



Minutes of the Full Council Meeting of Llandeilo Town Council held in the Council Chamber, Council Offices, Crescent Road, Llandeilo at 7.30 p.m. on Wednesday, 22nd June 2005

Present: Mayor Cllr Colin Jenkins Deputy Mayor Hugh Towns
Cllr Mrs Fran Murphy Cllr Richard Wallace
Cllr Ros Bellamy Cllr Pam Steane Price
Cllr Roy Davies

In Attendance : County Cllr. Ieuan Jones ; Police Sgt. Neil Jones.

Apologies: Cllr Ieuan Gwyn , Cllr Charlotte Leadbeater

Prior to the commencement of the meeting The Mayor presented the Acting Clerk June Stait with a bouquet of flowers and thanked her for her work on behalf of the Council. Cllr Ros Bellamy seconded the vote of thanks.

The Mayor then welcomed the newly appointed staff namely the Town Clerk, Mr Roger Phillips, the Financial Officer, Mr Christopher Plummer, and the Technical Officer, Mr Desmond Davies.

Police Matters : Sgt. Neil Jones reported that there were very little incidents of note other than one burglary. The Mayor informed him of five letters received complaining about one premises in the Town. Sgt. Jones told the Council that the Police were aware of the premises and were monitoring the situation. Other agencies with Carmarthenshire CC were also involved.

6540/ June/ 05 Previous Minutes

1. The Minutes of the **AGM held at the White Hart Inn on Friday 20th May 2005** were approved and signed as a true and accurate record of the meeting. Proposed by Cllr Richard Wallace and seconded by Cllr. Roy Davies.
2. The Minutes of the **Resumed AGM held in the Council Chamber, Civic Offices on 25th May** were approved with the following amendment :
Min.6497a – The minutes of the AGM were approved as a correct record by Cllr Ros Bellamy and seconded by Cllr Ieuan Gwyn
Min 6499 – Delete Jones insert Gwyn
3. The Minutes of the Full Council meeting held on Wednesday 25th May were approved with the following amendments :
Min 6510 – change Cllr Ros Bellamy’s name to – the working party.
Add – and Cllr Pam Steane Price produced a statistical report.
Add – Cllr Roy Davies was obtaining quotes from various companies.
Min 6511 – change untidy bits of growth to – potentially dangerous growth.
Min 6512 – change Cllr Ros Bellamy’s name to that of Cllr Colin Jenkins.
Min 6517 - correction of spelling to distinctiveness.
Min 6519 (a) – addition – Cllr. Richard Wallace reported a broken street light in Crescent Road. Deputy Mayor Cllr Hugh Towns would investigate.
Cllr Ros Bellamy proposed the acceptance of the minutes, Cllr Pam Steane Price seconded.
4. The Minutes of the Planning and General Purposes Committee held at Shire Hall on Wednesday 8th June were read and accepted with the following amendments :
Min 6521 was not issued

Planning correspondence for a general purpose garden workshop should have ref. No. E / 010119.

Cllr. Fran Murphy proposed, Cllr Richard Wallace seconded

5. The Minutes of the Finance Committee meeting held on Wednesday, 8th June at the Shire Hall were read and accepted with the following amendments ;
Min 6532 – Cllr Colin Jenkins would bill the Council for the element the Council were responsible for.
Min 6534 – add – Cllr Ros Bellamy to enquire as to the origins of those sums.
Cllr Hugh Towns proposed, Cllr Roy Davies seconded.

6541/ June/05 matters arising from previous meetings

1 Youth facilities – Re. Skateboarding Area.

Following a discussion County Cllr. Ieuan Jones agreed to check if Carmarthenshire CC were responsible for the maintenance of the area and if annual safety checks had been carried out.

2. Ceramica donation.

No balance sheet had been received to date. The matter was referred to the July Finance meeting.

3. Mayor for Peace.

The Town Mayor would deal with the request.

6542/ June/05 to confirm Staff Appointments

1. The post of Town Clerk - Mr. Roger Phillips as from 20.06.05 at scale point 18.
2. The post of Financial Officer – Mr. Christopher Plummer as from 1.07.05 at scale point 15.
3. The post of Technical Officer – Mr. Desmond Davies as from 13.06.05 at scale point 15.
Proposed by Cllr. Ros Bellamy , seconded by Cllr. Hugh Towns, all in favour.
Cllr. Hugh Towns to organise the payroll procedures. A contract based on the One Voice Wales model was given to the new staff for their consideration. All three had already undergone an initial induction programme given by the appropriate Councillors.

6543/ June / 05 Notice of Motion

To amend Standing order 5a

On page 3, standing order 5a, in line 1 delete the words “ The Town Clerk shall be the Responsible Financial Officer”

On page 3, at the beginning of line 1, insert, “ the Responsible Financial Officer shall be the person appointed to the post of Financial Officer ; in the absence of such an appointment, it shall be the Town Clerk.”

Proposed by Cllr. Ros Bellamy and seconded by Cllr. Hugh Towns. All were in favour. This was to take effect from the June 22nd meeting.

6544/ June / 05 Change of Financial Arrangements.

The authorised person to move monies to become the new Financial Officer.

Proposed by Cllr. Ros Bellamy and seconded by Cllr. Hugh Towns. Agreed unanimously.

6545/ June / 05 Office Equipment and supplies.

Cllr. Ros Bellamy proposed that a new computer be purchased as well as basic office stationery. These were not to exceed £ 1000 and the cost would be taken out of reserves.

6546/ June / 05 Adoption of Disciplinary and Grievance Policy

Proposed by Cllr. Hugh Towns and seconded by Cllr. Pam Steane Price . Agreed unanimously. Staffing Committee to comprise of The Mayor Cllr. Colin Jenkins, Cllr. Fran Murphy, Cllr. Pam Steane Price.

Appeals Committee to comprise of Cllr. Ieuan Gwyn, Cllr. Roy Davies, Cllr. Ros Bellamy. These to be included as items at the Resumed AGM.

6547/ June / 05 Adoption of an Environmental protection policy

It was agreed to adopt the document as a draft policy.

Changes to be made included – change Town Clerk to Technical Officer;
“ and reference should be made to the Technical officer.”

This to be placed on the September meeting of the Planning meeting.

6548/ June / 05 Financial matters

Regarding Min 6534, Cllr. Ros Bellamy reported that the sum of £1264.40 was in respect of grant money for the Bridge Street Tree Planting Project CF0503 from the Community Fund. The balance outstanding from 2002 of £3200 was received on 14.06.05.

6549/ June / 05 Mayor’s report

The Mayor Cllr. Colin Jenkins gave a report outlining all his civic duties during the month and details of all the meeting that he had attended.

6550/ June / 05 The Heritage Project.

The working party had completed the Heritage Walk and identified the positions of all plaques and boards. Cllr. Richard Wallace had approached individuals and organisations for support. No planning was required for the trail but the Council was to consult with Mr Adrian Griffiths regarding the attachment of plaques to all listed buildings. Tenders had been sought from four suppliers for interpretation boards. Tenders were required for the erection of the boards and plaques. A meeting was to be held with Menter Bro Dinefwr on July 5th to formulate a grant application.

6551/ June / 05 Garden Project.

A summary report was given by Cllr. Pam Steane Price. Peter Morgan of Carms CC was to be asked to liaise with Cllr. Pam Steane Price and the Technical Officer regarding the safety of the retaining wall. No objections were raised to the use of a brush cutter to cut the undergrowth. The next volunteer group would meet on July 9th at 9.30 am.

Standing order No. 6 was suspended to conclude Council business.

6552/ June / 05 Shire Hall Project.

All documentation was ready to be submitted for the grant application. It was agreed to ask the Architect Paul Regan to act on the Council’s behalf as the project manager, as he has already done a lot of work on the project including the original plans.

6553/ June / 05 Correspondence.

Antur Cwm Taf / Tywi - Milltir Sgwar – dealt with previously.

Urdd Gobaith Cymru - request for money - placed onto section137

Minutes of local association of Clerks

Heart of Wales newsletter.

Agreed to send a letter of thanks to Gil Wright in appreciation for all her work with the Heart of Wales line.

Cllr. Colin Jenkins to check on the progress with the U turn information system. Technical officer to investigate the need for a bus stop at the end of Station road.

6554/ June / 05 A.O.B.

- Technical Officer to find out about future recycling plans.
- Footpath maintenance – the Technical officer was made aware of some concern regarding the use of chemical weed killers.
- The working party were reminded to pass on their comments regarding the CC parking strategy to Carms CC.

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