



**LAMPETER TOWN COUNCIL  
MINUTES OF THE MONTHLY MEETING  
26.10.2017 SAINT PETER'S CHURCH HALL, LAMPETER AT 7.00pm.**

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

**1. CHAIRPERSON'S WELCOME AND PERSONAL MATTERS**

The Mayor Cllr Hag Harris welcomed all present, to the meeting.  
Best wishes were extended to Cllr Rhys Bebb Jones, who has been unwell.

**2. PRESENT**

Mayor Cllr R. G. (Hag Harris); Deputy-Mayor Cllr Ann Morgan;  
Cllr Rhys Bebb Jones; Cllr Elin T. Jones; Cllr Dinah Mulholland;  
Cllr Robert Phillips; Cllr Kistiah Ramaya & Cllr Christopher Thomas.  
Jina Hawkes: Hywel Dda Health Board.  
Tim Martin: Transition Llambled Development Trust.

**APOLOGIES FOR ABSENCE**

Cllr David Smith and Cllr Selwyn Walters apologized for their inability to attend the meeting.

The Chairman said that it was not necessary to record the names of members of the Public, who attended meetings of the Town Council.

**3. PRESENTATION: TRANSITION LLAMBED DEVELOPMENT TRUST (TLIDT)**

A Presentation was received from Tim Martin and Cllr Dinah Mulholland, Directors of the Transition Llambled Development Trust, Victoria Hall, Lampeter.

The Victoria Hall was built in 1905, from the proceeds of the 1894 Eisteddfod. Although it had boasted a long and rich history in Lampeter, it had fallen into decline, in recent years.

The Trust was established in 2009 as a Social Enterprise and a *Not for Profit* Limited Company; it progressed from the *Transition Town* Movement.

The Trust acquired a 20 Year Lease on the Hall from Ceredigion County Council, in 2011. Since that time, extensive refurbishment has taken place, with support from the Ceredigion Social Enterprise Growth Fund (£80,000) and the Town Council in 2012/13 (£20,000). The work involved improvements to the toilets, kitchen, meeting rooms and offices. In 2017, the Trust was granted a licence, to sell alcohol on the premises and it is now a prolific event venue, for Lampeter and the surrounding area. Present community activities include: People's Market and Café; Lampeter Youth Theatre; Lampeter Free Food Project; Magic Lantern Cinema, Lampeter Evangelical Church; Welsh classes; Polish cultural events; wrestling; Lampeter Festival of Dance. TLIDT also produces the Lampeter Grapevine Magazine.

Financial sustainability proves an ongoing challenge.

The Trust has succeeded to maintain the Hall for nearly 6 years from the income generated. The maintenance, heating and upkeep of the old building has not allowed an accumulation of substantial surplus funds.

Part-time employment is provided in the form of a caretaker, cleaner, book-keeper, cooks, market manager and bar management staff.

The TLIDT Directors are unpaid volunteers.

The present funds total, approximately £4,000.

The Trust has been awarded a £160,000 Rural Communities Development Fund (RCDF), which is an European Fund, to develop the Hall as a Community Arts and Performance Venue.

The conditions of the grant require 20% match-funding (£32,000).

It was enquired whether the Town Council could provide grant support, similar to that, which was awarded in 2012-13. Diverse match funding sources will be sought eg Big Lottery; Ceredigion CC; Crowdfunding, Chamber of Trade.

The work will involve:

1. Mobile seating and staging £25,000
2. Lighting £30,000
3. Sound and Acoustics £35,000
4. Gallery Refurbishment £10,000
5. Box Office/ Café/ Bar £23,000
6. Stage and Backstage refit £15,000
7. Building exterior £15,000
8. Marketing (multilingual) £10,000
9. Project Management £7,000

**TOTAL £160,000**

Local contractors will be used, where possible.

It was **RESOLVED** to support the Project and to make a financial contribution.

The amount of money given, will be decided, next March, when the extent of other contributions will be known. Volunteer time could also be considered.

**4. PRESENTATION: GINA HAWKES: HYWEL DDA UNIVERSITY HEALTH BOARD GENERAL MANAGER FOR COMMUNITY AND HEALTH CARE**

It was reported that the first meeting of the Lampeter Integrated Health Care Project Board, had been held. The move followed last July's announcement that five clinics – speech and language therapy; paediatric; heart failure; community dental and podiatry, would be temporarily removed from Lampeter Surgery, following the expiry of a 20-year lease and higher rental charges.

The changes had prompted concerns, within the Community. This included the lack of forward planning and the distance young families and the elderly, would have to travel, to access alternative clinics, at Tregaron, Cardigan or Aberaeron.

Mr Peter Skitt, Hywel Dda University Board Director for Ceredigion, pledged that such services would remain local and that Lampeter would ultimately receive its own Integrated Health Centre, in the coming years.

Llys Steffan and Hafan Deg in Lampeter were currently undergoing assessment regarding their suitability to host certain clinics. The District Nursing Office is located at Llanybydder Surgery and Health Visitors will continue to be based at Llanybydder & Hafan Deg.

Speech and language therapy clinics will be held at Llys Steffan, whilst physiotherapy will remain at the Surgery.

Paediatric clinics will be available at Hafan Deg; no venue had been found for Podiatry but a decision should be reached by the end of the month.

No progress had been made, in relation to the site of Community Dental Clinics, prompting fears that the dental health of young people with learning difficulties in particular, could be adversely affected.

Midwifery: held in homes; there was no central point to meet patients.

Refurbished rooms at Hafan Deg could be available before the end of the year.

Cllr Elin T Jones drew reference to the lack of sexual health and family planning clinics, in mid Ceredigion and asked whether this could be addressed. Presently, clinics were based in Aberystwyth, Cardigan or Carmarthen, which were not easily accessible to those living in rural areas and those who did not drive; furthermore, opening times of these clinics were not always convenient.

The letter issued to some patients in July, was discussed. The cost of producing the letter had been significant; it had been arranged by a central service and GP Databases. Another letter will be sent out, to explain the situation; the Press could be used to offer people reassurance.

Respite care may be offered in Hafan Deg. Increased provision could also be available eg residential and nursing.

The Mayor Cllr Hag Harris thanked Gina Hawkes for the update and was pleased that a Board had been convened to oversee the setting up of services in Lampeter. Two members of the Town Council will be nominated to represent the Town Council.

**5. POLICE MATTERS**

Police Inspector Steven Davies is scheduled to attend the next meeting of the Town Council.

**6. DISCLOSURE OF PERSONAL & INTEREST**

**6.1 Cllr Dinah Mulholland** declared a personal interest when Cllrs discussed the possibility of supporting the RCDF Grant Application and of making a financial contribution towards the 20% Grant Match-Funding, a requirement of the RCDF Grant.

**6.2 Cllr Robert Phillips** declared a personal interest when the Planning Application No: A170946 was considered. Minute Ref: 11.3.

**7. CONFIRMATION OF THE MINUTES OF THE MEETING OF THE 28th SEPTEMBER 2017.**

These were agreed and signed as a correct record by the Chairman.

**8. MATTERS ARISING FROM PREVIOUS MEETING**

**8.1 Maes-y-Felin Play Area:** The draft Lease has been forwarded to the AVE Solicitors for legal advice. *Awaiting information.*

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

At the end of the season, it was reported in a previous communication, that the County Council will strip the beds and leave them clean and tidy for the winter. 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 had been hoped that they could be stored within the property of Robert's Garden Centre. Ceredigion CC gave the containers to the Town Council, as a gift, earlier in the year viz 2x1.2m black planters plus tower units, 5x1m black planters plus tower units; 20 x black hanging baskets and 45 x 70cms terracotta tubs.

**Cost for 2017 (ex VAT)**

Floral Displays £3,400 (Ceredigion CC)

Labour Cost £2,971.35 (Ceredigion CC)

Watering costs £4,200 (Mr Robert Jones)

**TOTAL £10,571.35**

**8.3 Roll of Honour:** transferred from the Lampeter Sorting Office and currently stored at the home of the Cllr David Smith. Mr Aled Williams UWTSD wished to assess the Board, before arranging for its transfer to a location on the UWTSD Lampeter Campus, for storage.

**8.4 Mayor's Chain and the Purchase of a Safe:** Cllr David Smith had reported in the previous meeting, 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. *No Developments.*

**8.5 Cllr Phillips had set up a Facebook Page & Twitter Feed,** for the Town Council. Individual e-mail accounts for Councillors: work in progress.

**8.6 Information and Communication Technology (ICT)**

The Clerk expressed an interest in following the European Computer Driving Licence (ECDL) Course and will make further enquiries. Approximate cost £200: it was agreed that the Town Council will meet the cost.

Problems were currently experienced in relation to filing/ saving emails and locating them, at a future date. Fake Emails had also been sent to certain individuals, in the name of the Town Council, requesting payment. The services of the *ITech* Repair Computer shop at Bridge Street, Lampeter will be enlisted, to rectify these issues. Cllr Phillips has investigated these concerns.

**8.7 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, during a previous meeting, asked whether the Town Council had reached a decision in relation to the transfer of responsibility for 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 had been **RESOLVED** to arrange a meeting with representatives of Ceredigion County Council.

A response from Mr Eirian Jones, Assistant Chief Building Maintenance Officer CCC outlined convenient dates. Thursday 16<sup>th</sup> November 2017 at 3.30pm was arranged for the Mayor and Deputy-Mayor to meet Mr Jones on the Square, to discuss the Fountain and the whole Square.

A communication from Angie Martin, Editor of the *Grapevine*, reported that *Lampeter Grapevine* had recently received a letter regarding Harford Square from a concerned business owner. The letter would appear in the next edition of the *Grapevine*. Kerin Chamberlain, *Mary Kate Boutique*, Harford Square felt that the area needed improvement and offered a few suggestions. She had collated a few ideas and hoped to engage some of the frequent users of the Square, in a general clean and spruce up.

Flowers had been displayed within an area of the Square by CCC, as part of the Floral Display 2017 and funded by the Town Council. Cross-ref Minute 8.2.

She periodically swept up cigarette butts and can tops and planned to display laminated signs to remind people to dispose of their rubbish in a responsible manner, within the two bins adjacent to the bench.

Harford Square is currently the responsibility of Ceredigion County Council. **RESOLVED:** Mayor Cllr Hag Harris will discuss the matter further with Kerin Chamberlain and will also respond to the article in the *Grapevine*.

**8.8 Introduction of Staff Parking Charges at the UWTSD Lampeter:**

The Mayor, Immediate Past-Mayor and the Clerk had attended a meeting with Mr Gwyndaf Tobias, Deputy-Vice Chancellor UWTSD on Friday 20<sup>th</sup> October 2017. The applicable tariffs for an annual permit, which start at a rate equivalent to approximately 23p per day, had been applicable from the 1<sup>st</sup> October 2017 for staff members. Members had 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. A Park and Ride was not currently an option. Students would not presently be affected, only staff members and visitors.

Please refer to **Appendix 1** or follow the link for more information.

<http://www.uwtsd.ac.uk/media/uwtsd-website/.../Parking-Frequently-Asked-Questions>

**8.9 Ceredigion CC had been contacted** to establish the outcome of the Town Council's Application to stage the 2020 National Eisteddfod within Lampeter and District. CCC reported that no decision had been made and advised the Town Council to contact the National Eisteddfod directly, for more information. It was agreed to do so.

**8.10 Walkers are Welcome:** A Meeting had been held on Monday 16<sup>th</sup> October 2017. Minutes attached- **Appendix 2**. Cllr Robert Phillips was nominated to represent the Town Council at future meetings of the *Walkers are Welcome*.

**8.11 Nadolig Llawn:** Christmas Lights – Lampeter Chamber of Trade: will not feature during Christmas 2017 but could be considered in the future. It was asked whether more Christmas lights could be displayed in the environs of North Road. Cllr Mulholland asked whether it would be possible to organise a *Best Window Display Competition*.

**9. MATTERS ARISING NOT FROM PREVIOUS MEETING**

**9.1 Remembrance Sunday 2017**

**9.1.1 Saturday 11<sup>th</sup> November at 11am at Harford Square**

Two minutes' silence will be observed. A Road Closure Licence is in place 10.55-11.05am. The Police have been asked whether they are available to man the roads; if not, responsibility will fall on the Town Council. Cllr Chris Thomas will provide the CD Player; Dorothy Williams the music and Nerys Lloyd, Lloyd Jewellers will ensure that the 2 minutes are observed, and the music played.

Two minutes' silence will also be held by the Lampeter War Memorial.

**9.1.2 Sunday 12<sup>th</sup> November at 11am by the War Memorial**

Members to arrive at the Victoria Hall at approx. 10.40am to wear robes and process, in order, to the War Memorial at 10.55am. Canon Andy Herrick will officiate. **Exhortation:** Mr John Davies. **Marshal:** Cllr David Smith; to direct organisations in relation to the laying of the wreaths. A Bugler is sought. 2 minutes' silence will be observed at 11am in remembrance of those who gave their lives during the WW1, WW2 and in military conflicts, since that time.

Immediately after the service at the War Memorial, another Service will be held at St Peter's Church, Lampeter.

A Road Closure Licence is in place 10.55-11.15am and the Police have been asked to man the roads; if not, representatives of the Round Table are available. Mr Gwynne Davies will provide the sound-system.

Mr John Davies, Local Poppy Collection Organiser 2017, Royal British Legion, asked whether Cllrs would be prepared to sell poppies at supermarkets, within the towns.

- 9.2 Young at Heart Annual Christmas Tea Party:** Proposed dates; Wednesday 6<sup>th</sup> & 13<sup>th</sup> December 2017 at the Victoria Hall, Lampeter under the direction of the Young at Heart Co-ordinator, Dorothy Williams. In the past, Cllrs and the Clerk have donated sandwiches/cakes and raffle prizes. Some members enquired whether this arrangement, should continue; Cllrs already gave of their time and it was felt that an expectation to make financial contributions, could deter individuals from the community, from volunteering their services as Cllrs. Welsh Government guidelines suggested that each Cllr could be awarded a £150 annual allowance. Mayor Cllr Harris believed that the present arrangement should continue for the present year, for those who wished to do so. Those who felt that they were unable to contribute, were under no obligation. The Chair would inform the Town Council of the date of the Party and further details, after contacting Mrs Dorothy Williams.

**10. CORRESPONDENCE**

- 10.1 Young Heart Co-ordinator Dorothy Williams** stated that the Young at Heart Club is in the process of changing its venue from the Victoria Hall to St Peter's Church Hall and asked whether the Town Council would continue to pay for the accommodation. It was agreed to do so.
- 10.2 Public Conveniences at St Thomas' Street:** Response from Jasmine Wilson, Cleaning Services Manager, CCC confirmed that the Public Toilets reopened for use on Friday 4<sup>th</sup> August 2017. Sufficient minor

repairs were undertaken and they could be reopened e.g. electrical repairs, supply of new hand dryer and overpainting of graffiti. More extensive work may be required eg removal of asbestos. Lampeter benefited from three public sites, St Thomas Street; at Market Street adjacent to the Library and the Rookery Car Park.

**10.3 The 2018 Review of Parliamentary Constituencies in Wales:**

Revised Proposals: The Commission's Revised Proposals Report was published on the 17<sup>th</sup> October 2017 and is available on the Commissions' website: [www.bcomm-wales.gov.uk](http://www.bcomm-wales.gov.uk) or at 54 public locations across Wales. The representation period will end on the 11<sup>th</sup> December 2017.

**10.4 One Voice Wales Area Meeting: Wednesday 18<sup>th</sup> October 2017 at 7pm at the Council Chamber Penmorfa, Aberaeron.**

Cllr Dinah Mulholland represented the Town Council at this meeting. Feedback will be provided in due course. The Mayor and Cllr David Smith have been nominated to represent the Town Council at Quarter Meetings of One Voice Wales.

**10.5 One Voice Wales Conference: Saturday 30<sup>th</sup> September 2017.**

Builth Wells Show Ground. The theme for this year's conference had been "Local Government Reform". Guest Speakers had included Mark Drakeford AM, Cabinet Secretary for Finance and Local Government, who talked about the Local Government Reform Agenda and its implications for Community and Town Councils. Huw Vaughan Thomas, Auditor General Wales, addressed the work of the Wales Audit Office with respect to Community and Town Councils and the developments and improvements, which were required. Lyn Cadwallader CEO, One Voice Wales outlined his vision for the future of Community and Town Councils and innovative practice within the sector. Cllr David Smith represented the Town Council at this Conference.

**10.6 Other Correspondence: Noted for information.**

**11. PLANNING MATTERS**

**11.1 Development Control Committee Ceredigion County Council:**

Minutes of last meeting and Agenda of the next meeting: for information.

**11.2 Application No: A170938. Proposal:** The building of an extension to provide new café servery and seating area. **Location:** Watson and Pratts, 23 & 24 Lampeter Industrial Estate, Tregaron Road, Lampeter. **Town Council's Comments: No Objections.**

**11.3 Application No: A170946. Proposal:** Conversion of outbuilding to residential dwelling, erection of extensions and alterations and formation of new improved vehicular access. **Location:** Existing Barn/ Cowshed, rear of Wern Driw, Mount Walk, Lampeter. **Town Council's Comments: No Objections.**

- 11.4 Application No: A170971. Proposal:** Change of use of barn into hair and beauty salon. **Location:** Ysgubor Lwyd, Pontfaen Road, Lampeter. **Town Council's Comments: No Objections.**
- 11.5 Application No: A170882. Proposal:** Change of use from offices to residential house. **Location:** Tegfan, 30 Bridge Street, Lampeter. **Town Council's Comments: No Objections.**
- 11.6 Application No: A170953. Proposal:** Change of use of residential dwelling to provide respite care home facility for assisted recovery for the elderly, including sun lounge extension. **Location:** The Beeches, Lampeter. **Town Council's Comments: No Objections.**

## 12. FINANCE

### 12.1 PAYMENTS

**12.1.1 Clerk's Salary September 2017 £792.44;** HMRC Tax & NI £96.07

**12.1.2 Hire St Peter's Church Hall Monthly Meeting 26.10.17:** £28.50

**12.1.3 Road Closure Licence, CCC: Remembrance Sunday** £37.00

**12.1.4 Dyfed Gardening Services:** Grass cutting at Parc-yr-Orsedd and collection of litter September 2017 £191.66.

**12.1.5 CWN Design, for the provision of 10 e-mail accounts @lampeter-tc.gov.uk** £316.80

**12.1.6 Coventry Internet Development** fee for hosting and management of the Lampeter Town Council Website £360 inc VAT

**12.1.7 Mr Steve Edwardes:** removal of Castle at Parc-yr-Orsedd £950.

**12.1.8 Wales Audit Office External Audit 2016-17** £231.75

**12.1.9 One Voice Wales:** Training Local Government Finance Morlan Aberystwyth 11.1017: Cllr Dinah Mulholland £40

### 12.2 RECEIPTS

**12.2.1** £0

### 12.3 FINANCIAL REQUESTS

**12.3.1 RAY Ceredigion:** awaiting the Balance Sheet.

**12.3.2 Wreath:** Poppy Appeal 2017 £20.00.

**12.3.3 Lampeter Round Table:** Fireworks' Display £500.00

### 12.4 OTHER FINANCIAL MATTERS

**12.4.1 Teify Forge Ltd: Estimate received concerning work at Lampeter Rugby Club lower entrance: £2,420 (ex VAT)**

It was resolved to meet half of the cost that is, £1,210 and to inform Mr Dai Charles, Chair of the Lampeter Rugby Club.

**12.4.2 Moss-scraping Parc-yr-Orsedd:** it was agreed to accept Mr Phill Howells' offer to remove the moss, for a fee of £60.45. Mr Howells continues to pick up litter at the same frequency as previous months; the Town Council will pay for the bin-liners.

**12.4.3 St John Cymru, Lampeter asked for financial support, to maintain a defibrillator located at the Premier stores on High Street.** (previously held at the Spar, which has closed). It was agreed to meet these costs.

## 12.5 THANK YOU!

**12.5.1 PLYGAIN: a thank you letter** from Dr Rhiannon Evans for the recent donation of £100 towards the expenses associated with this event, which will take place on Monday 4<sup>th</sup> December 2017 at 7pm, at the College Chapel UWTSO Lampeter Campus. All welcome to attend the service and to the supper afterwards, as provided by the *Hedyn Mwstard Café*.

## 13. SUB-COMMITTEES

**13.1 Parks:** Mr Steve Edwardes had removed the Castle at Parc yr Orsedd (£950). It was reported that the logs had not been removed. It was resolved to contact Mr Edwardes, once again, to ask him to remove the logs.

Cllr Elin T Jones had made enquires in relation to suitable play-apparatus at the park. She will meet the Mayor, on site, to discuss further.

### 13.2 Welsh Language

**13.2.1 St David's Day March and Gig** to be organised within the town. A meeting had been held on Monday 23<sup>rd</sup> October 2017. Minutes attached. **Appendix 3.**

**13.2.2 Eisteddfod Ryng-Golegol (between Colleges):** will take place in Lampeter in 2018.

**13.3 Administration:** no report.

## 14. AOB

**14.1 It was stated that the temperature within the meeting room of the Town Council** had not been adequate, during the meeting (26.10.2107) and a few individuals reported that they had felt cold. The heating had been turned on by the Clerk, when she arrived at 6.40pm, in preparation for the start time of 7.00pm, for a duration of 3 hours. Heating should, essentially, be turned on a few hours, before the start of the meeting; current fee paid to St Peter's Church, £9.50/hour. The key to the Church Hall was given to the Town Council in August 2017.

It was agreed to discuss the matter with Church Officials and to possibly, consider other venues, where the Town Council could meet. Wi-fi access would be an advantage.

The Clerk enquired whether help could be enlisted to set out the chairs and tables before each meeting.

Lampeter Town Council has convened at St Peter's Church Hall, Lampeter, since its relocation from the Town Hall, in early 2008. The Town Hall was taken over by the Jen Jones Welsh Quilts' Centre at that time, from Ceredigion County Council, but it was suggested that a room at the newly formed Quilts' Centre could become available for the Town Council

*The Meeting was adjourned at 9.30pm.*

**Date of next meeting: Thursday 30<sup>th</sup> November 2017 at 7.30pm.**

----- (signed/date)