

**CARMARTHEN TOWN COUNCIL**  
**ADJOURNED ANNUAL MEETING OF THE COUNCIL**  
**HELD ON 24 MAY 2023**

The Mayor, Cllr Wyn Thomas, presided over the Adjourned Annual Meeting of Carmarthen Town Council held in the Committee Room, St Peter's Civic Hall, on Wednesday, 24th May 2023, at 7.30 pm.

**PRESENT:** Cllrs: Heledd ap Gwynfor, Peter Hughes Griffiths, Gareth John (Video), Andy King (Video), Ioan Matthews, Miriam Moules, Emlyn Schiavone, Wyn Thomas and Luned Voyle.

**10. APOLOGIES.**

Apologies for absence were received from Cllrs. Tom Defis, Dai Evans, Angharad Jones-Leefe, Alun Lenny, Arwel Lloyd and Barry Williams.

**11. DECLARATIONS OF INTEREST.**

None

**12. COMMITTEE STRUCTURE AND TERMS OF REFERENCE.**

It was proposed by Cllr. Peter Hughes Griffiths, seconded by Cllr. Heledd ap Gwynfor and **RESOLVED** that three Standing Committees be established for the Municipal Year 2023/24: General Purposes Committee, Finance Committee and Management Committee, with the continuation of one sub-committee – Siân Johnston Environmental and Fair Trade.

**13. MEMBERSHIP OF COMMITTEES.**

**MEMBERSHIP OF STANDING COMMITTEES**

It was proposed by Cllr. Wyn Thomas, seconded by Cllr. Gareth John, and **RESOLVED** that the three Standing Committees for the Municipal Year 2023/24 will comprise the following Members (subject to the Mayor and Deputy Mayor being ex officio members of every committee, in accordance with Standing Order 41):

**General Purposes Committee**

- Cllr Dai Evans – West Ward
- Cllr Peter Hughes Griffiths – North Ward
- Cllr Marc Ingram – West Ward
- Cllr Angharad Jones-Leefe – North Ward
- Cllr Alun Lenny – South Ward
- Cllr Arwel Lloyd – West Ward
- Cllr Miriam Moules – North Ward
- Cllr Russell Sparks – West Ward
- Cllr Barry Williams – South Ward

- Cllr Wyn Thomas – South Ward (ex officio)
- Cllr Emlyn Schiavone – West Ward (ex-officio)

#### **Finance Committee**

- Cllr Heledd ap Gwynfor – North Ward
- Cllr Rev Tom Defis – West Ward
- Cllr Gareth John – South Ward
- Cllr Andy King – West Ward
- Cllr Jeffrey Thomas – North Ward
- Cllr Dr Ioan Matthews – West Ward
- Cllr Luned Voyle – North Ward
- Cllr Emlyn Schiavone – West Ward (ex-officio)
- Cllr Wyn Thomas – South Ward (ex officio)

#### **Management Committee**

- Cllr Wyn Thomas – South Ward
- Cllr Emlyn Schiavone – West Ward
- Cllr Heledd ap Gwynfor – North Ward
- Cllr Miriam Moules – North Ward
- Chairman of General Purposes Committee
- Vice Chairman of General Purposes Committee
- Chairman of Finance Committee
- Vice Chairman of Finance Committee

#### **Siân Johnston Environmental and Fair-Trade Committee.**

- Cllr Parch Tom Defis – West Ward
- Cllr Heledd ap Gwynfor – North Ward
- Cllr Miriam Moules – North Ward

### **14. EMERGENCY POWERS PROCEDURE.**

On the 29th May 2002 Council agreed an Emergency Powers Procedure based on the establishment of an Emergency Powers Committee.

It was proposed by Cllr. Wyn Thomas, seconded by Cllr. Andy King, and **RESOLVED** that for the Municipal Year 2023/24 the Mayor, Deputy Mayor and the Chairman of either the General Purposes Committee or Finance Committee, subject to the discretion of the Town Clerk or Acting Town Clerk having regard to the subject matter, be authorised to act together to determine any urgent action referred to them by the Town Clerk or Acting Town Clerk. In the event of the Mayor, Deputy Mayor, or Chairman of either the General Purposes Committee or the Finance Committee being unavailable, the Town Sheriff and/or the other Committee Chairman referred to above be authorised to so act.

## 15. APPEALS PROCEDURE.

Appeals relating to disciplinary matters need to be considered by Members who are not members of the Management Committee, because the Appeals Committee has the power to hear appeals in relation to disciplinary action taken by the Management Committee.

It was proposed by Cllr. Ioan Matthews, seconded by Cllr. Miriam Moules, and **RESOLVED** that for the Municipal Year 2023/24 the Appeals Committee will comprise all Members not serving on the Management Committee, and that the Appeals Committee has the power to hear appeals in relation to disciplinary action taken by the Management Committee.

## 16. OTHER COUNCIL OR COUNCIL-AFFILIATED COMMITTEES AND GROUPS.

It was proposed by Cllr. Wyn Thomas, seconded by Cllr. Miriam Moules, and **RESOLVED** that for the Municipal Year 2023/24, Council's non-standing groups will comprise:

	<b>Group</b>	<b>Member(s)</b>
(1)	Carmarthen Bar Navigation Committee Chair	Mayor & Deputy Mayor
(2)	Carmarthen River Festival	Cllr Dai Evans
(3)	Carmarthen Riverside Association	Cllr Dai Evans
(4)	Carmarthen Town Sports Awards Judging Panel	Mayor, Deputy Mayor & Sheriff
(5)	Mayor's Fun Run Steering Group Chair	Mayor & Deputy Mayor
(6)	Pride of Place Competition	Mayor, Deputy Mayor, Sheriff

## 17. DATES OF COUNCIL AND COMMITTEE MEETINGS

It was proposed by Cllr. Ioan Mathews, seconded by Cllr. Miriam Moules, and **RESOLVED** that, in accordance with Standing Orders, the following dates are confirmed for 2023/2024:

- **Council** will meet on the last Wednesday of each month excluding August. In December Council will meet on the 13th.
- **General Purposes Committee** will meet on the second Tuesday of each month excluding February, August and December.
- **Finance Committee** will meet on the Thursday immediately following the General Purposes Committee each month excluding May excluding February, August and December.
- **Management Committee** will meet as needed, but at least quarterly.
- The dates of meetings of **other committees and groups** will be determined by the Town Clerk or Acting Town Clerk in consultation

with the relevant Chairman, unless a previous meeting of that Committee or of Council has otherwise determined.

## 18. REPRESENTATIVES ON OUTSIDE BODIES

Cllr. Wyn Thomas proposed that Cllr. Dai Evans should be appointed to the Carmarthen Chamber of Trade and Commerce in his place, and Cllr Russell Sparks as a representative at Model School. Cllr. Gareth John seconded the proposal, and it was agreed that the members would be asked. It was **RESOLVED** that representation on the remaining council committees and groups remain unchanged or as amended above for the 2023/24 Municipal Year, as follows:

	<b>Group</b>	<b>Member(s)</b>
(1)	Carmarthen Chamber of Trade and Commerce	Cllr. Russell Sparks, & staff as appropriate
(2)	Carmarthen Civic Society	Cllr. Peter Hughes Griffiths
(3)	Carmarthen Town Guides – supporting the Tourist Information Centre, which now runs the scheme	Cllrs Dai Evans & Alun Lenny
(4)	Carmarthen Town Regeneration Forum	Cllr Jeff Thomas
(5)	Carmarthen Town Twinning Association	Cllr Peter Hughes Griffiths
(6)	Llais (formerly Carmarthenshire Community Health Council)	Cllr Barry Williams
(7)	Dr Mz Youth Project	Mayor & Cllrs. Emlyn Schiavone & Jeff Thomas
(8)	Fairtrade - County Meetings	Cllrs Rev Tom Defis & Miriam Moules
(9)	Fairtrade - Town Meetings	Cllrs Rev Tom Defis & Miriam Moules
(10)	Largest South Wales Town and Community Councils Forum	Mayor & Clerk
(11)	Menter Gorllewin Sir Gâr	Cllr Arwel Lloyd
(12)	Shop Mobility	Cllr Miriam Moules
(13)	Tŷ Ni and Tŷ Hapus Family Project Management Committee	Cllrs Emlyn Schiavone & Jeff Thomas
(14)	Un Llais Cymru - One Voice Wales (includes attendance at county branch meetings and annual conference/AGM)	Cllr Tom Defis, Peter Hughes Griffiths & Jeff Thomas
(15)	Un Llais Cymru Larger Local Councils Group	Cllr Tom Defis, Peter Hughes Griffiths & Jeff Thomas
(16)	Oriel Myrddin Trust	Cllr. Angharad Jones-Leefe

### School Governing Bodies

<b>School</b>	<b>Additional Community Representative</b>	<b>Term ends</b>
Johnstown School	Dr Baba Gana to continue	03.09.25
Model School		Vacancy
Myrddin School	Cllr. Miriam Moules	01.10.25
Richmond Park	Cllr. Barry Williams	05.12.26

St Mary's RC School	Cllr. Emlyn Schiavone	
Ysgol-y-Dderwen	Cllr Dr Ioan Matthews	17.01.24

## 19. CODE OF CONDUCT.

Cllr. Peter Hughes-Griffiths proposed and was seconded by Cllr. Ioan Matthews and **RESOLVED** that the unchanged document be approved.

## 20. REVISIONS TO THE MODEL FINANCIAL REGULATIONS.

Cllr. Peter Hughes Griffiths proposed and was seconded by Cllr. Andy King and **RESOLVED** that the Financial Regulations with revisions be adopted for the 2023/24 Municipal Year.

## 21. TO APPROVE AND ADOPT THE STANDING ORDERS.

Cllr. Wyn Thomas proposed and was seconded by Cllr. Andy King and **RESOLVED** that the current Standing Orders be adopted for the time being and that the new Model Standing Orders should be considered by the General Purposes committee.

## 22. OTHER COUNCIL POLICIES.

Cllr. Ioan Matthews proposed and was seconded by Cllr. Peter Hughes Griffiths and **RESOLVED** to note the policies and progress any revisions via GP Committee for further discussion.

## 23. GENERAL POWER OF COMPETENCE.

Cllr. Wyn Thomas thanked the Clerk for her hard work in attaining the General Power of Competence, and it was **PROPOSED** by Cllr. Peter Hughes Griffiths and seconded by Cllr. Wyn Thomas to continue to exercise the power for the 2023/2024 Municipal Year.

**The meeting closed at 8:01 pm.**