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**The Shire Hall  
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**Town Clerk/ Clerc y  
Dref: Ms C.A. Paterson**

0132

Minutes of the meeting of Full Council held in the Main Dinefwr Debating Chamber, Council Buildings, Crescent Road, Llandeilo, on Tuesday 16<sup>th</sup> December 2003.

Present: Councillors: Cllr S. Burge, Cllr K. Day, Cllr C. Jenkins, Cllr C. Cooper, Cllr I. Gwyn, Cllr R. Bellamy, Cllr D. Williams

Other: Colette Paterson (Town Clerk), R. Huw Griffiths (Technical Officer)

**5944:** Apologies: None offered. Cllr K. Day apologised for the delay in the minutes of the Planning and General Purpose Committee meeting.

**5945:** Minutes of the previous meeting of Full Council, held at the Main Debating Chamber, Council Buildings, Llandeilo, on Tuesday 18<sup>th</sup> November 2003.

5917: Replace the words 'the Committee' with 'the Council'

The minutes of the meeting held on Tuesday 18<sup>th</sup> November 2003 are accepted, by the Council, as a true and accurate record. Proposed by Cllr Jenkins, seconded by Cllr Bellamy.

**5946:** Matters Arising:

5915: The construction of the Web Site was under way, and the site could be viewed at [www.orchardweb.co.uk/llandeilo](http://www.orchardweb.co.uk/llandeilo).

There would be a presentation of the web site at the next meeting of Full Council. The official launch of the Llandeilo Fawr Website to coincide with the Public Open Day held as part of the Heritage Audit on Saturday 17<sup>th</sup> February in the Vestry at Capel Newydd.

The official launch of the Llandeilo Heritage Audit would take place on Wednesday January 21<sup>st</sup> in the vestry of Capel Newydd from 7.30 to 9.00pm. This is to be a public meeting, Jenny Hall and Paul Sambrook would address the meeting to introduce the audit process.

0132

5855: The Garden at the Crescent. The council had received documentation regarding the previous ownership of the garden and the purchase was progressing.

5890: The Technical Officer now had a key to the storeroom next to the public toilets and therefore access to water.

5920: As far as the naming of Streets is concerned, County Cllr I. Jones said the Town Council had a role, however County Council tended not to consult should new developments be less than six buildings.

5918: As a result of the Code of Conduct session it had been realised that the Council held a representative interest in the Llandeilo Community Association. The required form had been completed and sent off and the council awaits a general dispensation.

5926: The 'Switch On' of the Christmas Lights had been very successful. The Mayor, on behalf of the Council thanks all those involved.

The prize cheque for Cutting Edge to be voided and replaced, as it had been destroyed in error.

**5947: Police Matters:** Sergeant N. Jones attended the meeting. There were no current important issues to be raised. The Police had increased the number of foot patrols over the last few days and would continue to increase them over the festive period. The mayor thanked the police for their work during the Christmas lights 'switch on' and thanked him for attending the meeting.

**5948:** The minutes of the meeting of the Finance Committee.

The minutes of the meeting of the Finance Committee held at the Shire Hall on Wednesday 3rd December 2003 are accepted as a true record of the meeting. Proposed by Cllr Bellamy, seconded by Cllr Cooper.

Matters Arising:

5935: amend to clarify, as regards the replacement window for the Shire Hall quotations received (Supply Only) include one for the sum of £1380 excluding glass and one from P.F. Joinery For £1150 +VAT.

It is proposed that the Council accept the later pending quotations for the cost of fitting the window.

5933: It was the recommendation that the Council freeze the precept for the year 2004/2005 at £33690.05.

The Council accepts the Committees recommendation that the precept be set at £33690.05 for the year 2004 -2005. Proposed by Cllr Bellamy seconded by Cllr Cooper.

The minutes of the meeting of the Finance Committee and the recommendations therein are accepted by the council. Proposed by Cllr Bellamy and seconded by Cllr Gwyn.

**5949:** The railings at the Crescent. The technical officer had three quotations for this work. CT Fabrications (£9997.00+ VAT), Peel Weld (£198 per m for approx 114m £22572.00) and from Tumble Forge (£22280.00 +VAT). CT Fabrications were unable to do the wrought iron detailing required, hence the small quote.

The council accepts the quotation of £22280.00 from Tumble Forge as the preferred option, pending grant information.

**5950:** The mayor requested that the Council support and provide match funding for a grant application fronted by the Chamber of Trade to undertake a feasibility study of the future use of the Shire Hall, in particular as a Heritage/Visitor Centre. The grant available was to a max of £4000.00 and was available from the same grant allocation as that which the Council had already successfully applied to for the Heritage Audit.

The Council supported the application and the Clerk to write a letter giving the Council's permission for consultants to look around the Shire Hall, providing the permission of the Tenants is sought first. The Council to be kept informed as to the developments. Proposed by Cllr Bellamy and seconded by Cllr Cooper.

**5951:** The Notice of Motion.

The motion that the Standing orders be amended where they contain reference to financial matters to read 'see Financial Regulations' and the adopted Financial Regulations (5922) be appended to the Standing Orders is adopted. Proposed by Cllr Cooper, seconded by Cllr Day and passed with all in favour.

The Clerk to provide new copies of Amended Standing Orders and the Financial Regulations to Councillors.

**5952:** Reports of meetings attended: Cllr Jenkins attended the meeting of the Community Association. C. C. C had changed the proposed conditions of the lease of the Civic Hall for 21 to 125 years, with no movement on maintenance of the building, the money on offer had also been altered from £30 000 over 3 years to £48 000 over 6 years. There was a reluctance to take over the running of the Civic Hall under the existing lease terms until it had been refurbished. A Business plan was being undertaken and the Community Association was considering all options. Next Meeting to be held Tuesday 27<sup>th</sup> Jan at the Shire Hall.

Cllr Jones, Cllr Gwyn and the Clerk had attended a meeting regarding the proposed risk assessment for the Town Council with Mr Ray Smith of RTS associates. Mr Smith would provide quotation for carrying out the Risk assessment for the Town Council and setting in place a Health and Safety Policy.

The mayor offered his report on another busy month.

The process of Heritage Audit was underway. The following dates are offered to members Diaries. The Process will commence on Wednesday 21<sup>st</sup> January 2004 from 7.30 to 9.00pm, in Capel Newydd Vestry with a talk given by Jenny Hall and Paul Sambrook of Cambria Archaeology. They will lead the process of the Audit, and this meeting detail show the audit is carried out and requests input from the public. The Council will host a Public Open Day on Saturday 21<sup>st</sup> February 2004. This will include an exhibition of D. C. Harris Photographs and the Launch of the Council Web site. The Council has already agreed funding to provide refreshments for the evening. The final meeting at which the Completed Heritage audit would be presented would be held on 17<sup>th</sup> March (Time and Venue to be announced.)

**5953: Correspondence:**

The Council agrees to pay Mr H. Towns £120.00 as fees for services as the Internal Auditor. Proposed Cllr Jenkins, seconded by Cllr Cooper.

The Llandeilo Relief Road and Traffic problems in Bridge Street/Rhosmaen Street. There has been much correspondence regarding these issues and the Council feels strongly these issues have remained unresolved for some time.

The Llandeilo Relief Road and traffic problems on Bridge Street and Rhosmaen Street, to be an Agenda Item for January's meeting. The Council resolves to formulate an Action Plan.

The meeting ended at 8.30 pm.