

*Cyngor Tref Llandeilo Fawr*  
*Llandeilo Fawr Town Council*



**Minutes of the Annual Meeting of Llandeilo Town Council held at the Shire Hall, on Wednesday, May 10<sup>th</sup> 2017 at 7.00p.m.**

**Present:** Mayor Cllr Colin Jenkins, Deputy Mayor Cllr Eifion Davies, Cllr Robert Jones, County Cllr Edward Thomas, Cllr Dawn Wallace, Cllr Geraint Price, Cllr Rebecca Butcher, Cllr Owen James, Cllr Lesley Prosser, Cllr Gordon Kilby, Cllr Christoph Fischer, Cllr Christopher Parish  
Mr Roger Phillips ( Town Clerk )  
Mr. Christopher Plummer ( Financial Officer)  
Mr. Des Davies ( Technical Officer )

**Prior to the commencement of the meeting, the Clerk requested that all Councillors read and sign the oath to take up their appointment as a Councillor.  
All Councillors were asked to sign their Declarations to abide by the Code of Conduct.**

**Apologies** None

**Declarations of Interests . None**

**Min 31/ May/17 To confirm the Nominations for the position of Mayor of Llandeilo for the Year 2017-18**

Cllr Eifion Davies was proposed by Cllr Edward Thomas, seconded by Cllr Gordon Kilby. All were in favour.

Cllr Eifion Davies accepted the nomination.

**Min 32/ May / 17 To confirm the Nominations for the position of Deputy Mayor of Llandeilo for the year 2017- 18**

Cllr Edward Thomas was proposed by Cllr Gordon Kilby seconded by Cllr Dawn Wallace. All were in favour.

Cllr Edward Thomas accepted the nomination.

**Min 33/ May/ 17 Election and Appointment of Representatives to other Committees and Bodies**

1. **School Governor for Llandeilo CP School** : Cllr Edward Thomas will be the representative until November 2017.
2. **School Governor for Ysgol Gymraeg Teilo Sant** : Cllr Robert Jones will be the representative until 2019.
3. **Town Twinning Association:** by their constitution, this is the Mayor, Cllr Eifion Davies.

4. **One Voice Wales:** Cllr Owen James. Proposed by Cllr Edward Thomas, seconded by Cllr Eifion Davies. All were in favour.
5. **Equal Opportunities Policy Monitoring:** Cllr Edward Thomas and Cllr Rebecca Butcher. Proposed by Cllr Dawn Wallace, seconded by Cllr Eifion Davies. All were in favour.
6. **Welsh Language Policy Monitoring :** Cllr Robert Jones and Cllr Christoph Fischer . Proposed by Cllr Rebecca Butcher seconded by Cllr Owen James. All were in favour.
7. **Environmental Policy Monitoring :** Cllr Dawn Wallace and Cllr Lesley Prosser Proposed by Cllr Gordon Kilby, seconded by Cllr Robert Jones. All were in favour.
8. **Publication Officer :** Cllr Rebecca Butcher proposed by Cllr Owen James, seconded by Cllr Dawn Wallace. All were in favour.
9. **Health & Safety Policy Monitoring:** Cllr Dawn Wallace and Cllr Christopher Parish were proposed by Cllr Colin Jenkins, seconded by Cllr Rebecca Butcher. All were in favour.

**Min 34/ May/ 17 To Appoint Standing Committees and consider the composition of Working Parties**

All Councillors are invited to sit on each committee unless they specify otherwise.

**A) Finance Committee**

The Committee would consist of :-

Cllr Gordon Kilby, Cllr Dawn Wallace, Cllr Colin Jenkins, Cllr Rebecca Butcher, Cllr Owen James, County Cllr Edward Thomas, Cllr Robert Jones, Cllr Lesley Prosser, Cllr Geraint Price, Cllr Eifion Davies, Cllr Christoph Fischer.

**B) Planning and General Purposes Committee**

County Cllr Edward Thomas declined to take up his right to sit on this Committee. The Committee would comprise of :-

Cllr Gordon Kilby, Cllr Dawn Wallace, Cllr Owen James, Cllr Colin Jenkins, Cllr Rebecca Butcher, Cllr Christopher Parish, Cllr Eifion Davies, Cllr Geraint Price, Cllr Robert Jones, Cllr Lesley Prosser, Cllr Christoph Fischer.

**C) Staffing- Disciplinary and Grievances Committee.**

It was proposed by Cllr Eifion Davies, seconded by Cllr Edward Thomas that the following Councillors form this Committee :-

Cllr Gordon Kilby, Cllr Colin Jenkins, Cllr Dawn Wallace, Cllr Owen James. All were in favour.

**D) Appeals Committee**

Cllr Edward Thomas, Cllr Lesley Prosser. Cllr Christoph Fischer, Cllr Christopher Parish were proposed by Cllr Dawn Wallace, seconded by Cllr Eifion Davies. All were in favour.

### **Min 35 / May / 17 Formation of Working Groups**

**i) Fireworks Working Group**

Cllr Geraint Price, Cllr Rebecca Butcher, Cllr Lesley Prosser, Cllr Eifion Davies were proposed by Cllr Edward Thomas, seconded by Cllr Christopher Parish , seconded by Cllr Owen James.

**ii) Shire Hall Working Group**

Cllr Colin Jenkins, Cllr Gordon Kilby, Cllr Edward Thomas, Cllr Geraint Price, were proposed by Cllr Christopher Parish, seconded by Cllr Dawn Wallace. All were in favour. They would be joined by the Technical Officer

**iii) Procedures Group.**

Cllr Colin Jenkins, Cllr Dawn Wallace, Cllr Owen James, Cllr Gordon Kilby and Cllr Edward Thomas.

Proposed by Cllr Eifion Davies, seconded by Cllr Rebecca Butcher. All were in favour.

**iv) Overseeing the Website.**

Cllr Rebecca Butcher and Cllr Christoph Fischer would work in conjunction with the Town Clerk. Proposed by Cllr Dawn Wallace seconded by Cllr Colin Jenkins. All in favour.

**v) Christmas Lights Sub Group.**

Cllr Colin Jenkins, Cllr Geraint Price, Cllr Eifion Davies, Cllr Dawn Wallace, They would be joined by the Technical Officer. Proposed by Cllr Edward Thomas, seconded by Cllr Rebecca Butcher. All were in favour.

**vi) Llandeilo in Bloom.**

Cllr Dawn Wallace, Cllr Gordon Kilby, Cllr Geraint Price, Cllr Owen James, Cllr Lesley Prosser. Proposed by Cllr Edward Thomas, seconded by Cllr Robert Jones. All were in favour.

**vii) Gwyl Dathlu Dewi.**

Cllr Robert Jones, Cllr Owen James, Cllr Christoph Fischer, Cllr Rebecca Butcher, Cllr Lesley Prosser, Cllr Eifion Davies, Cllr Gordon Kilby were proposed by Cllr Edward Thomas, seconded by Cllr Colin Jenkins .All were in favour.

**viii) Asset Transfer**

It was proposed by Cllr Owen James, seconded by Cllr Robert Jones that the present made up of Cllr Edward Thomas, Cllr Colin Jenkins, Cllr Eifion Davies, Cllr Gordon Kilby and the three Officers remain in place until the process has been completed. This would then be replaced by a new Parks Management Group.

### **Min 36 / May / 17 To Consider the payment of any Subscriptions**

- i) Annual Insurance Policy.
- ii) Membership of the Friends of the Heart of Wales Railway.
- iii) Annual Membership of the Society of Local Clerks.
- iv) Annual Subscription to One Voice Wales.

It was proposed by Cllr Eifion Davies and seconded by Cllr Edward Thomas that all subscriptions be considered and paid by the appropriate dates. All were in favour.

**Min 37 / May / 17 To inspect any deeds and trust instruments in the custody of the Council.**

1. It was confirmed that the solicitors, Hugh Williams are in possession of the deeds for the Community Garden.
2. It was confirmed that Land Registration of the Shire Hall were with the Town Council. Cllr Colin Jenkins proposed that these are accepted by Council. This was seconded by Cllr Edward Thomas. All were in favour.

**Min 38 / May / 17 To consider the appointment of a Council Solicitor**

It was proposed by Cllr Gordon Kilby that the Council appoint Carreg Law as the Council's solicitor. This was seconded by Cllr Dawn Wallace. All were in favour.

**Min 39 / May / 17 To appoint the Council's Internal Auditor for 2017/18**

Mr Lyn Llewellyn was proposed by Cllr Dawn Wallace, seconded by Cllr Christopher Parish . All were in favour.

**Min 40 / May / 17 To Consider the Pay and conditions of the Staff**

Cllr Edward Thomas proposed that the Staff receive any changes in the pay and conditions as and when these are made according to the National Agreement. Cllr Dawn Wallace seconded. All were in favour.

**Min 41 / May / 17 To appoint the Council's Internal Auditor for the year 2016/17**

Mr Lyn Llewellyn was proposed by Cllr Eifion Davies, seconded by Cllr Edward Thomas. All were in favour.

Meeting ended at 8.05pm