

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 20th August 2013 at 7.30pm

Present:

Councillors L L ap T Davies, Dr WEVJ Davies, RG Edwards, EH Eynon, Mrs CM Ingleton, P Lanc, DR Phillips, PJ Rogers, SJ Runnett and Mrs JSV Rees

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

75. Apologies

Apologies for absence was received from Councillors C M Davies, K A Major, Mrs H Witt together with P M Hughes, County Councillor

76. Personal Matters

The Town Mayor Councillor Mrs J S V Rees stated that it was a great pleasure to welcome Catrin Bradley to the meeting following her acceptance of the post of Clerk to the Town Council. In response Catrin confirmed the start date as the 2nd of September and looked forward to working with the Town Council.

77. Declarations of Interest

Councillor S J Runnett declared an interest in (Agenda item 8; minute 5 iv)

78. Council's Stance on Fracking

RESOLVED that precedence be given to consideration the authority's stance on fracking

The Chair drew attention that a local resident had attended the drop-in session held earlier in the evening and was interested in the Town Council's position on fracking and had remained in the meeting to hear the issue considered by the Town Council. Members elaborated that this was a current issue that merited some debate and should be examined during the next cycle of meetings.

RESOLVED that the matter be referred to the Environment Committee in the first instance who would report thereon to the Town Council.

79. Minutes

RESOLVED that the minutes of the meetings of the Town Council held on 16th 17th and 30th July 2013 be confirmed and signed as a true record

79. Matters Arising

i) 54 c) ii) Lottery Registration

It was noted that Lottery Registration had now been renewed

ii) 54 f) Fields in Trust

In response to a question on progress on the transfer of the Welfare Field the Acting Clerk confirmed that following an approach to Council's Solicitors thereon their reply was awaited.

iii) 55 Environment Committee Resolved iii)

The meeting noted that the reply from the County Council indicating that it take approximately 4/5 weeks for the supply of the Driver Feedback Sign and associated works at 'Gothic Corner'. With regard to the request from the Town Council to remove parking bays at the entrance to the Factory Shop in Pentre Road it was noted that a draft regulation order to introduce prohibition of waiting restrictions in Pentre Road for a distance of 6 meters on both sides to the entrance to the Factory Shop would be formally published in September

iv) Environment Committee Appendix A

It was noted that various items of correspondence from the St Clears Branch of the Royal British Legion and Mrs Ruth Skingley be further considered by the various committees.

v) 68. short listing of Candidates for the Post of Clerk

The Acting Clerk reported on the reply to hand from one Voice Wales that it would be advisable to retain job applications for a period of twelve months.

80. County Councillor's Report

It was noted that County Councillor P M Hughes had suggested a 'walkabout' to investigate possible areas within Council's area where available S106 monies could be used and currently dates and times were awaited from the Recreation and Leisure Unit at Carmarthenshire County Council.

81. Clerk's Report

A). Welsh Government

i) Changes to Householder Permitted Development Rights in Wales

The meeting noted the changes following publication of the statutory instrument which will come into force on Monday 30 September 2013.

ii) Public Appointments

The meeting noted opportunities available to serve on the Wales Tourism Advisory Board and the Community Health Council

b). One Voice Wales

i) Carmarthenshire Area Committee, 30th July

It was noted that Council's representatives had not attended this meeting as it coincided with a meeting of the Town Council interviewing applicants for the post of Clerk to the Town Council

ii) Ombusman's Casebook

RESOLVED that the item be noted

iii) Training Programme

RESOLVED that details of various local courses be emailed to members

c). Dwr Cymru Welsh Water

Members noted the invitation to the open evening to be held at Theatr Haliwell, Trinity St David Carmarthen on Thursday 22 August

d). South-West Wales Integrated Transport Consortium

RESOLVED that the consultation strategy from SWWITCH be noted

e). Roman Solutions Ltd

RESOLVED that the promotional literature be noted

f). Mid and West Wales Fire and Rescue Authority

The meeting noted the receipt of a report on 'Changes to the Crewing Systems at Llanelli Fire and Rescue Station'

g). Items for Information

The meeting noted the receipt of the following items of informative material

- i) Play for Wales - Summer 2013, ii) Fields in Trust - August Update and
- iii) Fields in Trust Cymru - ezine

h) RDP Sir Gar - Grant Monitoring

The Acting Clerk referred to the receipt of grant monitoring letter in respect of St Clears Food & Craft Market with confirmation required that the items listed on the Asset Register were still retained by the Council as per the conditions of grant.

RESOLVED that the Acting Clerk be authorised to confirm that the assets were still in the authority's retention and there had been no change to the conditions on which the funding was awarded.

82. Planning & Communities Committee

In the absence of the Committee's Chair and Vice Chair the meeting proceeded to consider the report of the meeting held on 6th August.

i) Naming of New Residential Development at Pwll Trap

Members referred to local concerns conveyed by distressed residents that naming the development Nant y Rhosyn would create confusion as there is an existing property nearby with the name Rosebrook which is the English equivalent. In the past it was noted that it had been practice when naming new developments in the area to approach Ysgol Griffith Jones with the children suggesting a name or names for consideration. As a result some of the estates within the authority's area have names that were adopted via this process.

RESOLVED that i) Council's concerns be conveyed to the Head of Planning and as in the past when Ysgol Griffith Jones starts the new term in September suggestions could be sought, to be further considered by Councillor P M Hughes as the County Councillor and the Town Council when it meets on 17 September and ii) In the meantime efforts could be made to identify any field name(s) where the development takes place which may help the thought process.

ii) St Clears Community Association

The meeting noted that as the Committee did not have a quorum to consider items in connection with the Association an application for dispensation to enable the members affected to participate at future meetings had now been submitted and would be considered by the Standards Committee on Friday 13th September.

RESOLVED that subject to the above the report and recommendations be accepted (Appendix A attached)

83. Finance and Resources Committee

Councillor R G Edwards reported on the meeting of the Finance and Resources Committee 2nd July 2013. 42

RESOLVED that with the exception of matters requiring to exempt the press and public to be considered later in the meeting the report and recommendations be accepted (Appendix B attached)

84. Accounts for the year ended 31st March 2013

The Chairman Councillor elaborated on the report received from BDO the external auditors had approved the accounts and had indicated they intended to issue a qualified certificate as the accounts were not certified by 30 June despite the sad circumstances that Council had faced at that time.

RESOLVED that i) the Annual Return be approved and ii) the Chair and RFO be authorised to certify as appropriate to enable the External Auditors to issue the final certificate and opinion.

85. St Clears Heritage Trail Project

Councillor P J Rogers updated members that following a recent meeting with Mr Don Benson and the Acting Clerk on the accuracy of the text and as result agreed versions of the English text had been submitted to Wait Design to facilitate translation and would come back to members for their scrutiny and approval probably in a matter of days. Councillor Rogers proceeded to focus on the various matters that required to be considered, central delivery point, planning issues, QR codes and a launch event.

RESOLVED that i) the report be accepted and ii) appropriate arrangements be made to enable the approval of the panels prior to fabrication

86. Performance and Delivery of Public Services in Wales

Councillor S J Runnett reported on his attendance at an informal drop-in session arranged by The Commission on Public Service Governance and Delivery and highlighted that what the Commission required were the views of the general public on public services in Wales. In order to help individuals to submit their observations members were provided with a pro forma for completion by no later than 31st August.

RESOLVED that Councillor S J Runnett be thanked for his report and that members be encouraged to submit individual views to the Commission before the 31st August deadline.

87. Reports of Meetings of outside bodies etc

In receiving reports of outside organisations interested members were reminded as to the Twinning Committee's AGM

88. Town Mayor's Report

The Town Mayor thanked members for their support at the Civic Service. Among engagements of interest in recent weeks had been a 90th birthday celebration and a visit the St Clears Horticultural Show

89. Residents Drop-In Session

Whilst one of the issues raised at the session had already been considered earlier in the evening concern had also been expressed as the increasing street lights by virtue of new developments.

RESOLVED that enquiries be made of the County Council as to the required guidelines for street lighting with regard to new build and housing developments

90. Forthcoming meetings of Council and its Committees

RESOLVED that the following committee meetings be agreed:

i) Finance & Resources Committee - 3 September at 6.30 pm;

ii) Environment Committee - 9 September at 6pm and

iii) Planning & Communities Committee - 16 September at 7.30pm

91. Any other business (exchange of information only)

i) Presentation

Councillor P J Rogers referred to a discussion with a local representative of the Alzheimer's Support Society who wished to address Council to explain the groups role and work in the area.

RESOLVED that i) the individual be invited to a future meeting and ii) consideration be given to a formal slot on the agenda to enable presentations to Council

ii) Drop- in sessions

Councillor C M Ingleton drew attention that it could be forbidding for individuals to attend and to have to face a large number of members and in addition perhaps the availability of a suggestion box would also assist

RESOLVED that Council should revert to the former practice of 3 members in attendance possibly comprising the Town Mayor/Deputy Mayor and a Committee Chair on rota together with the Clerk

92. Issues arising from the Finance and Resources Committee

RESOLVED that press and public be excluded from the meeting

The Chair of Committee and the Acting Clerk updated the meeting on matters appertaining to the audit of accounts, Council's mandate and transitional arrangements following the appointment of a new Clerk.

RESOLVED that i) the report be accepted and ii) the Acting Clerk's contract be extended to 30th September 2013

Meeting terminated 9.40pm

St Clears Town Council

**Minutes of the Meeting of the Planning and Communities Committee
held in Y Gât/The Gate Pentre Road, St Clears
on Tuesday 6th August 2013 at 7.30pm**

Present: Councillors C M Davies, L L ap T Davies, K A Major, Mrs H Witt together with Councillor P M Hughes County Councillor

1. Apologies

Apologies for absence were received from Councillor R G Edwards

2. Declarations of Interest

Councillor C M Davies declared an interest as Chairman of the St Clears Community Association and Councillor L L ap T Davies as CYD Sanclêr representative on the St Clears Community Association

3. Budget Monitoring

It was noted that one account had been received and paid for £200 relative to the Party in the Park. In response to a question the meeting noted that both income and expenditure were with one exception up to date relative to the letting of the market stalls.

4. Proposed move of the Post Office to Spar Blue Boar Square

The meeting noted that the Post Office were seeking the views of the Town Council as part of the 6 week public consultation exercise on the suitability of the new location. In view of the timetable for consultation, Council had given Committee delegated authority with regard to the submission of observations. The Chair referred to efforts to gauge public opinion and the town's business community and it was abundantly clear from the response received whilst it was essential to retain post services in St Clears, Spar as a location did not meet with favour. All present in turn associated with the highlighted concerns that the Post Office would be best retained at or near its present location. Although longer opening hours were considered to be advantageous there were fears in respect of its location near a notorious accident black spot. Regrettably the vicinity has also developed a reputation for anti social behaviour which could discourage use of the facilities. Questions had also been raised in respect of the present standard of service at the store which did not inspire confidence that the post office facility would be run efficiently. In addition there are apparent fears as to the suitability of the location with regard to delivery and collection of cash and other postal service items. There was a consensus that greater efforts could be made to retain the Post Office at its current location.

RESOLVED that whilst it was imperative to retain Post Office services in the town the concerns received that the proposed location was inappropriate for the reasons outlined be conveyed prior to the conclusion of the consultation exercise.

5.Planning Matters

i) Application

W/28610 extension to dwelling, Rhandir, Tenby Road

RESOLVED that no adverse comment be submitted

ii) Approval

W/28406 it was noted that the application for a new dwelling at plot adjacent to Zahlaine, Bethlehem road had been granted planning permission

iii) Carmarthenshire LDP

The meeting noted the Focused Changes and Supplementary Planning Guidance Consultation extending over a 6 week period with submissions closing on Friday 13th September

iv) Naming of New Residential Development at Pwll Trap

The Acting Clerk reported on an application to name this new residential estate with the suggested name Nant y Rhosyn.

RECOMMENDED that in the absence of an alternative name, Council should support that the estate be called Nant y Rhosyn

6. St Clears Community Association

RESOLVED that i)having received two declarations of interest, items 6 and 7 on the agenda be deferred to a future meeting by virtue of the committee did not have a quorum to facilitate discussion and ii) an application for dispensation to enable the relevant members to participate at forthcoming meetings be made to the Carmarthenshire County Council Standards Committee

7. Welsh Language Communities Alliance

The committee noted the item referred for its consideration by Council at its meeting on 16 July. The aim of the alliance is to be a forum for different groups and councils to share ideas and good practice regarding the Welsh language within communities.

RECOMMENDED that the Town Council affiliates at no cost to the Welsh Language Communities Alliance.

8. Any other Business

Ira Jones World War I Centenary Commemoration 2014

The Acting Clerk reported on discussions at the Environment Committee relative to the above and it was agreed that the Planning & Communities Committee should actively contribute to any potential commemoration to take place next year

Meeting terminated 8.35pm

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 20th August 2013 at 6.30pm**

Present: Councillors 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.

i) 3.St Clears Community Association

It was noted that discussions on a possible agreement as to future arrangements relative to the organisation of events was being considered by the Planning & Communities Committee. Members stressed the need to make progress with regard to forthcoming winter events.

ii) 4. Current Financial Position

The acting Clerk reported on salary outstanding to the late Clerk together with the advice received from One Voice Wales thereon he confirmed that he spoken to the Solicitors who will contact the Town Council at the appropriate time.

4. Annual Accounts year ended 31st March 2013

The Chairman drew attention that since the last meeting of Council, BDO the external auditors had approved the accounts and had indicated they intended to issue a qualified certificate as the accounts were not certified by 30 June. RECOMMENDED that the communication be noted and that Council approve the Annual Return.

5. Current Financial Position

The Acting Clerk referred to the latest figures available in Council's accounts with Barclays viz Community account on 19 August £452; Business Saver account as at 14 August £37679.67 and the Business Tracker Account as £41912.80 on 12 July. The Chairman pointed out that the balance had increased by virtue that Treasury Bond had not been reinvested for the time being until any funding issues in respect of the Heritage Trail Project and the commitment to Project Officer post had been resolved. Members questioned whether the present structure of Council's bank accounts was still fit for purpose and should be examined further at a future meeting

6. Bank Mandate

The Chairman updated members and confirmed that he was confident that the revised mandate including the required details in respect of the new Clerk could now be submitted to Barclays

7. Accounts for Payment

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

103288 - Elfyn Williams - £1289.71 - Acting Clerk's salary, June; cheque in lieu of 103286

103289 - Elfyn Williams - £1289.51 - Acting Clerk's salary, July; cheque in lieu of 103286

103290 - J N Williams Ground Maintenance Ltd - £583.00 - 4th instalment, summer maintenance programme

103291 - J N Williams Ground Maintenance Ltd - £100.00 - Litter picking July

103292 - N & J James - £225.00 - Market Stalls, Ammanford August

103293 - Glyn Edwards Office Equipment - £40.32 - Photocopying charges

103294 - Shirley Jones - £24.30 - Interview expenses

103295 - Elfyn Williams - £1289.52 - Acting Clerk's Salary, August 2013

8. Requests for Financial Assistance

The Acting Clerk reported that requests for financial assistance had been received from Community Dance St Clears, Cardi Bach, Shelter Cymru and Carmarthenshire Eisteddfod 2014; St Clears & Bancyfelin Appeal Committee. It was agreed that the applications be further considered at the Committee's September meeting.

9. 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
- iv) the town Council's Bank Accounts

10. Any other Business

- i) New Clerk's Induction

It was agreed that the Committee should look at a formal induction for the new Clerk together with handover arrangements

- ii) Purchasing Procedures

In looking at present arrangements it was agreed that Council should endeavour to source local goods and services whilst ensuring best value.

Meeting terminated 7.15pm