I offer heartiest congratulations to our outgoing Mayor for her two years of leadership, leading with determination & fairness, especially when faced with challenges of everyday life. A job well done!

Here we go again, as this is my fourth time to accept the role of being Mayor of St Clears Town Council & surrounding area, including Bancyfelin, Pwlltrap & Backe. Each time has come as a surprise...but a great honour to serve our community in this way.

I re-call my 1st meeting as a co-opted member back in 2001 when I was greeted at the door with a strong handshake by Cllr Dr Edmund Davies asking, "do you fancy being Deputy Mayor?"...and the rest is history!

I am graced with the presence of good friends, Isabelle & Ruth, my appointed Padre, Revd. Justin Arnott, our Dean of LMA BroSanclêr, Canon Ann Howells, partners, County & Town Councillors and the new Y Gât manager, Rebecca Polson.

I am delighted to have the knowledgeable Town Clerk, Catherine Lloyd -Jenkins on our side as we make progress and connect with our Town & surrounding areas.

Grateful thanks to Roy (Watkins), my partner and rock who has agreed to become, once again, my Consort. Roy lived in Llanelli for some time, but, however, found it difficult to be part of a widespread community until he moved to St Clears and has embraced the opportunity in becoming involved with a variety of organisations especially the Royal British Legion, becoming Poppy Organiser for St Clears, Carmarthen & Pendine.

I look forward to all Councillors becoming involved in Community events being confident in the public spotlight, whilst helping to recruit new members to join St Clears Town Council.

I have arranged a Community Civic Service at St Mary Magdalene's Church, St Clears for July 6th, 3pm with refreshments at Ysgol Griffith Jones, bringing our community representatives of all ages together and encouraging displays of their organisations to share.

To achieve that personal conversation I will be arranging, '*What's Occurin'?*' with the Mayor at The Gate's Curiositea Café twice a month. The opportunity to enjoy a chat over a free cuppa. Notices will be advertised in advance on Facebook and the notice board. It is my intention to meet up with our School Council members to listen, share ideas and to continue to confirm shared values.

I look forward to getting out and about meeting our growing community and listening to ideas that people of all ages wish to share and how we can, together, continue to make a difference.

Mae'n blesur mawr i fod yn Faer Sanclêr unwaith eto. Diolch am y cyfle/ (It's a great privilege to be the Mayor for St Clears once again. Thanks for the opportunity)
Pob hwyl.