

# Cyngor Dref Castell Newydd Emlyn



## Newcastle Emlyn Town Council

### MINUTES

Page 1

(186)

The monthly meeting of the Newcastle Emlyn Town Council was held on Thursday 17 September 2009 at 7:30pm in the Teifi Valley Day Centre, Newcastle Emlyn, the Mayor, Cllr Peter Lewis, presided. Present: Cllr Cefin Evans, Cllr Hazel Evans, Cllr Odette Little, Cllr Pauline Evans, Cllr Alan Davies, Cllr Alan Jones, Cllr Maureen Webley, Cllr Kelvin Baker, Cllr Haydn Jones, Clerk Mrs Vanessa Owens, members of the public and members of the press.

(187)

PC Diane Williams attended the meeting.

Cllr Maureen Webley reported that a number of people had been climbing the castle walls to the top over the summer. Cllr Alan Jones reinforced this by reporting that the fire brigade had been called out twice to get children down.

Cllr Maureen Webley asked about arrangement for the fair on the Saturday night. PC Diane Williams could not provide details of actual level of cover but was aware that extra cover had been requested. The CCTV system has had problems saving the data for more than 10 days, Sgt Clarke has rectified the problem.

1. Ymddiheuriadau am Absenoldeb  
Apologies for Absence

(188)

Apologies were received from Cllr Fiona White.

2. Datgelu Personal ac Ariannol dan Eitemau Busnes sydd wedi eu Rhestru Isod  
To Disclose Personal & Pecuniary Interests in Items of Business listed below

(189)

Cllr Hazel Evans declared her interests regarding financial assistance request from Pwyllgor Henoed Castell Newydd Emlyn ac Adpar.

Cllr Cefin Evans declared his interests relating to the renting of the available unit.

Cllr Alan Davies declared his interests relating to items for payment.

3. I Gymeradwyo Cofnodion Cyfarfod 16.07.09  
To approve the Minutes of the Meeting 16.07.09

(190)

Subject to Item 166 reading Clulow and item 178 being weeds not hedge Cllr Pauline Evnas proposed that the minutes be accepted as correct, this was seconded by Cllr Alan Jones and agreed by a majority. Cllr Hazel Evans proposed that the minutes of the finance committee held 27.07.09 be accepted as correct, this was seconded by Cllr Cefin Evans and agreed.

Subject to Cllr Alan Jones name being removed Cllr Cefin Evans proposed that the minutes of the meeting held on 27.07.09 be accepted as correct, this was seconded by Cllr Odette Little and agreed. The minutes were signed accordingly.

4. Materion yn codi  
Matters arising

(191)

#### Ref 01/08 Car Park Signs

Cllr Haydn Jones reported that he believed all the signs as requested were now in place. Councillors still had some queries relating to the signs, Cllr Hazel Evans recommended that a double check that the signs are all in situ be made.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Minutes Ref: 23

(192)

Ref 04/08 Christmas Lights Traffic/Damage Incident

Cllr Peter Lewis and the clerk had met with the insurance assessor earlier in the afternoon: need to obtain police report in an effort to establish the company involved and related details and what height the vehicle was at the time of passing through the town. Cllr Lewis to establish approximations relating to height of lights and height of original bracket.

The insurance company are at this stage trying to pass the loss onto the vehicle owners and have been waiting on their request for related police reports. Cllr Peter Lewis spoke with the local police this afternoon and apparently a police report was never made as no one was injured. If liability can't be established against the vehicle then liability will come back onto the Town Council and the insurance company will have to settle.

(193)

Ref 10/08 Streetlights

Cllr Haydn Jones reported that the county process of cutting streetlights has not been approved by council cabinet as yet.

(194)

Ref 17/08 CCTV Emlyn Square

Sgt Clarke had attended the PACT meeting earlier in the evening and reported that there was a problem with the hard drive storing the information and it was recommended that a new hard drive be purchased at a cost of around £150.00 in order to increase the system memory. Cllr Hazel Evans proposed that a hard drive be purchased; this was seconded by Cllr Alan Jones and agreed by a majority. Outstanding upgrade work has not been completed.

Clerk reported that there did not appear to be specialist insurance available. Cllr Alan Jones recommended that the cctv insurance be discussed at the next finance committee.

(195)

Ref 18/08 Market car park pot holes

Some of the pot holes at the rear of the garages have been filled. The Clerk has not received a response from Carmarthenshire County Council regarding resurfacing.

Clerk has received an email from Carmarthenshire County Council that they are going to examine the drainage of the car park and clear as required.

(196)

Ref: 23:09/08 Pavements

Carmarthenshire County Council has undertaken a review and some repair work has been done outside LloydsTSB. Cllr Haydn Jones to request a copy of the report.

(197)

Ref 29 10/08 Mayoral Chain

The work on the chain has been completed. It was felt that the end result was not quite right and the layout of the chain needed to be discussed with the suggestion of an additional row being added.

(198)

Ref 34 10/08 Bus shelter at CK's

Clerk had received an email from Alex Side confirming that this matter is to be investigated as soon as possible. Cllr Haydn Jones confirmed that the shelter has been approved.

(199)

Ref 35 10/08 River Walk

Cllr Haydn Jones reported that Carmarthenshire have been out to inspect the walk and it has been proposed that new steps and a handrail be installed at the route to the picnic area. Mr Eirian James has had the scheme approved and is now waiting on suitable funding to move the project forward.

Cllr Haydn Jones advised that the County Council will shortly be advertising the post of a ranger for the area.

Letter received from Carmarthenshire County Council confirming that Countryside Recreation & Access Unit will be responsible for all footpath & bridleway maintenance.

(200)

Ref 36 10/08 Web site

Ongoing.

Cllr Maureen Webley suggested that Town Council policy documents be included on the website.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Minutes Ref: 24

(201)

Ref:37 01/09 Councils rubbish

Email received from Jeff Reynolds, Environmental Enforcement Officer noting the town councils refuse contract with BIFA and assurance that county are monitoring the fly tipping in the town particularly the recycling banks and will continue to issue fixed penalties where possible.

Cllr Haydn Jones confirmed that he has made arrangements for Carmarthenshire County Council to remove the playground rubbish.

(202)

Ref 42 02/09 Renting of available unit

Clerk reported that she had received a letter from a lady very interested in renting the unit and opening a sandwich/take away. Cllr Maureen Webley felt that this was not a good use of the space and that there were sufficient food facilities in the town, Cllr Alan Jones supported this. Cllr Hazel Evans reported that Age Concern may be interested in renting the unit for one morning a week; Cllr Maureen Webley suggested that it be advertised for hire on a pro-rata basis. Cllr Hazel Evans proposed that we turn down Mrs Vandewaetere, this was seconded by Cllr Maureen Webley with majority agreement.

(203)

Ref: 45 02/09 Safe access to market car park

Cllr Haydn Jones reported that Carmarthenshire County Council are to send an officer to assess vehicle movements and the suggested possible need for altering the traffic flow. He felt that people should be encouraged to use the Safe Route to School.

(204)

Ref 48 04/09 Attic theatre lease.

Clerk provided copy of letter from solicitors regarding a new lease agreement and town councils responsibilities.

(205)

Ref 49 05/09 Flower baskets

It was reported that there had been no uptake of this project which had been adversely affected by the weather.

(206)

Toilets

Tenders for toilet cleaning contract to be opened in committee.

Mr Wyn Evans has been experiencing problems with youths in the mart toilets at night and asked if they needed to remain open. It was suggested that the toilet facing the square be left opened and the others closed.

Mr Owen Hesford reported that the lamp in the gents toilet needs a new cover.

5. Gohebiaeth  
Correspondence

(207)

Information from CCC on Rural conversion grant programme – funding for the conversion of rural redundant buildings into business use (Newcastle Emlyn is not an eligible ward)

Letter from CCC advising that Little Jems, Newcastle Emlyn will now be known as Naturally Scrumptious, Unit 1 Naturally Scrumptious and Unit 2 Naturally Scrumptious

Motions to be debated at AGM of One Voice Wales

OVW Carmarthenshire Area Committee meeting Thurs 17<sup>th</sup> Sept in Carmarthen. Minutes & Agenda

Letter from CCC advising that there are 5 available places at Annual Standards Committees Conference ion Cardiff 14<sup>th</sup> & 15<sup>th</sup> October.

Information from Carmarthenshire County Council Tywi a River Through Time Project

Information on Local Government Boundary Commission for Wales – annual report & workshops 2009

Information from Menter Cwn Gwendraeth Support & Funding for Community Response to Climate Change

The Voice

Adjudication Panel for Wales – Annual report 2008-2009

WAG Local Government Partnership Scheme Annual Report 2008-2009

SLCC West Wales branch agenda & minutes

Email:

Email from Mr Barry Rogers – copies and response provided.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Minutes Ref: 25

Fostering sustainable behaviour change workshop  
 UK Local Government Alliance for International Development  
 National Independent Advocacy Board  
 Sports Council for Wales & Arts Council for Wales  
 National Park Authorities Council for Wales  
 Single use carrier bag consultation events  
 Advert re appointment of members of CyMAL :Museums, Archives and Libraries Wales Advisory Council  
 Fostering sustainable behaviour change workshop 15<sup>th</sup> September  
 More Powers to Parish & Town Councils Sustainable Communities Act amendment bill – requesting that town council write to MP.  
 Update on Welsh language policy and legislation  
 Request from Age Concern for assistance in location suitable premises  
 Proposals for Fairer and Better Environmental Enforcement  
 Consultation documents:  
 Proposed Legislative Competence Order relating to community councils and councillor recruitment, retention and allowances – relates to transfer of specific powers from Parliament to the Assembly  
 Gambling Act 2005 Review of Gambling Policy  
 Letter from CCC re Non domestic Rating Deferred Payments Scheme 2009-2010 (via Ruth Jones)  
 Clerks & Councils Direct  
 Play Times newsletter  
 Tidy Wales Week info (Via Ruth Jones)  
 Correspondence was noted.

6. Adroddiadau Pwyllgorau  
Committee reports

(208)

Cllr Maureen Webley reported that the Grow Your Own project has now been abandoned due to lack of interest from people taking up the allotment provision and committee members.

(209)

Cllr Alan Jones reported that the Hanes Emlyn AGM is to be held on October 14<sup>th</sup> at 7:30pm. A talk held regarding 100 years of electricity in the town had been held and Hanes Emlyn are to undertake further activities during the year to highlight this.

(210)

Cllr Odette Little reported that a meeting of the Chamber of Trade had been held on 11<sup>th</sup> August.

(211)

Cllr Odette Little to confirm date of committee meeting to be held next week to discuss Victorian Night.

7. Ceisiadau Cynllunio  
Planning Applications

(212)

W/21578 Construction of Control Kiosk CK's Supermarket, Station Rd, NCE  
 W/21313 Amended Plans Resubmission of W/19461 for construction of 1 dormer bungalow  
 W/21459 Conversion of outbuildings into 3 self contained units to form extension to residential care home known as The Rectory The Vicarage, NCE  
 W/21713 Conversion of loft space to 2 bedrooms & bathroom with dormer windows to front & velux to rear Glyn y Coed, Carmarthen Rd, NCE  
 Town Council had no observations on the above applications.  
 Granted – W/18834 & W/18835 Extension to existing building to provide 2 additional bedrooms, 1 self contained 6 Market Sq NCE  
 Granted – W/19894 & W/19897 lowering of vestibule area, construction of internal ramp and replacement of door Nat West NCE  
 W/20805 Cawdor development – decision deferred for a site meeting  
 W/20113 Lidl application – decision deferred for a site meeting

(213)

Clerk informed the council that Carmarthenshire were no longer sending out hard copies of the applications and it was necessary to view them on the web site, she asked if best practice would be to advise councillors of applications in order that they can be looked at before coming to the meeting as the printing was both time consuming and costly. Nothing was agreed. Cllr Hazel Evans suggested the Clerk contact One Voice Wales and write to Carmarthenshire that this procedure is not acceptable.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Minutes Ref: 26

8. Materion Arianol  
Financial Matters

(214)

Monthly budget provided

Handyman report provided

Current a/c bank balance as at 07.09.09           £ 12665.64

Reserve a/c balance as at 07.09.09           £ 1342.86

Payments:

£1136.00 Mr Wyn Davies

£1075.00 Mr Wyn Davies

£141.29 Swallow Office Supplies

£29.25 Swalec – empty unit

£200.00 Tivyside Show

£200.00 Emlyn Pool Management

£200.00 HUTS

£380.20 Biffa

£310.37 JBH Supplies Ltd

£25.00 CCC – lease of castle grounds

£200.00 Pwyllgor Henoed Castell Newydd Emlyn ac Adpar.

£46.00 Cllr Hazel Evans – chain

£414.00 Vision ICT re web site

£87.84 O Hesford

Dwr Cymru - Metered water bill £223.58 (d/d)

Receipts

£1240.00 Rent

£420.00 Electric meters

£3201.67 Carmarthenshire County Council

(215)

Grant request from Carmarthenshire Older People's Partnership

Grant request from Carmarthenshire Federation of YFC's

Grant request from Age Concern – letter asks for people to assist in fundraising.

Grant request from Bobath

Grant request from Pwyllgor Henoed Castell Newydd Emlyn ac Adpar

A reminder statement via Ruth Jones had been received from ABS Carmarthen for £98.36 Clerk has contacted the company to obtain an invoice.

(216)

It was agreed that the clerk arrange to cancel the return of cheques with the bank statements.

Signatories to initial cheque book stubs.

9. Adroddiadau Timau Cynllun  
Project Team Reports

(217)

Final certificate has been received from Alan Thomas, this along with invoices has been forwarded to cadw for payment.

Cllr Cefin Evans reported that CADW have inspected the work, the project has been completed satisfactorily. The clock winding mechanism may need some attention.

Cllr Maureen Webley is trying to arrange a suitable date for a presentation event.

It was agreed to hold a meeting of the restoration group on 5<sup>th</sup> October at 6:30pm at the Council chambers.

10. Unrhyw Faterion Eraill  
Any Other Business

(218)

Information relating to More Powers to Parish & Town Councils Sustainable Communities Act amendment bill requesting that the town council writes to local MP. Agreed to send. Cllr Haydn Jones advised to emphasise the importance of also providing the funding to support the additional powers.

(219)

Clerk reported that all old minute books and important documents are going to be archived with Carmarthenshire County Council.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Minutes Ref: 27

(220)

Draft standing orders and financial regulations were provided for consideration, some amendments were agreed; clerk to redraft and circulate for adoption at the next meeting.

(221)

It was agreed to hold a Procedures Review committee meeting on the 5<sup>th</sup> October at 5:30pm.

(222)

Cllr Maureen Webley raised the matter of children climbing castle and suggested that CADW may have some suitable signs to discourage this type of treatment of an ancient monument.

Cllr Cefin Evans questioned the liability position of someone getting hurt in the castle grounds.

(223)

Cllr Alan Jones enquired about a number of ongoing items, clerk to chase up outstanding items.

(224)

Cllr Alan Jones reported that the castle agreement should be completed in the next few days.

(225)

Cllr Odette Little was informed that Menter Sir Gar is willing to run a Santas Grotto on Victorian night.

(226)

Cllr Odette Little had been contacted by the company undertaking the clock maintenance.

(227)

Cllr Hazel Evans noted that the sign by Emlyn school was very old and looked untidy.

(228)

Cllr Peter Lewis informed the council that a string of lights had been taken down to allow for BT repairs which should be completed by mid October. The bracket at the Pelican needs to be replaced and raised, the anticipated cost is in the region of £150.00; it was agreed to go ahead.

(229)

Cllr Peter Lewis is to attend the planning meeting at Carmarthen after the site meeting, he informed the town council that he intends to impress on the county the amount of representation that has been received against the application.

(230)

Cllr Haydn Jones had received a letter from Dyfed Powys Police advising that the 999 emergency number is overloaded and a new non emergency number of 101 is now in place.

(231)

Cllr Hazel Jones noted that Sgt Shaun Richards has now moved to another area and it is a shame that the town council had not previously worked to retain his presence in light of the improvement in the town over the last few months.

(232)

Date of next meeting is Thursday 15<sup>th</sup> October 2009.

(233)

There being no further business the meeting was closed at 9:45 pm.

The Council went into committee:

(234)

The lease of the Attic theatre was discussed. Cllr Alan Jones recommended that a full assessment of the building be completed before entering an agreement. Cllr Maureen Webley noted that Alan Thomas has done a survey and will look out the document.

(235)

The tenders for the toilet cleaning contract were opened and discussed; a decision to go with Mrs S Philips at a rate of £14.00 a day was proposed by Cllr Kelvin Baker, seconded by Cllr Hazel Evans and agreed by a majority.

The meeting was closed at 10:30pm.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Minutes Ref:28

