

**Cyngor Tref Rhydaman
Ammanford Town Council**



Minutes of the Ordinary Meeting of Ammanford Town Council
on
Monday 31st March 2025 at 6.00pm
Hybrid via Teams and in Ammanford Town Hall

Meeting commenced at 6:00pm

The Chair, Cllr. H. Howells presided over the meeting.

Members Present.

Cllr. H. Howells (HH).
Cllr. M. Griffiths (MG).
Cllr. A. Jones (AJ).
Cllr. C. V. Hope (CVH).
Cllr. D. Harries (DH).
Cllr. C. Evans (CE).
Cllr. Ll. Davies (LD).
Cllr. C. Higgins (CH).
Cllr. J. Owen (JO).
Cllr. N. Morgan (NM).

Also Present:

Mrs. S. Murray – Interim Clerk (SM).
Miss. Ff. Davies – Minute taker.

Apologies for absence.

Cllr. E. John (EJ)

Absence without apologies given.

Cllr. W. Erasmus (WE).

Cllr. L. Brodrick (LB).

Cllr. T. Howells (TH).

Declarations of Interests.

There were no new declarations of interests.

Public participation.

There was no public participation.

CH asked the Chair if it was possible to bring forward the agenda item to agree the recommendations made by the Personnel Committee. The Chair asked all members present if they had any objections with this. All members present had no objections.

Agree recommendations made by the Personnel Committee.

The Chair asked CH, as part of the Personnel Committee if she would like to address the Council with the recommendations made at the Personnel Committee meeting.

CH addressed the Council and gave an overview of the discussion and recommendations made at the Personnel Committee meeting. CH informed the Council that the following objectives would need to be met:

- Well-being Report
- Annual Report
- Annual Meeting Preparation
- End of Year Accounts
- The Annual Return
- Audit Wales recommendations
- Asset Register
- Asset Leases
- Summer event

- Christmas lights appointment
- Winter event
- Section 6 Biodiversity Report

CH informed the Council that the Personnel Committee felt that in order to achieve the above objectives that the following recommendations are made at Full Council:

1. The current Interim Clerk position is extended to 31st of January 2026 and that the hours are increased to 37 hours per week.
2. The current Interim RFO position to become the Deputy Clerk / RFO, extended to 31st January 2026 and that the hours are increased to 30 hours per week.
3. The Council create a new position for a temporary Administration Officer, 20 hours per week at point scale 7 (£13.26 per hour).

CH also informed the Council that the Personnel Committee recommend that the Council appoint CCC Actuary to provide figures for entry into the Dyfed Pension Scheme.

DH proposed that the Council accept the recommendations made by the Personnel Committee. CE seconded the proposal. All members present in favour.

Resolved that the Council accept the recommendations made above by the Personnel Committee.

The Mayor's Report.

A copy of the mayor's report was sent previously to all members of the Council via email by the Interim Clerk.

County Councillor's Report.

The Chair asked Cllr. D. Harries if he had anything to report to the Council.

Cllr. D. Harries informed the Council that he walks through Ammanford Park most evenings. He also informed the Council that during these times there are many nineteen / twenty year olds in the park vandalising some of the areas. DH states that he does ask these individuals to move on, which they do so. DH felt that there is a great need for more lights within the area as this would

deter people from the area in the dark evenings. DH also feels that there is a need for more CCTV coverage to ensure that there are no blind spots within the park.

The Chair asked DH if he can report each incident to the police. DH informed the Council that he reports these incidents in the monthly police meetings. The Chair recommended that each incident is reported instantly through 101 or online.

Interim Clerk's Report.

The Interim Clerk emailed her report to all members of the Council via email prior to the meeting. The Interim Clerk also informed the members present that the empty seat for co-option has now been advertised and that the Mynydd Y Betws grant has been reimbursed.

Confirmation of the minutes of the Extraordinary Council Meeting on 17.02.2025.

AJ proposed that these minutes were a true record. DH seconded the proposal. All members present in favour.

Resolved that the minutes of the Extraordinary Council Meeting on 17.02.2025 (prints of which having been previously circulated to members) be taken as read, and the same are hereby verified, received, and confirmed by all respectively.

Confirmation of the minutes of the Full Council Meeting on 24.02.2025.

CH requested that an amendment is made to the minutes as the time that CH lost internet connection and left the meeting was not a true record. CH was not present when the vote took place with regards to the agreeing of the Budget and therefore was unable to cast a vote.

The Interim Clerk informed the Council that this amendment will be made.

CE proposed that these minutes were a true record with the above amendment. AJ seconded the proposal. All members present in favour.

Resolved that the minutes of the Full Council Meeting on 24.02.2025 (prints of which having been previously circulated to members) be taken as read, and

the same are hereby verified, received, and confirmed by all respectively with the above amendments.

Receive and approve Cashbooks and Payments & Receipts for February 2025.

The Interim Clerk previously circulated the Cashbooks and Payments & Receipts for February 2025 to all members of the Council via email prior to the meeting.

CH proposed that the Council accept the Cashbooks and Payments & Receipts for February 2025 as circulated via email from the Interim Clerk. CE seconded the proposal. All members present in favour.

Resolved that the Council accept the Cashbooks and Payments & Receipts for February 2025 as circulated to all members of the Council via email from the Interim Clerk.

Payments to be considered.

The Interim Clerk requested that the Councillors present consider and approve the following payments:

• One Voice Wales Membershiip	£ 1131.00
• SLCC Membership (Interim Clerk)	£ 300.00
• Splash (Commissioning of Splashpad)	£ 1692.00
• Splash (Powder coating of 3 features)	£ 714.00
• CCC (Public Lighting)	£ 1549.54
• Preventapest	£ 72.00
• SFS (Margaret Street Toilets)	£ 212.40
• SFS (Central Park Toilets)	£ 103.01
• Chubb (H&S at Compound)	£ 32.24
• Phase Connections (Emergency Call)	£ 120.00
• Welsh Water (Pantyffynnon)	£ 866.55
• KD Gardening	£ 921.25

CH proposed that the Council approve the above payments. CE seconded the proposal. All members present in favour.

Resolved that the Council approve the above payments.

To receive and agree a quote for fencing at Pantyffynnon Recreation Ground.

The Interim Clerk stated the following in her report:

To adhere to the Council's Financial Regulation, quotes have been obtained to stock-proof the Recreation Ground at Pantyffynnon.

The Asset Transfer Agreement dated 29 March 2018 between Carmarthenshire County Council and Ammanford Town Council states under Specific Obligations that Ammanford Town Council are to:

(9) keep all fences and hedges properly trimmed and stockproof, keep all gates in good repair and working order

Company A

£4230

Company B

£3282

The Interim Clerk gave the members present an overview of both quotations received.

CH proposed that the Council accept the quote from Company B. DH seconded the proposal. All members present in favour.

Resolved that the Council accept the quote from Company B of £3282

To receive and agree a quote for fencing at Memorial Avenue, Ammanford Park.

The Interim Clerk stated the following in her report:

As instructed by Council, quotes for galvanised fencing have been obtained.

55m of fencing, galvanised, painted & installed.

Company A

£7935 + VAT

Company B

£10695 + VAT

The Interim Clerk gave the members present an overview of both quotations received. The Interim Clerk informed the Council that the National Grid have been in contact with herself regarding the telegraph pole that is leaning on the fence, the National Grid has advised her not to erect the fencing until they have fixed the post.

CH proposed that the Council accept the quote from Company A once National Grid have fixed the leaning post. CE seconded the proposal. All members present in favour.

Resolved that the Council accept the quote from Company A of £7935 + VAT after the National Grid have fixed the leaning post.

6.36pm The Chair declared an interest with the next item on the agenda and left the room.

Cllr. C. Higgins (Vice Chair) presided over the meeting.

To receive and agree a quote for Grounds Maintenance for 2025-2026.

The Interim Clerk stated the following in her report:

As per Financial Regulations framework, quotes were obtained for the ground maintenance to be carried out for the 2025-26 financial year. 4 companies were approached and given the same specification which included grass cutting, litter picking, playing field maintenance of Ammanford Town Council Assets. 2 of the companies failed to respond.

*Company A
£48,479.00*

*Company B
£52,836.09*

The Interim Clerk gave the members present an overview of both quotations received. The Interim Clerk informed the Council that she has spoken to the clubs in question. She stated that Pantyffynnon Club would like to keep using Carmarthenshire County Council for the outdoor maintenance work.

6.40 pm Cllr. C. Higgins declared an interest and left the room.

CH proposed that AJ chaired the meeting. DH seconded the proposal. All members present in favour.

Resolved that AJ chaired the meeting.

Cllr. A. Jones presided over the meeting.

The Interim Clerk informed the Council that the fields get cut around ten times a year.

AJ asked the Interim Clerk how committed will the Council be to honour the quotes. If the clubs commit to the agreement, then the Council wouldn't need to outsource as much thus reducing the costs.

CH also asked that if the Council agree to one of these quotes can the Council reduce the number of cuts needed with them if needed?

6.44 pm Cllr. D. Harries, Cllr. M. Griffiths declared an interest with Carmarthenshire County Council and left the room.

AJ stated that he believed that County Council has the expertise to carry out the work needed and that he was concerned that if the Council chose to accept the quote from the independent company, they might not have the same level of expertise.

The Interim Clerk stated that as a Council they have built a good relationship with County Council and that they respond to any requests or queries within a day.

CH stated that she didn't think that Ammanford Town Council would be very responsible if they turned down the quote from County now as it is late within the financial year. CH stated that County would have already employed staff ready for the year.

CH proposed that the Council accept the quote from Company B. CE seconded the proposal. All members present in favour.

Resolved that the Council accept the quote from Company B of £52,836.09

6.50 pm Cllr. H. Howells, Cllr. D. Harries, Cllr. M. Griffiths and Cllr. C. Higgins returned to the meeting.

Cllr. H. Howells (The Chair) presided over the meeting.

To receive and agree a quote for Hanging Baskets & Flowerbeds for 2025-2026.

The Interim Clerk stated the following in her report:

The council has 10 hanging baskets and 9 raised flower beds in the park.

We had 2 companies who provided quotes:

Company A

Planting of flower beds (As required) £250.00 per bed - Price of bulbs/plants will be additional, subject to council's requirements

Weeding of flower beds (As required) £250.00 per bed

Hanging baskets £25.00 per basket.

Company B

Planting of flower beds (twice a year) £2400 per occasion

Weeding of flower beds (As required) £400

Hanging baskets £65 per basket

Watering of hanging baskets. Twice a week at £30 per occasion from 1st week of June to last week of October.

The Interim Clerk gave the members present an overview of both quotations received.

The Chair commended the current work with Ammanford Park.

DH proposed that the Council accept the quote from Company B. CH seconded the proposal. All members present in favour.

Resolved that the Council accept the quote from Company B.

To consider and agree on events for 2025-2026.

The Interim Clerk circulated a list of events on her report via email to all members of the Council. The Interim Clerk informed the Councillors present that she has met with an events organiser. The following events were recommended to the Council:

- ***Ammanford Easter Egg Hunt*** – Easter School Holidays at Ammanford Town Centre. Cost £1095, eligible for SPF funding, application will need to be submitted by 2nd April 2025.
- ***Cartoon Capers in Ammanford*** – April 2025 at Ammanford Town Centre. Cost £6100, eligible for up to £5000 SPF funding, application will need to be submitted by 2nd April 2025.
- ***Ammanford Town Council Vintage Day*** – Date to be confirmed at Ammanford Town Centre. Cost £9560, eligible for up to £5000 SPF funding.

- **Ammanford Superhero Day** – Date to be confirmed. Cost £6150, eligible for up to £5000 SCPF funding.
- **Ammanford Food Festival** – Date to be agreed in September. Cost £8127.50, eligible for SPF funding and potential Conditional Income grant from Welsh Government.
- **Ammanford Christmas Celebration** – Saturday 30th November (TBC). Cost £9000, eligible for up to £5000 SPF funding.
- **Community Extravaganza** – Council to agree details and budget. Any event held in the park would not be eligible for SPF funding.
- **100 year Remembrance of the Ammanford Miner's Strike** – Council to agree details and budget.

CH stated that she really liked all the ideas presented to the Council but expressed concerns with regards to the cost for the consultant fees. CH suggested that the Council apply for the grants and see what gets granted to Ammanford Town Council.

The Interim Clerk informed the Council that she had been in contact with Mr. Burton regarding VE Day. Mr. Burton informed the Interim Clerk that he was disappointed to read in the local newspaper that Ammanford Town Council had made arrangements for VE day without consulting the veterans. The Interim Clerk stated that she has informed Mr. Burton that Ammanford Town Council have not agreed on any events regarding VE Day and apologised to him on behalf of the Council. The Interim Clerk informed the Council that there will be a civic service held on the 4th of May and that Mr Burton along with the veterans and Has Beanz Coffee Bar will organise an event in Ammanford and that they are asking that Ammanford Town Council give a donation of £500 towards the cost.

CH suggested that the Clerk should contact the local newspaper to inform them that no individual Councillor should act or comment on behalf of the Council as this goes against the code of conduct. CH suggested that the Interim Clerk requests that the newspaper contacts the Interim Clerk direct who then in turn can put out a press release if necessary. All Councillors present agreed with this suggestion.

The Interim Clerk will contact the local newspaper on behalf of Ammanford Town Council.

CH proposed that the Council donate £500 to help towards the cost of the VE Day event. MG seconded the proposal. All members present in favour.

Resolved that Ammanford Town Council donate £500 towards the cost of the VE Day celebrations.

To receive Councillor Training dates for March to June 2025.

The Councillor training dates for March to June 2025 have previously been circulated to all members of the Council via email from the Interim Clerk.

The Chair stated that if any Councillor is interested in attending any of the training sessions to contact the Interim Clerk via email.

Planning Consultations.

The Interim Clerk previously circulated the following Planning Consultations to all members of the Council via email.

PL/08979 – Removal / Variation of a condition – 44 Wernolau Road, Ammanford, SA18 2JL. Variation of Condition 2 on PL/05238 (Dormer windows to be added, and external wall finish altered to face brick)

PL/08956– Consent to display an advertisement – 3 High Street, Ammanford, SA18 2NA. 1 non-illuminated fascia.

PL/08988 – Non-Material amendment – Amman Valley Comprehensive School, Margaret Stree, Ammanford, SA18 2NW – Non Material amendment to PL/07936 (reduce the scheme).

PL/09008 – Full planning permission – Ammanford Afc Stadium, Ammanford Recreation Ground, Manor Road, Ammanford, SA18 3AP – Installing a 20ft storage container to store our ground equipment. This puts us in line with other sporting clubs at the Recreation Ground. Ammanford Afc plan on upgrading the light system from halogen to an energy efficient LED system. This is to meet Football Association of Wales Requirements and puts us in line with other sporting clubs in the county.

PL/08744 – Outline planning consent – all matters reserved – Land at Lon Ger Y Coed, Ammanford – The development of 9 no. residential dwellinghouses; with all matters reserved.

PL/08970 – Non-Material Amendment – 21 Iscennen Road, Ammanford, SA18 3BD – Non-Material Amendment to PL/08250 (Proposed rear double storey extension and off street parking).

PL/09067 – Full planning permission – 8-10 College Street, Ammanford, SA18 3AF. – Proposed conversion, alteration and extension from existing ironmongers store to ground floor office and 5 self-contained apartments.

PL/09110 – Provision of a surfaced bus park – Amman Valley Comprehensive School, Margaret Street, Ammanford, SA18 2NW.

Agree the job description for an Administrative Assistant.

The Interim Clerk previously circulated the recommended job description for a temporary administrative assistant to all members of the Council via email in her report.

CE proposed that the Council accept the recommended job description as previously circulated to all members of the Council via email from the Interim Clerk. LID seconded the proposal. All members present in favour.

Resolved that the Council accept the recommended job description as previously circulated to all members of the Council via email from the Interim Clerk.

The Chair closed the meeting at 7.17pm

Signed

Date

(Chair)