

CARMARTHEN TOWN COUNCIL
ADJOURNED ANNUAL MEETING OF THE COUNCIL
HELD ON 22 MAY 2024

The Deputy Mayor, Cllr Heledd ap Gwynfor, presided over the Adjourned Annual Meeting of Carmarthen Town Council held in the Committee Room, St Peter's Civic Hall, on Wednesday, 22nd May 2024, at 7.30 pm.

PRESENT: Cllrs: Heledd ap Gwynfor, Dai Evans (Video), Peter Hughes Griffiths, Gareth John (Video) Andy King, Arwel Lloyd (Video), Ioan Matthews, Miriam Moules (Video), Russell Sparks (Video), Wyn Thomas, Aled Williams, Barry Williams and Luned Voyle.

10. APOLOGIES.

Apologies for absence were received from Cllrs. Emlyn Schiavone, Angharad Jones Leefe.

11. DECLARATIONS OF INTEREST.

None

12. COMMITTEE STRUCTURE AND TERMS OF REFERENCE.

It was proposed by Cllr. Peter Hughes Griffiths, seconded by Cllr. Ioan Matthews and **RESOLVED** that three Standing Committees be established for the Municipal Year 2024/25: 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. Andy King, and **RESOLVED** that the three Standing Committees for the Municipal Year 2024/25 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 Heledd ap Gwynfor – North Ward (ex-officio)
- Cllr Dai Evans – West Ward
- Cllr Peter Hughes Griffiths – North Ward
- Cllr Angharad Jones-Leefe – North Ward
- Cllr Alun Lenny – South Ward
- Cllr Arwel Lloyd – West Ward
- Cllr Ioan Matthews – West Ward

- Cllr Miriam Moules – North Ward
- Cllr Emlyn Schiavone – West Ward (ex- officio)
- Cllr Russell Sparks – West Ward
- Cllr Barry Williams – South Ward

Finance Committee

- Cllr Heledd ap Gwynfor – North Ward
- Cllr Tom Defis – West Ward
- Cllr Gareth John – South Ward
- Cllr Andy King – West Ward
- Cllr Jeffrey Thomas – North Ward
- Cllr Emlyn Schiavone – West Ward
- Cllr Wyn Thomas – South Ward
- Cllr Aled Williams – West Ward
- Cllr Luned Voyle – North Ward

Management Committee

- Cllr Heledd ap Gwynfor – North Ward
- Cllr Emlyn Schiavone – West Ward
- Cllr Russell Sparks – West Ward
- Cllr Wyn Thomas – South 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 Tom Defis – West Ward
- Cllr Andy King – West 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. Peter Hughes Griffiths, seconded by Cllr. Ioan Matthews, and **RESOLVED** that for the Municipal Year 2024/25 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 Deputy 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 Deputy 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 **RESOLVED** that for the Municipal Year 2024/25 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.

The Clerk advised Members that a request had been received from the Carmarthen Bar Navigation Committee to disband as it had been agreed that the liability, insurance costs, equipment, materials, training and safety risks were all unreasonable for a small group of volunteers.

Members **RESOLVED** to accept the request.

It was **RESOLVED** that for the Municipal Year 2024/25, Council's non-standing groups will comprise:

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

17. DATES OF COUNCIL AND COMMITTEE MEETINGS

It was **RESOLVED** that, in accordance with Standing Orders, the following dates are confirmed for 2024/2025:

- **Council** will meet on the last Wednesday of each month excluding August. In December Council will meet on the 11th.
- **General Purposes Committee** will meet on the second Wednesday of each month excluding May, August and December.
- **Finance Committee** will immediately follow the **General Purposes Committee** meeting each month.
- **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

It was **AGREED** that Cllr. Dai Evans should be appointed to the Carmarthen Chamber of Trade and Commerce. It was **RESOLVED** that representation on the remaining council committees and groups remain unchanged or as amended above for the 2024/25 Municipal Year, as follows:

	Group	Member(s)
(1)	Carmarthen Chamber of Trade and Commerce	Cllr. Dai Evans & 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

School	Additional Community Representative	Term ends
Johnstown School	Dr Baba Gana	03.09.25
Model School	Cllr. Russell Sparks	30.06.27
Myrddin School	Cllr. Miriam Moules	01.10.25
Richmond Park	Cllr. Barry Williams	05.12.26
St Mary's RC School	Cllr. Emlyn Schiavone	06.03.27
Ysgol-y-Dderwen	Cllr. Dr Ioan Matthews	11.03.28

19. MEMBERS TRAINING.

It was **RESOLVED** that the Town Sheriff, Cllr. Russell Sparks be appointed as the training champion for the 2024/25 Municipal Year.

20. CODE OF CONDUCT.

It was **RESOLVED** that the unchanged document be approved.

21. REVISIONS TO THE MODEL FINANCIAL REGULATIONS.

It was **RESOLVED** that the Financial Regulations be adopted for the 2024/25 Municipal Year with one revision to allow for an expenses credit card with a maximum balance of £500 instead of a pre-paid debit card. Revised Financial Regulations will be published by One Voice Wales shortly and council will have an opportunity to consider these when they are available.

22. TO APPROVE AND ADOPT THE STANDING ORDERS.

It was **RESOLVED** that the Standing Orders should be adopted.

23. OTHER COUNCIL POLICIES.

It was **RESOLVED** to note the policies and progress any revisions via GP Committee for further discussion.

24. GENERAL POWER OF COMPETENCE.

Members agreed that council met the criteria to be eligible to use the power. It was **PROPOSED** by Cllr. Peter Hughes Griffiths and seconded by Cllr. Ioan Matthews to continue to exercise the power for the 2024/2025 Municipal Year.

The meeting closed at 7:56 pm.