



LLANDOVERY TOWN COUNCIL

CYNGOR TREF LLANYMDDYFRI

**MINUTES OF MEETING HELD IN THE TOWN HALL, LLANDOVERY
ON MONDAY 18 JANUARY 2010 AT 7.00PM**

**COFNODION CYFARFOD NOSLUN, IONAOWR 18 2010 AM 7.00YH
YN NEUADD Y DREF, LLANYMDDYFRI**

Declaration by Councillors of any Pecuniary & Non-Pecuniary interests entered in the record book before commencement of the meeting.

Cllr Ivor Jackson declared an interest in item 10 – Planning.
Cllr Edgar Jones declared an interest in item 9.3 – Twinning.
Cllr Nigel Burgess declared an interest in item 9.3 – Twinning.
Cllr Gina Jones declared an interest in item 9.3 – Twinning.
Cllr Elizabeth Thomas declared an interest in item 10 – Planning.
Cllr Robin Ennion declared an interest in item 10 – Planning.

COUNCILLORS PRESENT: The Mayor: Helene Lovell (arrived 20.14), Deputy Mayor: Nigel Burgess, Councillors: Ivor Jackson, Ann Hughes, Pat Smith, Maureen Williams, Elizabeth Thomas, Robin Ennion, Edgar Jones, Haydn Hudson, Gina Jones.

1. APOLOGIES FOR ABSENCE / YMDDIHEURIADAU

Cllr Stather, Cllr Bridger

2. CONFIRMATION OF MINUTES / CADARNHAU'R COFNODION

1. Minutes from 16 November 2009.

Cllr Hudson proposed that the minutes be accepted.

Cllr Smith seconded the proposal. All were in favour.

3. POLICE MATTERS & REPORT/ ADRODDIAD YR HEDDLU - MATERION

PC Howie Davies reported some statistics for December 2009. One incident of assault had been dealt with by the Police and followed up under the BOBB scheme. There were a number of Road Traffic incidents due to the black ice. PC Davies reminded Members about the forthcoming PACT meetings. PC Davies recommended using email to communicate with him. The issue of parking in the pedestrian area of the Market Square was raised – the problem has got worse. PC Davies undertook to follow up this issue, and asked for Vehicle Registration Numbers to be provided. PC Davies reported that the festive season had been quiet.

The Deputy Mayor thanked PC Davies for attending.

4. MATTERS ARISING FROM THE LAST MEETING / MATERION - YN CODI

1. Clerk's Report for December 09, Section A.

Noted.

2. Re 7. 5 Clerk's contract of employment, and associated issues – update.

The contract, amended by the Solicitor as previously agreed, is circulating Members.

Cllr Hudson proposed that the contract should be passed around those members who have not seen it, and then the Clerk should meet with the Mayor and Deputy Mayor and sign the contract.

Cllr Gina Jones seconded the proposal. All were in favour.

3. Clerk's Report for January 2010.

Noted.

5. MAYOR'S REPORT / ADRODDIAD Y MAER

20 November Llandovery Rugby Club Dinner with Mervyn Davies.

24 November Question Time with Babel Ladies Guild and Myddfai WI

- 27 November Xmas Lights switch on, Tywi Youth Victorian performance, Llandovery Folk Dancing Group Victorian Dance.
- 28 November Victorian Parade.
Presentation of cheques to the local Blind and Stroke Associations.
Presentations of the winning Xmas Lights Posters Competition.
- 30 November Finance Committee Meeting.
- 6 December 6th President at St Barnabas Church, Rhandirmwyn.

6. COMMITTEE REPORTS / ADRODDIADAU PWYLLGORAU

a) Heritage Centre / Canolfan Dreftadaeth

- 1. Replacement of door panel and exterior painting – Update
Cllr Edgar Jones reported that the completion of the painting had been delayed by the weather.
- 2. Wheel chair – received on 10 December - for information only.
- 3. Report from Committee meeting on 8 Jan 2010 - **recommendations** for resolution.

The following were recommended for acceptance by the full Council:

- a) Redecoration of Heritage Centre.
Quote for painting and decoration of the kitchen, toilet and staircase wall in the Heritage Centre submitted by Alastair Dunford for £576.
- b) British Gas Contract.
Contract with British Gas to be renewed with reduced unit costs on renewal.
- c) Leasing Contract with BBNP.
Solicitor be asked to send a letter to BBNP requesting immediate agreement of the contract.
- d) Soap dispenser.
A wall-mounted soap dispenser should be purchased and fitted in the toilet.

With regard to item c) the Clerk informed the meeting that the Solicitor has already written to BBNPA and has the legal situation in hand.

Cllr Gina Jones proposed that all the recommendations be accepted.

Cllr Williams seconded the proposal. All were in favour. Clerk to action as necessary.

b) Town Lights & Christmas Festivities Committee / Pwyllgor Goleuadau Nadolig

- 1. Consent to erect, maintain, operate and remove decorations on or above the highways received from County on 30 Nov 09 – for information only.
Noted.
- 2. Need for more Members on the Committee.
This put on hold until the Committee meets to elect a new chairperson and to discuss the details of planned spending for the remainder of this year and 2010/11.

c) Llandovery in Bloom / Gwyl Flodau, Llanymddyfri

- 1. Consideration of two tenders for the supply of brackets for the Heritage Centre.
Cllr Smith opened two quotations for the supply and fix of brackets for the Heritage Centre – R Pritchard (£225) and Peelweld (£855 + VAT).
Cllr Hudson proposed that the Council accept the cheapest quote.
Cllr Edgar Jones seconded the proposal. All were in favour. Clerk to action.
- 2. A meeting of the Committee was fixed for 25 January 2010 at 7.30pm to discuss details of the planned spending for the remainder of this year and 2010/11.

d) Public Seating and Footpath Committee/Pwyllgor Eisteddleodd Cyhoeddus a Llwybrau

- 1. A meeting of the Committee was fixed for 25 January 2010 at 7.00pm to discuss details of the planned spending for the remainder of this year and 2010/11.

e) Finance Committee / Pwyllgor Cyllid

Report from meeting 30 November 09 – matters arising and **recommendations** for resolution (numbered with reference to the Committee meeting minutes):

- 3. Successful outcome of 2008/9 External Audit - for information only.
This was noted.

The **recommendations** of the Committee were as follows.

- 4. that the proposed revision of the Council's accounting system to calendar monthly reporting, and the proposed system and formats for reporting of accounts for Council meetings and in the minutes, be adopted.

- 5.1 – the installation of a new street light in Queen Street at a cost of approx £1,700 and subsequent energy costs (approx. £50 per year).
- 5.2 – that the Public Seating and Footpath Committee consider urgently the upgrade of existing public seating with reference to the report on the state of the existing seats provided by the decorating contractor.
- 5.3 – that the Lighting Committee consider urgently the upgrade and expansion of Christmas lighting for 2010.
- 5.4 – that the Llandovery in Bloom Committee proceed with winter planting proposals and upgrade of brackets for the Heritage Centre as soon as possible.
- 5.5 – that the proposed internal decoration in the Heritage Centre proceed as soon as possible.
- 6.1 – the existing Budget Heading for Footpath Maintenance be deleted for 2010/11.
- 6.2 – the budget for Christmas Lighting be set at £3,000 for 2010/11.
- 6.3 – the budget for Community Seating be set at Nil for 2010/11.
- 6.4 – the budget for Llandovery in Bloom be set at £6,000 for 2010/11.
- 6.5 – the budget for Donations be set at £3,000 for 2010/11.
- 6.6 – the budget for Legal fees be set at £2,000 for 2010/11.
- 6.7 – the balance of the budget for the Trustee Fund be carried over to 2010/11 and requests from the Hall Management Committee for funding to be considered when they arise.
- 6.8 – Funds to be allocated for Projects relating to the Riverside Walk, Blue Plaques, and the Green Lodge play area – Forward Planning Committee to consider as soon as possible.
7. that the total invoice for repairs to woodwork at the Heritage Centre be paid.

Cllr Jackson proposed that all the above recommendations be ratified.

Cllr Smith seconded the proposal. The majority were in favour. Clerk to action as appropriate.

f) Forward Planning Committee / Pwyllgor Cynllunio Blaenllaw

1. Installation of new CCTV system – Update

Cllr Edgar Jones reported that the new camera and recording system have been installed and the pictures are good. He has identified a need for training and guidance on the operation of the new system.

Cllr Ennion proposed the installers are asked to provide training on using the system.

Cllr Gina Jones seconded the proposal. All in favour. Clerk to action.

2. If the installers do not provide training, Cllr Ennion undertook to look at the manual, and Cllrs Gina Jones, Ennion and Burgess expressed an interest in being involved in any training.
3. Cllr Edgar Jones raised the issue of the future care and maintenance of the system. It was agreed this should be discussed at a future meeting.

g) Llandovery Web Site / Gwefan Llanymddyfri

Nothing to report.

h) One Voice Wales / Un Llais Cymru

1. Report on consultation on Local Government (Wales) Measure 2009
Cllr Burgess reported that this was dealt with, following the aborted meeting in December 2009.
2. Correspondence on WAG consultation on the Capital Finance Framework – Cllr Burgess.
Cllr Burgess presented a brief report on this issue, and concluded that, as OVW had already responded on our behalf, there was no need to make representation individually as a council. One issue, relating to the lease at the Heritage Centre, appeared to require clarification, and Cllr Burgess undertook to raise the issue at the forthcoming OVW meeting on 21 January, and the Clerk also undertook to investigate.
3. Meeting of OVW Carmarthenshire Area Committee on 21 Jan 2010.
Cllr Burgess will be attending.
4. Cllr Burgess sought views about the Council hosting a OVW meeting in Llandovery. Some minimal costs would be incurred, and this was agreed in principle.

7. OTHER MATTERS ARISING / Unrhyw Fater Arall

1. Councillor vacancy – The Mayor.

Cllr Hudson proposed the vacancy be advertised in “The Post”.

Cllr Ennion seconded the proposal. Majority in favour. Clerk to action.

2. Application for the Green Flag Award.

The Clerk reiterated the need for events with community involvement and backed by the Council to be included in the application to be made by County.

Cllr Hudson proposed the Council supports these events.

Cllr Thomas seconded the proposal. All in favour.

Clerk to contact the Tennis Club and Small Nations organisers to obtain proposals and forward them to County.

3. Llandovery Swimming Pool – update in Clerk's Report for December 09, Section C, for information only.

Noted.

AT THIS STAGE THE MAYOR ARRIVED AND TOOK OVER THE CHAIR FROM CLLR BURGESS.

4. Council storage – Cllr Thomas.

This is an ongoing issue concerning the storage of items removed from the Town Hall and placed in storage. New storage space is required. Cllr Jackson undertook to action this and report to the next meeting.

5. Storage of Council documents – background in Clerk's Report for December 09, Section D.

Clerk sought clearance to purchase filing equipment for the storage for the Council's documents and assets in the office in the Assembly Rooms - three new four-drawer steel filing cabinets at a cost of £359.97, 300 suspension files at a cost of £64.14, one 1950Hmm x 950W x 450D steel cupboard at a cost of £139.99, and two extra shelves at £19.99.

Cllr Hudson proposed the Council purchases this equipment.

Cllr Gina Jones seconded the proposal. Majority in favour. Clerk to action.

6. Council Risk Assessments – engaging the services of a specialist - Cllr Hudson.

The Clerk explained that, to meet legal obligations, the Council has to have Risk Assessments in place. The Clerk does not have time to do this quickly - once the risk assessments are “up-to-date” the Council can maintain everything itself. A consultant has been identified and has agreed to meet representatives of the Council to explain what is required.

Cllr Hudson proposed the Council meets the identified consultant.

Cllr Jackson seconded the proposal. Majority in favour.

Cllrs Hudson, Jackson, Edgar Jones, and Burgess volunteered to meet the specialist. Clerk to arrange a meeting.

7. Assembly Rooms Management Committee - reports to the Council.

Cllr Jackson updated Members on the latest position.

8. The Christmas tree supplied under tender.

The Clerk informed Members about the Council's statutory rights, and possible courses of action were considered. It was agreed that no action should be taken unless an invoice is received.

9. Setting the Council's Precept for 2010/11.

The level of Precept was discussed and, on the basis of information from the last meeting of the Finance Committee, it was agreed that the Precept for 2010/11 should be kept the same as the current year (£46,000).

Cllr Thomas proposed the Precept be set at £46,000.

Cllr Jackson seconded the proposal. Majority in favour. Clerk to submit Precept to County.

8. ACCOUNTS / CYFRIFON

Consideration was given to the written schedule from the Clerk relating to income and payments (copies having been previously circulated to members as part of the Agenda).

The report disclosed that for the period 17 November 2009 to 18 January 2010:

For the Council (excluding The Heritage Centre):

Total income amounted to £15,338.14. Total payments in respect of cheque numbers 001896 to 001921 (inclusive) amounted to £9,103.44.

For The Heritage Centre only:

Total income amounted to £266.67. Total payments in respect of cheque numbers 000715 to 000720 and five Direct Debits) amounted to £1,401.12.

The details were noted only.

9. FINANCIAL REQUESTS / CEISIADAU CYLLIDOL

1. Eisteddfod Genedlaethol Cymru – request for funding.

It was proposed at the last meeting to give £25.

Cllr Smith proposed this gift be ratified.

Cllr Hughes seconded the proposal. All in favour.

2. Ammanford & District Citizens Advice Bureau – request for funding (with Balance Sheet).
Cllr Hughes proposed that we give £50.
Cllr Gina Jones seconded the proposal. Majority in favour.
This is “First reading”, and has to be ratified at the next meeting.
3. Llandovery Twinning Association – two requests for funding.
Cllr Hudson proposed that we give £600.
Cllr Smith seconded the proposal. All in favour.
This is “First reading”, and has to be ratified at the next meeting.

10. PLANNING APPLICATIONS & PLANNING PERMISSIONS / CEISIADAU CYNLLUNIO a CANIATAD CYNLLUNIO

a. Planning Applications sought. / Ceisio Ceisiadau Cynllunio

E/22097 and 22098 – Full planning and listed building - Proposed Health & Safety related improvements to the interior of the clock tower – Llandovery Craft Centre.
The deadline had passed on this application, which had been circulated to Members in December, so noted only.

E/22253 – Outline – Dwelling in front garden – Maesydre, Llandovery.

Cllr Lovell proposed that the application be approved.

Cllr Williams seconded the proposal. Majority in favour (4 abstentions).

E/22254 – Full Planning – Alteration and extension – 24 Stone Street, Llandovery.

Cllr Ennion proposed that the application be approved.

Cllr Edgar Jones seconded the proposal. All were in favour.

b. Planning Permissions Granted / Ceisiadau Cynllunio Wedi Eu Caniatau

E/21999 - Proposed extension to existing single storey workshop and stables – Troed Y Bryn, Myddfai Road, Llandovery.

Noted.

c. Planning Permission Refused / Ceisiadau Cynllunio Wedi Eu Gwrthod

E/21669 - Alterations to the fenestration on the ground floor front elevation – 3 Market Square, Llandovery.

Noted.

11. CORRESPONDENCE / GOHEBIAETH

1. CCC – Improvement Plan 2009/10 – Summary held by Clerk.
Noted.
2. CCC – Village Improvement Grant – funding streams that may be of interest to businesses in this community.
Noted.
3. Bobath Children's Therapy Centre Wales – letter of thanks for donation.
Noted.
4. HM Revenue & Customs – Notification that the Employer Annual Return has to be filed on line by 19 May 2010. For information only – Clerk will deal with this.
Noted.
5. N Jones, Headteacher, Ysgol Rhys Prichard – Centenary Year 2010 and request for research and information.
This has been well publicised. Noted.
6. Llandovery Rugby Football Club – letter of thanks for donation.
Noted.
7. Steve Mears - Dyfed-Powys Police – letter to inform the Council that he has been appointed as the Divisional Commander for Carmarthenshire Division.
Noted.
8. Diabetes UK – Proposed Road Show in Llandovery on 15 and 16 March 2010. Permission and guidance on where to set up the unit sought.
It was thought the main car park was the best place.
9. CCC – Temporary road closure of Pont Dolauhirion, Llandovery
Noted. Comment was made about the lack of notice for businesses.
10. CCC – email from Kendal Davies, Sustainable Development Manager – request for support for application by CCC under the Low Carbon Communities Challenge.
Cllr Burgess reported that the Council's support was given after individual Members were

consulted.

11. One Voice Wales magazine - "The Voice" - for circulation.
Given to Cllr Burgess for circulation.
12. CCC – Consultation on County's three year Budget. Deadline 30 January 2010.
Noted. No further action agreed.
13. HOWLTA – Newsletter – Held by Clerk.
Given to Cllr Hughes.
14. Heart Of Wales Forum – Invitation to attend meeting on 23 January.
Cllr Williams reported she had responded, but was unable to attend. No other volunteers.

12. ANY OTHER BUSINESS AT THE DISCRETION OF THE CHAIR
UNRHYW FATER ARALL YN OL DISGRESIWN Y GADAIR

1. CCC – Camarthenshire Official Guide. Opportunity to promote the local area and its services
Cllr Burgess reported on meeting with Clerk and the Project Manager with a view to the Council taking out space in the Guide to promote Llandovery and the area. It was agreed to leave it on the table.
2. Llandovery YMCA – Request for letter of support for Application for Regeneration Grant from County.
Cllr Gina Jones proposed that a letter of support be sent.
Cllr Hudson seconded the proposal. Majority in favour (2 abstentions). Clerk to action.
3. Mrs Gill Wright (Member of the Public) informed the Council about the submission of plans for improvements to the station, and related issues.

MEETING CLOSED AT 9.40pm