



MINUTES

Minutes of the monthly meeting of Newcastle Emlyn Town Council held on Thursday 16th June 2016 at 7.30pm at The Cawdor Hall, Newcastle Emlyn, Present:- Councillors:- Odette Little [Mayor], Kelvin Baker, Allan Davies, Alan Jones, Peter Lewis, Maureen Webley. Clerk: Stella Jones.

1. 06/16 Ymddiheiriadau am Absenoldeb / Apologies for Absence – Cllrs Cefin Evans, Hazel Evans, Pauline Evans & Gareth Williams.

2. 06/16 Datgelu Diddordeb Personol ac Ariannol dan Eitemau Busnes sydd wedi eu Rhestru Isod / To Disclose Personal & Pecuniary Interests in Items of Business listed below
Finance 9.1.xiv 06/16 – Cllr Odette Little

3. 06/16 Heddlu / Police – Apologies. Clerk to get in touch and ask the police to monitor the river as youngsters had been seen bathing in the river near the weir. Also to ask whether there are signs showing that there are CCTV Cameras in use in the town.

4. 06/16 a) I Gymeradwyo Cofnodion Cyfarfod Blynyddol 19.05.16 / To approve the Minutes of the Annual Meeting held on 19.05.2016 – These were accepted as a true and correct record

Proposed by Cllr A Jones

Seconded by Cllr K Baker

b) I Gymeradwyo Cofnodion Cyfarfod Misol 19.05.16 / To approve the Minutes of the Monthly Meeting on 19.05.16 – These were accepted as a true and correct record

Proposed by Cllr A Davies

Seconded by Cllr P Lewis

5. 06/16 Materion yn codi / Matters arising

Ref 12.i.b)02/14 Town Road Improvement Scheme – nothing to report

Ref 10.02/15 Cawdor Hall – Cllr P Lewis stated that he had spoken to Alan Thomas regarding the snagging and in addition to the damp, the emergency lighting above the Exit door to the theatre, this had not been reconnected since the building work had been undertaken.

Ref 11.09/15 Market Hall Units – Unit 3 has now been let to Ms Lyndsey Groundwell as a shop namely 'Sacred Grove'

Ref 11.1.05/16 Courtyard Slabs – Cllr P Lewis stated that he had met with a salvage business man and had been offered the sum of £30 per square meter – it was agreed to sell

Ref 11.ii.04/16 Broken tree in Castle – this had been checked and would be dealt with in the autumn

Ref 11.4.05/16 Town Clock – Clerk stated that she had contacted Smiths of Derby they stated that an inspection was Free but would simply involve looking to see what the problem was, Call Out was £250 +VAT which would involve an inspection and if they were able to do any simple repairs they would do so on the spot – Cllr P Lewis stated that he would like to try one more thing to see if it would work better and if not then the Council should call in the experts.

Ref Finance Meeting 19/04/2016 – the watering system is in place and working, Wyn to continue watering the troughs

6. 06/16 Gohebiaeth / Correspondence

i. OVW – Carmarthenshire Area Committee Tuesday 28th June 2016 6.30pm

ii. e-mail – OVW – Independent Remuneration Panel for Wales – *circulated & noted*

iii. e-mail – OVW – Upcoming Trainings – *circulated & noted*

iv e-mail – OVW – Training Overviews – *circulated & noted*

v. e-mail – CCC – Planning Applications 16.05.2016 - 20.05.2016 – *circulated*

vi e-mail – Mid & West Wales Fire & Rescue Services – Safer Community Newsletter – *circulated*

vii. e-mail – CCC – Planning Applications 23.05.2016 - 27.05.2016 – *circulated*

viii. e-mail – Suzanne Munn – Attic Theatre – *circulated* – *pleased that the socket had been fitted and enquiring as to the progress on solving the damp issue.*

ix.e-mail – CCC – Planning Applications 30.05.2016 - 03.06.2016 – *circulated*

x. e-mail – Pamela Gaunt – has offered to contribute the sum of £100 towards the remaining two missing signs – it was agreed to accept the offer and the Clerk to write a letter of thanks.

xi. e-mail – Antur Teifi – Do you know anyone needing finance to help their business succeed? – *circulated & noted*

Signed _____

Date _____

- xii. e-mail – Melanie Davies – Attics – asking for progress on damp issue and repayment of electricity
- xiii. e-mail – CCC – Planning Applications 06.06.2016 - 10.06.2016 – *circulated*
- xiv. Sue Tabbitt – *to write back stating the council was also concerned and would be asking the police to monitor the area*
- xv. e-mail – OVW – Annual Report from Welsh Audit Office – *circulated & noted*
- xvi. e-mail – OVW – Revised Code of Practice on Workforce Matters – the Two Tier Code Annual Monitoring Exercise – *circulated and noted*
- xvii. e-mail – Cllr Gareth Williams – stating that two of his electricians would be working to get the majority of the outstanding work done on the Tuesday following the council meeting – council asked the Clerk to respond enquiring as to whether they would be wiring up the cabling for the CCTV and also to express concerns regarding the wires for the telephone system in the Cawdor Hall.
- xviii. Ras yr Iaith 2016 o'r 6ed i'r 8ed o Orffennaf [from 6-8th July]– they would be grateful for volunteers to steward

7. 06/16 Adroddiadau Pwyllgorau / Committee Report

- a) **Communications Officer Report** – Unit 3 has been let. There had been 2 new bookings for the board room and 2 for the gallery. The Scouts wanted to hire the Court yard for 100th anniversary celebrations and board room for tea making facilities and should they be charged in full – it was agreed that they should.
- b) **Finance Report** – as this was the first meeting after the AGM Cllr H Evans was elected as Chairman with Cllr P Lewis as Vice. The retention payment was due on 10th June this should be withheld until the damp problem has been sorted. The Work Sheet from Nerys Davies to be emailed to the Clerk before Tuesday the week of Council meeting. Rent revue for tenants undertaken with no proposed increase. Clerk to be awarded a 2% pay rise. Deposit payments for future tenants should be for £200 and this to be reviewed as and when rents are increased by a significant amount. The Day Centre future to be on the agenda – it was arranged to meet on Monday 20th at the Day Centre at 7pm. The report and recommendations were adopted.
- c) **Traders meeting**– Cllr O Little reported that this was held on 08/06/16 at No 11 they had suggested that two extra noticeboards could be erected in the town car parks. Cllr A Jones to get quotes for these. There is to be an Art Week in August. Pamela Gaunt was keen to restart the Dragon Festival for next year, also the committee decided to have a Vintage Day round about March for 2017

8. 06/16 Ceisiadau Cynllunio / Planning Applications

- W/33839 – Mr Miller, 8 Heol Ffinant, NCE SA38 9HZ – single storey extension to front of dwelling – *no observations*
- W/33855 – Mr Robert Sully, Ysgol y Ddwylan, NCE SA38 9A – flat roof extension at the north end of the existing school building – *no observations.*
- W/33935 – Danielle Owens, Cavendish Hse, Ebenezer Street, NCE SA38 9BN – change of use from office and residential to Beauty Salon and residential(A2 to A1) – *no observations*

9. 06/16 Materion Ariannol / Financial Matters

- 1. **Budget Sheet** – this was discussed and copies distributed to Councillors.

2. Invoice

i.	Wyn Davies, Handyman(22/05/16 – 13/06/16).....	£373.00
ii.	J Williams Toilet cleaning(May)	£217.00
iii.	Cleaning materials	£43.18
iv.	Nerys Davies	£ 570.24 Permission to pay
v.	HMRC	£ 155.83 when invoice comes in - granted
vi.	Vision ICT	£16.20
vii.	H Evans [Postage for Grant Thornton].....	£2.81
viii.	Harlequin Press [printing invitations]	£60.00
ix.	Ultima Cleaning	£168.00
x.	Allan Davies [Modem Router]	£139.99
xi.	ABS[Fire extinguishers servicing].....	£58.50
xii.	Martin's Dec [Paint for Cawdor Hall].....	£6.29
xiii.	Ann James (auditing of accounts)	£160.00
xiv.	Tivy Hall [plants etc for troughs]	£140.50
xv.	SLCC Membership	£131.00
xvi.	Action Graffix	£95.00

2. S/O

LAS [4weeks]	£44.28 due on 24/06/16
Dwr Cymru/WW.....	£29.50
Clerk's Salary	£335.96
BT	£17.99
SWALEC	£22.70
SWALEC	£33.32
SWALEC	£3.76
PLUS NET	£24.00
GRAIG [Garage]	£75.00
ICO [CCTV Licence]	£35.00

Signed _____

Date _____

3. **Credit**

Unit 4 [Rental]£216.67

Rental of Courtyard, Cawdor Hall

Credcer Credit Uni£42.00

4. **Requests for Financial Assistance -**

None

10. **06/16 Materion Angen Trafodaeth / Matters for Discussion**

Dim / None

11. **06/16 Sylwadau'r Cynghorwyr / Councillors' Comments**

1. Cllr Alan Jones – a) the border in front of the Cawdor Garage requires tidying up – *Clerk to arrange for this to be done by Wyn*
b) proposed that a Letter be sent to congratulate Hazel Davies on her recent BEM award.
2. Cllr Kelvin Baker – a) proposed that a letter should be sent to the Gŵyl Fwyd committee congratulating them on yet another successful event.
3. Cllr Peter Lewis – a) stated that there had been a moth infestation in the Attic Theatre and it had been dealt with.
b) there was a large pothole at the end of Heol Brynarian – *Clerk to inform CC H Evans.*
c) the Scouts would like to have a plaque in place when the Christmas Tree is up at the Cawdor Hall to show that it was donated by them – it was agreed that it could be bolted on with the Christmas tree and therefore not causing any damage to the building.
4. Cllr Hazel Evans through the Clerk – a) the Anti Skid surface has been laid on a section of road at Aberarad.
b) the Cawdor Hall toilets were not opened on Sunday 12th June –it was agreed that the Clerk should ask Jean Williams to let the Mayor know if at any time she was unable to open up the toilets so that the Mayor could make arrangements for the toilets to be open.
c) the contractor was due to make repairs to the Mart Car Park on either Friday or the following Wednesday.

The next monthly meeting will be held on Thursday 28th July 2016 at The Cawdor Hall Committee Room, Market Square, Newcastle Emlyn at 7.30pm.

There being no further business the meeting terminated at 9.05pm

Signed _____ Date _____

