

**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 17<sup>th</sup> September 2013 at 7.30pm**

**Present:**

Councillors C M Davies L L ap T Davies, Dr WEVJ Davies, RG Edwards, P Lanc, DR Phillips, PJ Rogers, Mrs JSV Rees, Mrs H Witt and E Williams  
Acting Clerk.

In the Chair - Cllr JSV Rees (Town Mayor)

The Chair welcomed PCSO Guto Roberts and Lee Macgregor from the Press to the meeting.

PCSO Roberts gave a report on the current situation in the town in relation to crime and the CCTV system. He reported that he has had statistics from January 2013 which are predominantly anti-social behavior, including three burglaries (one individual at one property), four criminal damage which were not of a significant nature and ten violent crime.

In relation to the CCTV system, the Police had used it eleven times in the last few months. Two or three cameras were not working and as result two incidents had not been recorded. There has been an issue with the downloading.

Cllr CM Davies asked if there was a possibility of funding from the Police Authority, to which PCSO Roberts stated that he would raise the query.

Cllr RG Edwards suggested a need to identify a need for such activity in the future budget.

Cllr Dr WEVJ Davies highlighted that there was often problems with the Swan area to which PCSO Roberts affirmed that there were issues which were being considered.

Cllr LL ap T Davies suggested the Town Council write formally to Dyfed Powys Police and to the Police Commissioner to request consideration of funding towards the CCTV system.

Cllr CM Davies noted that there had been travelers in the Car Park recently which had caused some concern. He stressed the need to ensure the system does work and suggested that a number plate recognition camera at such a location would be beneficial.

It was proposed to have an agenda item on a future Planning & Communities Committee meeting to discuss further.

The Chair thanked PCSO Roberts for his attendance and report and proposed regular meeting updates.

Cllr LL ap T Davies raised a concern that there were many cold calls made to residents and PCSO Roberts advised not to give any details. It was deemed an opportunity for the local press to do an informative piece on this matter.

#### **104. Apologies**

Apologies for absence were received from Councillors K A Major, C M Ingleton, EH Eynon, SJ Runnett and P M Hughes.

The Chair drew attention to the requirement for members to submit apologies to the Clerk with a reason for absence.

#### **105. Personal Matters**

The Chair congratulated and welcome Catrin Bradley as the Town Clerk and noted that she was the first female Clerk in the history of the St Clears Town Council. The Acting Clerk was thanked for his continued support.

Congratulations were expressed to Lee Macgregor in recently being appointed the News Editor at The Carmarthen Journal.

#### **106. Declarations of Interest**

No formal declarations recorded

#### **107. Minutes**

**RESOLVED that the minutes of the meetings of the Town Council held on 20<sup>th</sup> August and 29<sup>th</sup> August 2013 be confirmed and signed as a true record.**

#### **108. Nant-y-rhosyn**

Cllr Dr WEVJ Davies stated the name given on Page 42 of the Planning & Communities Committee minutes was inappropriate. The Acting Clerk confirmed that the Council's views had been conveyed to Carmarthenshire County Council's Planning Department and that the Development Company had been informed that the name is not acceptable, and that alternative names were being sought.

#### **109. Alzheimer's Society**

Cllr PJ Rogers noted in relation to item on page 44, that a public meeting was being held on 19<sup>th</sup> September 2013.

**RESOLVED to invite Reg Wyeth from the Alzheimer's Society to a future Town Council meeting.**

#### **110. Heritage Panels**

Cllr PJ Rogers updated the meeting that the panels were ready to be printed.

**RESOLVED to print the heritage panels.**

#### **111. Old Town Hall Panel**

In relation to page 50 of the minutes the Acting Clerk stated that there may be additional costs from Hayston Developments & Planning Ltd in association with planning consents for the Old Town Hall panel. A temporary measure could be agreed whilst the refurbishment work is being conducted.

### 112. County Councillor Report

It was noted that the County Councillor PM Hughes had attended the earlier Section 106 'Walkabout' meeting.

### 113. Town Clerk Report

Matters dealt with under Correspondence.

### 114. Finance and Resources Committee

Councillor R G Edwards reported on the meetings of the Finance and Resources Committee on 3<sup>rd</sup> September and 16<sup>th</sup> September 2013. It was confirmed that the Bank Mandate had now been approved, the signatories being the Town Clerk, Councillors K Major, JSV Rees, SJ Runnett and RG Edwards. There was a requirement for two signatories to sign cheques.

A schedule of payments was distributed which also included the bank account balances as of the 17<sup>th</sup> September 2013. He reminded members that the precept payment had been received at the end of August and highlighted that the Business Tracker Account was higher than normal as the second Bond had been transferred to cover expected expenditure on projects in the near future. The Committee were due to review the reinvestment of the second Bond at its scheduled November meeting.

**RESOLVED that the following Schedule be approved for payment:**

Supplier	Cheque No.	£
Phil Waite - Heritage Panels (First Inst)	103296	7,173.50
J N Williams - Ground Maintenance (Inv. 580)	103297	583.00
J N Williams - Ground Maintenance (Inv. 581)	103298	100.00
Bowen & Weaving (Inv. 1454, 1550, 1626)	103299	28.48
N & J James - Market Stalls (Inv. craftstalls3)	103300	100.00
St Clears & Dist. Community Ass. (Inv. Party-Park)	103301	111.00
Carmarthenshire C Council (Planning App - Her. Panels)	103302	660.00
BDO - Audit fee y/e 31/03/2013	103303	510.00
N & J James - Market Stalls (Inv. craftstalls5)	103304	225.00
N & J James - Market Stalls (Inv. craftstalls6)	103305	100.00
Elfyn Williams - Salary Sept	103306	1,289.71
Catrin Bradley - Salary Sept	103307	1092.28
HMRC Tax & NI - LB Jun-Aug, EW Jun-Sept, CB Sept, HW Sept	103309	3832.91
Helen Williams - Expenses	103310	59.99
		<b>17,121.22</b>

Cllr RG Edwards noted that requests had been received from a member and the Town Clerk to approve spend associated with training courses and sought approval from the Town Council to cover traveling expenses associated with the training courses.

### 115. Audit of Accounts Year ending 31<sup>st</sup> March 2013

The Town Clerk noted that a Notice of Conclusion of Audit had been received from the BDO and the notice was now on display.

### **116. Annual Committee Budget**

**RESOLVED for all Committees to consider their budget allocations for 2014/15 at their next meetings.**

### **117. Environment Committee**

Cllr PJ Rogers gave background to the correspondence received in relation to the Ira Jones Memorial, and its deferment to the Finance & Resources Committee for consideration as there was no allocation within the Environment Committee budget 2013/14. At the Finance & Resources Committee meeting on 16<sup>th</sup> September, it was recommended to paint the railings and clean the area in preparation for the November 2013 services and investigate possibility of having an additional panel for November 2014. In addition the detailed information provided incorporated on the website and the QR Codes. The Acting Clerk was due to receive a quote for the washing down of the memorial and market square areas. Cllr Dr WEVJ Davies highlighted that the Town Clock needed to be looked at.

### **RESOLVED**

**i) for the maintenance of railings and cleaning of area to be actioned in preparation for November 2013 services.**

**ii) for consideration to be made for the panel and any other activity associated with the Centenary Celebrations to be included within budgetary planning for 2014/15 of the Environment Committee.**

**iii) to obtain the key for the Town Clerk and establish if it can be set correctly.**

### **118. Planning & Communities Committee**

Councillor RG Edwards gave a verbal report on the meeting held on 16<sup>th</sup> September 2013. It was noted that there were no Planning Applications for consultation.

The main agenda item was the winter events programme to which the committee recognized that it had been a difficult year and that the timescale was short to make arrangements, but there was a clear desire for the Town Council to hold an event and not to lose the popular fireworks display. A suggestion was made to hold an event which combined the lights switch-on and a fireworks display, taking on board the offer of support by the St Clears & District Community Association. The proposed date for the event was 22<sup>nd</sup> or 29<sup>th</sup> November to which it was for the Town Council to decide its preference. It was suggested to invite two members of the Community Association to the Planning & Communities Committee meeting scheduled for 1<sup>st</sup> October to commence organizing the event.

**RESOLVED to hold an event on 29th November 2013.**

### **119. St Clears & District Community Association**

Councillor C M Davies stated that it was important to have Town Council representation on the Community Association. Cllr JSV Rees noted that she had given apologies at some meetings and it was proving difficult for Cllr SJ Runnett to attend.

The Acting Clerk updated members that an application of dispensation for three members of the Planning & Communities Committee who were also members of the St Clears & District Community Association had been submitted to the County Council Standards Committee. Whilst a written response had not been received the advice from the Deputy Monitoring Officer was that the members would be given dispensation to speak but not vote at meetings.

### **120. Correspondence**

i) The Chair reported that an e-mail had been received from Cllr EH Eynon indicating his resignation from the Finance & Resources Committee.

**RESOLVED to have an agenda item at the next meeting on the appointment of a new member.**

ii) The Acting Clerk reported that Cllr LLap T Davies' motion for consideration at the One Voice Wales AGM had been accepted. It was suggested that Cllr LLap T Davies could attend the AGM and propose the motion.

iii) Carmarthenshire County Council Member of Standards Committee – consultation on the nomination of Councillor J Gilasby of Kidwelly Town Council to replace Councillor Wyn Edwards.

iv) The Website Development Grant of £500 had been received.

v) An invitation by the Carmarthenshire Local Service Board to the Integrated Community Strategy for Carmarthenshire Annual Forum on 16<sup>th</sup> October 2013.

**RESOLVED that the Cllr JSV Rees and the Town Clerk attend.**

vi) Expert Group on Local Government Diversity – Call for Evidence

vii) Electoral Wards Review

**RESOLVED that the report be circulated to members.**

### **121. Reports from Representatives**

i) St Clears & District Community Association

Cllr CM Davies reported that the Association had their AGM and that he had been elected as Chair. Cllr JSV Rees suggested that the Association send their meeting Agendas.

### **122. Mayors Report**

The Mayor reported that she had attended the Fun Run which was well attended. Also, she attended the Diamond Wedding Anniversary of Mr & Mrs Mardon Williams, the 75<sup>th</sup> Anniversary of the St Clears and District YFC and will be attending their Thanksgiving service.

### **123. Residents Drop-In Session**

There were no public members in attendance.

Cllr P Rogers suggested for the next set of meetings the Chairs of Committees take the sessions. It was suggested that the themes could be publicised in advance in the community section of the Journal. The Mayor expressed a wish to attend all sessions.

**RESOLVED that the next drop-in session be hosted by the Environment Committee, and the following by the Finance & Resources Committee.**

#### **124. Section 106 Walkabout**

It was reported that six Councillors had attended with Gareth Howells from Carmarthenshire County Council and County Councillor Philip Hughes. There had been a useful discussion on the scope of using the funding allocation for play and green areas and identifying possible locations, and possible partnership projects. Members were informed that there was no timescale on spending the funds and that it could be used as match-funding.

**RESOLVED to continue to look at the options.**

#### **125. Allotments**

Councillor CM Davies requested that the Environment Committee look at the provision of allotments in the town, with the possibility of calling a meeting of the Policy Committee to discuss the protocol in dealing with such requests from the public.

**RESOLVED that**

- i) the provision of allotments be discussed at a future Environment Committee meeting**
- ii) Policy Committee to discuss the protocol of dealing with requests from the public**

#### **126. Best Dressed Premises and Best Garden Awards Ceremony**

Cllr LL ap T Davies requested support from members in re-establishing the 2012/13 Awards evening which had been postponed from his term as Mayor due to ill health.

**RESOLVED the Town Clerk to support Cllr LL ap T Davies with the arrangements of the deferred Awards evening on 22<sup>nd</sup> October 2013.**

**Meeting terminated 9.20pm**