**CARMARTHEN TOWN COUNCIL**

**MONTHLY MEETING OF THE COUNCIL**

**HELD ON 22ND JUNE 2016**

In the unavoidable absence of the Mayor, the Deputy Mayor - Cllr Alun Lenny - presided over the monthly meeting of Carmarthen Town Council held in the Council Chamber, St Peter's Civic Hall, on Wednesday, 22nd June 2016, at 7.30 pm.

PRESENT: Cllrs: Dorothy Bere, Reverend Tom Defis (from 7.40 pm),

Dr Dewi Evans, Dr Baba Gana, Philip Grice,

Peter Hughes Griffiths, Angharad Jones Leefe, Alun Lenny,

Kenneth Lloyd, Dr Ioan Matthews, Douglas Rose,

Emlyn Schiavone, Wyn Thomas (from 8.15 pm), and

Barry Williams

97. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Dr Richard Edwards, Anthony Jenkins, Arwel Lloyd, and Alan Speake. Attendance at official business obliged Cllrs Reverend Tom Defis and Wyn Thomas to arrive during the course of the meeting.

98. DECLARATIONS OF INTEREST

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

Cllr Philip Grice declared an interest in agenda item 11(e), Dr Mz Youth Project, as one of Council’s representatives on the Dr Mz management board.

99. TO CONFIRM AND SIGN THE MINUTES OF THE ADJOURNED ANNUAL MEETING OF THE COUNCIL HELD ON 25 MAY 2016

 It was proposed by Cllr Douglas Rose, seconded by Cllr Dr Ioan Matthews, and **RESOLVED** that the minutes of the Adjourned Annual Meeting of the Council held on the 25th May 2016 be accepted as a true record.

100. MATTERS ARISING – MINUTE 23 – REPRESENTATION ON OUTSIDE GROUPS

Cllr Philip Grice reported that the Carmarthenshire Tourist Association (CTA) Cluster Group meets regularly and that he attended the most recent meeting. Members asked for an update regarding the Community Education Centre.

It was **RESOLVED** that the Town Clerk will:

(a) contact the CTA to ensure that Cllr Alun Lenny is invited to their Cluster Group meetings, and

(b) ask the County Council for an update regarding the Carmarthen Community Education Centre in Furnace Road.

101. TO CONFIRM AND SIGN THE MINUTES OF THE MONTHLY MEETING OF THE COUNCIL HELD ON 25 MAY 2016

 It was proposed by Cllr Emlyn Schiavone, seconded by Cllr Kenneth Lloyd, and **RESOLVED** that the minutes of the Monthly Meeting of the Council held on the 25th May 2016 be accepted as a true record.

102. MATTERS ARISING

No matters arose.

103. QUESTIONS

 No questions were reported.

104. TO CONFIRM AND SIGN THE MINUTES OF THE MONTHLY MEETING OF THE GENERAL PURPOSES COMMITTEE HELD ON 14 JUNE 2016

With the Chairman’s consent, minutes of the General Purposes Committee held on the 14th June 2016 (having previously been emailed to all Members) were tabled.

It was proposed by Cllr Dr Baba Gana, seconded by Cllr Dr Dewi Evans, and **RESOLVED** that the minutes of the monthly meeting of the General Purposes Committee held on the 14th June 2016 be signed and accepted as a true record.

105. MATTERS ARISING

(a) Minute 53: Carmarthen Cemetery – Removal of Adornments

It was proposed by Cllr Peter Hughes Griffiths, seconded by Cllr Dr Dewi Evans, and **RESOLVED** that owners of graves in the new part of the cemetery continue to be encouraged to adhere to the rules surrounding the maintenance and management of graves, and that strict application of the cemetery rules should be implemented in the area below the footpath (known as 'NC') when that starts to be used.

**Cllr Reverend Tom Defis arrived at this point in the meeting.**

(b) Minute 55: Carmarthen Cemetery – CCTV and Security

It was proposed by Cllr Dr Ioan Matthews, seconded by Cllr Douglas Rose, and **RESOLVED** that Council buy an additional camera for Carmarthen Cemetery, at an estimated cost of £2,787 including installation and associated cabling and other equipment.

(c) Minute 57: St Peter’s Civic Hall – Fire and Emergency Evacuation Procedures

It was proposed by Cllr Philip Grice, seconded by Cllr Angharad Jones Leefe, and **RESOLVED** that the draft Fire and Emergency Evacuation Procedures for St Peter’s Civic Hall discussed by the General Purposes Committee be adopted by Council, translated, and issued to staff and hall users.

(d) Minute 58: Carmarthen Park Grandstand – Fire and Emergency Evacuation Procedures

It was proposed by Cllr Reverend Tom Defis, seconded by Cllr Douglas Rose, and **RESOLVED** that the draft Fire and Emergency Evacuation Procedures for the Carmarthen Park Grandstand discussed by the General Purposes Committee be adopted by Council, translated, and issued to staff and grandstand users.

(e) Minute 60: Carmarthen Park – CCTV and Security

It was proposed by Cllr Dr Ioan Matthews, seconded by Cllr Angharad Jones Leefe, and **RESOLVED** that Council buy additional CCTV equipment for Carmarthen Park, at an estimated cost of £683.

(f) Minute 63: Carmarthen Park – Request from Army Reserve at Picton Barracks

Council considered whether promotion of other causes should be permitted on an ad hoc basis at Carmarthen Park. Members recalled that banners are not permitted on the park railings, space in the tea shop is limited, and the park is for quiet enjoyment. Cllrs Dr Dewi Evans and Douglas Rose argued in favour of a broader view of the park’s purpose, but were not supported by most Members.

It was proposed by Cllr Philip Grice, seconded by Cllr Emlyn Schiavone, and **RESOLVED** that:

* the park tea room should not display promotional material for other organisations.
* in general the park should not host promotional stands and stalls.
* when the park is in use by another organisation, e.g. carnival, that organisation may, by agreement with the Town Council, permit promotional stalls as part of the larger event.

(g) Minute 65: Penllwyn Park Play Equipment – Official Opening

It was proposed by Cllr Dr Ioan Matthews, seconded by Cllr Philip Grice, and **RESOLVED** that the new Penllwyn Park equipment should be launched via a press release and photo shoot, with the Mayor and key members of the local community.

(h) Minute 66: Penllwyn Park – Request from Johnstown United Football Club to use Pitch

It was proposed by Cllr Peter Hughes Griffiths, seconded by Cllr Dr Ioan Matthews, and **RESOLVED** that Johnstown United Football Club be allowed occasional use of Penllwyn Park, but that – regrettably – their request for regular use of this pitch be declined, to prevent over-use.

(i) Minutes 67, 68 and 69: Parc Hinds, Penllwyn Park and Johnstown Park

It was **RESOLVED** that Council will:

* install bow-topped fencing around the play area at Parc Hinds at an estimated cost of £6,200,
* install vandal-proof benches at Penllwyn Park (one), Parc Hinds (one), and Johnstown Park (two), and
* encourage the public to donate benches to town parks and public spaces, by publicising the benches which have already been donated – but without naming the individual donors.

(j) Minute 72: Carmarthen Town Council Website – Update

It was proposed by Cllr Reverend Tom Defis, seconded by Cllr Dr Ioan Matthews, and **RESOLVED** that Council’s new website be approved and implemented.

(k) Minute 74: Centenary Fields Programme

Cllr Dr Ioan Matthews advised Members that the son of Mr John Hinds MP was only seventeen years of age when he died in the First World War; a panel telling the story is needed at Parc Hinds. It was proposed by Cllr Dr Ioan Matthews, seconded by Cllr Reverend Tom Defis, and **RESOLVED** that Council will:

(i) apply for Parc Hinds to be designated a Centenary Field,

(ii) apply for a Centenary Fields improvement grant for Parc Hinds and

(iii) include in the grant bid a plaque which recounts the sacrifice of the son of John Hinds.

106. TO CONFIRM AND SIGN THE MINUTES OF THE MONTHLY MEETING OF THE FINANCE COMMITTEE HELD ON 16 JUNE 2016

With the Chairman’s consent, minutes of the Finance Committee held on the 16th June 2016 (having previously been emailed to all Members) were tabled.

It was proposed by Cllr Reverend Tom Defis, seconded by Cllr Emlyn Schiavone, and **RESOLVED** that the minutes of the monthly meeting of the Finance Committee held on the 16th June 2016 be signed and accepted as a true record.

107. MATTERS ARISING

(a) Minute 85: Donation to Choir

It was proposed by Cllr Reverend Tom Defis, seconded by Cllr Kenneth Lloyd, and **RESOLVED** that Council make a token donation (equivalent to the choir payment at the Christmas Lights Switch On) to A Choired Taste for singing at the Beacon Ceremony.

(b) Minute 90: Cemetery - Roadway Re-surfacing in ‘F’ Section

It was proposed by Cllr Dr Peter Hughes Griffiths, seconded by Cllr Kenneth Lloyd, and **RESOLVED** that the ‘F’ section roadway in the cemetery be re-surfaced in one operation.

(c) Minute 91: Purchase of Play Area Fencing – Penllwyn Park and Parc Hinds

 It was proposed by Cllr Dr Ioan Matthews, seconded by Cllr Angharad Jones Leefe, and **RESOLVED** that:

* 67m of low, bow-topped, fencing is installed around play equipment at Penllwyn Park, at an estimated cost of £5,700 for supply, powder-coating and installation,
* 60m of low, bow-topped, fencing is installed around play equipment at Parc Hinds, at an estimated cost of £5,200 for supply and fit, and
* Parc Hinds improvements will return to the Finance Committee’s agenda.

(d) Minute 92: Purchase of Park Benches – Johnstown Park, Parc Hinds and Penllwyn Park

 It was proposed by Cllr Angharad Jones Leefe, seconded by Cllr Kenneth Lloyd, and **RESOLVED** that Council buy two more benches for Johnstown Park, a replacement bench for Parc Hinds and a new bench for Penllwyn Park, at £380 per bench.

**Cllr Wyn Thomas arrived at this point in the meeting.**

(e) Minute 93: Carmarthen Town Council Sustainable Energy Grant Scheme – Red Court Solar Park

 It was proposed by Cllr Dr Ioan Matthews, seconded by Cllr Philip Grice, and **RESOLVED** that:

(i) Council will donate £200 of the Red Court Solar Payment to the Just Good Friends Theatre Company, to re-cycle and adapt old scenery, and

(ii) Council’s Siân Johnston Environmental Working Group will re-convene on the evening of Thursday, 14th July 2016, and will prepare recommendations for Council as to how the remaining £3,001 Solar Payment could be allocated.

(f) Minute 94: Dr Mz Youth Project – Funding

In response to Members, the Town Clerk reported that the last update from Dr Mz had indicated that the Youth Project had received the hoped-for £7,000 from Carmarthenshire County Council, plus other funding which will take them up to February 2017.

Cllr Philip Grice suggested that the Dr Mz financial picture is still not secure, and it was **RESOLVED** that Cllrs Philip Grice and Emlyn Schiavone would investigate and report back to the Finance Committee and to Council.

108. PLANNING - CURRENT APPLICATIONS

The following planning applications (attached as Appendix 2 to the agenda and tabled at the meeting) were **NOTED** without objection:

W/33930 and W/33931, 1 Spilman Street – change of use from office to residential; removal of modern partition wall from first floor toilet to create family bathroom; removal of modern partition wall from ground floor to create larger room; installation of en suite bathroom to large front-facing first floor bedroom, listed building and full planning.

W/33932, Kerri House, 35 Francis Terrace – proposed new dwelling adjoining number 35, full planning.

W/33982, Danybryn, Alltycnap Road, Johnstown – conversion of existing 5 bedroom dwelling house to a care home catering for six persons who need assistance with daily living, full planning.

W/33983, 9 Elliston Terrace, Little Water Street – demolition and re-building of sub-standard rear extension, full planning.

In view of the existing abundance of food outlets, Members **RESERVED OPINION** regarding W/33766, 9 Hall Street, change of use from Class A2 (Financial and Professional Services ) to Class A3 (Restaurant and Take Away) at basement and ground floor, including works to self-contained upper floors, full planning

109. HIGHWAYS MATTERS

No highways matters were reported.

110. LICENSING MATTERS – The Warren, 11 MANSEL STREET (FORMERLY CABAN Y DDERWEN

Members noted the application (circulated as Appendix 3 to the agenda) for a restaurant licence at The Warren, 11 Mansel Street (formerly Caban y Dderwen).

It was proposed by Cllr Dr Ioan Matthews, seconded by Cllr Wyn Thomas, and **RESOLVED** that the Town Clerk will write to ask the new occupiers of 11 Mansel Street to adopt a bilingual name for their proposed restaurant.

111. DRAFT CARMARTHEN TOWN COUNCIL ANNUAL REPORT 2015/16

Attached as Appendix 4 to the agenda was a draft Town Council Annual Report for 2015/16, which Members commended as comprehensive. The Town Clerk reminded Members that the Welsh Government’s Well-being of Future Generations legislation will require all town councils above a certain size to write annual reports and prepare targets. The latter will incorporate the provisions of the Act within every business area, but particularly in relation to annual planning and reporting procedures.

Cllr Philip Grice suggested addition of the Town Guides project, Council’s representation on (and liaison with) outside bodies such as Un Llais Cymru and the County Council, a list of the number of meetings attended by Councillors, more data about Council’s carbon footprint, and the inclusion of the annual report made by the outgoing Mayor at the Annual Meeting.

It was proposed by Cllr Dr Ioan Matthews, seconded by Cllr Philip Grice, and **RESOLVED** that:

(a) the draft Annual Report 2015/16 is exactly what Council needs, and

(b) the July 2016 cycle of meetings will consider the draft Annual Report in detail.

112. SHERIFFS’ AGM - 22ND TO 24TH SEPTEMBER 2017 – UPDATE

Members were pleased to **NOTE** that - thanks to Cllr Alun Lenny – broadcaster and author Huw Edwards will be the guest speaker at the sheriffs’ dinner arranged at the Ivy Bush Royal Hotel on Saturday, 23rd September 2017. Cllr Emlyn Schiavone will represent Carmarthen at this year’s event in York on the 23rd-25th September.

113. MID AND WEST WALES FIRE AND RESCUE SERVICE – COMMUNITY NEWSLETTER

Members **NOTED** the Fire and Rescue Community Newsletter, attached as Appendix 5 to the agenda.

114. BRO MYRDDIN INDOOR BOWLING CLUB

 Members **NOTED** the letter (attached as Appendix 6 to the agenda) from the Bro Myrddin Indoor Bowling Club regarding access.

115. DR MZ YOUTH PROJECT – CONSULTATION EVENT

Members **NOTED**, and will strive to attend, the Dr Mz consultation event on the 7th July 2016, whose details were circulated as Appendix 7 to the agenda.

116. CARMARTHEN RIVERSIDE ASSOCIATION AND RIVER FESTIVAL

Members **NOTED** the minutes (Appendix 8 to the agenda) of the Carmarthen Riverside Association and River Festival meeting held on the 25th May 2016, and **RESOLVED** to support the festival on the 2nd July.

117. CARMARTHEN BAR NAVIGATION COMMITTEE

Members **NOTED** the minutes (Appendix 9 to the agenda) of the Carmarthen Bar Navigation Committee meeting held on the 6th June 2016.

118. REPORTS FROM COUNCILLORS AS REPRESENTATIVES ON OUTSIDE BODIES, AND THE MAYOR’S REPORT

The Mayor, Cllr Wyn Thomas, referred Members to his previously circulated list of engagements.

Cllr Peter Hughes Griffiths had attended the County Council’s Carmarthen Town Regeneration Forum. Plans are in hand for a major public consultation in September 2016, composition of the Forum is under review, and sources of funding are being pursued. Cllr Hughes Griffiths had also led a delegation to twin town Lesneven, where interesting visits had been arranged, and warm greetings exchanged.

Cllr Dr Ioan Matthews had represented Council at Ysgol y Dderwen Governors’ meetings. This school – in common with others – is under financial pressure. Teachers are taking on additional duties, and it is a tribute to staff that the quality of education is being maintained. The Urdd is playing a vital role, and all are ensuring that the children have an opportunity to shine.

The Sheriff, Cllr Emlyn Schiavone, had attended Dr Mz meetings and events, including the successful social evening (which could have been better attended). Cllr Schiavone had also attended the Family Centre, which is going from strength to strength, and Governors’ meetings at Ysgol Myrddin CP School, where pupil numbers are increasing. Cllr Schiavone is also supporting County Cllr Jeff Thomas’s efforts to make Richmond Park more accessible to the wider community, especially the less advantaged.

Cllr Douglas Rose had represented Council as Chair of Johnstown School Governors, and was at Llandudno when the school newspaper won a national award. Cllr Rose thanked Ian Lewis (present in the Council Chamber as the Carmarthen Journal’s Chief Reporter) for his development of the children’s reporting skills. Despite financial cutbacks, Johnstown School is training children to use the internet safely, preparing a bid for a heritage award, and participating in the Welsh Government’s ‘Closing the Gap’ initiative to reduce the impact of poverty on pupils’ achievements. Solar panels on the school roof are not possible, for structural reasons.

Cllr Barry Williams had represented Council at the Carmarthenshire Community Health Committee, which he will chair from 2017. Hospital eye departments are under review, and patients’ experiences are being collated, to spread good practices. At Llanelli, the former Accident and Emergency Department is now a Minor Injuries Unit. Visits by the Health Committee revealed a caring and compassionate approach to patients, but signage is unclear and greater confidentiality is needed at reception. Parking at Glangwili and Prince Philip Hospitals is still a concern, despite recent adjustments. Glangwili Hospital is trialling open visiting hours on Gwenllian, Ceri and Derwen Wards (10.00 am to 8.00 pm).

119. EXCLUSION OF PUBLIC AND PRESS

 It was proposed by Cllr Wyn Thomas, seconded by Cllr Dr Ioan Matthews, 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.

120. THE GUILDHALL

With the Chairman’s consent, minutes of the Guildhall meeting held on the 14th June 2016 (having previously been emailed to all Members) were tabled.

Members noted that the County Council’s officers are preparing surveys and options, and will report to the Regeneration Forum shortly.

It was proposed by Cllr Peter Hughes Griffiths, seconded by Cllr Kenneth Lloyd, and **RESOLVED** that:

(a) the minutes of the Guildhall meeting held on the 14th June 2016 be signed and accepted as a true record, and

(b) the Town Clerk will alert Members immediately the need arises for Council to take further action.

**The meeting closed at 9.25 pm.**