

St Clears Town Council
Minutes of the Town Council Meeting
held in Meeting Room 1, Y Gât/The Gate, Pentre Road, St Clears
on Tuesday 16th July 2013 at 7.30pm

Present:

Councillors C M Davies, L L ap T Davies, Dr WEVJ Davies, RG Edwards, EH Eynon, K A Major, Mrs CM Ingleton, P Lanc, DR Phillips, PJ Rogers, SJ Runnett, Mrs JSV Rees and Mrs H Witt

In the Chair - Cllr Mrs JSV Rees (Town Mayor)

49. Apologies

Apologies for absence was received from Councillor P M Hughes, County Councillor

50. Declarations of Interest

Councillors S J Runnett (Agenda items 4, 9 and 14) Council's appointed representative on the St Clears Community Association; C M Davies, (Agenda item 14) Chair, St Clears Community Association; L L ap T Davies, (Agenda item 14), CYD Sancler representative on the St Clears Community Association and Catherine Ingleton (Agenda item 14) Guides representative on the St Clears Community Association

51. Minutes

RESOLVED that the minutes of the meeting of the Town Council held on 25th June 2013 be confirmed and signed as a true record

52. Matters Arising

i) 32. Post of Clerk

The Acting Clerk reported on the level of interest received with the Town Mayor drawing attention to arrangements to the special meeting to be held on the following evening.

ii) 36. Environment Committee

- v) Peillac Way v) dog fouling and graffiti

The Acting Clerk reported that whilst the problems of graffiti had been dealt with; no enforcement had taken place relative to dog fouling as the walkway was not registered

- vi) Children's Play Area and Skateboarding Area Inspections

The meeting noted current litter picking arrangements.

iii) 37. Planning & Communities Committee

St Clears Community Association

Members queried whether what had transpired at the meeting of the Community Association with regard to the former swimming Pool Fund. Councillor S J Runnett as one of the authority's representatives on the Association responded that no figures had been disclosed during the discussions. It was noted that a public meeting was to take place at the end of the month and interest members were encouraged to attend.

iv) 47. Any other Business

ii) Welsh Learner Classes in St Clears and Bancyfelin

The Acting Clerk referred to the reply received relative to the intensive entry course to be held on Mondays and Thursdays at The Gate and the background to the withdrawal of piecemeal courses during this year.

53. County Councillor's Report

It was noted that whilst County Councillor P M Hughes had tendered his apologies he indicated his willingness to pursue any necessary issues.

54. Clerk's Report

a) Post Office

The Acting Clerk referred to the receipt of a letter from the Post Office setting out that they are proposing with the sub-postmaster's agreement to move the Post Office in Pentre Road to Spar, Blue Boar Square. A six week local consultation period had started on the 9th July and end on 20th August.

RESOLVED that i) the request for comments on the suitability of the proposed location be referred to the Planning & Communities Committee and ii) in view of the time table the Committee be granted delegated authority the deal with the request

b) National Assembly for Wales

The ongoing opportunities in respect of public appointments were noted

c) Carmarthenshire County Council

i) Town & Community Website Grant

The meeting noted the offer letter in respect of £500 available for the purpose of developing a website to be operational by 31st March 2014. Members responded that there was a distinct need to upgrade the present website.

RESOLVED that i) the grant offer be accepted and ii) that enquiries be made as to the availability of other grant opportunities via RDP funding

ii) Lottery Registration

RESOLVED that lottery registration be renewed at a cost of £20.00

d) One Voice Wales

i) Welsh Language Communities Alliance

ii) Natural Resources Wales July/August Funding Newsletter

RESOLVED that i) the invitation to the Town Council to join the Welsh Language Communities Alliance be referred to the Planning & Communities Committee and ii) the funding newsletter be noted

e) Market Stalls

RESOLVED that the advance booking for stalls in April 2014 be considered at the appropriate time

f) Fields in Trust

The Acting Clerk reported on at communication seeking an update on the transfer of the Welfare Field to the Town Council and the possible dedication of the Welfare Field under the QEII Fields Challenge

RESOLVED Council's Solicitors be contacted as to whether Council was

now in a position to move forward following the meeting convened some time ago

g) Health & Safety Executive

The meeting noted the letter to Local Authority Chief Executives on new regulations on the use of pesticides

h) Barclays Bank plc

Members noted the current balances in the Town Council's accounts.

i) Planning

The meeting considered the following applications

W/28490 - Erection of new pedestrian safety rail on south parapet of bridge to provide safe crossing for pedestrians over bridge (resubmission of W/26468 withdrawn 10.10.12); Pont Newydd Road Bridge, St Clears

W/28491 - Improvements to road bridge. These comprise: (1) removal of current road tarmac, (2) Moving verge on north side of bridge and combining with verge on south side to provide wider pedestrian footway, (3) moving services currently in north side of road deck to raised walkway on south side, (4) placement of waterproof layer across bridge deck, (5) replacement of tarmac road surface (resubmission of W/26468 withdrawn 10.10.12),); Pont Newydd Road Bridge, St Clears

W/28521 - Erection of new dwelling house, plot to the East of Glenview, St Clears

RESOLVED that no adverse comment be submitted

j) Town Council Website

The meeting noted the communication from Website Consultant at Site Wizard suggesting possible improvements to Council's website.

k) Items for Information

The following items of informative material were noted

i) Yr Ardd - Summer 2013, ii) Clerk's & Councils Direct - July 2013

55. Environment Committee

Councillor P J Rogers in reporting on the meeting of the Environment Committee held on 8th July proceeded to update the meeting on progress relative to various issues

i) Heritage Grant Projects

Substantial progress had been made and the texts for the various panels were nearing completion with the final version would shortly need to be approved. The Chair added that in the event of Council meeting in August then the approved versions could be available for members to view. He added that the Town Trust logo would appear on each of the panels, in addition there would be a numerical link between the panels. Following a meeting on the 10th July it was recommended that the best way forward that the panel to be located in the car park should be double sided and together with stands would cost of approximately £1700.

ii) Section 106 monies

It was noted that the proposed walk would cover all suitable locations within the authority's area

iii) Memorial Bench

Councillor C M Davies drew attention that the family of the late Peter Lewis had expressed their desire to present a bench in his memory.

RESOLVED that i) the report and recommendations be accepted (Appendix A attached); ii) the offer of a bench in memory of the late Peter Lewis be gratefully accepted and the family notified accordingly; iii) in dealing with issues appertaining to the flashing warning sign on the approach to 'Gothic Corner' that the Head of Highways be asked to provide an update on the removal of parking bays near the entrance/exit to the Factory Shop, Pentre Road

56. Finance and Resources Committee

Councillor R G Edwards reported on the meeting of the Finance and Resources Committee 2nd July 2013

St Clears Community Association

Councillor S J Runnett reported on his attendance at the meeting of the Association held on 3rd July which had primarily focused on two issues; preparation for the 'Party in the Park' on Saturday the 6th and the relationship between the Association and the Town Council. He referred to his written report circulated to members and in particular to the issues that arose as a result of the discussions. Members in turn subscribed to the necessity to work positively with the Community Association to help nurture a partnership in respect of future events and also to establish a policy to foster closer links with all organisations in the area.

RESOLVED that i) the report and recommendations be accepted (Appendix B attached), ii) Council supports the move towards a formal agreement with the St Clears Community Association; the detail of any arrangement to be considered in the first instance by the Planning & Communities Committee iii) Councillor S J Runnett's written report be referred to the Planning & Communities Committee for further consideration; iv) the following additional accounts be approved for payment :

103274 - Local World Ltd - £180.00 -Carmarthen Journal advert

103275 - Carmarthenshire County Council - £20.00 - Renewal Lottery

Registration

103276 - Bowen& Weaving - £28.05 - Stationery

57. Correspondence

The Town Council noted the receipt of a communication to hand during the day from the St Clears Community Association

58. Accounts for the year ended 31st March 2013

Councillor RG Edwards informed members that it was anticipated that the Internal Auditor would shortly conclude his examination of the accounts for the year ended 31st March 2013. The Acting Clerk referred to the revised dates agreed with the External Auditor.

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59. Role of the Steering Committee

Prior to the commencement of any deliberation on the role of the Steering Committee the Town Mayor extended Council's gratitude to Councillor H E Eynon for his sterling endeavours in preparing his thoughts on paper to enable members to give consideration on how the authority could now best move forward. Councillor H E Eynon highlighted at the outset that the paper was intended to be thought provoking and not designed in any way to offend either new or experienced members of the Town Council. However he felt that now was the right time to explore an appropriate model to adopt with four years or so remaining in the current term and prior to the appointment of a new clerk.

The discussion document referred to the review of the Committee structure and the way the Town Council had managed during the tragic circumstances of recent months. In looking forward, is it now time to recognize the benefits of having the authority's business schedule managed by the Steering Group with the Chair and Clerk pulling the loose ends from month to month. The election of a Leader who would oversee the business schedule working in tandem with the Town Mayor who would carry out all civic duties.

Members in turn were eager to participate in a frank exchange of views leading to an absorbing debate. Members elaborated as to how the Steering Committee had evolved over time, the present committee structure had worked well and had dealt with several overarching matters as well as some challenging issues. Whilst some members saw the appropriateness of Leader Council as an entirely separate issue there was a consensus in support of a definite role for a Policy Committee often seen as an authority's powerhouse.

RESOLVED that i) the Steering Committee be replaced by a Policy Committee; ii) the Committee's terms of reference should include - to consider policy issues relating to the Town Council; - to draw up new policies as required for the approval of the Town Council; - to review existing policies and recommend amendments to the Town Council; - to be responsible for the development of the community plan in conjunction with the relevant committees and through engaging with the community; iii) the Chair of Council is the Town Mayor who is elected annually; iv) Council does not proceed to elect a leader at the present time; v) the composition of the Policy Committee remains as for the former Steering Committee with Councillor E H Eynon as Committee Chair with the Chairs of the Environment Committee, the Finance and Resources Committee and the Planning and Communities Committee together with the Town Mayor.

(the voting on each decision was unanimous with the exception of item iv) with 10 in favour and 3 against)

60. Performance and Delivery of Public Services in Wales

Commission on Public Service Governance and Delivery

Councillor S J Runnett presented some initial observations on the Commission's role in gathering evidence from as a wide range of organisations and representatives including users and providers.

It was clear that there was a consensus of opinion amongst members that

there was scope for more services to delivered locally but that any delegation should be accompanied by the appropriate budget. Councillor Runnett indicated that he intended to attend a forthcoming drop-in session and was hopeful he could provide colleagues with further information in advance of the deadline for submissions on 31 August.

RESOLVED that a further report be awaited

61. Town Mayor's Report

The Town Mayor reported on the several civic events and engagements attended since the June meeting of Council.

62. Residents Drop-In Session

It was noted that a no residents had attended the Drop In Session held prior to the meeting.

63. Dates of meetings

RESOLVED that for the remainder 2013/14 civic year, meetings of Council be held as follows : 2013 - 20th August, 17th September, 15th October, 19th November; 17th December; 2014 - 21st January , 12th February; 18th March; 15th April with the Annual meeting on 20th May.

64. Any other business (exchange of information only)

i) Hedgerow at Lon Cowin

RESOLVED that this issue be referred to the Environment Committee

Meeting terminated 9.40pm

St Clears Town Council

Minutes of the Meeting of the Environment Committee held in Y Gât/The Gate Pentre Road, St Clears on Monday 8th July 2013 at 6.pm

Present: Councillors C M Davies, Dr W E V J Davies, P Lanc, D R Phillips, P J Rogers and Mrs J S V Rees (Town Mayor) together with County Councillor P M Hughes

In the Chair Councillor P J Rogers

1. Declarations of Interest

Councillor C M Davies in respect of matters arising under agenda items 5 - War Memorial and 6 - 2013 Floral Displays

2. Chairman's Remarks

The Chair extended a warm welcome to Councillor D R Phillips attending his first meeting of the Environment Committee and to County Councillor P M Hughes

3. 2013/14 Budget Update

The Acting Clerk reported that the total expenditure to date attributable to Committee amounted to £1966 + VAT

It was agreed that the Acting Clerk attempt to ascertain the position relative to 4 picnic tables and ancillary work now on order

4. Heritage Grant Projects

The Chair drew attention to recent progress and the matters to be discussed with the designer to take place on Wednesday 10th July. There were certain illustrations that were required together with some complementary text. It was noted that certain matters required to be resolved. The Mayor queried the feasibility of putting the panels on public display following the Civic Service on Sunday 21st July. It was suggested that it would be helpful to the viewer to have a numerical link between the panels. Again the possibility of including the town trust logo and updating present logos should also be explored with the designer.

5. War Memorial and Surrounding Area

It was reported that the work to reinstate the concrete coping above the Ira Jones Memorial was under way and would be completed when the weather was suitable. Members queried the position relative to painting the railings and whether the St Clears Royal British Legion Branch would be doing so. It was noted that there was a crack in the memorial wall which was not a health and safety issue at the present time.

7. Floral Displays

Councillor C M Davies having declared an interest in this item withdrew from the meeting during the consideration thereof .

The Acting Clerk reported that the cost of supplying brackets for the hanging

baskets at the Town Hall would be £15 each with the cost of installation a maximum of £40.

It was recommended that the work should proceed at the earliest possible opportunity. The Acting Clerk was asked to ascertain from the contractor if the summer planting had now been completed.

8. Children's Play Area and Skateboarding Area Inspections

The Acting Clerk referred to the inspections carried out by the County Council on 24th June with one item requiring monitoring. It was noted that the missing footplate on the fitness unit in the play area had been reinstated.

9. Footpath Maintenance

It was agreed to pursue the cutting of Peillac Way with the County Council as it was far from adequate at the present time. In addition a priority list of paths to be cut would be drawn up for discussion with Rangers. The Acting Clerk reported that members had at recent meetings had expressed concerns as to dog fouling on Peillac Way and no enforcement action had been taken as the walkway was not registered. It was agreed to ascertain where Peillac Way now stood relative to formal registration.

10. Town Walks Programme

It was noted that walks to the Pilgrim Church from the Boating Club were imminent and the County Council be requested to trash the footpath and carry out maintenance work to the stiles.

11. Items referred from the meeting of the Town Council on 25th June

i) Balance of Section 106 Monies held by Carmarthenshire County Council
The Committee was opposed to any suggestion that Section 106 monies should be spent on maintenance and it was agreed to accept Councillor P M Hughes invitation to walk the town to look at areas that could benefit from improvement under Section 106. All interested members could join in on a date to be agreed during the August recess .

ii) Ira Jones/World War I commemoration

Members considered that it was imperative to pursue the commemoration of Ira Jones as part of the centenary events within Carmarthenshire.

It was agreed that there were several aspects that could be followed up in the interim including funding to facilitate maintenance and upgrading the silver leaf lettering on the War Memorial or commemorative events possibly via the British Legion, the War Memorials Trust or other sources. Again there was need to try and establish whether the area surrounding the Ira Jones Memorial is registered with Land Registry

12. Any other Business

i) Telephone Kiosk - Lon y Prior

It was recommended that the condition of the kiosk be again drawn to attention of BT

ii) Christmas Trees

It was agreed that a suitable item be included on the agenda for the next meeting

iii) A40 Road bridge

It was that agreed an that Trunk Road Agency be approached in respect of installing a mural and lighting under the road bridge.

iv) St Clears Car Park

a) It was agreed to ascertain the current position as to litter in the public car park.

b) it was agreed that the County Council be approached as to resurfacing the car park as the present surface was lifting in several places

v) Memorial Bench

The Acting Clerk reported that the family of the late Lynn Bowen had indicated that they would wish to provide a bench in his memory.

It was agreed that the offer be accepted and thought be given to a suitable prominent location within the town

vi) Gothic Corner

It was agreed to remind County Highways as to when the “flashing warning sign” on Gothic Corner was to be installed

vii) Next Meeting

It was agreed that the next meeting of the Committee be held on the 2nd September at 6pm

viii) August Recess

It was agreed that delegated authority with regard to any matters that required to be transacted by the Environment Committee during the August recess of meetings be granted to the Chairman, Vice Chairman and the Acting Clerk

Meeting terminated 7.40pm

St Clears Town Council

Minutes of the Meeting of the Finance and Resources Committee held in Y Gât/The Gate Pentre Road, St Clears on Tuesday 2nd July 2013 at 6pm

Present: R G Edwards , E H Eynon, S J Runnett and Mrs J S V Rees (Town Mayor)

In the Chair : Councillor R G Edwards

1. Apologies

Apologies for absence were received from Councillor K A Major

2. Declarations of Interest

No declarations of interest recorded.

3. Matters Arising.

St Clears Community Association

Following the approval of Committee's recommendation relative to the level of financial support for the Party in the Party the committee proceeded to discuss the authority's future relationship with the Community Associations.

Members in turn complimented the St Clears Community Association on its endeavours and as a result Council should now grasp the opportunity to capture the voluntary support from within the community in moving towards a formal agreement as to the coordination of future events. In order to positively respond to the Community Association's efforts it would be beneficial to seek an early meeting with the goal of setting in place a formal partnership arrangement with regard to forthcoming activities.

RESOLVED that the Acting Clerk in confirming Council's resolution convey Committee's desire to move towards a formal agreement as to the organisation of future events and the Council's representatives on the St Clears Community Association be requested to elaborate on the discussion at the meeting to be held on Wednesday 3rd July

4. Current Financial Position

The Chairman circulated a budget monitoring report highlighting expenditure in the first quarter of the 2013/14 financial year. Members queried the income received to date with regard to the hire of market stalls during the same period. The meeting noted the advice received via One Voice Wales on Council's obligation to pay the former Clerk up to the date he was due to finish with the authority.

5. Annual Accounts year ended 31st March 2013

The Chairman drew attention that an update was awaited as to the current position following the recent with Council's Internal Auditor.

6. Accounts for Payment

It was agreed to recommend that the following accounts be approved for payment

103272 - Glyn Edwards Office Equipment Ltd - £71.28 - Toner

103273 - SLCC Enterprises Ltd - £108.00 - Website advert

7. Requests for Financial Assistance

The Acting Clerk reported that requests for financial assistance had been received from Urdd Gobaith Cymru and the Welsh National Memorial in Flanders Campaign

It was agreed that the applications be further considered at the Committee's September meeting.

8. Possible Agenda Items

It was agreed that the following items need to be considered at future meetings of the Committee :

- i) policy on the letting of Stalls,
- ii) possible purchase of replacement tables and chairs and
- iii) Archive and storage

9. Any other Business

- i) Treasury Bond

The Chairman referred to bond that was due to mature and pointed out that that it not be advisable to reinvest for the time being until funding issues in respect of the Heritage Trail Project and the commitment to Project Officer post were resolved

It was agreed that the proposed action be accepted and the question of reinvesting the Treasury Bond be revisited in the autumn

- ii) Bank Mandate

The Chairman updated the Committee on progress on changing the mandate in accordance with Council's instructions

- iii) Code of Conduct

It was agreed that following the circulation of the Powerpoint presentation from a recent code of conduct training session that the Town Council give the code further consideration at a future meeting of Council

- iii) It was agreed that the date of the next meeting be left to the Chairman and Acting Clerk

Meeting terminated 7.15pm