

**CARMARTHEN TOWN COUNCIL**  
**MONTHLY MEETING OF THE COUNCIL**  
**HELD ON 24TH JUNE 2015**

The Mayor, Cllr Barry Williams, presided over the monthly meeting of Carmarthen Town Council held in the Council Chamber, St Peter's Civic Hall, on Wednesday, 24th June 2015, at 7.30 pm.

PRESENT: Cllrs: Dorothy Bere, Dr Richard Edwards, Dr Baba Gana, Philip Grice, Alun Lenny, Kenneth Lloyd, Dr Ioan Matthews, Douglas Rose, Emlyn Schiavone, Wyn Thomas and Barry Williams

74. APOLOGIES FOR ABSENCE AND OPENING REMARKS

Apologies for absence were received from Cllrs Reverend Tom Defis, Dr Dewi Evans, Peter Hughes Griffiths, Anthony Jenkins, Arwel Lloyd and Alan Speake. Members joined with Cllr Barry Williams in congratulating Cllr Peter Hughes Griffiths on his election to the chair of Carmarthenshire County Council.

75. DECLARATIONS OF INTEREST

Cllr Dr Baba Gana declared an interest in agenda item 9(b), Cemetery - Notice of Interment for Cultural Needs, as Chairman of the applicant organisation.

Cllr Alun Lenny declared an interest in agenda item 12(b)(i), Current Planning Applications, as Chairman of Carmarthenshire County Council Planning Committee.

Dr Baba Gana declared an interest in agenda item 12(b)(i), Current Planning Application W/32136 (1 Penybanc, Tanerdy), as a neighbour of the applicant.

Cllr Wyn Thomas declared an interest in agenda item 12(b)(i), Current Planning Application W/32185 (United Counties Showground), as a friend of the applicants.

76. TO CONFIRM AND SIGN THE MINUTES OF THE ADJOURNED ANNUAL MEETING OF THE COUNCIL HELD ON 27 MAY 2015

It was proposed by Cllr Douglas Rose, seconded by Cllr Kenneth Lloyd, and **RESOLVED** that the minutes of the Adjourned Annual Meeting of the Council held on the 27th May 2015 be accepted as a true record.

77. MATTERS ARISING

No matters arose.

78. TO CONFIRM AND SIGN THE MINUTES OF THE MONTHLY MEETING OF THE COUNCIL HELD ON 27 MAY 2015

It was proposed by Cllr Kenneth Lloyd, seconded by Cllr Dr Ioan Matthews, and **RESOLVED** that the minutes of the Monthly Meeting of the Council held on the 27th May 2015 be accepted as a true record, subject to the following amendment of minute 37:

**deletion** of 'It was **RESOLVED** that a further site visit take place and a report be prepared by Officers and presented to Members at a future meeting.' and

**substitution** of 'Cllr Kenneth Lloyd suggested that the site proposed would be neither suitable nor adequate for the Muslim community. Cllr Peter Hughes Griffiths disagreed and proposed that the site suggested should be designated for the Muslim community and this was seconded by Cllr Wyn Thomas. However, Cllr Alun Lenny considered that it would be more appropriate to consult with the Muslim community and an amended proposal was put forward by Cllr Lenny, seconded by Cllr Philip Grice, and **RESOLVED**, by seven votes to five, that the site initially identified for Muslim burials is not suitable, and that Town Clerk will arrange for Members of Council and the West Wales Islamic Cultural Association to visit the Cemetery to identify a more suitable potential site for presentation to Members at a future meeting.'

79. MATTERS ARISING

(a) Minute 31(b): Condition of St David's Churchyard

Members **NOTED** that the Town Clerk is arranging a meeting with County Council representatives regarding the condition of the older (northern and eastern) sections of St David's Churchyard.

(b) Minute 41: Dyfed-Powys Police Helicopter

With the Chairman's consent, the Town Clerk tabled letters from Angela Burns AM (8th June 2015) and Simon Hart MP (11th June 2015) in response to the Mayor regarding the loss of the Dyfed-Powys helicopter service. Cllr Dr Ioan Matthews reported that the matter has since been raised in Parliament, and a response is awaited from the Secretary of State. Members were disappointed that the AM and MP had not called upon Home Secretary Theresa May to review the matter. The reports of Members and the Town Clerk were **NOTED**.

80. QUESTIONS

No questions were reported.

81. TO CONFIRM AND SIGN THE MINUTES OF THE MONTHLY MEETING OF THE GENERAL PURPOSES COMMITTEE HELD ON 9 JUNE 2015

It was proposed by Cllr Alun Lenny, seconded by Cllr Dorothy Bere, and **RESOLVED** that the minutes of the monthly meeting of the General

Purposes Committee held on the 9th June 2015 be signed and accepted as a true record.

## 82. MATTERS ARISING

### (a) Minute 53(a): Carmarthen Cemetery - Removal of Adornments

It was proposed by Cllr Dr Richard Edwards, seconded by Cllr Douglas Rose, and **RESOLVED** that:

- (i) Council will write again, in early July 2015, to the families of adult graves which have unauthorised adornments, asking them to remove the items by the 1st August 2015, and explaining the reasons, and
- (ii) for the present, the graves of children and babies be excluded from the above process and allowed to remain adorned.

### (b) Minute 53(b): Carmarthen Cemetery - Notice of Interment for Cultural Needs

In response to Members, the Town Clerk stated that the words and format of the draft Notice of Interment had been drawn from other cemeteries and national advisory documents; that document was accepted by Committee. Notices of Interment are intended for undertakers rather than the bereaved, as Council does not deal directly with the bereaved. Since circulation of his report the cemetery visit had been confirmed for 5.30 pm on Thursday, 2nd July 2015. Some Members called for further revision of the draft Notice.

It was proposed by Cllr Alun Lenny, seconded by Cllr Dr Ioan Matthews, and **RESOLVED** that:

- (i) the draft Notice of Interment will be further revised by the Town Clerk and referred back to the General Purposes Committee, and
- (ii) all Members will strive to attend the cemetery at 5.30 pm on Thursday, 2nd July 2015. The purpose of the visit will be to prepare a recommendation for Council regarding which section of the cemetery should be allocated for Muslim burials.

### (c) Minute 54(a): Summer Events

It was proposed by Cllr Philip Grice, seconded by Cllr Kenneth Lloyd, and **RESOLVED** that the Council's 2015 programme of events at Carmarthen Park be commended.

### (d) Minute 54(b): Velodrome - Cycling Safety Barrier and Re-surfacing of Track

It was proposed by Cllr Dr Ioan Matthews, seconded by Cllr Dr Richard Edwards, and **RESOLVED** that Council commends the way

in which the velodrome project is moving forward, and supports the arrangements reported by the Town Clerk to the General Purposes Committee.

(e) Minute 55: Penllwyn Park - Enhancement

It was proposed by Cllr Dr Ioan Matthews, seconded by Cllr Wyn Thomas, and **RESOLVED** that:

- (i) the Operations Officer will present to a future meeting of the General Purposes Committee options (with drawings and location plans) to enhance Penllwyn Park, to include children's play equipment, safety play surface, toddler fencing, green gym equipment, and post and rail fencing around the triangular western segment of Penllwyn Park, with an unlocked spring-loaded gate, and
- (ii) if and when approved by Council, the draft scheme will be discussed with the Penllwyn Park Community Representatives, and then
- (iii) placed before the general public.

83. TO CONFIRM AND SIGN THE MINUTES OF THE MONTHLY MEETING OF THE FINANCE COMMITTEE HELD ON 11 JUNE 2015

It was proposed by Cllr Dr Richard Edwards, seconded by Cllr Kenneth Lloyd, and **RESOLVED** that the minutes of the monthly meeting of the Finance Committee held on the 11th June 2015 be signed and accepted as a true record.

84. MATTERS ARISING

(a) Minute 66: Financial Report - Liaison Meetings with County Council

It was proposed by Cllr Dr Ioan Matthews, seconded by Cllr Wyn Thomas, and **RESOLVED** that Council seek to resume regular liaison meetings with senior County Council staff, to include discussion of street lighting.

(b) Minute 70: Staff Hourly Rates - Living Wage

It was proposed by Cllr Dr Richard Edwards, seconded by Cllr Dr Ioan Matthews, and **RESOLVED** that:

- (i) with effect from (and backdated to) the 1st April 2015, the minimum salary payment to all Council staff, whether full or part-time, is to be the Living Wage, namely SCP 11 on the 2014-16 pay scales, and
- (ii) with effect from (and backdated to) the 1st April 2015, Park Tea Room staff who carry out supervisory duties are to be

paid the appropriate rate, namely SCP 13 on the 2014-16 pay scales.

(c) Minute 73: Operations Officer - Supplementary Report

It was proposed by Cllr Dr Ioan Matthews, seconded by Cllr Wyn Thomas, and **RESOLVED** that:

- (i) Council staff will undertake additional grass cutting at St David's Churchyard and Abergwili Sports Pitch,
- (ii) Council will undertake the expenditure numbered in minute 73 as (1) Johnstown Park swings, (2) Christmas lights, (4) Daily hire of vehicle, (6) New Kubota STW40 compact tractor, (7) New cutting deck for ride-on mower, (11) Lance and hose, and (12) Additional staff and sweeper for official opening,
- (iii) the Deputy Mayor, Cllr Wyn Thomas, will inspect the three quotations for the Kubota STW40 tractor and report to Council, and
- (iv) the Finance Committee will await estimates for the expenditure numbered in minute 73 as (3) Nativity figures, (5) Replacement van (normally aspirated) in place of the Volkswagen, (8) Cemetery signage, (9) Painting of cemetery gates and railings, and (10) Dog control signs.

85. REGISTER OF MEMBERS' INTERESTS - STATUTORY GUIDANCE

Attached as Appendix 2 to the agenda was a message (28th May 2015) from Un Llais Cymru explaining the new requirement for Council to publish the Register of Members' Interests (as declared during meetings) online, plus a form which Members are not required to complete, but which indicates the interests Members need to declare in meetings. The new online Register takes effect from the 1st May 2015. Members were also referred to pages 28 to 38 of the previously reported Code of Conduct for Members of Local Authorities in Wales, dated March 2015, which defines personal and prejudicial interests.

In view of the need for clarity on such an important issue, it was proposed by Cllr Dr Ioan Matthews, seconded by Cllr Douglas Rose, and **RESOLVED** that the Town Clerk will arrange training for Members and staff regarding the latest rules which govern the declaration of interests.

86. PLANNING MATTERS

(a) Current Applications

Attached as Appendix 3 to the agenda was a list of current applications. With the Chairman's consent, further applications were tabled. The Town Clerk advised Members that W/32185 would involve 11 acres of the Nantyci Showground.

It was proposed by Cllr Philip Grice, seconded by Cllr Dr Ioan Matthews, and **RESOLVED** that no objections be made to the following applications for full planning and listed building consent:

W/32136: 1 Penybanc, Tanerdy, two storey extension to side of dwelling to replace existing flat roof garage, and erection of a detached domestic garage, Mr S. Miah.

W/32137 and W/32138 (listed building): ground floor of Priory House, Priory Street, external condenser unit, screen and associated internal equipment, BBC Workplace.

W/32180 (listed building): 33/34 King Street, two steel channels alongside existing defective timber beam in cellar, 100 mm blockwork wall to support the existing steel beam ends, removal of defective timber lintels supporting masonry in corridor area and replacement with concrete lintels, including over recessed opening, Jeremy Lodwick.

W/32185: United Counties Showground, Nantyci, part redevelopment as sales yard for caravans and motorhomes, Wales office, vehicle repair and service facility and ancillary works, 3A's Leisure.

(b) Naming of Carmarthen West

Members agreed with Cllr Dr Baba Gana that the people should be asked to suggest a name for Carmarthen West. However, the Town Clerk reported that the County Council requires a swift response.

It was proposed by Cllr Dr Ioan Matthews, seconded by Cllr Douglas Rose, and **RESOLVED** that the Town Clerk will write to the County Council to suggest two options for naming Carmarthen West: either Trefaes or Maes Pedr.

(c) Naming of Housing Development, Llysonnen Road

It was proposed by Cllr Dr Ioan Matthews seconded by Cllr Douglas Rose, and **RESOLVED** that the new development off Llysonnen Road should not be named until the new name for Carmarthen West is decided, and that the Town Clerk will report accordingly to the County Council.

87. HIGHWAYS MATTERS: LITTLE WATER STREET

Members **NOTED** the waiting restrictions which a local resident has requested for Little Water Street, attached as Appendix 5 to the agenda.

88. LICENSING MATTERS

No licensing matters were reported.

89. PUBLIC HEALTH (WALES) BILL - PROVISION OF TOILETS FOR USE BY THE PUBLIC

Members noted the Town Clerk's report that the National Assembly for Wales is considering the Public Health (Wales) Bill, which will oblige Welsh local authorities to assess the need for public toilets and prepare a local toilets strategy.

It was proposed by Cllr Wyn Thomas, seconded by Cllr Kenneth Lloyd, and **RESOLVED** that, when the County Council publishes its draft strategy for public toilets in the locality, Cllr Dr Baba Gana will lead a sub-group in the preparation of detailed recommendations for consideration by Council.

The report of the Town Clerk was **NOTED**.

90. CARMARTHEN TOWN COUNCIL - NOTICE OF VACANCY - SOUTH WARD

Members **NOTED** that Cllr Non Edwards has resigned from Council, that the usual notice has been published regarding the vacancy for a councillor in the South Ward, and that Electors have until Friday, 3rd July 2015, to request an election. Cllr Edwards was thanked for her service to Council.

91. COURT OF ADMIRALTY, 3 JULY 2015

Members **NOTED**, and will strive to attend, the Court of Admiralty in the St Peter's Civic Hall Committee Room at 6.00 pm on Friday, 3rd July 2015. Following the Court, the Mayor and his guests will inspect the River Tywi and the Carmarthen Bar, as guests of the River Tywi Yacht Club.

92. CARMARTHEN PARK - OFFICIAL OPENING OF NEW PUBLIC SHELTER

Members **NOTED** that the new public shelter, in the form of a tea room veranda, will be officially opened by Cllr Arwel Lloyd at 11.00 am on Saturday, 27th June 2015.

93. RURAL DEVELOPMENT PLAN - UPDATE

Members **NOTED** the Rural Community Development Fund and LEADER fund detailed in the Town Clerk's report, and that other commitments had prevented Members from attending the Rural Development Plan update on the 8th June 2015.

94. MINUTES OF THE MAYOR'S FUN RUN STEERING GROUP MEETING HELD ON 2 JUNE 2015

Members **NOTED** the minutes of the Mayor's Fun Run Steering Group meeting held on the 2nd June 2015, attached as Appendix 7 to the agenda, and thanked Mr Noelwyn Daniel for his continuing organisation of the event.

## 95. LETTERS OF APPRECIATION

Members **NOTED** the letters of appreciation received from:

- Mrs. Christine Richards, Coventry, who had brought a group to the Council Chamber to view the painting, which she had donated to Council, of Alderman John Richards, Mayor of Carmarthen in 1922-23.
- Sulwyn and Glenys Thomas, following the Mayor's presentation to them at the 2015 Annual Meeting.
- Mr Dalling, College Road, Carmarthen, following prompt action by staff attending to soil subsidence at their family grave.

## 96. REPORTS FROM COUNCILLORS AS REPRESENTATIVES ON OUTSIDE BODIES, TOGETHER WITH THE MAYOR'S REPORT

The Mayor, Cllr Barry Williams, referred Members to his previously circulated list of engagements, and particularly recalled the training which he had recently undertaken, as a Member of the Community Health Council, in the All-Wales Audit of General Practice Surgeries.

The Deputy Mayor, Cllr Wyn Thomas, had represented the Mayor at the opening of Bassett and MacGregor's new office in St Catherine Street, the Victorian Tea Party organised by the Mayor's Charity Appeals Committee in the Civic Hall, the opening of the Canolfan Gwili Assistive Technology Centre, and the Picnic in the Park in aid of the Bandi Appeal.

The Sheriff, Cllr Dorothy Bere, reported that on the 20th June 2015, at the Carmarthen Museum, the coffee morning in honour of Luned Gonzalez from the Patagonian Folk Museum, had been well attended and successful.

Cllr Kenneth Lloyd reported that he and a small sub-group of fellow Governors have been reviewing the Model Junior School procedures.

Cllr Philip Grice had welcomed the opportunity to meet Luned Gonzalez at the Museum. Also, Cllr Grice is helping the County Council's Tourist Information Centre to recruit more town guides. Recalling that 6th formers were employed as town guides (Monday to Friday) when the tours were started by the Town Council in the 1980s, Cllr Grice will be asking Committees to consider an allocation of £500 for the employment of 6th formers during the school holidays.

It was proposed by Cllr Philip Grice, seconded by Cllr Kenneth Lloyd, and **RESOLVED** that all Members will strive to recruit more town guides.

Cllr Grice has attended several meetings of the Dr Mz Youth Project, which is in crisis, with insufficient funds to continue. The café has closed; services and staff hours are reduced. Cllr Emlyn Schiavone praised Dr Mz, and recalled that the Youth Project had promised to supply a business plan for the Town Council to consider. The Town Clerk reported that the business plan is awaited. Members united in emphasising the value of Dr

Mz and it was proposed by Cllr Alun Lenny, seconded by Cllr Dr Ioan Matthews, and **RESOLVED** that:

- (a) Council will nominate a replacement for Cllr Non Edwards as a Dr Mz Town Council representative, and
- (b) the General Purposes Committee will, on the basis of a business plan from Dr Mz, consider what steps may be taken to assist the project.

Cllr Douglas Rose, as Chair of the Johnstown School Governors, reported that Head Teacher Mrs Helen Starkey will retire at the end of this term. The current Deputy Head has been appointed as the new Head. The school has won further awards: the Welsh Heritage Schools Award for 'Coracles of Carmarthen' which will include a special exhibition in Carmarthen Museum; 1st, 2nd and 3rd prizes in the Carmarthenshire County Council's Healthy Schools Christmas Competition; and the National Books Council Book Slam Award for the school's 'Charlie Underwood Fights Back' entry.

Cllr Emlyn Schiavone, as a Myrddin Junior School Governor, reported that the Myrddin Special Unit is still fighting cuts. Cllr Schiavone had attended the official opening of the new £80,000 classroom which the school had won in a national competition.

Cllr Dr Ioan Matthews, as an Ysgol y Dderwen Governor, reported that the school's pupils had won awards in several spheres: Eisteddfod yr Urdd, football, rugby, and cricket. The school has made great progress in environmental matters. Cutbacks are a continuing concern.

Cllr Alun Lenny had represented Council at the preview of Yr Atom, the proposed new Welsh Language Centre in the former Journal offices, which it is hoped will contribute to the continuing revival of King Street.

#### 97. EXCLUSION OF PUBLIC AND PRESS

It was proposed by Cllr Dr Richard Edwards, seconded by Cllr Douglas Rose, and **RESOLVED**, in accordance with the Public Bodies (Admissions to meetings) Act 1960, that the public and press be excluded from the meeting in view of the confidential nature of the business to be transacted.

#### 98. STAFFING MATTERS - REPORT FROM MEMBERS

With regard to the recruitment of a new Town Clerk, in the unavoidable absence of Cllr Arwel Lloyd (Chairman of the Management Committee), Cllr Barry Williams reported on behalf of Cllr Lloyd that:

- (1) over one hundred application packs had been circulated following re-advertisement of the post; forty-three completed applications had been received; the Appointments Panel had selected a shortlist of seven candidates.

- (2) the Appointments Panel would like to interview the shortlisted candidates on Tuesday, 14th July 2015 (four in the morning and three in the afternoon).
- (3) as Cllr Anthony Jenkins will not be available on the 14th July, it is suggested that Cllr Douglas Rose takes the place of Cllr Jenkins on the Appointments Panel, particularly since Cllr Rose was the retiring Chairman of the Management Panel (2014-15) and had started the recruitment process.
- (4) as there are seven candidates on the shortlist, rather than a group tour of Council's facilities, the Appointments Panel has recommended that shortlisted candidates could visit the sites in their own time, by arrangement with the office.
- (5) as there are seven candidates on the shortlist, would the involvement of all Members in the selection process be practicable?

Members noted point (1), and agreed with points (2), (3) and (4). Regarding point (5), Members agreed with Cllrs Dr Richard Edwards and Dorothy Bere that all Members should be included, without prolonging the process unduly, and in accordance with the approach adopted in round one of the selection process.

It was proposed by Cllr Dr Richard Edwards, seconded by Cllr Dr Ioan Matthews, and **RESOLVED** that:

- (a) the Appointments Panel will:
  - (i) interview (without candidate presentations) the shortlisted seven candidates for the post of Town Clerk on Tuesday, 14th July 2015, and
  - (ii) choose at least three candidates to make a presentation to Council on the evening of the 14th July 2015 (preferably), or the 15th or 16th July 2015.
- (b) shortlisted candidates will visit the sites in their own time, by arrangement with the office,
- (c) the General Purposes Committee meeting scheduled for Tuesday, 14th July 2015, will be postponed to 6.30 pm on Thursday, 16th July 2015 (immediately prior to the Finance Committee), and
- (d) Cllr Douglas Rose will take the place of Cllr Anthony Jenkins on the Appointments Panel.

**The meeting closed at 9.40 pm.**