

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 21st January 2014 at 7.30pm

Present:

Councillors L L ap T Davies, EH Eynon, Dr WEVJ Davies, PJ Rogers, C M Davies; RG Edwards, Mrs JSV Rees, and Howel Bowen (Internal Auditor).

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

202. Apologies

Apologies for absence were received from Councillors Mrs H Witt, Mrs CM Ingleton, P Lanc, D R Philips, KA Major and County Councillor PM Hughes.

203. Declarations of Interest

No formal declarations recorded

204. Financial Management & Strategy discussion document

The Council's Internal Auditor, Howel Bowen stated that the financial procedures have been adhered to and certified as part of the Internal Audit and suggested that should the Council require detailed financial information consideration should be made to appoint external support for the Clerk. The presentation of the financial spreadsheets in recent months were considered a positive addition to the financial management of the Council which continues to be of an appropriate standard. It was suggested that members ask for clarification on any matter which they do not understand in relation to the financial management and that it may be appropriate that the Council consider setting budgets for two or three years. Councillor EH Eynon concluded that there were matters relating to the investment strategy and allocation of financial surpluses which would require continued reviewing.

RESOLUTION to consider two or three year budget.

205. RESOLVED that the minutes of the meeting of the Town Council held on 17th December 2013 be confirmed and signed as a true record.

206. RESOLVED that the minutes of the meeting of the Town Council held on 7th January 2014 be confirmed and signed as a true record.

207. Town Clerk's Report

1. Carmarthenshire County Council

i) Planning Applications

W/29325 – Ddol Cniw, St Clears. Application for removal of planning Condition 3 (Occupancy Tied to a Particular Business) – **Granted**

W/29285 – Land off Pentre Road. Advertisement application for Informational Signs for St Clears Heritage Trail - **Granted**

W/29286 – Heritage Trail, St Clears. Advertisement application for Informational Signs for St Clears Heritage Trail – **Granted**

ii) St Clears Railway Station Feasibility Study Update

Carmarthenshire County Council Transport Policy & Programme Unit co-ordinating a meeting scheduled for 1p.m. Friday 17th January 2014 to update on progress.

iii) St Clears SLA

Information received from M Cresi, Head of Street Scene that the *Service Level Agreement between Carmarthenshire County Council and St Clears Town Council* will terminate on the 31st March 2014. Due to the current financial climate, a review of services has recently been undertaken and regrettably we are no longer in a position to extend this agreement. Alternative in-house arrangements will be made to absorb the services currently provided by your Council on our behalf. In conclusion thanks were extended to the Town Council for the excellent service provided to date.

iv) Footway Lighting Charges – Financial Year 2014/15

Notification received from Carmarthenshire County Council that footway lighting charges for 2014/15 has been calculated at £9,301.06.

v) Review of Polling Districts and Polling Places in Carmarthenshire

Update available

2. Carmarthenshire Environment Partnership

Update following Sustainability Seminar in November 2013. Follow up session due in March 2014.

3. Post Office

Confirmation of relocation of St Clears Post Office to SPAR Store, Castle House, Blue Boar Square. No date given.

4. Welsh Government

i) Words into Action Awards – Welsh Language in Health, Social Services and Social Care Conference and Awards

Communication noted.

ii) Section 137 Expenditure

The Clerk reported that the appropriate sum for the purposes of section 137(4)(a) of the Local Government Act 1972 for community and town councils in Wales for 2014/15 is £7.20.

iii) Changes to the planning system

The meeting noted Welsh Government consultation on proposals for closer working between community and town councils and local planning authorities, resulting in 'place plans' which will have the status of Supplementary Planning Guidance.

5. One Voice Wales

i) Buckingham Palace Garden Parties

Invitation for nomination. Forms due by 24th January.

ii) Memorandum of Understanding – between One Voice Wales and Welsh Local Government Association.

iii) Area Committee meeting – 22nd January 2014

iv) Voice - Winter News letter – Cylchlythr Gaeaf 2013/14

v) Training Programme (circulated by e-mail to all members on 3rd January)

6. St Clears YFC Agricultural Show - Invitation to Mayor to attend the Show on Saturday 24th May 2014.

7. Fields In Trust - The meeting noted 'Taking the lead' – a guidance document for problems with dogs in public spaces.

8. THE A477 TRUNK ROAD (ST CLEARS ROUNDABOUT, CARMARTHENSHIRE TO KILGETTY ROUNDABOUT, PEMBROKESHIRE) (TEMPORARY PROHIBITION OF WIDE VEHICLES) ORDER 201- from 00:01 hours on 31 January 2014 until the works are complete or a maximum of 6 months, whichever is sooner

9. Commission on Public Service Governance and Delivery - The Clerk reported on the availability of the Commission's Final report.

10. Wales in Bloom - The Clerk drew attention to the current consultation arrangements.

11. NOTICE OF VACANCY IN THE OFFICE OF COUNCILLOR FOR THE LLANFIHANGEL ABERCOWIN WARD OF THE TOWN OF ST CLEARS

The Clerk confirmed that the public notice had been on display as from 6th January 2014

12. Projects & Event Development Co-ordinator Report

The Clerk reported on the recent progress.

208. Town Council Financial Management Report

Members were provided with information relating to the expenditure for the period 1st April 2013 to 21st January 2014 and projected spend at year end for all Committee allocated budget headings and projects.

209. Approve Accounts for Payment

RESOLVED that the following Schedule be approved for payment:

Supplier	Cheque No.	£
Elfyn Williams - Salary Dec	103365	371.98
Catrin Bradley - Salary Jan	103366	1,092.28
Helen Williams - Salary Jan	103367	1,268.41
City Illuminations (Inv 1391)	103368	12,162.00
City Illuminations (Inv 1395)	103369	174.00
Catrin Bradley - Reimbursements	103370	458.13
G W St Clears (Best Dec Prem 1st Commercial)	103371	20.00
Eynons Butcher (Best Dec Prem 2nd Commercial)	103372	10.00
Hafren Stores (Best Dec Prem 3rd Commercial)	103373	5.00
Parc Y Delyn (Best Dec Prem 1st Private)	103374	20.00
C Phillips, Bridge St (Best Dec Prem 2nd Private)	103375	10.00
J N Williams (Inv 607)	103376	105.00
CB Electrical	103377	332.55
		<u>16,029.35</u>

Bank Reconciliation as at 21st January 2014

Bank Account	£
Community Account	500.00
Business Saver Account	47,868.11
Business Rate Tracker Account	67,167.51
	<u>115,535.62</u>

210. Lighting Column at Old Market Square

RESOLVED to contact Carmarthenshire County Council stating that one of the lighting columns at the Old Market Square needed remedial repairs.

211. Environment Committee Report

RESOLVED to have public meeting on 10th February to discuss Bwrlwm Beca events and proceed with Audio Trail recordings on 13th February.

212. Planning & Communities Committee Report

RESOLVED that the Community Events Chest – Promoting Community Events scheme be drafted at the next Committee Meeting.

213. Welfare Field

RESOLVED to meet with Anthea Phillips to discuss all issues in relation to the Welfare Field.

214. Policy Committee

**RESOLVED to co-opt the Chairs of Environment Committee and Planning & Communities Committee to the Finance & Resources Committee as an interim measure to cover Policy related issues, with a review of how to move forward for the new Civic Year in April.
RESOLVED that the Clerk monitor's additional meetings.**

215. Draft Timetable of Recruitment of new Clerk

Tue 4 Feb - Special meeting to agree advert, Job Desc. & Person Spec
w/c 10 Feb - Advert could appear on CCC web, OVW etc
Wed 12 Feb - Advert in Carmarthen Journal
Tues 25 Feb - Closing date for applications
Tues 4 Mar - Special meeting to consider short listing candidates
Tues 11 Mar - Special meeting to appoint

216. Mayors Report

The Mayor reported that the Glam and Glitz charity evening went well and she had attended the St Clears Christmas Lights Switch-on, Bancyfelin Christmas Lights Switch-on, Ysgol Feithrin Christmas Fair, visits to four homes on Christmas Day, Carol services and the Best Decorated Premises Competition.

217. Residents Drop-In Session - There were no public members in attendance

218. Eric Raymond Award - Members were asked to consider nominations for the Eric Raymond Community Champion Awards.

Meeting terminated 10.00pm