



*Before the onset of the meeting, all present, were invited to participate in prayer.
Cllr Rhys Bebb-Jones led members in prayer.*

**LAMPETER TOWN COUNCIL MINUTES
OF THE MONTHLY MEETING
28.06.2018 VICTORIA HALL, LAMPETER AT 7.00pm.**

1. CHAIRPERSON'S WELCOME AND PERSONAL MATTERS

The Mayor, Cllr Ann Bowen Morgan welcomed all present to the meeting.

2. DECLARATION OF ACCEPTANCE OF OFFICE

Result of Uncontested Election: Notification received from Mr Eifion Evans, Returning Officer, Ceredigion County Council dated the 1 June 2018, stated that the following were duly elected Town Councillors for Lampeter without a contest.

Richard Marks, Helen Thomas, Gary Thorogood and Emma Wood.

Richard Marks, Helen Thomas and Emma Wood undertook the Declaration of Acceptance of Office and agreed to abide by the Code of Conduct, which is expected from members of the Town Council. The Mayor introduced each new Councillor as they commenced their duties as Town Councillors.

3. PRESENT

Mayor Cllr Ann Morgan; Deputy-Mayor Cllr Robert Phillips; Cllrs Rhys Bebb-Jones; Cllr R. G. (Hag) Harris; Cllr Elin T Jones; Cllr Richard Marks; Cllr Dinah Mulholland; Cllr Kistiah Ramaya; Cllr David Smith; Cllr Christopher Thomas; Cllr Helen Thomas; Cllr Selwyn Walters & Cllr Emma Wood.

Eleri Thomas, Clerk Lampeter Town Council (Employed as Clerk of the Council (9.05.2005-30.06.2018).

Meryl Thomas, Clerk Lampeter Town Council (started employment 18.06.2018).

Simultaneous Translator: Carol Thomas.

Reporter, Cambrian News: Mike Lewis.

Sergeant Richard Marshall.

During Presentation: Wales and West (W & W) Housing,

Deputy-Chief Executive: Shayne Hembrow & Colleagues: Gareth Thomas (Development Officer); & Glenda Bowen.

APOLOGIES FOR ABSENCE

Gary Thorogood apologized for his inability to attend the Meeting due to illness. Arrangements will be made for him to subscribe to the Declaration of Acceptance of Office.

4. PRESENTATION WALES & WEST – SOCIAL HOUSING

Mr Hembrow said that Wales and West Housing had more than 50 years' experience in providing affordable rented and co-ownership housing in Wales. Currently it managed more than 11,500 affordable homes in 15 local authority areas in Wales. These included more than 3,000 properties for older people as well as supported-housing solutions for people with a range of particular needs, such as physical and mental disabilities. A total of 20,000 tenants were involved. 955 properties were managed in Ceredigion, 49 of which were in Lampeter. Wales and West merged with Tai Cantref, a Housing Association based in Newcastle Emlyn in recent years, which involved a £10m investment programme. Cantref's former properties were now run from the Head Office in Cardiff.

Wales and West worked with Ceredigion County Council, which was obliged by law, to home vulnerable people. Every effort was made to ensure that tenants, allocated to Lampeter were from Ceredigion or from the town itself. It was stated that 80% of Lampeter tenants were local whilst the "small number" from outside Ceredigion, had family connections.

He reported that homes meet the Welsh Housing Standard, a great deal of investment is made in housing stock and repairs undertaken quickly.

Monitoring is carried out on a twice-weekly basis.

Officers from the association are funded to work with the Police; CCTV footage was often used and statements sought from tenants, where criminal activity was suspected.

Hacer Developments Ltd had made an Appeal against Ceredigion County Council's decision to refuse its Application to demolish school buildings and the erection of 20 affordable residential dwellings, with associated parking on the site of the former Ffynnonbedr School in Bryn Road, backed with an allocation of a Social Housing Grant from the WG (Cross-ref: 10.3). The former school is owned by the University of Wales Trinity Saint David. Should *Hacer LTD* win the Appeal the Planning Application will go-ahead. It was explained that the Developers were *Hacer Ltd* and not *Wales and West*. Cllr Phillips asked whether the Appeal could be withdrawn, and efforts made to work with the community, to find a way forward. Mr Hembrow stated that he believed the appeal should go ahead.

The local need for the properties on the former school site, was questioned. Development Manager Geraint Thomas said that the Ffynnonbedr site, would ease the demand for affordable housing, with over 400 on the waiting list, many from Lampeter.

Some members felt that Cardiff based, Wales and West's mindset was not compatible with small rural towns. Anti-social behaviour management had appeared ineffective on the part of the Housing Association in relation to its properties in Lampeter and visits by the Police were a regular occurrence.

It was reported that there were a range of issues, across a range of properties involving very vulnerable people.

Although members empathized with the need to help vulnerable people, were fully supportive of drug/alcohol rehabilitation and had a heart for the homeless, the present situation appeared to affect the quality of life of many residents of North Road and Bryn Road, Lampeter, who claimed that they were regular victims of anti-social behaviour; some tenants in North Road were living, "in a climate of fear". Cllr Helen Thomas referred to a letter from a concerned resident of one of the flats at Bryn Road.

It was felt that Wales and West could be more open and transparent in informing people about the measures, which it took, to deal with issues which arose and the support on offer. Communication was key in alleviating people's concerns and to attempt to work towards a solution.

Mr Hembrow said that tackling social issues was not easy and eviction was a lengthy legal process; Wales and West regularly liaised with the Police and took its responsibilities to residents and communities very seriously.

There was concern that the England and Wales allocation system within which housing associations worked meant that tenants were "parachuted-in" from outside areas. However, Wales and West had explained in their presentation the working of the common housing allocation.

5. POLICE MATTERS

Sergeant Marshall reported the following:

- 5.1** The Police worked in partnership with Wales and West to deal with anti-social behaviour.
- 5.2** 25 crimes had been committed in May (7 Alcohol related; 4 on the High Street) & 20 crimes in June. These monthly statistics were low for Lampeter.
- 5.3** Second week in May – garden tools recovered.
- 5.4** A man had been arrested for shop-lifting. (May)
- 5.5** 10th May 2018: Drugs' arrest.
- 5.6** 22nd May – 3 arrests following incident in North Road.
- 5.7** Disorder in Royal Oak: 2 people charged with several offences. (May/June)
- 5.8** Serious sexual offence had taken place. (May/June)
- 5.9** One PCSO is dedicated to the town, namely, Ryan Jones. Also, PC Matthew Richards. PC Gerwyn Slinger had relocated to Aberaeron.
- 5.10** Neighbourhood Problem Solving Team could be set up.

6. DISCLOSURE OF PERSONAL & PREJUDICIAL INTEREST

- 6.1** **Cllr E T Jones declared an interest when the request for financial support from the Lampeter Food Festival** was considered and left the room. (Chairman of the Lampeter Food Festival Committee).
- 6.2** **Cllr H Thomas declared a personal interest** when the request for financial support from the Carnival Committee was discussed. (Member of the Carnival Committee).

7. CONFIRMATION OF THE MINUTES OF THE MEETING OF THE 31st May 2018

It was **PROPOSED (Cllr K. Ramaya); SECONDED (Cllr E T Jones)** and **RESOLVED** that the minutes of the 31st May 2018 were a correct record and signed as a correct record by the Chair, Cllr A B Morgan.

8. MATTERS ARISING FROM PREVIOUS MEETING

8.1 Post of Clerk of the Town Council: The Mayor congratulated Meryl Thomas on gaining the position of part-time Clerk of the Town Council; Meryl is also employed within the Payroll section of the University of Wales Trinity Saint David and resides in Cwmann.

The Mayor thanked the outgoing Clerk, Eleri Thomas for her input, during the past 13 years, and she was presented with a bouquet of flowers and a voucher. Eleri also thanked Councillors for their assistance during that period and wished the Town Council well in the future as it endeavoured to serve the people of Lampeter.

8.2 Administration re Change of Clerk: The current BT phone / broadband details will be obliterated on the 30.06.2018. New arrangements will apply after this date. It will be necessary to remove the 01570 421 496 telephone number from certain signs eg Parc yr Orsedd; Maesyderi Field.

Documents: certain documents will be shredded (eg Planning Applications) and all others, passed on to Meryl Thomas to include civic regalia. (1.07.2018)

Keys to be handed to the Mayor. (2.07.2018)

Back-up of files on the Town Council's computer- undertaken on the 30.06.2018.

Computer: desktop and printer handed over to Meryl Thomas 1.07.2018.

Minutes of the Monthly Meeting: Thursday 28th June 2018: It was agreed to pay the outgoing Clerk for work undertaken in producing the Draft Minutes of the meeting of the 28.06.2018 (bilingual) as her employment ceased on the 30.06.2018.

It was agreed to pay the outgoing Clerk £15/hour (up to a maximum of 6 hours) should her successor seek advice after the 30.06.2018.

8.3 Maes-y-Felin Play Area- Takeover from Tai Ceredigion

Cllr Christopher Thomas had considered the draft Lease (99 Years) and suggested amendments; the park is in need of a great deal of investment. Employer's Public Liability Insurance will have to be put in place. Cllr Marks could possibly, offer further advice. It was **RESOLVED** to contact Tai Ceredigion to establish whether a Play Area Annual Inspection had taken place/will take place in 2018.

8.4 Fountain Harford Square: there had been a communication issue between CCC, Town Council and Ceredigion Training. Ceredigion Training has now been given the go-ahead to undertake repair work on the Fountain but it is uncertain when this will take place.

Following the site meeting of the 16.11.2017 between Mr Eirian Jones CCC and the Mayor and Deputy-Mayor to discuss the Fountain and the whole Square, a 99 Year Lease was suggested, where the Town Council would take responsibility for the Fountain and the paved area. The Town Council had agreed in principle to the takeover, subject to conditions and explanation concerning certain matters:

1. *That the pump was repaired and operational;*
2. *Ceredigion CC to clean/weed the area before hand;*
3. *An arrangement adopted in relation to the Servicing of the bins and sweeping of the area;*
4. *A breakdown of existing costs provided;*
5. *Insurance obligations explained;*
6. *As the area remains the property of CCC under the 99 Year Lease, could the Town Council employ its own contractors to undertake improvements/maintenance or would it be bound by Ceredigion CC regulations?*

A reply from Mr Eirian Jones, Building Maintenance Manager, CCC on the 25.04.18 stated that the staff member assigned to the issue had been sick, but the staffing issue had now been resolved and this matter should receive attention shortly. Awaiting further developments.

It was stated that endeavours should be made to move the Lease forward.

- 8.5 Missing Litter Bin: adjacent to Lampeter RFC Gates.** Ceredigion CC and Teify Forge (providers of the gates) had been contacted re the bin, which had previously been positioned at this location, before the introduction of the new gates. They were unable to help. **It was resolved to ask the Manager of the Lampeter Rugby Club (Cllr Selwyn Walters to execute this task).**

Servicing of litter bins within the town was considered and the bodies, which were responsible for doing so at certain locations, for example Ceredigion County Council, Tai Ceredigion, Town Council (presently Parc-yr-Orsedd and Maesyderi Field). It was felt that educational initiatives to encourage people to dispose of their litter in a responsible manner, should be implemented.

- 8.6 Litter Collection within the Town/ Tidy Towns' Scheme:** It was **RESOLVED** to organise a litter collection within the town on Saturday 14th July 2018 and to recruit volunteers to include Young People, to meet at 10am, at Parc-yr-Orsedd. The Mayor, Cllr Morgan had contacted Rachel Mills, Ceredigion County Council; 20 litter pickers and other equipment could be provided by the County Council. It is hoped that litter collections will be organised every month.

- 8.7 Plastic-Free Initiative:**

it will be necessary to hold another event to qualify for the Plastic-Free status for Lampeter.

- 8.8 Lampeter Food Festival:** Saturday 28th July 2018. Cllr Smith agreed to take responsibility for the Town Council's Stall, once again this year encompassing the theme of "Tourism". It was asked whether Cllrs were prepared to help to man the stall at certain intervals during the day.

- 8.9 NHS Wales: Hywel Dda University Health Board:** "Our big NHS Change"- Consultation on healthcare services in the Hywel Dda University Health Board.

The 12 weeks' Consultation extends from the 19th April 2018 -12 July 2018. Residents of Carmarthenshire, Ceredigion, and Pembrokeshire as well as the wider cross-border regions are encouraged to become

involved and have their say on three proposals, to improve the way care is provided for the population, within this area. Each proposal has been designed and tested by clinicians to ensure that services are safe, sustainable, accessible and kind for the present and future generations.

In all three proposals, Bronglais District General Hospital will continue to provide services for mid Wales; a new major hospital will be built somewhere between Narberth and St Clears and there will be 10 community hubs across the Health Board area.

Re the Consultation Document each member of the Town Council was encouraged to read the Document and submit views as well as attending events arranged to discuss the changes (Monday 1 July 2018 at the Victoria Hall, Lampeter). Also, to encourage members of the Public to participate in the Consultation exercise.

It was resolved during the previous meeting to state that a Community Hub for Lampeter had not been included within the initial plans and that the Town Council hoped that it would be incorporated within the final plans. The proposed facilitator would be based an additional 14 miles from Lampeter when compared to Glangwili, Carmarthen, which could prove critical to some patients when travelling to hospital. Also, no consultation had been undertaken with the Ambulance Station.

Arrangements are in hand for Mr Peter Skitt, Hywel Dda County Director for Ceredigion and Jina Hawkes to address the September meeting of the Town Council.

- 8.10 Photograph of the Town Council:** resolved to take the photograph at 7pm, before the start of the September meeting of the Town Council. Gowns to be worn.

9. CORRESPONDENCE

- 9.1 Public Consultation: Ceredigion County Council:** Rhydeinon Household Waste Site. There are currently four Household Waste Sites in Ceredigion – Cilmaenllwyd near Cardigan, Glanyrafon Industrial Estate near Aberystwyth; Lampeter & Rhydeinon near Llanarth. The Household Waste Site near Aberystwyth serves the north of the county and the site near Cardigan serves the south and there are two sites covering the middle of the county. The Household Waste Sites cost the Council around £1.1m per annum to operate and £1.6m for providing the kerbside collection service. Budgets are diminishing, which includes grant-funding. In response to this it may be necessary to provide 3 household waste sites in the future, one site in the north, one in the middle and one in the south of the county. As the present contract is due to expire an opportunity presents itself to review the provision of services and to reduce costs. The future of the Rhydeinon site is under review and comments are welcomed in relation to the proposals:

Option 1: Close the Rhydeinon Household Waste Site;

Option 2: Keep the Rhydeinon Waste site open but reduce the number of days on which it operates.

Option 3: Keep the Rhydeinon Household Waste Site open and maintain the current opening hours. The consultation will run for 6 weeks and close on the 5th August 2018. **Noted for information.**

- 9.2 Request from RAY Ceredigion to use Parc-yr-Orsedd for 2 hours on Tuesday mornings over the summer holidays.** It was **RESOLVED** to grant permission.
- 9.3 Hywel Dda Community Health Council:** Final Summary Report A&E patient experience review June 2018: for information.
- 9.4 Campaign for the Protection of Rural Wales:** Annual Review 2017: for information.
- 9.5 Grants for Remembrance Day Installations:** Applications are open for grants up to £500 for installations to support their Remembrance Day activities for the centenary of WWI- The 2018 Armistice Project for the Charity remembered (Reg No: 1173739)
RESOLVED: Cllr Rhys Bebb-Jones and Cllr Richard Marks to assign further attention to the grant. Closing date for applications: Saturday 30th June 2018.
- 9.6 Hugh James Solicitors:** A claim for compensation following a fall in on a pavement in Lampeter was received. Further clarification about the location of the incident had been requested as the description of the location did match any area which the Town Council was responsible for. The information had also been passed on to the council's insurers.
- 9.7 Other Correspondence: Noted for information.**

10. PLANNING MATTERS

- 10.1 Development Control Committee Ceredigion County Council:** Minutes of last meeting and Agenda of the next meeting: for information.
- 10.2 Planning Application/s:** A180572 & A180573. Received by Town Council: 22.06.2018. Location: Buckingham House, 1 Church Street, Lampeter, SA48 7BT. Applicant: Lynda Ayre. Proposal: Provision of vehicle hardstanding for 2 cars. Town Council's Comments: No Objections.
- 10.3 RE: Planning Application A171092: Ffynnonber Primary School: Proposal: Demolition of School buildings and erection of 20 affordable residential dwellings with associated parking, landscaping and ancillary works.**
Town and Country Planning Act 1990 – Section 78 Appeal
Appellant: Hacer Developments Ltd.
Communication from Mr Russell Hughes-Pickering, Corporate Lead Officer, Economy and Regeneration
Notice given that an appeal has been lodged by Hacer Developments Ltd against the refusal of planning permission for the above proposal at Ffynnonbedr Primary School, Bryn Road, Lampeter. The Planning Inspectorate has indicated that the appeal is to be dealt with by means of the written representation procedure. The grounds of appeal and associated documents may be viewed at the Planning Department, County Hall, Market Street, Aberaeron or via the Appeals Casebook

Portal website: <https://acp.planninginspectorate.gov.uk>.
Comments made at the application stage will be forwarded to the
Planning Inspectorate and additional comments must be received by
the 17.07.2018.

To obtain a copy of the appeal decision letter it is necessary to write to:
The Planning Inspectorate, Crown Buildings, Cathays Park, Cardiff,
CF10 3NQ.

- 10.4 Place-Plans: Welsh Government and Ceredigion County Council**
Meeting had been held on Thursday 7th June 2018 at 7pm at the CAVO Offices. Minutes had been circulated. Next Meeting Tuesday 3rd July at 6pm at the CAVO Offices. Plans have been made to purchase whiteboards, easels and a Fb set up to offer an interactive experience. It was suggested that the focus should not exclusively be restricted to business/retail projects but to include wellbeing/austerity concerns. The aims and objectives of the Group should be established.

11. FINANCE

11.1 PAYMENTS

- 11.1.1 Clerk's Salary May 2018 £806.80;** HMRC Tax & NI £98.49.
11.1.2 Dyfed Gardening Services: Parc-yr-Orsedd £191.66.
11.1.3 Clerk's Salary June 2018 £826.87; HMRC £111.87
11.1.4 Heat/Light/Storage: April-June (inc) £20 x3
11.1.5 Stationery/Stamps: £44.64.
11.1.6 BT Phone (Tel: 01570 421 496) & Broadband: £219.89 (June/July/August). (cancelled 29.06.2018- a month's notice required by BT) A refund is expected 29.07.18-29.09.18.
11.1.7 Teify Forge £1,452.00 (inc VAT): Gates; Rugby Field. (50% of the cost, 50% paid by the Lampeter Rugby Club)
11.1.8 Mayor's Installation 2018: Buffet: UWTSD: £1,356.40 (inc VAT)

11.2 FINANCIAL REQUESTS

- 11.2.1 Lampeter Food Festival** £1,000. **AGREED**
11.2.2 Lampeter Carnival £500. **AGREED**

11.3 OTHER FINANCIAL MATTERS

- 11.3.1 Grant Thornton: External Audit 2017-18 to reach Grant Thornton by Monday 16th July 2018:** Mr Derek Marshall is presently undertaking the Internal Audit and will report back to the Council on Wednesday 11th July 2018 at 6pm at the Victoria Hall where the Audit Form will be signed by the Chair and Responsible Financial Officer and the Minute Reference of the Meeting on which the Accounts were agreed, noted.
Receipts & Payments' Summary for the Fiscal Year 2017-18 were circulated to Members. Balance at the beginning of the present financial Year £117,090.29.
11.3.2 It will be necessary to delete two of the existing signatories who are authorised to sign the cheques associated with the Town Council's Lloyds Bank Current Account. Also, to add new signatories in accordance with the arrangement in place – currently 2/3 – Chair/ Deputy-Chair/ Clerk – reviewed annually.

12. SUB-COMMITTEES

Minutes of the Meeting to establish Members of Sub-Committees, attached. It was resolved to assign further attention to membership of sub-committees at the next meeting.

12.1 Parks': A meeting had taken place on Wednesday 20th June 2018.

It was resolved for the Town Council to purchase wooden play-apparatus (X6) to be positioned at Parc-yr-Orsedd within the area formerly dedicated to the Castle. Cost £10,629 (ex Vat) from Playdale. (Proposed by Cllr Rob Phillips and Seconded by Cllr Elin T Jones). Drawings were currently ongoing. It was agreed to contact Meinir Davies, Ceredigion CC to find out whether funding could be sourced under the auspices of the Ceredigion Community Grant.

12.2 Footpaths: Mr Eirwyn Williams maintained the footpaths over the summer months. Problems were visible in the environs of Creuddyn Bridge.

12.3 Flowers: Floral Displays are already in place within the town. Llanarth Garden Centre provided the plants to include the 3 planters on the Town Entrances. (£3,700 ex VAT); Ceredigion County Council responsible for the Ground Maintenance (£3,120 ex VAT) and Mr Robert Jones for the watering of the plants (£4,200 ex vat).

12.4 Welsh Language

12.4.1 The Bryn Fôn Gig of the 16th June 2018 has been a success and had attracted a crowd of 150. It had been organised in partnership with *Cered*. Cllr A B Morgan was thanked for co-ordinating this event.

12.4.2 It was felt that 3 members were insufficient in the context of the Welsh Language sub-committee; to be reviewed at the next meeting.

12.5 Walkers are Welcome: Kay Davies is preparing documents for consideration. *No Developments during this meeting.*

12.6 Administration:

12.6.1 General Data Protection Regulation: enforceable from the 25th May 2018 and incumbent on the Town Council to comply.

13. AOB

13.1 Cllr Rhys Bebb Jones felt that it would be good practice for the Town Council to invest in a banner to publicise certain events.

As there was no other business the Meeting was adjourned at 10.05pm. '

Date of next meeting:

Thursday 26th July 2018 at 7.30pm, Victoria Hall, Lampeter.

------(signed/date)