**CARMARTHEN TOWN COUNCIL**

**ANNUAL MEETING OF THE COUNCIL**

**HELD ON 17th MAY 2017**

The Mayor, Cllr Wyn Thomas, presided over the Annual Meeting of Carmarthen Town Council held in the Committee Room, St Peter's Civic Hall, on Wednesday, 17th May 2017, at 7.30 pm.

PRESENT: Cllrs: Julia Ault, Daniel Bartley, Dr Baba Gana, Phil Grice, Peter Hughes Griffiths, Gareth John, Alun Lenny, Arwel Lloyd, Ken Lloyd, Dr Ioan Matthews, Miriam Moules, Emlyn Schiavone, Jeff Thomas, Matthew Thomas, Wyn Thomas and Barry Williams.

The Mayor welcomed Councillors to their first meeting after the election, especially those who were attending their first meeting as Town Councillors. The Mayor also extended the best wishes of the Council to Councillor Angharad Jones Leefe and her family on the birth of Mati Gwen.

1. **APOLOGIES**

Apologies for absence were received from Cllrs Reverend Tom Defis and Angharad Jones Leefe.

2. **DECLARATIONS OF INTEREST**

 Cllr Alun Lenny declared an interest in Agenda item 9(i) Standing Committees, as Chairman of the County Council's Planning Committee and in item 11 as a Director of Oriel Myrddin.

 Cllr Ken LLoyd declared an interest in Agenda item 9(i) as a prospective member of the County Council's Planning Committee.

 Cllr Daniel Bartley declared an interest in item 6 on the Agenda in relation to his work as a Watch Manager at Mid and West Wales Fire Rescue Service.

 Cllr Jeff Thomas declared an interest in item 11 on the Agenda as a Governor of Johnstown Primary School.

3. **NOMINATION OF MAYOR OF CARMARTHEN 2017/2018**

Cllr Arwel Lloyd nominated Councillor Alun Lenny as the Mayor of Carmarthen for 2017/2018, seconded by Cllr Phil Grice. It was **AGREED** by all.

4. **NOMINATION OF DEPUTY MAYOR OF CARMARTHEN 2017/2018**

Cllr Dr Ioan Matthews nominated Cllr Emlyn Schiavone as the Deputy Mayor of Carmarthen for 2017/2018, seconded by Cllr Gareth John. It was **AGREED** by all.

5. **NOMINATION OF TOWN SHERIFF OF CARMARTHEN 2017/2018**

Cllr Ken Lloyd proposed Cllr Phil Grice, seconded by Cllr Dr Baba Gana as Town Sheriff of Carmarthen for 2017/2018.

Cllr Emlyn Schiavone proposed Cllr Jeff Thomas, seconded by Cllr Miriam Moules. Jeff thanked the Councillors for the nomination but due to this being his first term in office on the Town Council, he declined the nomination.

It was **AGREED** by all that Cllr Phil Grice would be nominated as Town Sheriff of Carmarthen for 2017/2018.

6. **VOTE OF THANKS TO THE RETIRING MAYOR**

It was agreed by all that this matter be passed to the adjourned Annual Meeting on the Friday 9th June 2017.

7. **MAYOR’S SUNDAY**

Cllr Alun Lenny advised that Reverend Beti Wyn would be the Mayor’s Chaplain for his tenure and a service will be held on Sunday June 11th 2017 at 10am in Capel y Priordy.

8. **COMMITTEE STRUCTURE**

It was proposed by Cllr Phil Grice, seconded by Cllr Peter Hughes Griffiths, and **RESOLVED** that four Standing Committees be established for the Municipal Year 2017/18: General Purposes Committee, Finance Committee and Management Committee.

9. **MEMBERSHIP OF COMMITEES**

(i) MEMBERSHIP OF STANDING COMMITTEES

It was proposed by Cllr Dr Ioan Matthews, seconded by Cllr Phil Grice, and **RESOLVED** that the four Standing Committees for the Municipal Year 2017/18 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 Phil Grice – South Ward
* Cllr Peter Hughes Griffiths – North Ward
* Cllr Dr Baba Gana – North Ward
* Cllr Daniel Bartley – North Ward
* Cllr Angharad Jones Leefe - North Ward
* Cllr Alun Lenny – South Ward
* Cllr Arwel Lloyd – West Ward
* Cllr Miriam Moules - North Ward
* Cllr Barry Williams - South Ward

**Finance Committee**

* Cllr Rev Tom Defis - West Ward
* Cllr Gareth John - South Ward
* Cllr Julia Ault - West Ward
* Cllr Jeffrey Thomas – North Ward
* Cllr Alun Lenny – South Ward (ex officio)
* Cllr Ken Lloyd – North Ward
* Cllr Dr Ioan Matthews – West Ward
* Cllr Matthew Thomas – West Ward
* Cllr Emlyn Schiavone – West Ward
* Cllr Wyn Thomas - South Ward

**Management Committee**

* + Cllr Wyn Thomas
	+ Cllr Alun Lenny
	+ Cllr Emlyn Schiavone
	+ Cllr Phil Grice
	+ Chairman of General Purposes Committee
	+ Vice Chairman of General Purposes Committee
	+ Chairman of Finance Committee
	+ Vice Chairman of Finance Committee

 (ii) 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 Phil Grice, seconded by Cllr Peter Hughes Griffiths, and **RESOLVED** that for the Municipal Year 2017/18 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.

 (ii) 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 Phil Grice, seconded by Cllr Alun Lenny, and **RESOLVED** that for the Municipal Year 2017/18 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.

 (iv) OTHER COUNCIL OR COUNCIL-AFFILIATED COMMITTEES AND GROUPS

It was proposed by Cllr Arwel Lloyd, seconded by Cllr Alun Lenny, and **RESOLVED** that for the Municipal Year 2017/18, Council's non-standing groups will comprise:

|  |  |  |
| --- | --- | --- |
|  | **Group** | **Member(s)** |
|  | Carmarthen Bar Navigation Committee Chair | Mayor & Deputy Mayor |
|  | Carmarthen River Festival | Cllr Phil Grice |
|  | Carmarthen Riverside Association  | Cllr Phil Grice |
|  | Carmarthen Town Sports Awards Judging Panel | Mayor, Deputy Mayor & Sheriff |
|  | Carmarthen Park Velodrome Project Group | Cllr Alun Lenny |
|  | Mayor's Fun Run Steering Group Chair | Mayor & Deputy Mayor |
|  | Pride of Place Competition | Mayor, Deputy Mayor, Sheriff |
|  | Siân Johnston Environmental Working Group | Cllrs Tom Defis & Miriam Moules |

10. **DATES OF COUNCIL AND COMMITTEE MEETINGS**

 It was proposed by Cllr Ken Lloyd, seconded by Cllr Peter Hughes Griffiths, and **RESOLVED** that, in accordance with Standing Orders, the following dates are confirmed for 2017/2018:

* **Council** will meet on the last Wednesday of each month excluding August. In June Council will meet on the 28th. In December Council will meet on the 13th.
* **General Purposes Committee** will meet on the second Tuesday of each month excluding May and August. In December the committee will meet on the 5th.
* **Finance Committee** will meet on the Thursday immediately following the General Purposes Committee each month excluding May and August. In December the committee will meet on the 5th (immediately following the General Purposes Committee).
* **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.

Councillor Dr Ioan Matthews proposed that when a Full Council Meeting falls during half term that the meeting be brought forward to the previous Wednesday, seconded by Cllr Arwel Lloyd. It was **AGREED** by all that relevant dates be moved.

11. **REPRESENTATIVES ON OUTSIDE BODIES**

It was proposed by Cllr Arwel Lloyd, seconded by Cllr Phil Grice, and RESOLVED that that Members will represent Council on outside bodies for the Municipal Year 2017/2018 as follows:

**Groups**

|  |  |  |
| --- | --- | --- |
|  | **Group** | **Member(s)** |
|  | Carmarthen Chamber of Trade and Commerce | Mayor, Cllr Wyn Thomas & staff as appropriate |
|  | Carmarthen Civic Society | Cllr Matthew Thomas |
|  | Carmarthen Town Guides – supporting the Tourist Information Centre, which now runs the scheme | Cllrs Phil Grice & Alun Lenny |
|  | Carmarthen Town Regeneration Forum | Cllr Jeff Thomas |
|  | Carmarthen Town Twinning Association | Cllr Peter Hughes Griffiths |
|  | Carmarthenshire Community Health Council | Cllr Barry Williams |
|  | Carmarthenshire Tourist Association (CTA) Cluster Group | Cllr Phil Grice |
|  | Community Education Centre | Cllrs Phil Grice & Wyn Thomas |
|  | Dr Mz Youth Project | Mayor & Cllrs Phil Grice, Emlyn Schiavone & Julia Ault |
|  | Fairtrade - County Meetings | Cllrs Rev Tom Defis & Miriam Moules |
|  | Fairtrade - Town Public Meetings | Cllrs Rev Tom Defis & Miriam Moules |
|  | Largest South Wales Town and Community Councils Forum | Mayor & Clerk |
|  | Menter Gorllewin Sir Gâr  | Cllr Arwel Lloyd |
|  | Shop Mobility | Cllr Rev Tom Defis & Miriam Moules |
|  | Tŷ Ni and Tŷ Hapus Family Project Management Committee | Cllrs Daniel Bartley & Emlyn Schiavone |
|  | Un Llais Cymru - One Voice Wales (includes attendance at county branch meetings and annual conference/AGM) | Cllr Ken Lloyd |
|  | Un Llais Cymru Larger Local Councils Group | Cllr Ken Lloyd |

**Trusteeships**

|  |  |
| --- | --- |
| Oriel Myrddin Trust(4 year term) | Cllr Alun Lenny advised that the Trust was in the process of an Asset Transfer and that there were trustees in place.  |

 It was proposed by Cllr Peter Hughes Griffiths, seconded by Cllr Dr

 Ioan Matthews and **AGREED** by all that the decision to nominate is postponed until further notice.

 **School Governing Bodies**

Due to changes in the governance arrangements for School Governing Bodies, it was proposed by Cllr Dr Ioan Matthews, seconded by Cllr Arwel Lloyd and **AGREED** by all that the Council await a request from the relevant schools before nominating a Council Member.

 Cllr Dr Ioan Matthews proposed that all Members reporting to Council on membership of relevant groups should only report on groups where they are there to represent the Council. Seconded by Cllr Jeff Thomas and **AGREED** by all.

12. **COUNCIL TRAINING CHAMPION**

 It was **RESOLVED** that the Sheriff, Cllr Phil Grice, will act as Council's Training Champion.

 13. It was proposed by Cllr Peter Hughes Griffiths, seconded by Cllr Alun Lenny, and **RESOLVED** that the Annual Meeting stand adjourned until 6.30 pm on Friday, 9th June 2017, at The Guildhall.

**The meeting closed at 8:25 pm.**