



**LAMPETER TOWN COUNCIL
MINUTES OF THE MONTHLY MEETING
28.09.2017 SAINT PETER'S CHURCH HALL, LAMPETER.**

***Before the onset of the meeting members were invited to participate in prayer.
Cllr Selwyn Walters led members in prayer.***

1. CHAIRPERSON'S WELCOME AND PERSONAL MATTERS

The Mayor Cllr Hag Harris welcomed all present, to the meeting.

PRESENT

Mayor Cllr R. G. (Hag Harris); Deputy-Mayor Cllr Ann Morgan;
Cllr Rhys Bebb Jones; Cllr David Smith; Cllr Rob Phillips;
Cllr Kistiah Ramaya, Cllr Christopher Thomas &
Cllr Selwyn Walters.

Mr Mike Lewis: Reporter Cambrian News.

Jen Cairns.

Sgt Richard Marshall.

Mr Tom Cowcher, Walkers are Welcome, Llandysul;

Mr James Williams: Walkers are Welcome.

APOLOGIES FOR ABSENCE

Cllr Elin Jones and Cllr Dinah Mulholland apologized for their inability to attend the meeting.

2. PRESENTATION: WALKERS ARE WELCOME

Before the onset of the Meeting a Presentation regarding the *Walkers are Welcome* Scheme, was delivered by Mr James Williams and Mr Tom Cowcher. Mr Cowcher, a member of Llandysul Community Council and the Llandysul *Walkers are Welcome*, believed that the initiative did not only help to bring the community together but nurtured an appreciation for local footpaths.

Local walker Mr James Williams said that Lampeter already had an active group and a Heritage-Trail. A *Walkers are Welcome* status would now be the natural progression; many towns in England and Wales had adopted the scheme and small towns such as Lampeter had benefited.

It was agreed to arrange a meeting with representatives of Transition Llambod; University of Wales Trinity Saint David; Longwood, Lampeter Ramblers and the Lampeter Chamber of Trade with a view to setting up a Steering Group.

3. POLICE MATTERS

Sgt Marshall drew reference to the following:

3.1 Return of CCTV Cameras: currently there are no arrangements in place to reintroduce CCTV Cameras in Lampeter; Aberystwyth and Cardigan could be considered.

3.2 Night-Time Crime in Lampeter: Not all individuals wish to report crime but more crime is presently recorded as compared to previous years.

3.3 Parking: one traffic warden per week is designated to the town. The parking problem at College Street, was considered. Controlled areas of zebra crossings ensure that people can cross safely.

3.4 Drug Problem within the Town: A dedicated Targeting Team addressed the Drug Problem within the town.

3.5 Manning the Police Station at Lampeter: Members were reassured that the Police Station would not close.

3.6 Consultation Lampeter Police Station: Reduction to 16 Opening hours per 24 hours as from April 2017 (closed 1am -9am)

It was agreed to respond to the Consultation. Members of the Town Council did not support the reduction in the opening hours of Lampeter Police Station, that is, from 24 hours per day to 16 hours, implemented in April 2017, with night time cover offered by mobile crews from Cardigan and Aberystwyth.

Lampeter's night-time economy meant that social order issues arose at certain intervals. The discontinuation of CCTV Cameras within Lampeter as from the 1.04.2014 and the closure of the Station between 1am-9am, had left many people concerned in relation to crime and the fear of crime. Questions were raised regarding the security of the town and the ability of the Police to respond effectively and timely to call outs, during night time hours, when the services of colleagues from further afield were necessary.

The Town Council appreciated that Lampeter Police Station covered a wide area but was fully persuaded that it should operate as a 24Hour Station.

4. DISCLOSURE OF PERSONAL & PREJUDICIAL INTEREST

4.1 Cllr Rhys Bebb Jones: Vice President Lampeter Rotary: when the planting of a Centenary Tree, was considered. Minute 6.14.

5. CONFIRMATION OF THE MINUTES OF THE MEETINGS OF THE 27th JULY 2017.

These were agreed and signed as a correct record by the Chairman apart from the following amendment:

Minute Ref 8.3: Planning Matters: Planning Application A170567: It had been resolved *not* to include the following observation, "it shows a bias towards one particular pharmacy.....".

6. MATTERS ARISING FROM PREVIOUS MEETING

6.1 Maes-y-Felin Play Area: A communication from Mr Llyr Edwards, Director of Property Services, Tai Ceredigion stated that the multi-play slide had been removed from the park and the area underneath, covered with grass. The remaining apparatus met the required

standard as confirmed by the recent RPII (Register of Play Inspectors International) Inspection with a risk-score of 6 or less.

Mr Edwards asked whether arrangements concerning the Lease could now be moved forward. It was agreed to forward the draft Lease to the AVE Solicitors for legal advice.

6.2 Floral Displays within the town over the summer months to include Planters at the town entrances (Tregaron; Aberaeron and Llanwnnen)

An invoice of £4,080 from Llanarth Garden Centre for the provision of plants had been redirected to Ceredigion County Council.

Tenders will be sought next year and a standard tender stemming 2/3 years, was considered. Currently there are 45 x 70cm planted tubs, 20 hanging baskets, 7 tiered planters, 3 new town planters and 2,242 bedding plants. Maintenance of the planters had always formed part of the watering contract; copies of the Method Statement and Risk Assessment for the watering element, were enclosed from CCC; they will act as templates for future task/s should the Town Council wish to enlist the services of a third party. At the end of the season the County Council will strip the beds and leave them clean and tidy for the winter period. The planters and tubs will be collected and delivered to a designated storage site. A suitable home was required to store the containers over the winter.

It was hoped that they could be stored within the property of Robert's Garden Centre.

It was agreed to assign attention to the bulbs during the next meeting and to contact Mr Jon Hadlow CCC for further information.

Cllr Walters reported that the planter based on the Llanwnnen entrance to the town was not always visible as the nearby grass was overgrown and encroached onto the planter and its contents. It was agreed to ask CCC whether they could ensure that the grass verge was maintained in the future.

6.3 Roll of Honour: transferred from the Lampeter Sorting Office and currently stored at the home of the Cllr David Smith. It was **RESOLVED** to contact UWTSD to ask whether the Board could be stored within the College grounds. *Awaiting a reply.*

6.4 Town Council's Notice Board: (cleaning and improving its general condition): most improvements had been undertaken.

6.5 Mayor's Chain and the Purchase of a Safe: Cllr David Smith reported that arrangements were in hand for the purchase of a safe to store the chain. He had identified a qualified person to revalue the civic regalia.

6.6 Litter Bins

Response received to the request to position a litter outside Oscar's Den: the owner, Mrs Margaret Jones, was not opposed to the

Town Council paying for a bin to be positioned outside the building and also to service the bin.

Outside Gregg's: The Lampeter Manager was prepared to position a litter bin outside the premises during opening hours but asked whether a licence was required.

It was RESOLVED to ask CCC that should a bin be placed at either location, whether it would be serviced. It had been hoped that the two businesses would provide, fit and service bins outside their businesses.

A Response was received from CCC:

Under current legislation Greggs, and other similar outlets/businesses have a duty to reduce, reuse, recycle or recover (in that order) the waste that they produce and have the responsibility to arrange for the safe management and disposal of any waste that is produced. The Authority does encourage the use of on-street litter bins for the lawful deposit of household waste and general litter. However, the placing of litter bins should not encourage the illegal disposal of trade waste by businesses. It is understood that the proposal relates to a placing of a bin by Greggs, for use by Greggs customers and that the waste deposited would be the full responsibility of Greggs to dispose of.

All items 'erected' in the public highway will require consent from the local highway authority. This can be done by way of an official licence or informal agreement. Clutter on footways detracts from the safe movement of pedestrians and should be discouraged. We would suggest that a bin placed inside the Greggs shop would be a better option, not only in terms of avoiding the proliferation of receptacles on the highway but also in terms of the responsible management of the waste deposited. However, should Greggs wish to apply for a licence to place a bin on the highway they should contact the highways and any such application will be duly considered.

It was agreed to inform the Manager of Gregg's accordingly.

6.7 Social Media Policy of the Town Council:

Cllr Rob Phillips presented the Policy to the Town Council, which was accepted. (Appendix 1).

Cllr Phillips will also set up a Facebook & Twitter Page for the Town Council; Cllr Phillips will be the Administrator; Cllr David Smith and the Clerk will assist.

Re the Town Council's Website Cllr Phillips preferred that editing rights remained solely in his hands.

6.8 ICT Training: The Clerk had made enquiries with Adult Learning Wales (ALW), funded by the European Social Fund. A trainer would meet with interested members, to assess the area of need and a 5-week course would ensue, e.g. one session per week at a certain venue e.g. the College. Problems were envisaged in relation to finding a convenient time for all interested parties. ALW required a great deal of background information concerning the Town Council, to warrant

funding from the European Fund. Another option would be to embark on an online training package and this had been investigated. One provider, *Robust IT* offered Fundamental Computer Skills – Level 1 and Level 2.

Modules covered - Level 1: IT User Fundamentals; Using Email and the Internet; Security for IT Users; Word Processing; Spreadsheet Software; Presentation Software and Database Software. Level 2 progressed from Level 1. Other courses were also on offer.

Members could choose, which modules they wished to cover.

Students study online at their own pace and conditions; no longer to be rushed through sections, which require further understanding or waste time on topics already mastered. The Fundamental Computer Skills training course offered unlimited access for 12 months and could be accessed anywhere in the world with a PC and internet connection. Course price £99 + VAT. 45 hours to complete (on average); Certificate of Completion provided by Robust IT Ltd.

It was resolved *not* to subscribe to the above; members felt that they already possessed an adequate skills' set necessary for Town Cllrs. The Clerk expressed an interest in training e.g. the ECDL Course and will make further enquiries.

Presently, all minutes/agendas/correspondence/ planning applications are posted electronically to Cllrs but are very often not available in electronic format during the meeting; there is currently no Wi-Fi connection within the Town Council's meeting room but documents could be downloaded before the meeting and viewed on a tablet during the meeting, a practice already exercised by one or two Councillors. A few Cllrs have requested hard copies of the minutes/agendas before the meeting.

- 6.9 Lampeter Food Festival: Town Council's Stand:** It was reported that the Event had been a success, once again, this year to include the Town Council's stand, which had encompassed the theme of Local Tourism, under the direction of Cllr David Smith.
- 6.10 Fountain, Harford Square: It was felt that the Square was in poor condition and detracted from the appearance of the town.** A communication from Mr Neil Hinchliffe Ceredigion CC, asked whether the Town Council had reached a decision in relation to the transfer of ownership of the Fountain from the County Council to the Town Council. The pump was replaced last year but had since, been the subject of vandalism. It was felt that it would be an expensive enterprise to take over the running of the Square; another option would be to make a financial contribution to the County Council in aid of maintenance costs. It was **RESOLVED** to arrange a meeting with representatives of Ceredigion County Council.
- 6.11 Introduction of Staff Parking Charges at the UWTSD Lampeter:** The applicable tariffs for an annual permit, which start at a rate equivalent to approximately 23p per day, will be applicable from the 1st October 2017. It was understood that students would not presently be affected. Members expressed concern in relation to the possible increased congestion within the town with more people leaving their cars on the street in a bid to avoid car-parking charges at the college. It

was resolved to arrange a meeting with Mr Gwyndaf Tobias, Deputy-Vice Chancellor UWTSD to discuss the matter further; it was agreed that the Mayor/ Deputy-Mayor/ Immediate Past-Mayor and the Clerk would attend the meeting.

6.12 Midwifery Services at Lampeter Surgery: to raise the matter with Mr Peter Skitt during the next meeting.

6.13 Bollards, College Street: it is hoped that they will not be installed by CCC.

6.14 Rotary in Wales: marks its centenary in 2017, a century of Rotary members changing lives and improving communities all over the world. The planting of trees was considered at the last meeting to mark the occasion. It was reported that 2 trees had been felled at Parc-yr-Orsedd. A sapling was considered. It was stated that time was of the essence and that arrangements involved to plant the tree were more complex than envisaged.

7. CORRESPONDENCE

7.1 Animals in Need, Bridge Street, Lampeter: communication received stated that the Animals in Need Shop at Bridge Street, had been recorded as a Charity Shop- no 36; page 24 on the Lampeter Town Guide 2017/18, and that this was misleading. The Lampeter Chamber of Trade has agreed to remove the words "Charity Shop". The words "Charity Shop" will also not be used to describe the Fresh Fields' shop at College Street. Neither is a Registered Charity with the Charity Commission but do operate legally and have visits from the Trading Standards Department. The two charity shops in High Street are Registered Charities.

7.2 Hywel Dda Health Board: Stakeholder Reference Group "Big Conversation" workshop had taken place: 5th September 2017 at the Carmarthen Campus University of Wales Trinity Saint David.

7.3 Draft Street Collections and House to House Charitable Collections Policy CCC inviting responses to certain questions. Observations requested by Friday 22nd September 2017: for information.

7.4 Questions and Answers concerning the new recycling bags as provided by Ceredigion County Council: noted for information.

7.5 One Voice Wales Conference: Saturday 30th September 2017. Builth Wells Show Ground. The theme for this year's conference is "Local Government Reform". Guest Speakers will include Mark Drakeford AM, Cabinet Secretary for Finance and Local Government, who will be talking about the Local Government Reform Agenda and its implications for Community and Town Councils. Huw Vaughan Thomas, Auditor General Wales, who will be talking about the work of Wales Audit Office with respect to Community and Town Councils and the developments and improvements that are required. Lyn Cadwallader CEO One Voice Wales who will be talking about a vision for the future of Community and Town Councils and innovative practice within the sector. Cllr David Smith and Cllr Dinah Mulholland will represent the Town Council.

7.6 Ceredigion Library Activities: Libraries Week, 9-14 October 2017

The aim will be to increase membership by 250. A talk will be given by the Rev. Goronwy Evans on Wednesday 11th October 2017 at 7.30pm at the Aberaeron Library. A Fun Day has been arranged for children at each Library on the 14.10.2017 based on the theme of *Pirates*: for information.

7.7 Integrated Network Map Consultation: CCC has now prepared the Integrated Network Map which reflects the public and stakeholder engagement, undertaken this year. Consultation on this map along with the updated Existing Route Map has, begun. Residents with suggestions on how active travel routes could be improved or where new routes are needed, are encouraged to submit their suggestions by Monday 9th October 2017.

7.8 Other Correspondence: Noted for information.

8. PLANNING MATTERS

8.1 Development Control Committee Ceredigion County Council: Minutes of last meeting and Agenda of the next meeting.

8.2 PLANNING APPLICATION RECEIVED DURING THE PREVIOUS MEETING (July 27th 2017) from Ceredigion CC: Planning Application Number: A170567. Applicant: Gilda Owen: Company: Lloyds Pharmacy, Sapphire Court, Watsgrave Triangle, Coventry, CV2 2TX. Proposal: Change of use from class D1 healthcare to retail pharmacy A1 to include new entrance in existing window opening, canopy and installation of two air conditioning condenser units. Location: Taliesin Court, Lampeter. Town Council's Observations had been: "Lampeter Town Council does not support this planning application...."

Communication from Dr Emyr Jones, Senior Partner at the Bro Pedr Medical Group expressed disappointment in relation to the Town Council's objection to the planning application, without prior consultation with himself and other key-players within the Bro Pedr Medical Group. He hoped that the Town Council could support the Plan when it will be considered by the Planning Committee, Ceredigion County Council in October. It was emphasised that the Town Council's role within planning applications was merely to submit observations. It was **RESOLVED** for the Mayor Cllr Hag Harris to arrange a meeting with Dr Jones to thank him for his letter and to discuss the Application to include the concerns of the Medical Group.

8.3 Planning Application: A170828 Proposal: Display of Signage: Location: Lloyds Pharmacy, Taliesin Surgery, Bridge Street, Lampeter. Town Council's Observations: No Objections; the Town Council welcomes the proposal to include bilingual signage but every effort

should be made to ensure the accuracy of the translation from the English language to the Welsh language.

- 8.4 Planning Application: A170862: Proposal:** Change of use from office to dwelling. Location: 13 Drovers Road, Lampeter. **Town Council's Observations:** No Objections.

9. FINANCE

9.1 PAYMENTS

- 9.1.1 Clerk's Salary July/August 2017 £792.44 x 2;** HMRC Tax & NI £96.07 x 2
- 9.1.2 Hire St Peter's Church Hall** Monthly Meeting 28.09.17: £38.00
- 9.1.3 Grass-cutting Maesyderi Field:** G Williams: £120.00 (inc VAT)
- 9.1.4 Light: War Memorial SSE:** £14.73.
- 9.1.5 Robert's Garden Centre Ltd:** Watering of the Floral Displays over the summer months: £4,200 VAT £840.00.
- 9.1.6 Dyfed Gardening Services:** Grass cutting at Parc-yr-Orsedd and collection of litter July and August 2017 £191.66 x2.
- 9.1.7 One Voice Wales Training** Cllr Dinah Mulholland £40.
13.09.2017
- 9.1.8 HCI Data: Renew lampeter-tc.gov.uk for two years.** Sept 2017-19. £83.88 (inc Vat)
- 9.1.9 Footpaths' Maintenance** 2017 Season Mr E Williams £1,330
- 9.1.10 RoSPA park inspections** £159.60
- 9.1.11 Transition Llambled Development Trust:** Hire of Victoria Hall Young at Heart £13.50.

9.2 RECEIPTS

9.2.1 £0

9.3 FINANCIAL REQUESTS

- 9.3.1 RAY Ceredigion:** awaiting the Balance Sheet.
- 9.3.2 Macmillan Cancer Support:** £50.00
- 9.3.3 Festive Lighting:** Refurbishment Charges: Christmas Lights £1,044.00; VAT £1,252.80. It was agreed to contact the Lampeter Chamber of Trade to find out further information re the *Nadolig Llawn* Lights and the cost implications.
- 9.3.4 Urdd Gobaith Cymru Ceredigion** £0
- 9.3.5 The Mid Ceredigion First Responder** Vehicle Appeal: £0
- 9.3.6 Plygain** Service UWTSD £100

9.4 OTHER FINANCIAL MATTERS

- 9.4.1 Teify Forge Ltd: Estimate received concerning work at Lampeter Rugby Club lower entrance:**

Extend both double gates and repair pedestrian gate
Dig out 2 posts and re concrete in new positions.

To shot blast all gates

To hot dip galvanize all gates and powder cat black

To clean posts and repaint

Total estimated cost £2,420 (ex VAT)

A letter from Elsie Dafis reminded the Town Council of what was consecrated by Canon Brendan O'Malley in April 2015, when

she resided as Mayor. The land associated with the Rugby Field had been consecrated in memory of those who had fallen and suffered during WW2.

The gates on North Road, which lead onto the Public Footway, on the side of the football pitch had been consecrated in memory of those who had fallen and had suffered during WW1.

They were donated by certain individuals within the town for this purpose.

It was resolved to contact the Lampeter Rugby Club to find out further information concerning the quote received from Teify Forge Ltd.

9.4.2 Grant Thornton: Notice of conclusion of Audit 2016-17.

9.4.3 Transition Llambod Development Trust; representatives have been invited to attend the next meeting, to discuss grant funding for the Victoria Hall.

10. SUB-COMMITTEES

10.1 Parks: A meeting had preceded this meeting. Minutes attached. It was resolved to accept the quote from Mr Steve Edwardes to remove the Castle at Parc yr Orsedd for £950.

Cllr Elin Jones had made enquires in relation to suitable play-apparatus at the park.

10.2 Footpaths: Work completed by Mr Eirwyn Williams for the 2017 Season.

10.3 Welsh Language

10.3.1 Cllr Ann Morgan proposed that a St David's Day March and Gig be organised within the town. It was agreed to do so. It is hoped to involve organisations such as Merched y Wawr, Churches, Chapels, Schools etc.

10.3.2 Members expressed disappointment in relation to the comments received by Cllr Elin T Jones recently, concerning the use of the Welsh Language, in Lampeter. It was emphasised that the Town Council promoted bilingualism and endeavoured to give equal status to both Welsh and English.

10.4 Administration: no report.

11. AOB

11.1 It was resolved to contact CCC to establish the outcome of the Town Council's Application to stage the 2020 National Eisteddfod within Lampeter and District.

11.2 It was agreed to convey best wishes to Miss Bronwen Morgan on her retirement as Chief Executive of Ceredigion County Council on the 30th September 2017 and to congratulate Mr Eifion Evans on his appointment to this role.

The Meeting was adjourned at 10.45pm.

Date of next meeting: Thursday 26th October 2017 at 7.00pm.

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