

**Cyngor Tref Rhydaman
Ammanford Town Council**



Minutes of the Full Council Meeting of Ammanford Town Council

on

Monday 28th April 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. 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).
Cllr W Erasmus (WE) – via MS Teams
Cllr E John (EJ)

Also Present:

Mrs. S. Murray – Interim Clerk (SM).
Ms. J. Grazette – Interim Deputy Clerk & RFO (JG). (Minute taker)
Mr D Dalessio – Reporter – via MS Teams

Member of Public – in person
Member of Public – via MS Teams

Apologies for absence.

Cllr. M. Griffiths (MG)

Absence without apologies given.

Cllr. L. Brodrick (LB)

Declarations of Interests.

Cllr Howell's (Chair) Husband employed by Carmarthenshire County Council.

Chair's Announcement – Agenda item Order

The Chair requested that Agenda items 9 and 12, due to their importance, be brought forward. All members present had no objections.

Audit Wales Report Update Report.

The Chair read out the following point from the Audit Wales Report to the Council and public in attendance:

"I express my thanks to the Councillors and Mrs Clare Hope for their assistance during the audit. Mrs Clare Hope was the interim Clerk between December 2018 to December 2019 and had been requested by the Council to provide assistance during the former Clerk's sickness absence. The issues identified for the 2018 -2019 and 2019-2020 financial years arose in a period when she was not employed as clerk."

The Chair then asked Cllr C Hope to provide an overview of the works undertaken by Audit Wales and the background to the audit.

Cllr C Hope gave a detailed overview of the situation at Ammanford Town Council including the information requested by Audit Wales. A summary of audit issues were discussed, including historical financial mismanagement.

The three additional recommendations which were made by Audit Wales in their follow-up report were read out by the interim Clerk. These were:

RF1. The Council should review and maintain a contract register for all contractual obligations and communicate this to the Council members.

RF2. The Council should ensure all contracts are awarded in line with its standing orders and Financial Regulations and maintain adequate accounting records demonstrating compliance.

RF3. The Council should ensure it uses official communication channels for Council business.

The interim Clerk informed those present of the work that has been undertaken to date to address the recommendations.

Cllr C Hope proposed that the Council voted to accept the additional recommendations given by Audit Wales. This was seconded Cllr C Higgins. All members present voted in favour except Cllr W Erasmus who voted against. **Resolved** that Ammanford Town Council accept the three additional recommendations RF1, RF2 & RF3 as listed above.

To discuss the future of Ammanford Town Hall

Concerns were raised by Cllr A Jones regarding Carmarthenshire County Council plans to get rid of Ammanford Town Hall. Councillors expressed their disappointment of the lack of transparency with the public and Ammanford Town Council. It was felt that Council members who sit on both Carmarthenshire County Council and Ammanford Town Council would have been aware of the plans and expressed great disappointment that this was not brought to Ammanford Town Councils attention sooner.

Cllr A Jones proposed that the interim Clerk write to Carmarthenshire County Council to request any/all reports/surveys which relate to Ammanford Town Hall and to inform County Council that Ammanford Town Council would not be in a position to vacate the Town Hall by Friday 20th June 2025. This was seconded by Cllr C Hope. Cllr Jones requested a recorded vote be taken. Recorded vote: FOR: Cllr C Evans, Cllr C Hope, Cllr W Erasmus, Cllr J Owen, Cllr E John, Cllr A Jones, Cllr N Morgan, Cllr H Howells, Cllr C Higgins
Abstained: Cllr D Harries & Cllr LI Davies

During this section of the meeting a discussion was held to agree on a letter to be sent to Senedd Members to highlight the lack of transparency, lack of

consultation and lack of collaboration between Carmarthenshire County Council and Ammanford Town Council and its residents.

Proposed by Cllr A Jones that a letter be sent to regional Senedd Members to express the concerns of Ammanford Town Council and its residents.

Seconded by Cllr N Morgan.

Recorded vote: FOR: Cllr C Evans, Cllr C Hope, Cllr W Erasmus, Cllr J Owen, Cllr A Jones, Cllr N Morgan, Cllr H Howells, Cllr C Higgins

Abstained: Cllr D Harries, Cllr LI Davies & Cllr E John

Matters arising from the public

A query was raised regarding February 2018 accounts and the process of auditing. Clarification was provided by Councillor Hope who provided an in depth of overview of the audit process.

Confirmation of the accuracy of minutes .

1. Personnel Committee meeting 24th March 2025
2. Full Council meeting 31st March 2025

Resolved that the accuracy of minutes be deferred.

To receive Finance update

1. Council Cashbooks for Quarter 4

The Interim Clerk previously circulated the Cashbooks for Quarter 4 to all members of the Council via email prior to the meeting.

Cllr C Higgins proposed that the Council accept the Cashbooks for Quarter 4 as circulated via email from the Interim Clerk. Cllr C Hope seconded the proposal. All members present in favour. Cllr W Erasmus abstained.

Resolved that the Council accept the Cashbooks for Quarter 4 as circulated to all members of the Council via email from the Interim Clerk.

2. Ratify Payments

The Interim Clerk previously circulated the Payments made in Quarter 4 to all members of the Council via email prior to the meeting.

Cllr A Jones proposed that the Council accept the Payments made in Quarter 4 as circulated via email from the Interim Clerk. Cllr C Higgins seconded the proposal. All members present in favour. Cllr W Erasmus abstained.

Resolved that the Council accept the Payments made in Quarter 4 2025 as circulated to all members of the Council via email from the Interim Clerk.

3. To Receive Budget Monitoring Spreadsheet Year end 2024-2025

The Interim Clerk previously circulated the Budget Monitoring Spreadsheet Year end 2024-2025 to all members of the Council via email prior to the meeting.

Cllr C Higgins proposed that the council accepts the Budget Monitoring Spreadsheet Year end 2024-2025 as circulated via email from the Interim Clerk. Cllr C Hope seconded the proposal. All members present in favour. Cllr W Erasmus abstained.

Resolved that the Council accept the Budget Monitoring Spreadsheet Year end 2024-2025 as circulated to all members of the Council via email from the Interim Clerk.

4. To receive Finance report for Year end 2024-2025

The Interim Clerk previously circulated the Finance Report for Year end 2024-2025 to all members of the Council via email prior to the meeting.

Cllr A Jones proposed that the council accepts Finance Report for Year end 2024-2025 as circulated via email from the Interim Clerk. Cllr Ll. Davies seconded the proposal.

All members present in favour. Cllr W Erasmus abstained.

Resolved that the Council accept the Finance report for Year end 2024-2025 as circulated to all members of the Council via email from the Interim Clerk.

5. To consider and approve the earmarking of reserves

The Interim Clerk previously circulated the proposed earmarking of reserves to all members of the Council via email prior to the meeting.

- a. General Reserves - £132,548.95
- b. Legal fees - £6,750.00
- c. Audit and Accountancy -£7,891.20
- d. SLA Grounds Maintenance - £7,804.02
- e. Disused changing rooms - £19,455.56
- f. Parks - £35,000.00
- g. Capital Projects - £77,170.87

Proposed by Cllr C Higgins to earmark the reserves as listed above. Seconded by Cllr D Harries. All members present in favour. Cllr W Erasmus against.

Resolved that the Reserves be earmarked as listed above.

6. To receive VAT Return for Quarter 4

The interim Clerk informed the Council that the VAT Return for Quarter 4 had been submitted to HMRC for the amount of £15,741.58

To consider and agree a quote for a financial accounting package

As per the recommendations of both internal auditor and Audit Wales to consider a financial software package the Council were presented with three quotes from companies who provide Local Government Finance Software. The interim Clerk gave a brief overview of each quote. The Council discussed the three quotes.

Proposed by Cllr C Hope to accept the quote from Company A, seconded by Cllr A Jones. All members present in favour except Cllr W Erasmus who abstained.

Resolved that Ammanford Town Council select the quote from Company A to provide their financial software package.

To consider and agree a quote for additional summer planting

In response to Councillors requests for additional planting in town centre, the contractor has provided quotes for additional summer planting in both the park and the town centre.

In addition to the above a quotation from contractor was discussed to remove existing planting in front of tennis courts and provide an insect friendly, long season flowering area.

Proposed by Cllr C Hope to accept the above quotes for additional planting work as listed above, seconded by Cllr N Morgan. All members present in favour.

Cllr W Erasmus camera turned off at 19:48 so did not partake in the vote.

Resolved the council agreed to replace three half baskets in town centre and to provide flowers in the seat/bike planters (six in town centre and 2 in Ammanford Park playground). The area in front of Tennis Courts will also be addressed as outlined in quote.

To agree location of new premises for Ammanford Town Council

Chair proposed for this item to be deferred Council agreed.

To Consider and agree grant application for MYB

The interim Clerk gave an overview of the Mynydd y Betws Community Benefit Funding. Given the short turn-around time for the application, the interim Clerk proposed the application could be made for additional solar lighting in the park and to address the lighting in Memorial Avenue.

Proposed by Cllr C Higgins and seconded by Cllr C Hope that the officers submit the application for MYB grant funding.

Resolved that officers are to apply for MYB grant funding and submit the application by the 2nd May 2025.

Cllr W Erasmus' camera turned back on at 19:54

To agree the first of Ammanford Town Councils Community Events.

Clerk gave an overview of Ammanford Town Council first event of 2025. The event is May 29th during school's half term and will be Ammanford Superhero Day. The cost is based on 10 characters attending the event. An application for grant funding has been submitted to SPF which will pay up to £5000 to support event in Town Centre.

Proposed by Cllr A Jones that the Town Council proceed with the planned event on 29th May 2025, seconded by Cllr C Hope. All members present in favour except Cllr W Erasmus who voted against.

Resolved that the Town Council proceed with the planned Superhero Day event and application to SPF.

Cllr W Erasmus went off screen at 19:55

To Receive Councillors training dates

Interim Clerk has circulated training dates to Councillors by email. Any Councillors wishing to attend any of the One Voice Wales courses should contact the interim Clerk.

Planning Application

Clerk reported on planning application submitted PL/09138 04/04/2025. Householder seeking planning permission for a rear single storey flat roof extension.
No objection was noted.

To agree the date of the Annual General Meeting

Clerk explained that due to the two Bank Hollidays in May, there were only two Mondays available for meetings to be held.
Proposed by Cllr C Higgins that the Annual General Meeting to be held on the 19th May 2025 at 6pm followed by a Full Council meeting. Seconded by Cllr C Hope. All members present in favour.
Resolved that Ammanford Town Council are to hold their Annual General Meeting on 19th May 2025.

The Chair closed the meeting at 19:59pm

Signed

Date

(Chair)