

28<sup>th</sup> April, 2021

**Minutes of the Ordinary Meeting of Llandybie Community Council held via Microsoft Teams on Wednesday, 28<sup>th</sup> April, 2021 at 6.30 p.m.**

**Present**

Councillors	R. A. Davies	I. Rh. Llewelyn	Mrs K.D.L. Davies
	E.W. Nicholas	Mrs C. Thomas	Mrs A. Evans
	Mrs S. E. Thomas	Mrs Ll. Latham	P.H. Roberts
	D. Hopkins	A.W Jones	Mrs Ll. Hindley

**Apologies**

Councillors	W.D. Evans	C.J. Harris	S.J. Roberts
	Mrs J.E Collins	B. Rees	

The Clerk opened the meeting by expressing his sympathy to Mrs Rhian Thomas, Administration Officer for the Council on the recent passing of her father. Flowers and a card on behalf of the Council had been sent.

**878.**

**Declarations of interest**

There were none

**879.**

**MINUTES**

The Minutes of the following meetings as circulated were considered:

Minutes of the Ordinary Meeting of Council held on 31<sup>st</sup> March, 2021  
Minutes of the Planning Meeting of Council held on 31<sup>st</sup> March, 2021.

It was **resolved** to approve the Minutes of these meetings as a true record. It was further **resolved** to confirm the recommendations of the committee.

**880.**

**MATTERS ARISING FROM THE MINUTES**

**Minutes of the Ordinary meeting held on the 31<sup>st</sup> March, 2021**

Minute 868 (2)(e) – Capel Hendre park – work had been completed on the surfacing only for the replacement area to be further damaged during the same evening. The Clerk and Chair had agreed with the contractor to make good the damage at a further cost of £225. An invoice for £665 plus VAT had been received for the total work.

Police had been made aware of the damage.

**CORRESPONDENCE**

**881.**

**Police reports**

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Ammanford NPT reported the following crimes for April 2021 to date :-

**Llandybie**

Criminal Damage -1  
Assault - 1  
Malicious communication – 2  
Harassment – 3  
Domestic related incidents – 1

**Saron (including Capel Hendre and Penybanc)**

Criminal Damage -1  
Assault - 1  
Harassment – 2  
Other – 1

**Penygroes**

Robbery – 1  
Taking vehicle without consent - 1

**882.**

**GILFACH IAGO**

Nothing further to report on the realignment of the footpaths.

The Clerk had received some complaints from local residents on the poor state of the footpaths leading from the Maesglas entrance on to the Gilfach Iago site. Debris from log storage had been strewn across the path and additionally stones had at one stage blocked access to the path leading to Caerbryn Road.

It was **resolved** that the Clerk should write to Carmarthenshire County Council to express the Council's concern that this was unacceptable.

**CLERK'S REPORT**

**883.**

**a) Rights of Way**

**(i) Works on the Public Rights of Way network within the Community Area**

A payment of £3000 had been received from Carmarthenshire County Council for the financial year 2020/21.

**(ii) Annual maintenance contracts – Rights of Way network**

The Tenders had been opened by the Clerk, Administration Officer and Chair on the 19<sup>th</sup> April, 2021. Contracts 2 and 3 had been awarded to L Stamp at a total cost of £730 excluding VAT and Contracts 1, and 4 to 9 had been awarded to Dynevor Tree Services at a total cost of £2425 excluding VAT. There were no corrections for the tenders received and the accepted Contractors had been duly notified so that the work could commence as soon as possible.

It was **resolved** to approve the contracts for 2021/2022 with both contractors.

**iii) Footpath FP 51/62**

The Clerk had arranged for the removal of a fallen tree and large overgrown bushes to be cut as they had been impeding walkers. D. A Phillips of Blaenau had satisfactorily completed the work at a cost of £125 and the invoice had been paid with the agreement of the Chair.

**b) Clearance of undergrowth at Aberlash**

Three quotes had been obtained for the work which had been satisfactorily undertaken by Robert Gleaves to clear a large area of dense undergrowth and the hedge adjoining Aberlash Road. The project had been agreed as part of the Community Development budget for 2021/22.

An invoice for £750 had been received and paid with the agreement of the Chair and retrospectively agreed.

**c) Benches**

Two new benches had been purchased from Streetmaster Ltd of Ystradgynlais. A new bench is to be sited at Woodfield Road, Llandybie and a replacement bench in Blaenau. Three quotes had been obtained and an invoice for £774 plus VAT had been received. The Clerk had arranged for the benches to be fitted by a local contractor with costs allocated to the annual Community Development budget.

It was **resolved** to approve the purchases and the appointment of a local contractor.

**d) Information Commissioner**

Annual renewal of the Data Protection fee of £40 had been made to the information commissioner to satisfy GDPR. This had been approved by the Chair and was retrospectively approved.

**e) Tree Surveys**

The Clerk had asked three contractors to quote for the annual tree survey and provide the following services :-.

- a) A tree safety management strategy folder including relevant policies and procedures
- b) Tree survey schedules for each site, including work recommendations to manage tree risk at an acceptable level
- c) A Tree location plan for each site
- d) Ongoing tree management advice for a 2 year period

Two contractors had quoted and a third had declined due to pressure of work. The contract had been awarded to Aber Landscapes Ltd who had previously undertaken the work, at a cost of £1000 plus VAT. A full report will be available before the end of May with any residual work identified subject to further quotations from contractors.

It was **resolved** to accept the quotation from Aber Landscapes Ltd.

**f) Penygroes RFC**

The new fence has been delayed due to procurement issues for the materials needed. Club officials are still dealing with the potential removal of the floodlights with contractors.

**g) Llandybie Bowls club**

Officials at Llandybie Bowls club had informed the clerk that they would be using the bowling green this summer for both practice and league games. A covid officer had been appointed by the club who will ensure that the rules and regulations of the Welsh Bowls Association relating to Health and Safety are complied with. This will include the opening of the toilets and a small side storage room at the bowls pavilion during the hours agreed on the Council's hire agreement with the club, but not the remaining area of the pavilion which will remain closed off.

It was **resolved** that the Clerk should write to the Bowls club confirming that the Council were happy with their arrangements to reopen. The retiring secretary of the bowls club, Dr Chris Daniels, had asked that his personal thanks be conveyed to the council Members for the support they had given to the bowls club whilst he had been in office.

**h) Grass cutting at Gorsddu**

The Clerk had asked J T Services to continue with the grass cutting of this area of land for the months of April to October at a cost of £40 per cut.

It was **resolved** that this service continue throughout the period and invoices should be paid on presentation.

**i) Saron Welfare Hall**

Local volunteers had been working to improve a community area next to Saron Welfare Hall which had greatly improved the area overall. Councillor Mrs C. Thomas explained that the volunteers were in need of funding and suggestions of potential grant support from CISWO or the Coalfield Regeneration Trust and also the support available from the Community Bureau at Carmarthenshire County Council should be investigated. The total funding requirement had not as yet been established.

**j) Llandybie Church Hall**

The Clerk informed Members that the majority of the Church Hall had been rented out to a local company.

**k) Microsoft Outlook 365**

An invoice for the annual subscription to the 16<sup>th</sup> April, 2022 for hosting the Council e-mail system and Outlook 365 had been received from Morgan and Morgan at a cost of £1206.90 plus VAT.

It was **resolved** that this invoice should be paid.

**884.****FINANCIAL MATTERS****(i) Payment of accounts**

The following invoices had been received in April 2021 and been paid after discussion with the Chair

5484	Morgan and Morgan	Printer for the Clerk	£513.60
5485	R Gleaves	Ground clearance work at Aberlash Road, Bonllwyn	£750.00
5486	CCW Law Solicitors	Legal cost for new lease agreement at Gorsddu park	£1003.00
5487	Harcourt print Ltd	Letterheads and compliment slips	£94.80
5492	Designz	Park signage for 'no smoking' compliance	£1294.00
5497	D A Phillips	Undergrowth clearance and branch removal on FP 51/62	£125.00
5498	Information Commissioner	Renewal of Data Protection fee	£40.00
5499	EDF	Saron pavilion – March 2021	£29.55
5500	EDF	Capel Hendre park – March 2021	£11.64
5501	EDF	Llandybie MUGA – March 2021	£11.64

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5502	EDF	Llandybie pavilion – March 2021	£27.21
5503	EDF	Llandybie bowls shed – March 2021	£21.25
5504	EDF	Penygroes park – March 2021	£10.58
5506	BT	Clerk’s telephone bill 14/4/21 – 14/7/21	£127.63
5507	SSE Swalec	Electricity at Office and Chamber 14/1/21 – 16/4/21	£53.25

The following invoices had also been received :-

5488	Carmarthenshire County Council	Rates for Office and Chamber 2021/22	£1926.00
5489	Carmarthenshire County Council	Rates for Penygroes public conveniences 2021/22	£422.65
5490	Carmarthenshire County Council	Rates for Llandybie public conveniences 2021/22	£465.45
5491	hsl Compliance	Water hygiene at public convenience and pavilions – March 2021	£221.54
5493	S Griffith	Salary for April 2021 plus use of home as office allowance	£2298.23
5494	R Thomas	Salary for April 2021 plus use of home as office allowance	£667.46
5495	HMRC	April 2021	£935.17
5496	Martin Davies	Translation of Minutes	£221.25
5505	Streetmaster (South Wales) Ltd	Wayside seats at Llandybie and Blaenau	£928.80
5508	J T Services	Opening and closing of public conveniences and grass cutting at Gorsddu	£920.00
5509	Thesaurus Software Ltd	Renewal of Brightway PAYE license 2021/2022	£178.80
5510	MBP Fencing	Park surfacing repairs at Capel Hendre	£798.00
5511	Morgan and Morgan	Annual subscription for hosting email and Outlook 365 17/4/21 – 16/4/22	£1232.28

Members **resolved** that the accounts should be paid.

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Chair

## (ii) Monthly monitoring of the budget – 1/4/2020 to 31/3/2021

2020/21		
Estimate	Actual YTD	
£	£	
180,000	180,000	Precept
150	57	Interest: Lloyds
		Interest: investment
400	517	accounts
3000	3,000	Rights of way
	726	Maintenance Grant
4700	0	Hire Agreements
<u>188,250</u>	<u>184,300</u>	
45,889	48,932	Staffing
17,650	14,299	Premises
4,750	4,620	Office Services
3,100	2,433	Member costs
10,000	5,657	Services and Subscriptions
	13,954	Section 137
		Payments under other
} 18,000	0	powers
	1,450	Public open spaces
	4,970	Village halls
	3,200	Burial grounds
		Rights of way -
	4,645	maintenance
10,000	0	Rights of way -
		improvement
		Grass cutting/ litter/
28,000	21,139	facilities
		Park repairs and
50,000	59,584	replacement
	5,069	Public lighting - energy
		Public lighting -
8,500	0	improvement
28,000	11,887	Community development
		Public
13,000	8,458	conveniences
<u>236,889</u>	<u>210,297</u>	
	<b>-25,997</b>	<b>Balance for the year</b>
	337,001	<b>(period)</b>
		b/f
0	311,004	c/f
		Cash and
	299,521	investments
	11,483	Debtors
	0	Creditors
	<u>311,004</u>	

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The Chair invited questions or comments. Members **resolved** to approve the accounts as above.

**(iii) Cash reconciliation for March 2021**

Councillor D. Nicholas had undertaken a full and satisfactory review of the Cash Book on the 8th April, 2021. There had been no issues to report.

**(iv) To approve the financial report for 2020--21**

The Clerk had distributed copies of the financial report on e-mail for the year ending 31st March 2021 which would be presented to the Internal Auditor.

The Chair invited questions or comments on the report. Councillor Mrs S. E Thomas congratulated the Clerk on the report and recommended to the Members that greater focus on community projects should be considered in view of the opening cash balance for the new financial year.

The Chair thanked the Clerk for his report.

**885.**

**Request for information from County Councillors on Section 106 agreements**

There were none.

**886.**

**Reports on seminars / joint meetings**

There were none.

**887.**

**Date of next meeting**

Members **resolved** that the next Ordinary meeting of Council be held on the 26th May, 2021 following the Statutory meeting which will commence at 6.30pm.

**888.**

As there was no further business to discuss, the Chair declared the meeting closed at 7.05 p.m.