

Town Clerk:
Ms C.A. Paterson

Technical Officer:
Mr R.H. Griffiths



The Shire Hall
Carmarthen Street
Llandeilo
Carmarthenshire
SA19 6AF

**Minutes of the Meeting of full council held at the Shire Hall, Llandeilo on Tuesday 18th
February 2003 at 7.30.p.m.**

This meeting marked the beginning of the Council's three month trial using a Simultaneous Translation service. There was a brief introduction to the equipment, its use, and how to get the best possible results from the use of the service. All attendees were given a booklet containing further information.

Present: Councillors: Cllr D. Williams (Chair), Cllr. I. Gwyn, Cllr. S. Burge, Cllr R. Bellamy, Cllr R. Davies, Cllr K. Day, Cllr C. Cooper, Cllr. C. Jenkins, Cllr. G. Price, Cllr G. Vaughn Jones, Cllr D.A. Jones.
Other: C. Paterson (Town Clerk), I. Jones, R. Huw Griffiths. (Technical Officer).

5682: Apologies: Cllr. H. Ladd Lewis

5683: Minutes of meeting of Full Council held on Tuesday 21st January 2003. The council agreed to take the minutes one at a time, to look at possible amendments, and to deal with matters arising. Those minutes requiring further comment or amendment are listed as follows:

5639 - It was agreed that there was now a need to establish a group of all interested parties regarding the plans for development of the Civic Hall. This would involve selected interested members of council, and needed to be moved forward as a matter of urgency.

5641 - There was a need to set a date for a public meeting to discuss the establishment of a new monument in the town. Cllr Vaughn Jones said that for this to happen, it was necessary that a list of all interested parties, and organisations in the Town, be drawn up so that a bilingual letter may be circulated. Cllr. Gwyn suggested that there may be a list available. As this has not yet been found, and given that such a list would be an old one, and therefore possibly not truly representative of the Town at present, there was a need to devise a new list.

5621: Given the very full agenda of the recent meetings, meaning discussion of the Towns planned website had not been entered as an agenda item at this meeting, Cllr Price suggested that this must be included as an agenda item for the March Meeting of Full Council.

5622 :It was resolved to set up an informal meeting between the Director of the Trust and Cllr, Gwyn to discuss the future needs of both parties.

Cllr. Jenkins said there was a property for sale in Bank Buildings, consisting of a large shop/office and a two bed roomed flat on the first floor. Should the council be willing to consider the purchase of this building the upstairs flat would provide an income for the council and the ground floor could be used, as a chamber for council, a visitor centre perhaps even a cyber café. It was proposed that the council held a brief discussion about the idea at the end of the meeting. It was necessary to secure a long term lease on the Shire Hall before considering a new purchase, but prices appeared to have levelled out and it was important to give the idea some consideration. Cllr. Cooper and Cllr. Vaughn Jones expressed concerns and the Mayor said that at this stage these were merely informal discussions of an idea and that no decisions would be made during the discussion following the meeting.

5624: The movement of the benches into Parc le Conquet, R. H. Griffith waiting notification and permission from County Council and I Jones suggested that he would liaise to insure that this can be done.

With regard to the coppicing, carried out by the Town Council on the side of the hill near the bridge. It is necessary to contact the Grant Authority, Mr Brian Harris, to see if it is possible to get a copy of the original grant application so that the Town Council can move on the outstanding monies owed to it. At present the position is that the County Council feels that the coppicing has been overdone and that the Town Council should plant new trees in the area cleared. The Council was in general agreement that this was unacceptable as these trees would quickly obscure the characteristic view of the town and the terrace in Bridge Road, and that surely the original clearance was undertaken to preserve just this historical view of the town. It was conceded that the Town Council would be willing to look at replanting some smaller shrubs. The priority was to see the original planning application and see how close the council had kept to the letter of this application. It would also be advisable to seek the advice of the Dyfryn Cennen council and to contact Ivor Stokes from the Botanical gardens and look at some suitable compromise planting for the area.

5643- Zurich Insurance to be contacted to inquire whether they will agree to cover the buoy even if it is sited just outside town boundary.

5644 - The clerk will continue to send a letter of invitation and an agenda to the Police Sergeant as a notice of each meeting of full council.

5645 - The financial report. It was agreed that there was a need to provide

training for the Clerk. Indeed the Clerk had already undertaken to attend a conference in Nottingham 6/7th March. I. Jones said that he had raised this in County Council at the meeting of the executive. A Mr Clive Bowles was available to help in this area. Mr Jones and the Clerk would try to organise a meeting to talk about some of the needs for training and some of the ways this training could be provided. As regards the rest of the Financial Statement the council moved that as all the recommendations had been discussed at previous meetings and accepted by council this meeting would afford each only a brief consideration. No further comment was made except for the council to once again thank Mr Towns for his hard work and to say they were happy with the Financial Statement.

The minutes of the Full Council Meeting of Tuesday 18th February 2003 were then accepted as a true record of the meeting. Proposed by Cllr. Gwyn, seconded by Cllr. Bellamy and passed with all in favour.

5684: The minutes of the Meetings of the Finance and Planning Committees held at the Shire Hall on Wednesday 5th February 2003.
FINANCE COMMITTEE.

5665: Cllr Vaughn Jones pointed to the Standing Order stating that it was not necessary to obtain a quotation for work under £4000.00, This amount was generally felt to be rather high and the Town Council should give a greater consideration to the spending of any sum of money over £500.00, it was proposed that the council should look at this sum and further discuss. Mr Towns has undertaken to write a new set of Financial Regulations which will then be put to Full Council for consideration and then be appended to the standing orders. This matter will be considered in the Financial Regulations.

The Minutes of the Meeting of the Finance Committee held at the Shire Hall on Wednesday 5th February 2003 were then accepted as a true record of the meeting. Proposed by Cllr Bellamy, seconded by Cllr. Price and passed with all in favour.

5685: PLANNING AND GENERAL PURPOSES.

5675. While it was good to see all the filming in King Street, George Street and Carmarthen Street Cllr Vaughn Jones, raised the issue of the Road Closure for three days. Given that the Llandeilo Festival experienced such difficulties in response to the brief closure of the road for the festival, why had the BBC been granted permission to close the road for such a long period of time. It was pointed out that the Film Company had paid the County Council for each day that the road was closed. This closure had a direct impact on the people of the town as it made day to day activities more difficult, and further restricted parking. Cllr Vaughn Jones said that he would raise the matter with the County Council.

5676: Further to the condition of certain roads raised at the meeting the Technical Officer had spoken about them to the County Council and was following up the problem.

5677: The lights that were under question had been investigated and there did

not appear to be a problem with them.

5678: Cllr Davies and Cllr Price had investigated the track mentioned at the meeting and was informed that the new access was only temporary.

5679: Cllr Price was commended for the work involved in collecting signatures for the anti-Car Parking Charge campaign. A large number of signatures had been collected. And the petition would be presented at the County Council meeting in March. The council gave thanks to Cllr Price. Cllr Vaughn Jones mentioned a Radio Wales discussion on the subject that he had heard and commented that although there were representatives from the Chamber of Trade and other interested parties there was no representation from the Town Council and that this was a missed opportunity.

5680 : The meeting to discuss the future of Newton House was attended by the Mayor and the Town Clerk. It was felt that the meeting, intended to look at public opinion about the future of Newton House, while interesting was an 'rubber stamping' exercise, necessitated by the process of grant application. There were a number of schemes on the table and the consultation was intended to result in the formation of consultation groups to look at these possibilities. The Mayor would attend one of the Task Groups. It was important that the Council maintained an interest as the house and parks were an important part of and resource for the community.

Cllr Vaughn Jones mentioned that the work on Dinefwr Castle appeared to have been finished. It would be a good idea to contact R. Davies from Dinefwr Council to see what was happening with regards to recognising this work that had taken some fifteen years. Mr. I Jones said that there was some discussion of this at the meeting of the Twyi Valley group. There was the possibility of a H. L. F. grant to benefit the whole area being used to enhance the castle as both a visitor attraction, and a part of many attractions in the area. It was a pity that the papers had not picked up on the story.

The minutes of the Finance Committee were accepted as a true record of the meeting. Proposed by Cllr. Jenkins and Seconded by Cllr Vaughn Jones.

5686: Election of the Mayor and Deputy Mayor elect. The mayor requested proposals for the two roles to be taken up in the forthcoming year.

Cllr Gwyn proposed that the Deputy Mayor, Cllr D. A. Jones is elected as Mayor, this was seconded by Cllr. Burge and passed with all in favour with enthusiasm. *The Deputy Mayor, Cllr D. A. Jones is duly elected to the position of Mayor.*

The Mayor asked for nominations to the position of Deputy Mayor, noting with regret that Cllr Ladd -Lewis had expressed that he did not wish to be considered for the position. Cllr. Day proposed Cllr Vaughn Jones be elected to the position, and this was seconded by Cllr. Jenkins. Cllr Vaughn Jones said that he would accept the honour. It was passed with all council in favour and with enthusiasm. *Cllr. G. Vaughn Jones is duly elected to the post of Deputy Mayor.*

5687: Notice of Motion from Cllr Gwyn.

The Town Clerk had been unable to distribute these notices of motion in good time for the meeting to all the councillors as required by the standing orders and it was not possible to bring them up at this meeting. For this the Clerk apologises and the remaining valid notice of motion will be distributed for consideration at the next meeting of council.

5688: The Publication Scheme for Local Councils. This agenda item was proposed by Cllr.

Bellamy, and all council members should have had a copy of the summary of the Local Authority Publication Scheme. Under the terms of the Access of Information Act it is a requirement, and has been for the last year at least, for the Town Council to have a list of published material made available to the public. This information includes the minutes from meeting, lists of the Councillors interests and was all included in the handout and was a statutory requirement. Cllr. Bellamy proposed that the Council put together all the information that was included in the list and currently available and that this was then left in the public library. While all the requisite information would not be available, this at least would be a start and could then be improved on until the council was in full compliance with the Statutory regulations. Cllr Vaughn Jones, suggested that if the information were to be placed in the library then it should be bilingual. This was accepted in principle but seen to have resource and financial implications. This issue was a matter of some urgency as this should have been done at least a year ago. In order to ensure that this was done properly and the Council was in full compliance with statutory regulations, the proposal was made that a meeting was set up to discuss all the issues involved, including the issue of publishing the information bilingually, and the financial implications of this.

It was moved that the council formally accepts the guidelines for the Publication Scheme as described in the summary. Proposed by Cllr Gwyn and seconded by Cllr Jenkins and passed with all in favour. It was further moved that the council set up a separate meeting with the sole purpose of discussing how the council can comply with the regulations described in the Publication Scheme for Local Councils, and provide all the required information in the best possible way. This meeting was to include discussion of all the issues arising from the Access to information act. Proposed by Cllr Jenkins and seconded by Cllr Cooper, passed with all in favour.

5689: Requests for Financial Assistance. The council had received further applications for financial assistance. While it had been agreed that awards under Section 137 would be given on a quarterly basis at the meeting of the Finance Committee. However, the meeting of the Finance committee had also identified a need for the council to set up some clear procedures with regard to the awarding of financial assistance from Section 137 funds. The Clerk had received a request for assistance from the Carmarthen Gymnastics Association. Again it was requested that a letter be written requesting a balance sheet from the organisation so the council could make an informed decision, based on need and community involvement. There was a need for the awarding of these monies to be seen to be both fair and transparent, and

this perhaps involved the need to look at the actual declaration of Section 137. It was not always possible to request a balance sheet. For example, an individual requesting assistance could not be required to do so. Cllr Gwyn proposed that the council take specific care with the wording of regulations under Section 137. The mayor suggested that the council state: *When considering whether or not to grant an award under the section 137 act, that it would be a requirement that an organisation provided a balance sheet, and that the cases of individuals or small groups could be considered on the basis of a statement giving the reasons for their request for financial assistance.* This statement was to be taken as part of the set of Financial regulations to be written and appended to the Standing orders.

5690: Correspondence: Letter from the Bois Y Castell choir, containing a request for financial assistance as the choir wished to go abroad. Cllr Vaughn Jones declared an interest. The Clerk was to request a financial statement from the organisation, and the Mayor was to write to the organisation. And as resolved the application would be discussed when the Finance Committee discussed Section 137 payments on a quarterly basis.

Cllr Cooper then brought up the issue of protocol when a council member declared an interest. The protocol was that if a member declared an interest under Standing order 56 that member should leave the room during discussion.

5691: The Clerk suggested that as there was a fair amount of mail containing documents that it was important for councillors to read, she would make them available in the meetings room. Cllr Cooper stated that every member of the council should receive a copy of every piece of information as this would best enable them to fulfil their role on Council. The practicalities of this were discussed, the time it would take for the Clerk to photocopy every document (these are frequently of considerable length), and distribute them and the expense of this exercise.

The suggestion was made that the Clerk request that the Council and the National Assembly provide the council with more than one copy of any such documents, possibly three or four, so that these could be distributed.

Cllr Bellamy suggested that members of council could be asked to take those documents that fell within their areas of interest, read them and write down the salient points of each such document and bring this back to report to the rest of the council.

The allocation of such mail could be done under the correspondence section of each Meeting and the Clerk would then introduce an agenda item wherein each member would be asked to report back on those documents that had been read. The period of time before such a request for a report back was to be tailored to suit individual needs. The clerk would contact members to whom documents had been allocated, and enquire if they would be able to report back at next meeting.

Existing documentation was distributed as follows:

Cllr Williams - Assembly policy on Welsh Language paper.

Cllr Cooper - Assembly documentation on Crime and Disorder.

Cllr Day - Community Strategy for private housing grants.

Cllr Davies - draft policy on Children's play.

5691: Accounts for payment.

Bridge Gallery for cutting the mount for the Town Council notice board. £35.00

Heart of Wales Travellers Association - annual subscription, £8.00. The Council agreed to pay these sums.

It was noted that the first use of simultaneous translation equipment had been fairly successful and the council gave thanks to Lynwen for this provision. Thanks were given to members for their patience while the equipment was being tried and introduced. It was accepted that the use of this system would take some time to get used to.

Interested members were invited to a brief discussion regarding the possible viewing and potential of the property for sale in Bank Buildings.

The Meeting was ended at 9.55p.m.