



**LLANDOVERY TOWN COUNCIL                      CYNGOR TREF LLANYMDDYFRI**  
**MINUTES**

**MINUTES OF A MEETING HELD IN THE TOWN HALL, LLANDOVERY**  
**ON MONDAY 19 JUNE 2017 AT 7:00 PM.**

**CYNHELIR CYFARFOD YN NEUADD Y DREF LLANYMDDYFRI**  
**AR NOSLUN, 20 MEHEFIN 2017 AM 7:00 YH.**

**1. APOLOGIES FOR ABSENCE / YMDDIHEURIADAU**

Cllr H. Hudson

**2. DECLARATIONS BY COUNCILLORS OF ANY PERSONAL AND/OR PREJUDICIAL INTERESTS/ DATGANIADAU GAN GYNGHORWYR O UNRHYW FUDD PERSONOL NEU/AC ARIANNOL**

**2.1 Management Committee for the Rhys Prichard Memorial Hall – Item 9.11**

**2.2 Llandoverly Heritage Board (CIO Council Members) – Item 9.1a (LHC Lease Review)**

**3. CONFIRMATION OF MINUTES OF THE LAST MEETING / CADARNHAU'R COFNODION**

**3.1 The Minutes from the Council Meeting of 15 May 2017 were approved as a correct record.**

**4. POLICE MATTERS & REPORT / ADRODDIAD YR HEDDLU – MATERION**

**4.1 There were no Police in attendance – Apologies had been received.**

**5. MAYOR'S REPORT / ADRODDIAD Y MAER**

**Mayoral Events Attended 15-05-17 - 13-06-17**

15 <sup>th</sup> May	Full Council
19 <sup>th</sup> May	Christian Aid Week Concert
24 <sup>th</sup> May	Cwmamman Mayor Making Ceremony
27 <sup>th</sup> May	Llandoverly College Prize Giving Day
27 <sup>th</sup> May	Llandeilo Mayor Making Ceremony
29 <sup>th</sup> May	Llandoverly Carnival
5 <sup>th</sup> June	Finance Committee
11 <sup>th</sup> June	Chair of CCC Civic Service
13 <sup>th</sup> June	Christmas Lights Committee
13 <sup>th</sup> June	Protocol Committee

**6. COUNTY COUNCILLOR'S REPORT / ADRODDIAD Y CYNGHORWR SIR**

**6.1. The County Councillor has been partaking of a number of induction courses and seminars pertinent to his new role.**

**6.2 The County Councillor has responded to queries from a number of local residents on various issues in and around Llandoverly.**

**7. COMMITTEE REPORTS / ADRODDIADAU PWYLLGORAU**

**7.1 The minutes of a meeting of the Forward Planning Committee held on Tuesday 30 May 2017 were received and noted.**

7.2 The minutes of a meeting of the Finance Committee held on Monday 5 June 2017 were received and noted. The following recommendations from the Minutes were Proposed and, Approved: -

4.1 It was resolved that the Council would support the High Street Bank that remained in the Town by transferring all the Council Accounts from Lloyds Bank which had recently closed their doors on the Town to Barclays Bank which remains open.

6.1 It was resolved that no changes were required to the Financial Regulations as adopted by the Town Council on 19 December 2016.

6.2 It was resolved that Cllrs Burgess and Wright be appointed to carry out quarterly bank reconciliation checks in conjunction with the RFO to comply with the requirements of paragraph 2. 2 of the Council's Financial Regulations.

7.1 A line by line Review of the Financial Risk Assessment was conducted. It was resolved to accept the Assessment Critique.

7.3 The Minutes of a Meeting of the Protocol Committee were received.

6. Following a full review and amendment by the Protocol committee. It was resolved to adopt the amended Protocol Document.

7.4 The Minutes of the Christmas Lights Committee were received.

6.1 It was resolved to change the Certificate Awarded from "Christmas Lights Display 2017" to "Best Christmas Display 2017"

## **8. TOWN CLERK'S REPORT / ADRODDIAD Y CLERC Y TREF**

8.1 The Town Clerks Report was received and noted.

## **9. MATTERS ARISING / UNRHYW FATER ARALL**

9.1 Cllrs Wright, Burgess and Blud delivered a verbal update from the CIO Committee to the Council. Cllr H. Davies extended an invitation to the Town Clerk to meet with the Trustees of the CIO at their next Meeting on Monday 26 June in order to respond directly to questions pertaining to the proposed One Year lease of the Heritage Centre to the CIO. The invitation was accepted.

9.1a It was resolved to accept the DRAFT (One year) Lease for the Heritage Centre contingent upon it being accepted without amendment by the CIO.

9.2 Cllr Long Informed the Council that a Meeting of the Asset Transfer Working Group would take place on Thursday 22 June.

9.3 The Town Clerk informed the Council that the Council Solicitor was still awaiting the final Pantycelyn Lease and Plans from CCC Legal.

9.4 Due to her absence on duty at the time of the AGM, Councillor Annabel Graham Paul took the Oath of Office

9.5 An update on the proposed Fireworks Display was received from Cllr Blud. Following discussion, it was resolved that no financial assistance was required from the Council at this time.

9.6 Cllr D. Burgess updated the Council on the production of reusable Posters advertising the Timetable of Events in the Town.

It was resolved that to have two posters/banners written in Welsh and two written in English; which can be made and displayed very soon. It was also resolved to liaise with Chris Olchawski, Chairman, Sheep Festival and C. Cllr. Handel Davies regarding posters and the best way to display them



9.7 Cllr Annabel Graham Paul took the Oath of Office for the position of Deputy Mayor.

9.8 A review of the membership for the following Committees was conducted.

**Planning Committee** – No Change

**Hub Committee** – All members of the CIO stood down. Cllrs D Rees and, C. Sear were appointed to the Committee.

**Forward Planning Committee** – the following members stood down, Cllrs N Burgess, I Jackson, G. Jones and D. Rees.

9.9. It was resolved that the Council would adopt the “Wellbeing of Future Generations” Act 2015. The responsibility for monitoring Council compliance with and, matching Council Activities to the Act for the production of an Annual Report was delegated to the Forward Planning Committee.

9.10. Council support to the Town Crier Competition was discussed. The Town Clerk was directed to ascertain from the Town Crier exactly what support might be required. Some Councillors were already hosting competitors for the duration of the Competition.

9.11 Payment of the Insurance premium for the Rhys Prichard Memorial Hall was discussed. It was resolved that the Town Council would pay 50% of the insurance premium, the other 50% having to be found by the Board of Trustees to the Hall. The Town Clerk was directed to ascertain the Financial obligations to the Assembly Room Trust of the Town Council as Custodian Trustees.

9.12 It was resolved to implement an Annual increment of the RFO’s salary, with effect from 17 May 2017 in accordance with the Terms & Conditions of his Employment.

9.13 It was resolved to organise a Town Volunteer Day to try and tidy up some aspects of various locations within the Town. Saturday 15 July was agreed, timings as follows, 10:00 – 13:00 and 14:00 – 17:00. Cllr D. Burgess would be the central POC for this venture.

9.14 Cllr Jones raised the matter of call charges being levied against people using the Non-Emergency Police 101 Service. It was reported that there was a charge of 00.15p per call. Following enquiries about this charge it was established that these charges were being made by the telephone company and no money raised was going to the Police. Concern was expressed that when it became known that there was a charge albeit, a one off 00:15p people may decide to place a 999 call instead.

9.15 Deliberate Deletion.

9.16 It was resolved that the Council Robes should be cleaned. The Town Clerk to investigate the availability of specialist cleaners to conduct the cleaning.

9.17. It was resolved to adopt the Model “Local resolution Protocol for Town Councils” as distributed by One Voice Wales.

9.18 It was resolved to adopt the Model “Social Media Template for Councils” as distributed by One Voice Wales.

## **10. ACCOUNTS / CYFRIFON**

10.1. It was resolved to approve the schedule from the Clerk relating to income totalling £31.68 and payments totalling £6,630.75 for the period 1 to 31 May 2017.

10.2. It was resolved to approve the Consolidated Statement of Accounts and Budget Summary as at 31 May 2017.

10.3. The Report of the Responsible Financial Officer's for June 2017 was received and noted.

10.4. It was resolved to approve the Council's completed Annual Return for the year ended 31 March 2017 following the internal audit, and to authorise the RFO to send the Annual Return to the External Auditor.

#### **11. CORRESPONDENCE / GOHEBIAETH**

11.1 The HoWLTA Newsletter and Membership Card was received and noted

11.2 An invitation to participate in "Red Ensign" Day on 3 September 2017 was received and tabled.

11.3 A briefing paper for Town Councils from Play Wales was received and passed to the Asset Transfer Working Group.

#### **12. REGENERATION - ACTION POINTS**

12.1 Recommendations were received for the new colours of the Llandoverly Craft Centre. These will be submitted to the County Conservation Officer for approval.

#### **13. NEWS FROM THE TOWN HALL**

To receive items for inclusion in the above.

#### **14. FUNDING/GRANTS - LEADS**

14.1 The "Safe Routes in Communities" Grant Application Pack was received and Noted.

#### **15. ANY OTHER BUSINESS - AT THE DISCRETION OF THE CHAIR - FOR INFORMATION ONLY / UNRHYW FATER ARALL YN OL DISGRESIWN Y GADAIR – GWYBODAETH YN UNIG.**

The Council will write, offering congratulations to Mr Emyr Philips, Mr Dafydd Hughes and Mr Wyn Jones on their successes on the Rugby Field with the Scarlets.



**SCD Carter**  
**Clerk to Llandoverly Town Council**  
**19 June 2017**



**David Long**  
**Mayor**  
**19 June 2017**