

**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 4<sup>th</sup> February 2014 at 7.30pm**

**Present:**

Councillors Dr WEVJ Davies, PJ Rogers; RG Edwards, Mrs CM Ingleton, P Lanc, D R Philips, KA Major, Mrs JSV Rees, E Williams Acting Clerk and Anthea Philips (Lewis & Lewis).

In the Chair – Councillor Mrs JSV Rees (Town Mayor)

**219. Apologies**

Apologies for absence were received from Councillors C M Davies, L L ap T Davies and Mrs H Witt.

**220. Declarations of Interest**

No formal declarations recorded

**221. Welfare Field**

The Chair welcomed Mrs Anthea Phillips from Lewis & Lewis Co Ltd and the ensuing discussion was based on questions raised by members in relation to various aspects of the Welfare Field.

**RESOLVED that**

- i) A working group be appointed comprising of the Town Mayor, Deputy Mayor and members of the Environment Committee to meet with the Carmarthenshire County Council's Head of Leisure and Sport, and County Councillor P M Hughes to explore the agreement between the County Council and the Trustees of St Clears Athletic Association in relation to the present arrangements as to the management of the playing field and also discuss with the St Clears AFC the liabilities associated with the electrical supply and floodlights**
- ii) Upon approval of the transfer the Mayor should be the signatory on the TR1 form (Transfer of Registry)**
- iii) Appropriate items in respect of the Welfare Field be included on the agenda for the Environment Committee and Town Council meetings held in March.**

**222. Vacancy**

The Notice of vacancy in the office of Councillor for the Llanfihangel Abercowin ward following the resignation of Selwyn Runnett had expired on 24<sup>th</sup> January with no requests for election received.

The Chair stated that a resignation with immediate effect had been received from Councillor EH Eynon. The Chair expressed regret that Councillor Eynon had tendered his resignation and that he had made a valuable contribution to the running of the Council. Councillor Eynon was wished every success. A public notice in respect of the vacancy had been received and would be on public display from Monday 10<sup>th</sup> February to 28<sup>th</sup> February 2014.

**RESOLVED** that whilst no election had been requested in respect of the first vacancy it would be practical to await the outcome of the public notice with regard to the latest vacancy prior to commencing co-option procedures.

**223. Recruitment of Clerk**

Members proceeded to review the Job Description and Personal Specification together with a specimen press and website advertisement which had been circulated with the agenda for the meeting.

**RESOLVED to**

- i) The Clerk's hours of work be increased to 25 hours per week**
- ii) The Job Description be amended to include 'To undertake all necessary activities in connection with the management of grant aided projects' within the Job Description.**
- iii) An advert be placed in the Carmarthen Journal for one week at a cost of £160, and the Carmarthenshire County Council, One Voice Wales and Jobs Go Public free websites.**
- iv) The Town Council reaffirms its position relative to the Clerk's salary being based in accordance with the scale applicable to profile 3 – below the substantive benchmark range – Scale LC3 points 39-42.**
- v) Tuesday 25<sup>th</sup> February be agreed as the closing date for the receipt for all applications.**
- vi) Special Meetings of Council be convened on Tuesday 4th March to consider short listing of applications and on Tuesday 11<sup>th</sup> March to interview candidates for appointment.**

**Meeting terminated 21.47pm**