



**Minutes of the Full Council Meeting of Llandeilo Town Council held at the Shire Hall,
on Wednesday, 25th November ,2009 at 7.30 p.m.**

Present: The Mayor Cllr Charlotte Leadbeater , Cllr Colin Jenkins,
Cllr Roy Davies, Cllr Hugh Towns, Cllr Ieuan Gwyn,
Cllr Edward Thomas, Cllr Chris Parish, Cllr Ros Bellamy,
Cllr Richard Wallace, Cllr Fran Murphy , Cllr Dawn Wallace.
Mr Roger Phillips (Town Clerk)
Mr Des Davies (Technical Officer)
Mr Christopher Plummer (Finance Officer)

Apologies :

Police Matters .PCSO Roger Anthony stated that 5 offences had been recorded during the month. There had been two incidences of a domestic nature, one theft and one of possession of drugs. As a result of a cooperation between the Police and local licencees, two persons had been banned from pubs in the area.
The Mayor thanked the Police for their help during the firework display and the ‘switch on’ of the Christmas lights.

Min 206 / Nov /09 County Councillor’s Report .

County Councillor Ieuan Jones congratulated the Mayor and the Council on the two recent public events in the Town.

Councillor Jones stated that the County Council would experience great difficulty in maintaining the current level of service during the next year due to the recession and the small increase of money allocated by the WAG. Jobs might be lost if services have to be cut. The County Council would consider whether to switch off street lighting at night as part of a cost cutting exercise.

Councillor Edward Thomas asked the County Council to consider having free car parking over the Christmas period.

Min 207/ Nov/ 09 Previous Minutes

The Minutes of the Full Council Meeting held in the Chamber at the Shire Hall on Wednesday, October 25th, 2009 were read and confirmed as a true record with the following amendment :-

Min 179 / Oct / 09. Bills for payment add Special event application licence fee £21.
Proposed by Cllr Ros Bellamy and seconded by Cllr Edward Thomas. All were in favour.

The Minutes of the Planning Committee Meeting held in the Chamber at the Shire Hall on Wednesday, November 11th, 2009 were read and confirmed as a true record and recommended for acceptance with the following amendment :-

Min 194 / Nov / 09 Correspondence –add 10. Cllr Ros Bellamy email enquiring if the Council was to consider switching off some of the street lighting. The Council decided not to proceed with this at the present time.

Proposed by Cllr Roy Davies and seconded by Cllr Christopher Parish. All were in favour.

The Minutes of the Finance Committee Meeting held in the Chamber at the Shire Hall on Wednesday, November 11th, 2009 were read and confirmed as a true

record and recommended for acceptance . Proposed by Cllr Chris Parish and seconded by Cllr Edward Thomas. All were in favour.

Min 208 / Nov / 09 Matters arising from previous meetings

Re. Min 174 / Oct / 09 . The Technical officer would ask the contractor to provide a detailed estimate of the cost of repairing the church clock which would be forwarded to County Councillor Ieuan Jones..

Re. Min 176 / Oct / 09. Cllr Edward Thomas stated that he had received confirmation of his acceptance as governor of Llandeilo CP School.

Re. Planning meeting 11.11.09. Cllr Roy Davies asked for an agenda item on the Council's position regarding the railway station to be put on the January Planning meeting.

Re.Min 193/ Nov/09 Cllr Roy Davies had met with a potential contractor who had promised to provide an estimate of the project costs. by the end of the week.

Min 209 / Nov / 09 Correspondence requiring a response

1. CCC Improvement Plan 2009-10. It was agreed that the Mayor, Deputy Mayor and the Chair of Planning would complete the questionnaire.
2. CCC Forward Planning Officer Jon Timothy acknowledging receipt of the Council's observations on the Northern Development Brief. Noted. The Clerk was to ask County Councillor Ieuan Jones as to when the matter would be considered by CCC.
3. Sam Winter re. Farmers' markets. Clerk to reply with details of the weekly market in the main car park and the Country market held in the Civic hall. The Council had no knowledge of a current market charter.
4. CCC Planning Officer Kevin Phillips –reply with copy of the Town conservation areas . The Clerk to display on the Council Noticeboard. Cllr Edward Thomas proposed that the Clerk contact Eifion Bowen CCC Planning Officer to ask if all home owners in the conservation areas could be informed of restrictions on planning. Cllr Richard Wallace seconded. All were in favour. The Clerk was also to contact Ian Thomas CCC officer to enquire if the Townscape Heritage Initiative was still in being.
5. WAG – Public meeting regarding new strategies for the use of the Welsh language . Noted . The Clerk had replied expressing concern that no meeting would be taking place in South West Wales.
6. CCC Village Improvement Grant. The Clerk to contact the local press with a paragraph to inform local residents of the scheme
7. Dyfed Powys Police re Policing priorities for 2010-2013. The Clerk was to reply with the following three priorities
 - i) Accessibility to Police
 - ii) Visibility of Police in the community
 - iii) Drug related crime.
8. Cllr Roy Davies sent in a letter of resignation as Governor of Ysgol Teilo Sant due to personal reasons. Cllr Davies was thanked for his service as a Governor. Cllr Julia Jones was proposed as Governor by Cllr Edward Thomas and seconded by Cllr Roy Davies. All were in favour.

Min 210 / Nov/ 09 Correspondence for information

1. CCC . re. Trees in conservation areas. Noted
2. WRVS request for volunteers. Noted.
3. Carmarthen Hospice concert invitation. Noted.

4. WAG Play for Wales magazine. Cllr Fran Murphy and Cllr Ros Bellamy would read.

Min 211 / Nov /09 Financial Matters.

1. Accounts for payment.	
WCVA (Admin November 2009)	£ 34.79
WCVA (payroll addition – overtime payment)	£ 305.45
Zurich Insurance (Christmas lights switch on event)	£ 63.00
Charlotte Leadbeater (Christmas boxes decorations)	£ 19.20
BDO Stoy (Audit 2009)	£ 488.75
Des Davies (travel expenses October)	£ 20.80
Des Davies (lantern for Shire Hall)	£ 6.00
Nice Price News (PA system – fireworks display)	£ 45.00
Nice Price News (food and travelling to training day)	£ 77.20
Edward Thomas (travelling expenses – conference)	£ 15.20

These were passed for payment. Proposed by Cllr Hugh Towns and seconded by Cllr Dawn Wallace. All were in favour.

2. Audit 2008/9. Only one comment was received from the Auditor. In presenting community prizes at the Annual prize giving ceremony at Tregib School, it was advisable to pay the cheques to the school , who could then pay the pupils. Cllr Ros Bellamy proposed that this procedure be followed in future years. Cllr Edward Thomas seconded. All were in favour.
3. The Open Door Project.
It was agreed that donations of £50 each be given to the Ebenezer Baptist Chapel and Capel Newydd for their willingness to allow the chapels to be opened to the public during the Open day.
4. The Christmas window competition. The Mayor announced the winners and the prizes to be as follows :-
First prize - Blodau Teilo £50
Second prize - Cutting Edge £30
Third prize – Wardrobe £20
It was proposed by Cllr Ros Bellamy and seconded by Cllr Dawn Wallace that these prizes be given.

Min 212/ Nov / 09 Transportation and Highways

Cllr Ieuan Gwyn reported that new street lights had been erected along Heol y Garreg Las.

Water was gathering onto the road from an old well under HSBC Bank, at the bottom of Carmarthen Street. This could be a danger to vehicles in icy conditions. Cllr Colin Jenkins proposed and Cllr Edward Thomas seconded that a letter be sent to CCC regarding this.

Min 213 / Nov / 09 The Technical Officer's Report.

The Technical Officer reported that all had gone well with the 'switch on' of the Christmas lights. He stated that two of the transformers needed to be replaced. Cllr Colin Jenkins proposed that Mr Davies have permission to order and replace the transformers. This was seconded by Cllr Edward Thomas. All were in favour.

Regarding Min.201/Nov/09 and the permission given for Prospect Construction to remove the debris from the ceiling area of Shire Hall. Mr Davies stated that the contractor was not available at the present time.

Cllr Ieuan Gwyn proposed an amendment that the contractor be changed to Cledwyn Moses. This was seconded by Cllr Edward Thomas. All were in favour.

Min 214 / Nov / 09 To discuss a Strategic Planning Policy for the Shire hall maintenance

Cllr Hugh Towns reported on the meeting of the subgroup that had met to discuss issues regarding the Shire hall maintenance. Their recommendations were that the maintenance should be considered as one of three principles

- a) The Technical Officer needs to have the ability and permission to respond to emergency calls himself.
It will need to be minuted that the Technical Officer has a 'Spend budget' of up to £200 to cover such events.
- b) There will be need to set up three budget funds to cover all aspects of work in the Shire Hall
 - i) A Maintenance fund for urgent work
 - ii) An Emergency Reserve fund
 - iii) An Enhancement Fund for improvement projects at Shire Hall.
- c) It is recommended that an approved list of contractors is produced under different headings
 - 1) For work up to £1,000
 - 2) For work up to £5,000
 - 3) For work over £5,000
 - 4) Categories of work i.e. Electrical work, building, heating and Plumbing.

Cllr Edward Thomas wished to congratulate the subgroup on the prompt and efficient way that they had produced the report. Cllr Richard Wallace seconded.

Cllr Hugh Towns proposed that these principles be adopted as the Council's policy. Cllr Ros Bellamy seconded. All were in favour.

Min 215 / Nov / 09 The Mayor's Report.

Cllr Charlotte Leadbeater gave a list of the functions attended on behalf of the Council during the month. She reminded Councillors of the need to attend the AGM of the Communities Association on Thursday ,November 26th ,2009. Cllr Leadbeater also gave a report of a meeting she had attended with Tyssul Evans , CCC Chair and Rhiannon Rowley of the Transition Town movement.

Min 216 / Nov / 09 Other Reports

- i) Fireworks Sub Group Report

Cllr Colin Jenkins gave a report of the meeting held on November 24th, 2009. The subgroup had carried out an evaluation of the event with recommendations for next year's event .The display had been very successful and the Mayor expressed the thanks of the Council to all who had assisted at the event. The subgroup recommended that letters of thanks and donations be given to the following for their help during the display :-

The Ffairfach Young farmers Club £100 for helping with the stewarding and clean up.

The Round Table Club for help with car park stewarding £75.

St. Johns Ambulance for their presence at the event. £50.

Llandeilo Cricket Club for their help in the preparations and clean up. £20.

A letter of thanks to go to Gary Thomas for the music and PA system.
Cllr Edward Thomas proposed that these recommendations be accepted. Cllr Chris Parish seconded. All were in favour.

ii).Christmas lights Sub group.

Cllr Edward Thomas gave a report of the meeting held on November 24th, 2009. The Christmas lights switch on had been the most successful to date and had been very well attended. There was a lack of communication from Boomerang TV and the local committee with regards to timings of the filming of the Seren Bethlehem programme which could have had health and safety implications. The subgroup would recommend appointing an MC , and having a staging area for the entertainment.

Cllr Edward Thomas proposed that donations be given to the following for their help during the event:-

The Round Table Club £ 50 for help with stewarding and providing Father Christmas.

Ffairfach Young Farmers Club for acting as stewards £50

Teilo Singers £50

Ammanford Silver Band £100

Letters of thanks to be sent to Mr Geraint price for the firework display and PCSO Roger Anthony for the traffic control

These proposals were seconded by Cllr Dawn Wallace. All were in favour.

iii)Staff Monitoring Report.

Cllr Edward Thomas reported on the meeting held with the Staff on November 3rd,2009. Some of the agreed procedures to be implemented included having a clasp and padlock fitted to the safe to store the Council's standard documents, that all invoices would be photocopied to use as office records. The Clerk had purchased an external hard drive to transfer information onto the office PC. The issue of payment for the Clerk's broadband/telephone expenses was to be confirmed in the new year.

Cllr Thomas stated that he would organise an office clean up with the assistance of other Councillors as soon as the Clerk had confirmation from One Voice Wales as to what documents had to be kept as archive material.

Min 217/ Nov /09 Items of business that by reason of special circumstance the Chair decides should be considered as a matter of urgency, pursuant to section 100 B (4)(B) of the local Government Act 1972

The mayor announced that she was to hold a Charity ball on March 13th, 2010 in the Civic Hall in aid of her chosen charities.

The meeting ended at 9.35 pm