

# LAMPETER TOWN COUNCIL

## MINUTES OF A FULL COUNCIL MEETING THURSDAY 25<sup>th</sup> OCTOBER 2007 AT 7.30PM AT THE TOWN HALL, LAMPETER

### 1. CHAIRPERSON'S WELCOME

The Mayor Christopher Thomas extended a welcome to all present.

#### **PRESENT**

**Cllr. Mayor** Chris Thomas (**Chairperson**)

**Cllrs: Deputy-Mayor** Selwyn Walters, Cecilia Barton, Andrew Carter, Elsie Dafis, Hazel Davies, John Davies, Margaret Davies-Evans, Robert (Hag) Harris, Lynda Mason-George, Robert Phillips, Kistiah Ramaya, Dorothy Williams  
and  
Derek Wilson.

Acting Sgt. Jonathan James, Inspector Alun Harries (temporary to cover for Inspector Arfon Jones); Police Community Support Officer PCSO Ryan Jones.

### 2. APOLOGIES AND PERSONAL MATTERS

**Cllrs:** Greg Evans, Hag Harris (first 45 minutes of the meeting) and P.C. Jo Grey.

### 3. DISCLOSURE OF PERSONAL INTEREST

The Mayor C.Thomas declared an interest when discussing the proposed merger of Ceredigion, Carmarthenshire and Pembrokeshire NHS Trusts to form the Dyfed NHS Trust, because he is an employee of the NHS Trust. (Point 7.4).

### 4. CONFIRMATION OF THE MINUTES OF THE MEETING OF THE 27<sup>th</sup> SEPTEMBER

It was resolved that the minutes of the meeting of the 27<sup>th</sup> September were a correct record, and were signed by the chairperson.

### 5. POLICE MATTERS

5.1 **Dyfed Powys Police Authority Policing Plan 2008-11-** priorities for Lampeter were required. These would include:

5.1.1 To tackle the existing problem of drugs and anti-social behaviour.

5.1.2 To have more of a police presence on the streets of Lampeter i.e. a Bobby on the beat.

5.1.3 That the *Alcohol Exclusion Zone*, prohibiting the consumption of alcohol at certain locations within the town, would be ratified, as soon as possible.

5.1.4 That the police are aware of the performance of the CCTV system in Lampeter and are able to provide updates to the public, as and when required.

- 5.1.5 That the police officers appointed to Lampeter are not transferred to another post, in other areas, when they have only started to become familiar with the town.
- 5.1.6 Traffic management: to address parking problems.
- 5.2 **A Police Community Forum would be held on the 13<sup>th</sup> November at 7:00 pm at Penmorfa, Aberaeron.** Topics for discussion will include crime trends in the area, priorities for policing 2008-09; the police budget for 2008-09.
- 5.3 **The Fair** would be held on the 14/15/16 November at the Rookery car-park. Members were concerned about the safety aspects. The fair is an additional problem affecting the traffic in the nearby new primary school, although the town council does support the siting of the fair at this location.
- 5.4 **It was felt that the safety of the children** to, and from, the new primary school was paramount. It was reported that the car-parking at this site was being monitored by the Traffic Manager of CCC.
- 5.5 **The Alcohol Exclusion Zone for Lampeter;** Businesses and Individuals were encouraged to forward written responses to the police supporting the introduction of an *Alcohol Exclusion Zone* on the streets of Lampeter. These would add weight to the forthcoming police report, which would be submitted shortly to the CCC and could help to move the matter forward. Concerns in relation to Harford Square and Parc-yr-Orsedd should be highlighted in the letters.
- 5.6 **A spate of burglaries** had taken place in Ceredigion, two people were held in custody.
- 5.7 **CCTV Cameras:** it is hoped that a contractor will be engaged shortly to rectify the faults and to upgrade the system. According to the police, this should be in place by Christmas.
- 5.8 **There would be certain police campaigns** leading up to Christmas, including a *Blue-Light Disco* at the Black Lion on the 23<sup>rd</sup> November.
- 5.9 **The police stated that the level of crime in the area is falling** when comparing this year to the previous year.

## 6. MATTERS ARISING FROM PREVIOUS MINUTES

### 6.1 *Cittaslow*

The Mayor had chaired a meeting with civic leaders on the 17<sup>th</sup> October, which recommended that the town council should pursue *Cittaslow* status.

Councillors voted on the matter and were unanimous in favour of forming a *Cittaslow* committee, chaired by the Mayor Chris Thomas. The first meeting would be arranged for January.

- 6.2 **Developments re the bench:** this would be positioned outside the cemetery, on the outskirts of the town, on the A475 Llanwnnen Road. It was stated that it would be collected and assembled shortly.
- 6.3 **Playground Inspection Training CCC:** the mayor would attend this course at Penmorfa, Aberaeron on the 21 and 22<sup>nd</sup> November.
- 6.4 **Welsh Language Policy of Lampeter Town Council:** This has, by now, been approved by the *Welsh Language Board*.
- 6.5 **Lampeter Town Guide:** as the Town Guide will not be published before next Spring, it was felt that it would be more appropriate for the mayor of the next municipal year, who will commence duties in May, namely Cllr. Selwyn Walters, to write the introductory page.

- 6.6 **Ceredigion Young People's Partnership** – a meeting took place on the 5<sup>th</sup> October. A meeting will be set up with pupils from the Lampeter Secondary School Council, in the imminent future.
- 6.7 **Land at Maesyderi: The playing field previously utilized by Lampeter Primary School:** CCC had been contacted to enquire whether it was feasible for the town council to administer this field. A map received from this authority, asked the town council to highlight the boundaries of this parcel of land.  
It was stated that a private company had displayed an interest in developing the old primary school building for community use.
- 6.8 **AGM One Voice Wales: feedback:** The Mayor and Cllr. D. Williams had attended the AGM of the 13<sup>th</sup> October and had been involved in discussions encompassing *Flood-Mapping* (motion for debate submitted by Ceredigion OVW) and the challenges presently facing the farming industry in Wales (motion for debate submitted by Carmarthenshire OVW). An address had been given by Dr. Brian Gibbons AM, Minister for Social Justice and Local Government. He explored the role, functions and future potential of local councils. Two members of the Ammanford Youth Council delivered a presentation, demonstrating good practice in setting up and administering a Youth Council.
- 6.9 **Parking Problem, Harford Row:** Cllr. M. Davies-Evans bemoaned the fact that vehicles continue to park in the enclosure of Harford Row. A communication received from CCC stated that they would investigate this issue as soon as their resources permit. It was conveyed that imposing a Traffic Order in this area, would involve an expenditure of £6,000, and would have to compete with other projects within Ceredigion.
- 6.10 **Remembrance Day Service 11/11/2007 at 11am-** arrangements were made in relation to this service, to remember the fallen, in the two Great Wars of the last century and in military conflicts since that time.
- 6.11 **Young at Heart Annual Tea-Party:** Date given as the 28<sup>th</sup> November.
- 6.12 **Economic Development and Regeneration study for Lampeter- Hyder Consulting.** Open meetings had taken place on the 20/21/22 September. *Hyder* has been commissioned by the Welsh Assembly to collect the views of residents, as it puts together a report into how best to develop Lampeter and the surrounding area. It will host two sessions at Lampeter University's Old Hall on the 16<sup>th</sup> November, to look at the conclusions of its draft report into the economic and regeneration revival of the town.
- 6.13 **Parking bays for buses:** the suitability of parking bays for buses near the old Agricultural Building was questioned. It was felt that a better location should be found. It was agreed to undertake further research in relation to the feasibility of other venues.
- 6.14 **Shopmobility - Aberystwyth:** it was agreed to invite Mr Bill Irving from the *Shopmobility* Organization, to the next meeting of the town council, in order to discuss the possibility of reinstating some kind of *Shopmobility* service in the town.

## 7. CORRESPONDENCE

### Minute 48/2007

- 7.1 **Ceredigion Information Service Childcare, Children & Young people CCC:** noted for information

- 7.2 **Proposals on performance measurement framework for Fire & Rescue Authorities. WAG:** noted for information
- 7.3 **Western Power Distribution: Festive Lighting Christmas 2007 Application Form:** arrangements were made to complete this form
- 7.4 **Borth Community Council:** Lampeter T.C. was in receipt, from Borth CC, a copy of the letter, which they had sent to Edwina Hart, Health Minister WAG, expressing opposition to the proposed merger of Ceredigion, Carmathenshire and Pembrokeshire NHS Trusts, to form the *Dyfed NHS Trust*. Borth CC encouraged members of Lampeter T.C. to follow their lead and to submit a letter to the same effect, to the Welsh Assembly. After careful deliberation, it was resolved not to voice opposition to the proposed merger. The content of the letter was noted, for information.
- 7.5 **Feathers Hotel Aberaeron Age Concern AGM 15/11/2007:** for information
- 7.6 **Mark Williams Ceredigion Lib.Dem MP-** enclosing copies of his “MP Contact Poster” and wishing members, his best wishes for the Christmas season.
- 7.7 **Other correspondence** for information only

**8. MENTER LLAMBED**  
**Minute 49/2007**

- 8.1 **Lampeter Fit Trail Project:** the work has now been completed at Parc-yr-Orsedd. The mayor will officially open the site in due course.

**9. PLANNING MATTERS**  
**Minute 50/2007**

**9.1 It was reported that the following planning applications had been permitted by Ceredigion County Council.**

| <b>Applic. No</b> | <b>Applicant:</b>   | <b>Location:</b>  | <b>Application Details:</b>  |
|-------------------|---|---|--|
| A070663           | Mr A Conti<br>Flat over Conti's<br>Café<br>5 Harford Square<br>LAMPETER | Flat over Conti's<br>Café<br>5 Harford Square<br>LAMPETER | Installation of first floor rear window into doorway & fire escape |
| A070834           | Mr PR Evans<br>Pennant<br>Falcondale Drive<br>LAMPETER                  | Plot adjacent<br>Pennant,<br>Falcondale Drive<br>LAMPETER | Variation of condition 3 of outline planning permission A040054    |

**9.2 The following planning applications were received**

| <b>Applic. No</b> | <b>Applicant &amp; Location</b>                 | <b>Application Details:</b>   | <b>Observations</b>  |
|-------------------|---|---|--|
| A071116           | Mr & Mrs Davies<br>56 Bridge Street<br>LAMPETER | Demolish existing structure & erection of new building to include 2 flats & artist studio | No objection, but concerns are raised in relation to the increase in traffic, which this development will generate. There is also no room for car-parking on the site. |
| A071051CD         | CCC   | Alterations to  | No objections  |

|   |       |  |
|---|-------|--|
| 26 Bridge Street<br>ABERYSTWYTH<br>=====                      | roofs |  |
| Lampeter<br>Secondary School<br>Peterwell Terrace<br>LAMPETER |       |  |

## 10. FINANCE Minute 51/2007

### 10.1

|  | Admin.            | Maint.    | Sec137 | VAT      |
|--|-------------------|-----------|--------|----------|
|  | £                 | £         | £      | £        |
| <b>INCOME</b>                          |                   |           |        |          |
| Interest 6 months Alliance & Leicester | 2,183.15          |           |        |          |
| FOOTPATHS' GRANT CCC                   |                   | 742.50    |        |          |
| <b>TOTAL INCOME</b>                    | <b>£2,925.65</b>  |           |        |          |
| <b>EXPENDITURE</b>                     |                   |           |        |          |
| Clerk's salary: net – 1 month          | 499.62            |           |        |          |
| Tax and NI                             | 129.14            |           |        |          |
| Heat and Light                         | 20.00             |           |        |          |
| Play World Systems (Parc-yr-Orsedd)    |                   | 20,664.85 |        | 3,616.35 |
| Eirwyn Williams- Footpaths             |                   | 990.00    |        |          |
| BDO Stoy Hayward External Auditors     | 400.00            |           |        | 70.00    |
| Lampeter Round Table Fireworks' Dis.   |                   |           | 200.00 |          |
| Macmillan Cancer                       |                   |           | 100.00 |          |
| CCTV 1 month MLL TELECOM               |                   | 1,633.34  |        | 285.83   |
|  |                   |           |        |          |
| <b>TOTAL</b>                           | 1,048.76          | 23,288.19 | 300.00 | 3,972.18 |
| <b>TOTAL EXPENDITURE</b>               | <b>£28,609.13</b> |           |        |          |

10.2 **It was decided not to make a contribution towards the *Bobath Children's Therapy Centre Wales Charity*, at this present time.**

10.3 **A request for financial support was received from the Urdd organization,** in order to stage its 2010 Eisteddfod in Ceredigion. It was decided to find out more information regarding local fund-raising activities.

10.4 **A Notification of the Conclusion of Audit** was received from the External Auditors, BDO Stoy Hayward Chartered Accountants, for the financial year 2006-07. This notice would be displayed for 14 days, allowing the electorate an opportunity to view the accounts. The external auditors' report drew members' attention to the level of reserves held by the town council at 31/03/2007 and the level of Fidelity Guarantee Insurance, which is currently in place.

#### 10.4.1 Level of Reserves:

The following issues have been raised to assist the Council in improving their internal controls or working practices. The Council is recommended to consider these but is under no statutory obligation to act upon them.

**Weakness Identified:** The level of reserves held by the council appear high (£153,351). The council is attempting to utilize funds and reduce the level of reserves over the coming years.

**Impact on the Council:** The council has no power to hold excessive reserves unless they are saving for something in particular.

**Recommendation:** The council should continue to reduce their level of reserves to a more appropriate level. The generally acceptable level of reserves is usually no more than twice the level of precept (£43,220 x 2). It is also generally acceptable to hold higher reserves only when the council is saving for a specific item of capital or general expenditure and then the money should be held in a high interest account.

**This weakness was noted for future reference.**

10.4.2 **Fidelity Guarantee: The Council is recommended to take action on the following issues to ensure that the Council acts within its statutory and regulatory framework.**

**Weakness Identified:** The level of fidelity guarantee cover obtained by the council appears insufficient in light of the bank balances held at 31 March 2007 (£153,351) and the amount of precept then subsequently received in April 2007 (£43,220) = £196,571.

**Impact on Council:** A local council, under S114 of the Local Government Act 1972, must take security as it considers sufficient in the case of any of its officers likely to handle its money. The council may decide that insurance is not “sufficient” for them, but in order to come to this opinion they must have reviewed the requirement annually and they must have objective grounds for such a conclusion.

**Recommendation:** The council should consider the level of insurance cover and set it to a level that will protect the council against potential loss. The council should review the level of cover at least annually as circumstances may change throughout the year. It is recommended that the amount is sufficient to cover the maximum amount of money the council holds at any one time throughout the year. A council does not have to have Fidelity Guarantee Insurance if it considers that no security is “sufficient” but there must be objective grounds for such a conclusion. Smaller councils may decide therefore that the cost of this insurance is disproportionate to the risk involved. If this is so the council should minute this decision annually.

**It was resolved to increase the level of Fidelity Guarantee Insurance to cover the maximum amount of money, which the council holds at any one time, throughout the year.**

**11. SUB-COMMITTEES  
Minute 52/2007**

## 11.1 FOOTPATHS'

**Community Paths Scheme Application 2008-09 CCC:** This needs to be submitted to the CCC by the 17<sup>th</sup> December. This initiative arises from funding made available to the county council under the Countryside & Rights of Way Act 2000.

**Parc-yr-Orsedd:** two quotes, for the repairing of the fence are yet to be received.

## 11.2 STREET LIGHTS'

**11.2.1** Outside Croesawdi, Bryn Road: Work has recently been undertaken on the street-light by CCC, but according to Cllr. D.Williams, it remains in a state of disrepair. It was agreed to contact CCC, once again.

**11.2.2** It was decided to contact CCC to ask whether a reactor-light could be located in the vicinity of Parc-yr-Orsedd.

## 11.3 PAVEMENTS'

A letter received from the CCC assured members that the faults identified by Cllrs R.Phillips and E.Davies, in their *Pavements' Report* of July 2007, would receive careful attention very shortly.

## 11.4 CCTV CAMERAS'

### **Monthly Report for September 2007 as received from CCC at the beginning of October 2007**

Problems exist with three of the six cameras. The CCTV system will be closing down for 5 days, commencing on Sunday the 21<sup>st</sup> October for a contractor to upgrade the Control Room and ancillary equipment. This will then enable further works to be carried out at the various locations around Ceredigion, which will culminate in a countywide CCTV system controlled and monitored from Aberystwyth.

The fully functional upgraded CCTV system, at the reduced cost of £12,000/annum (as opposed to £19,600) is much anticipated by members of the town council.

## 12. AOB Minute 53/2007

**12.1** **It was resolved to contact the Co-op Lampeter**, to ask whether it would be possible to make seats available at its new Post-Office facility. Older people, who have walked out of town, down to the Bridge Street Store, would welcome having seats.

**12.2** **A letter would be sent to Lampeter University, congratulating them for the "First Confucius Institute in Wales"**. The huge increase in the importance of China in global affairs makes the *Confucius Institute* at Lampeter, a shrewd move, which will prove invaluable in the future.

**The meeting ended at 9.30pm.**

**13. DATE OF NEXT MEETING: Thursday 29th November 2007 at 7.30pm**

---

**(Chairman) (Date)**