**CARMARTHEN TOWN COUNCIL**

**MONTHLY MEETING OF THE COUNCIL**

**HELD ON 30TH MARCH 2016**

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, 30th March 2016, at 7.30 pm.

PRESENT: Cllrs: Reverend Tom Defis, Dr Richard Edwards Dr Dewi Evans,

Philip Grice, Anthony Jenkins, Alun Lenny, Kenneth Lloyd,

Douglas Rose, Emlyn Schiavone, Wyn Thomas and

Barry Williams

501. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Dorothy Bere, Dr Baba Gana, Angharad Jones Leefe, Arwel Lloyd, and Alan Speake. Cllr Dr Dewi Evans regretted that a family commitment would oblige him to leave the meeting at around 8.15 pm.

502. DECLARATIONS OF INTEREST

Cllr Philip Grice declared an interest in agenda item 9(d), Funding Application from Dr Mz Youth Project, as a Member of the Dr Mz Management Board.

Cllr Alun Lenny declared an interest in agenda item 10(a), Current Planning Applications, as Chairman of Carmarthenshire County Council Planning Committee.

Cllrs Dr Richard Edwards, Anthony Jenkins, Douglas Rose and Emlyn Schiavone declared an interest in agenda item 10(a), Current Planning Applications, application W/33527, 21 Blue Street, because of their association with the Plant Dewi Charity.

Cllr Barry Williams declared an interest in agenda item 10(c)(i), Drover’s Arms, as an acquaintance of the applicant.

503. TO CONFIRM AND SIGN THE MINUTES OF THE MONTHLY MEETING OF THE COUNCIL HELD ON 24 FEBRUARY 2016

 It was proposed by Cllr Philip Grice, seconded by Cllr Kenneth Lloyd, and **RESOLVED** that the minutes of the Monthly Meeting of the Council held on the 24th February 2016 be accepted as a true record, subject to the following correction:

Minute 468, Reports from Councillors, 2nd paragraph, first line: delete *(albeit not on behalf of the Town Council)*.

504. MATTERS ARISING

No matters arose.

505. QUESTIONS

 No questions were reported.

506. TO CONFIRM AND SIGN THE MINUTES OF THE MONTHLY MEETING OF THE GENERAL PURPOSES COMMITTEE HELD ON 8 MARCH 2016

It was proposed by Cllr Alun Lenny, seconded by Cllr Wyn Thomas, and **RESOLVED** that the minutes of the monthly meeting of the General Purposes Committee held on the 8th March 2016 be signed and accepted as a true record.

507. MATTERS ARISING

(a) Minute 476: Sheriffs’ AGM

Members **NOTED** the Town Clerk’s confirmation, in response to Cllr Anthony Jenkins, that the Sheriffs’ steering group is being careful to minimise costs associated with the 2017 Sheriffs’ AGM.

(b) Minute 477: Application of Grass Retardant

It was proposed by Cllr Philip Grice, seconded by Cllr Dr Richard Edwards, and **RESOLVED** that grass retardant be applied to Carmarthen Cemetery, at a cost of £750 plus VAT, on the basis that the treatment is harmless to children and animals.

(c) Minute 479: Pitch Marker – Proposed Purchase

It was proposed by Cllr Philip Grice, seconded by Cllr Kenneth Lloyd, and **RESOLVED** that Council purchase a new push-type pitch marker at a cost of around £600.

508. TO CONFIRM AND SIGN THE MINUTES OF THE MONTHLY MEETING OF THE FINANCE COMMITTEE HELD ON 10 MARCH 2016

It was proposed by Cllr Dr Dewi Evans, seconded by Cllr Wyn Thomas, and **RESOLVED** that the minutes of the monthly meeting of the Finance Committee held on the 10th March 2016 be signed and accepted as a true record, subject to recording the fact that number 496 had been omitted from the sequence of minute numbers.

509. MATTERS ARISING

(a) Minute 492(b): Wythnos Gŵyl Dewi

Members commended Wythnos Gŵyl Dewi as an outstanding success, likely to attract visitors and boost the local economy in the years ahead. Certain aspects of the event generated discussion. Cllr Kenneth Lloyd was concerned that Council’s financial contribution towards Wythnos Gŵyl Dewi had not been agreed in detail by Council beforehand. During a recession, when Council had refused to increase the precept, Cllr Kenneth Lloyd called for a collective view to be taken as to which events should be supported, and to what financial extent. Some Members were disappointed that all town schools appeared not to have been in the St David’s Day Parade. Cllr Kenneth Lloyd also asked whether it might have been more appropriate for the County Council to pay for the coach expenses of out-of-town schools (excellent though they were). Other Members suggested that Carmarthen, as the county town, had a duty to certain village schools in the locality, which looked to Carmarthen as their focus.

Other Members recalled that Council’s new bunting and flags did not relate solely to Wythnos Gŵyl Dewi, and would brighten the town through the summer and be used at other events such as the River Festival and Carnival.

Cllr Dr Dewi Evans praised whoever had organised Wythnos Gŵyl Dewi. The festival’s ambition had befitted Carmarthen’s status as the oldest town in Wales, and echoed the week-long events which attract visitors to small towns throughout Europe. Cllr Dr Evans called for the festival to expand in future years, with more schools’ involvement – and possibly an Eisteddfod for schools. The festival should have both artistic and commercial aspects – reflecting the culture and ethos of the town and attracting visitors.

Cllr Alun Lenny reminded Council of the key role of the Carmarthen Town Regeneration Forum in co-ordinating festivals – the Forum is also seeking grants.

It was proposed by Cllr Kenneth Lloyd, seconded by Cllr Douglas Rose, and **RESOLVED** that:

(i) in addition to the financial breakdown already requested by the Finance Committee, the Town Clerk will ascertain:

* which schools were invited to the St David’s Day Parade
* which schools attended, and which declined

(ii) in future, if not already invited, all town schools and nearby village schools will be invited to the St David’s Day Parade.

It was also proposed by Cllr Dr Evans, seconded by Cllr Philip Grice, and **FURTHER RESOLVED** that Members will consider the scope and character of Wythnos Gŵyl Dewi, and the Town Council’s role therein, at meetings of the General Purposes and Finance Committees and Council, including the proposal that the Town Council allocate £10,000 towards a major week-long festival.

(b) Minute 495: Financial Regulations - Review

It was proposed by Cllr Kenneth Lloyd, seconded by Cllr Emlyn Schiavone, and **RESOLVED** that the draft 2016 Financial Regulations, as circulated, be adopted by Council.

(c) Minute 497: Council’s Procurement Procedures – Draft Policy

It was proposed by Cllr Philip Grice, seconded by Cllr Anthony Jenkins, and **RESOLVED** that Council adopt the procurement procedures presented to the Finance Committee, with the addition of*: ‘Preference may be given to contractors who pay the Living Wage, as defined by the Living Wage Foundation’*.

(d) Minute 499: Carmarthen Carnival

It was proposed by Cllr Kenneth Lloyd, seconded by Cllr Reverend Tom Defis, and **RESOLVED** that Council donate a sum of £200 (two hundred pounds) to the Carmarthen Community Carnival, on condition that Council learns exactly what the money is used for.

(e) Minute 500(a): Funding Application – Dr Mz Youth Project

Cllr Dr Dewi Evans urged Members to place on a future agenda an in-depth review of the Town Council’s role, in the light of current and proposed County Council cut-backs and the Welsh Government review of local government organisation.

It was proposed by Cllr Dr Dewi Evans, seconded by Cllr Dr Richard Edwards, and **RESOLVED** that Council donate a further £1,000 (one thousand pounds) to the Dr Mz Youth Project in March 2016.

(f) Minute 500(b): Funding Application – Carmarthen Domestic Abuse Services

It was proposed by Cllr Philip Grice, seconded by Cllr Anthony Jenkins, and **RESOLVED** that Council donate £200 (two hundred pounds) to the Carmarthen Domestic Abuse Services.

(g) Minute 500(c): Council’s Policy on Grants

Cllr Philip Grice advised Members that the Finance Committee had been out-of-date in its statement that *‘Carmarthenshire already has the highest precept in Carmarthenshire, because of the services (parks, cemetery, civic hall) which it now runs’*. In fact, following the devolvement of services to community and town councils throughout the county, Carmarthen’s precept is by no means the highest in Carmarthenshire. For example, Carmarthen’s £126.50 compares favourably with Cwm Amman’s £140 and Llannon’s £150.

Cllr Douglas Rose emphasised the partnership working which will be necessary if services are to be maintained in the years ahead.

**A family commitment obliged Cllr Dr Dewi Evans to leave the meeting at this point.**

510. PLANNING MATTERS – CURRENT PLANNING APPLICATIONS

With the Chairman’s consent, applications received since circulation of the Town Clerk’s report were tabled. Members were minded to express support (rather than ‘no objections’) more frequently in response to future planning applications. It was **RESOLVED** that Council respond to current applications as follows:

|  |  |
| --- | --- |
| **Application** | **Town Council Response** |
| W/33471, 10 Heol Rudd: single storey extension, internal remodelling and external works for disabled facilities, full planning | Support |
| W/33513, Wynnstay, Llysonnen Road: new perimeter fence to site boundary, full planning | The County Council is asked to attach a condition requiring appropriate white lines at the entrance, to ensure that vehicles exiting the site stop to give way to traffic. |
| W/33514, Land off Bro Myrddin, Heol Dyfnallt: variation of condition 5 on W/31177 (access road) | Support |
| W/33527, 21 Blue Street: change of use from ground floor photographer’s shop, offices and staff room, first floor office and second floor workshop toground floor Plant Dewi Charity Shop and staff room, first floor office and second floor shop storage, full planning | Support |
| W/33544, 24A Merlin’s Walk: change of use from Officer’s Club Menswear to mixed class A1/A3 (Sui Generis) coffee shop/café use, full planning | Support |
| W/33560, 26 Crispin Avenue: removal of condition 3 on W/03633 (use of annex as separate dwelling) | No objections |
| W/33472, Land to the east of Carmarthen Western Link Road: amended plans for internal access road connecting Pentresil Farm to the Carmarthen Western Link Road, full planning | No objections |

511. HIGHWAYS MATTERS

(a) North Parade and The Avenue

The Town Clerk’s report had detailed a proposed one-way system down North Parade (north-west to south-east) and up The Avenue (south-east to north-west), required to reduce traffic along these narrow streets and to enable a new entrance to the former infirmary site on the west side of North Parade. The opening of the new access will also result in a short length of existing residents’ parking (2 spaces) on the east side of North Parade having to be altered to a prohibition of waiting at any time, due to the turning circles in and out of the new access. Attached as Appendix 3 to the agenda was a street plan of the proposed amendment.

On a point of information, Cllr Alun Lenny reported that the proposal was an inevitable outcome of the last planning permission accorded the former infirmary site.

Cllr Anthony Jenkins queried whether the proposal might involve disability and equality rights, in depriving disabled persons of the ability for cars to park outside their houses.

It was proposed by Cllr Anthony Jenkins and Douglas Rose, seconded by Cllr Wyn Thomas and Kenneth Lloyd, and **RESOLVED** that the Town Clerk will write to the Highways Department to express the view that the Town Council:

* supports introduction of a one-way system along North Parade and the Avenue
* urges the County Council to proceed with caution and obtain expert advice regarding the prohibition of waiting at any time in relation to Equality and Disability legislation.

(b) Temporary Closure of Town Bridge and Old Station Road

With the Chairman’s consent, the Town Clerk tabled details of the temporary closure of the Town Bridge and Old Station Road proposed for Sunday, 17th April 2016, to enable duct-laying. The report of the Town Clerk was **NOTED**.

512. LICENSING MATTERS

(a) Drover’s Arms Hotel, 106 Lammas Street

Attached as Appendix 4 to the agenda was notice of proposed extended opening hours at the Drover’s Arms Hotel, 106 Lammas Street:- from Sunday to Thursday to be 8.00 am until 1.00 am, and on Friday, Saturday, Bank Holidays and Christmas Eve until 2.00 am. Members noted that the Police are objecting to the proposal, on the grounds that since 2012 the incidence of alcohol-associated anti-social behaviour has increased in Lammas Street. Other premises are already open until late on some nights, e.g. the Boar’s Head until 1.00 am, the Rose and Crown until 3.00 am, the Golden Lion until 4.00 am and Savanah’s until 5.30 am. The declaration of Lammas Street and Queen Street as ‘hotspots’ - whereby the cumulative impact of late-night drinking has a detrimental effect on the local community - enables licensing authorities to consider reducing licensing hours.

Cllr Kenneth Lloyd reminded Council that many people live in Lammas Street – there are extensive courts and lanes on both sides of the street with many dwelling houses. Several Members reported complaints from their constituents who live in the vicinity and suffer from noise and anti-social behaviour as a result of the extended licensing hours in Lammas Street.

It was proposed by Cllr Reverend Tom Defis, seconded by Cllr Anthony Jenkins, and **RESOLVED** that the Town Clerk will write to the licensing authorities to express the Town Council’s support for

the objection already lodged by the Police against the extension of opening hours at the Drover’s Arms Hotel, 106 Lammas Street.

It was also proposed by Cllr Alun Lenny, seconded by Cllr Wyn Thomas, and **FURTHER RESOLVED** that the Town Clerk will convene a meeting of all relevant agencies to review the possibility of revoking existing extended opening hours in Lammas Street.

(b) Cartref Cynnes, Llansteffan Road

Members **NOTED** the application (attached as Appendix 5 to the agenda) by Cartref Cynnes (the new care centre on the former Argel site in Johnstown) to sell alcohol in its restaurant, to residents and their visitors.

513. RICHMOND PARK SCHOOL – MINOR AUTHORITY REPRESENTATIVE

It was **RESOLVED** that appointment of a Minor Authority Representative for Richmond Park School be deferred until April, and any Member who is prepared to represent Council on the Richmond Park School Board should contact the Town Clerk.

514. THE GUILDHALL

Attached as Appendix 6 to the agenda were replies from HM Courts and Tribunals Service and Simon Hart MP to letters sent to them following discussion at last month’s meeting of Council.

HM Courts and Tribunals Service *‘recognise the importance of the building and are engaged with Carmarthenshire Council, with whom we share responsibility of the integrity of the building’*.

Simon Hart MP states that *‘. . . the future of the building is of course of great significance to the town. As a public building there is a legal obligation to achieve best value (not always the same as the highest price) subject to all the usual planning constraints. I very much hope that something will emerge which contributes positively to what the town has to offer, retaining the unique historical relevant but which perhaps employs more people and generates more for the economy than the current building does.’*

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

515. MINUTES OF MAYOR’S FUN RUN MEETING HELD ON 1 MARCH 2016

Members **NOTED** the minutes of the Mayor’s Fun Run Meeting held on the 1st March 2016, and attached as Appendix 7 to the agenda.

516. MINUTES OF CARMARTHEN RIVER FESTIVAL MEETING HELD ON 14 MARCH 2016

Members **NOTED** the minutes of the Carmarthen River Festival Meeting held on the 14th March 2016, and attached as Appendix 8 to the agenda.

517. MINUTES OF CARMARTHEN BAR NAVIGATION COMMITTEE MEETING HELD ON 21 MARCH 2016

With the Chairman’s consent, minutes of the Carmarthen Bar Navigation Committee meeting held on the 21st March 2016 were tabled.

Cllr Alun Lenny referred Members to minute 2(a), and the comment by the Secretary of the Carmarthen Bar Navigation Committee that the County Council is not interested in encouraging more boats and tourists to use the rivers, On a point of information, Cllr Lenny advised Members that 2(a) is incorrect, and cited the Carmarthen Town Forum Master Plan’s marina proposal as an instance of the County Council’s encouragement of river use.

The Carmarthen Bar Navigation Committee minutes were **NOTED**.

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

Cllr Wyn Thomas, Deputy Mayor, had accompanied the Mayor to the installation of Professor Medwin Hughes as High Sheriff.

Cllr Douglas Rose had represented Council at a Civic Trust Cymru conference when the emphasis had been on (a) working with others to minimise the impact of scarce resources, e.g. at Abergavenny where the Town Council and Civic Society are jointly improving a green space along the river bank (b) the latest heritage legislation and (c) tool kits for defining the character of a town or village.

Cllr Douglas Rose had also continued to chair governors’ meetings at Johnstown CP School, where the school roll has increased to 494 children. Two long serving and highly regarded teachers are retiring – Annette Jones (37 years) and Eleri Hutchinson (30 years). Also two new posts are being added to the team – a Family Liaison Officer (Welsh Government aided), to work closely with pupils and families, and an Assistant Headteacher, who will concentrate on Key Stage Two. Replacement of the portacabin has been accorded higher priority by the local authority. A breakfast club is being piloted. Focus is continuing on Welsh language and culture, with pupils participating in the School Eisteddfod and the recent Urdd Jamboree, and sending entrants to the 2016 National Eisteddfod. Emphasis is also on green, digital and global issues. As a designated ‘learning school’ Johnstown is attracting visits from other schools.

 The engagements of the Mayor, Cllr Barry Williams, had been circulated as Appendix 9 to the agenda. Cllr Williams was particularly pleased to report that the Community Health Council has re-focused on keeping the public informed. Liaison with the Hywel Dda Health Trust has improved.

519. MAYOR’S FUN RUN

With the Chairman’s consent, the Town Clerk tabled the leaflet for the 35th Mayor’s Fun Run, which was noted.

It was **RESOLVED** that all Members will strive to encourage Fun Run entrants.

520. EXCLUSION OF PUBLIC AND PRESS

 It was proposed by Cllr Reverend Tom Defis, seconded by Cllr Dr Richard Edwards, 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.

521. TO CONFIRM AND SIGN THE MINUTES OF THE MANAGEMENT COMMITTEE HELD ON 24 FEBRUARY 2016

It was proposed by Cllr Anthony Jenkins, seconded by Cllr Reverend Tom Defis, and **RESOLVED** that the minutes of the Management Committee held on the 24th February 2016 be accepted as a true record.

522. MATTERS ARISING

(a) Minute 442: Mayor-making Ceremony - Invitees

The meeting emphasised that there was no intention to reduce the number of people attending the mayor-making, simply to ensure that a policy is in place which ensures a consistent and fair approach to the selection of invitees.

It was **RESOLVED** that, with effect from the 2016 Mayor-Making ceremony, in addition to former Mayors of Carmarthen, current Mayor/Portreeve of Laugharne, Haverfordwest, Kidwelly, Llanelli, Newcastle Emlyn, St Clears and Whitland, the Chairmen of Llangunnor Community Council and Llanelli Rural Council, representatives of the emergency services, the Lord Lieutenant and High Sheriff of Dyfed, the Chairman and Leader of Carmarthenshire County Council, the Vice Chancellor of University of Wales Trinity Saint David, the Reporter for the Carmarthen Journal, the MP for Carmarthen Town, the Constituency Assembly Member, the retired Senior Sword Bearer, and Sponsors of the Mayor’s Fun Run and Carmarthen Town Sports Awards:

(i) the Chairmen of the following organisations connected to the Town Council should be invited to the Mayor-Making:

* Carmarthen Boat Club
* Carmarthen Chamber of Commerce
* Carmarthen Coracle and Netsmen’s Association
* Carmarthen Quins
* Carmarthen River Festival Committee
* Carmarthen Riverside Association
* Ferryside Lifeboat
* Gwendraeth Valley Paddlers
* River Towy Boat Club
* River Tywi Yacht Club

(ii) the Mayor’s Charity Appeals Committee and the Carmarthen Town Guides should each be asked to nominate two members to attend the ceremony each year.

(iii) the following should be added to the list of invitees:

* Chief Executive of Carmarthenshire County Council
* all four Welsh Assembly Members
* Safety Adviser - Carmarthen Bar Navigation Committee
* Brian Davies and Selwyn Thomas, former Town Clerks
* Carmarthen Reporter for Carmarthenshire Herald (currently Jon Coles)
* all Council staff

(iv) the following will be deleted from the list of invitees:

* contractors who are paid for their work
* undertakers

(v) where applicable, the invitation will state the person’s role (e.g. Race Organiser).

(vi) Members who wish to suggest an individual for invitation to the ceremony should submit the name to the Town Clerk.

(vii) the list of invitees will be subject to regular review.

(b) Minute 443: Management Review Update

Members **NOTED** the Town Clerk’s confirmation that he would be reporting to the Management Committee on progress regarding all Management Review recommendations.

(c) Minute 444: Training Programme for Community and Town Councils in Wales

It was proposed by Cllr Anthony Jenkins, seconded by Cllr Dr Richard Edwards, and **RESOLVED** that the Town Clerk will seek to arrange training (in Carmarthen if possible) for Members.

(d) Minute 446: Health Surveillance Checks for Staff

It was proposed by Cllr Anthony Jenkins, seconded by Cllr Douglas Rose, and **RESOLVED** that the Town Clerk will institute an appropriate health surveillance check for staff.

**The meeting closed at 9.19 pm.**