

29th September, 2021

Minutes of the Ordinary Meeting of Llandybie Community Council held at Llandybie Bowls and Tennis pavilion on Wednesday, 29th September, 2021 at 6.30 p.m.

Present

Councillors	I. Rh. Llewelyn	D. Nicholas	P.H. Roberts
	D. Hopkins	R. A. Davies	B. Rees
	Mrs K.D. L. Davies	Mrs S.E. Thomas	Mrs Ll. Latham
	Mrs C. Thomas	Mrs J.E. Collins	

Apologies

Councillors	D. Hopkins	Mrs Ll. Hindley	Mrs A. Evans
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955.

DECLARATIONS OF INTEREST

Councillor R.A Davies declared an interest in Minute 964 – Co-option of member for Llandybie ward. Mr Davies did not vote but did respond when questioned during a discussion on the nomination process.

956.

MINUTES

The Minutes of the following meetings as circulated were considered:

Minutes of the Ordinary Meeting of Council held on 28th July, 2021

Minutes of the Planning Meeting of Council held on 28th July, 2021.

Minutes of the Finance committee meeting held on 7th September, 2021.

The Chair asked the attendees if there were any issues and it was **resolved** to approve the Minutes of these meetings as a true record. It was further **resolved** to confirm the recommendations of the committees.

957.

MATTERS ARISING FROM THE MINUTES

a) Minutes of the Finance meeting held on the 7th September, 2021

The Clerk had received a telephone call from Mrs Heather Evans of Glynhir Golf Club, expressing her disappointment that the Council had refused to support the path project which had been considered at the meeting. Mrs Evans wishes the councillors to be made aware of the impact that the decision will have on the future of diverse golf sessions and future progressive plans for the area.

CORRESPONDENCE

958.

Police reports

Summary of crime for August and September 2021

Chair

Llandybie (37)

Burglary 1
Hate crime 2
Criminal Damage 2
Assault 8
Stalking 2
Harassment 11
Malicious communications 3
Taking vehicle without consent 1
Affray 1
Arson 1
Theft 2
Threats to kill 1
Other 1

Saron (inc Capel Hendre and Penybanc) (24)

Criminal Damage 3
Assault 5
Harassment 12
Malicious communications 1
Theft 2
Other 1

Penygroes (15)

Burglary 1
Assault Police 1
Criminal Damage 2
Assault 3
Harassment 5
Theft 1
Malicious communication 2

Members raised concerns at the some of the larger figures evident in some wards and it was **resolved** that the Neighbourhood Policing team be asked to attend a future meeting to explain how the figures are correlated.

959.

External Audit Report

Audit Wales had informed the Clerk that due to a number of unforeseen circumstances, there had been a delay in their audit work. Guidance had been provided which asks that the Council publish a notice should the final audit certificate not be received before the 30th September.

Chair

960.

The following items of correspondence had been received and sent to Members prior to the meeting.

1) IPRW – review of remuneration framework and draft annual report consultation for February 2022.

An amendment to council grouping would position Llandybie in Group 3 due to the size of its electorate with a possibility of moving up to Group 2 if income or expenditure exceeded £200k in any one year.

2) Consultation on Town and Community Clerk’s qualifications

3) Carmarthenshire Assessment of Local Well Being

4) Councillor reminder of responsibilities under the Code of Conduct

5) Town and community Council cycling project

It was **resolved** to note the correspondence.

961.

Welsh Government Glastir Woodland Creation scheme – Caecoed, Llandybie

A consultation letter and map had been received from Gus Hellier, Coed Cymru Officer at Carmarthenshire County Council proposing that 1.5ha of native broadleaved trees and shrubs should be planted in a field adjacent to Caecoed, Llandybie through the Welsh Government Glastir Woodland Creation scheme.

962.

Ammanford RFC firework display

The Clerk had received a letter from Mr Jeff Price of Ammanford RFC Ltd asking for financial support to help with organising the annual fireworks display at Ammanford recreation ground. The event is regularly attended by residents of surrounding Council areas and they have also approached neighbouring Councils for support to provide a display affordable to the residents of the Ammanford area.

It was **resolved** to support the event by donating £250 to Ammanford RFC Ltd and the club would be asked to recognise the support on promotional material.

963.

Llandybie RFC – Premises licence

The Licensing Authority of the county council had received an application from Andrew and Meinir Thomas, the new tenants of the rugby club for a new premises

licence. The consultation period ends on the 22nd September, 2021 and members **resolved** not to make any representations to the application.

964.

Co-Option of a new Councillor – Llandybie ward

One application had been received from Mr Andrew James Evans. His application was proposed by Councillor B. Rees and seconded by Councillor D. Nicholas. A vote was taken via a show of hands on Mr Evans' appointment as a community councillor with 7 in favour, nil against and 3 abstentions.

A discussion on the Council's rules and regulations for co-option of a new councillor ensued with the Chair reminding Members that all councillors had a duty to abide within the Council's code of conduct.

It was formally **resolved** to co-opt Mr Andrew James Evans of Llandybie as a Community Councillor to represent the Llandybie ward. He will be asked to attend the next Full Council and sign the Declaration of Acceptance of Office.

965.

Clerk's Report

a) Rights of Way

i) Maintenance contract

An invoice for £444 had been received from L G Stamp for the 1st cut of contracts 2 and 3 of the annual maintenance contract. All work had been satisfactorily completed and the invoice paid.

ii) Footpath 51/89

The Clerk had arranged for a further cut on this footpath which forms part of the Heart of Wales trail between Llandyfan and Pistyll Canol in Llandybie. There were some dense areas of undergrowth which needed to be cut back and the work had been satisfactorily completed by Dynevor Tree Services at a cost of £320.

iii) Footpath 51/96

The Clerk had arranged for a further cut on this footpath which forms part of the Heart of Wales trail between Kings Road, Llandybie and Glynhir Road. Some of the pedestrian gates and stiles had become overgrown as well as some dense areas of undergrowth had been cut back. The work had been satisfactorily completed by Dynevor Tree Services at a cost of £320.

iv) Hedge cutting at Aberlash

Cutting had taken place to remove an obstruction to pedestrians on the pavement. Work had been satisfactorily completed by R Gleaves at a cost of £70. It was **resolved** to retrospectively approve the above payments.

Chair

b) Parks

1) Llandybie park

A small fire had been set alight on Monday 23rd August and created a small amount of damage to the bark mulch safety surface. The fire had been quickly extinguished by a local resident. The incident has been reported to the police.

2) Equipment painting

An invoice for £980 had been received from R M Jones for the painting and wood preservative treatment on selected items identified in need of maintenance. It had previously been **resolved** that the item should be paid on presentation.

c) Water hygiene

Three quotes had been received for water hygiene monitoring and risk assessments at Llandybie and Penygroes public conveniences, Llandybie Bowls and Tennis pavilion and Saron Juniors FC changing rooms as shown below :-

The Chair and Clerk had met to discuss the quotations and agreed that JEMS Environmental Ltd should be awarded the two year contract at a cost £2812.50 per annum. Full Council in July had **resolved** that this decision could be taken so that the new contract could commence on the 1st October, 2021.

d) Wayside and park seats

Repair and maintenance work on 79 seats and benches had been agreed in 2020/21 Community Development budget, but delayed due to Covid restrictions. The work has now been satisfactorily completed and an invoice for £2370 has been received and paid with the agreement of the Chair.

A further ongoing review of the remaining untreated seats will now be undertaken as part of this year's Community Development budget.

e) CCTV at Penygroes park

The Clerk had spoken to the neighbourhood policing team who had confirmed that they had no issues with the installation of a CCTV system and would positively encourage it.

A public consultation document had been placed in the local community notice boards and also on the Council website for a period of one month so that reaction to the proposal could be assessed and a final decision made on whether to proceed with the CCTV cameras. Four responses had been received, all in favour of the project.

It was **resolved** that the installation of the CCTV system should proceed as per the original tender submitted by Security Solutions Ltd. A new CCTV policy and a Data Impact Assessment would be added to the website.

Chair

f) Multi location meetings

Section 47 of the Local Government and Elections (Wales) Act 2021 requires the Council to make and publish arrangements for convening meetings which allows participants to be in multiple locations. Under the arrangements, meetings have to be capable of being held virtually and there has to be a minimum requirement for members to be able to hear and be heard by others.

All notices of meetings will in future need to include the time and place of the meeting, including how to access virtually. The Council's Standing Orders will need to be amended to reflect these changes. The Clerk recommended that the BT Conferencing facility be made available for anyone who wishes to join the meeting remotely.

It was **resolved** to proceed with the recommendations.

A review of the current rental of the Office and Chamber is due in November 2021. Social distancing measures preclude the use of the chamber currently and Members discussed the possible rotation of meetings to different wards which would allow the public from those wards to attend the meetings and increase the profile of the Council.

g) Freedom of Information request

The Clerk reported had received a Freedom of Information request seeking information on Llandybie Community Council's 'Oath of Office'. The response had been actioned within the designated timescales.

h) Tree surveys

An invoice for £550 had been received from R Gleaves for completion of the residual works agreed following the tree survey reports, and paid with the agreement of the Chair. It was retrospectively agreed to pay the invoice.

h) Public Access Defibrillators

The Clerk had spoken to Mr Nick Ozzati of the Welsh Ambulance Service who had been appointed to the role of registering all public access defibrillators. He remains concerned that many local defibrillators have no 'guardian' registered and therefore are not on the 'The Circuit', which is a national defibrillator network. Of more concern is that many defibrillators are not being checked regularly and as a result the batteries and pads have expired and would not work in an emergency situation.

Registered guardian in place, defibrillators are operational and on The Circuit

Setfords MOT Centre
Llandybie Rugby Club
JRG Williams Chemist Llandybie
Caerbryn Hall

Chair

Capel Hendre Post Office
Cwmfferws Road

Arrangements are being made for guardians to be registered for :-

Penygroes Welfare Hall
Glynhir Golf Club
Saron School

The Clerk had visited other local sites with Mr Ozzati who had checked the batteries and pads, and replaced where necessary. The following defibrillators currently have no guardian, and so would not be signposted to the ambulance service in an emergency.

Badgers Brasserie, Blaenau
Red Lion car park, Llandybie
Midway garage, Llandybie
Mermaid fish bar, Llandybie
Social and Athletic club, Llandybie

It was **resolved** that the community council register as guardians for those listed above to enable those defibrillators to become operational on 'The Circuit'. Efforts would continue to get individual business owners to become guardians and a further review made in 12 months.

i) Programme of Works for 2022 to 2023

Members had been asked to consider and inform the Clerk of suitable projects for the next financial year. This would allow the Officer time to prepare estimates for the suggested schemes before the November meeting and prior to Council's decision on setting the Precept for the next financial year.

j) Council profile

It was **resolved** that a press release should be made to highlight the grant contributions made to organisations within the community with a potential future return of the presentation evening at the next round of grants in February 2022.

966.

FINANCIAL MATTERS

(i) Payment of accounts

The following invoices had been received in August and September 2020 and been paid after discussion with the Chair.

5599	L G Stamp Garden Services	Footpath maintenance contract 2 and 3 – 1 st cut	£444.00
5600	Dynevor Tree Services	Footpath 51/89 – cut back of overgrown areas	£320.00

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5601	R Gleaves	Footpath clearance on FP 51/36 at Caerbryn	£120.00
5602	EDF	Capel Hendre park – July 2021	£14.25
5603	EDF	Llandybie Pavilion – July 2021	£27.08
5604	EDF	Llandybie MUGA – July 2021	£13.36
5605	EDF	Llandybie bowls shed – July 2021	£24.11
5606	Martin Davies	Translation services for July meetings	£155.30
5607	S Griffith	Salary and use of home as office allowance - August 2021	£2298.03
5608	R Thomas	Salary and use of home as office allowance - August 2021	£667.46
5609	HMRC	August 2021	£935.37
5610	EDF	Saron pavilion – July 2021	£95.37
5611	P Bishop	Park equipment repairs and maintenance	£550.00
5612	hsl Compliance Ltd	Water hygiene – quarterly visits August 2021	£221.54
5613	Morgan and Morgan	Stationery	£62.12
5614	R Mansel Jones	Repair and maintenance of 79 wayside seats	£2370.00
5615	Fenland Leisure Products Ltd	Park equipment replacement	£484.80
5616	Morgan and Morgan	Stationery	£55.96
5617	Mrs S.E Thomas	Replacement cheque for 005573	£120.00
5618	Dynevor Tree Services	Footpath 51/96 - cut back of overgrown areas	£320.00
5619	J T Services	Public convenience maintenance and two grass cuts at Gorsddu – August 2021	£1010.00
5620	Morgan and Morgan	Stationery	£46.92
5621	R Gleaves	Tree survey residual work at four parks	£550.00
5622	R Gleaves	Hedge cutting at Aberlash	£70.00
5623	EDF	Capel Hendre park – August 2021	£14.25
5624	EDF	Llandybie Pavilion – August 2021	£34.18
5625	EDF	Llandybie MUGA – August 2021	£14.25
5626	EDF	Llandybie bowls shed – August 2021	£23.10
5627	EDF	Saron pavilion – August 2021	£18.47
5631	hsl Compliance Ltd	Water hygiene – monthly visits September 2021	£221.54

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5662	R M Jones	Park equipment painting and wood preservative treatment	£980.00
5664	EDF	Penygroes park - July & Aug 2021	£28.90

The following invoiced had also been received:-

5628	S Griffith	Salary and use of home as office allowance – September 2021	£2298.23
5629	R Thomas	Salary and use of home as office allowance - September 2021	£667.46
5630	HMRC	September 2021	£935.17
5632-5661	Grants	See Finance Committee Minutes of the 7 th September, 2021	
5663	Martin Davies	Translation of Finance meeting minutes	£35.30
5665	Rhian Thomas	Expenses 1/4/21 – 30/9/21	£148.79
5666	SSE Swalec	Electricity at Penygroes public conveniences 24/6/21 – 15/9/21	£38.90
5667	J T Services	Public convenience maintenance and grass cutting at Gorsddu during September 2021	£980.00
5668	S Griffith	Expenses 1/4/21 – 30/9/21	£563.61

Members **resolved** to approve the payments and to retrospectively approve the payments agreed by the Chair.

(ii) Monthly monitoring of the budget - April 1/4/21 to 31/8/21

Budget figures to 31/7/21 were also provided for scrutiny.

2020/21			
Estimate	Actual YTD		
£	£		
180,000	120,000	Precept	
150	8	Interest: Lloyds	
400	0	Interest: investment accounts	
3000	3,000	Rights of way	
4700	0	Hire Agreements	
<u>188,250</u>	<u>123,008</u>		
45,889	22,754	Staffing	
17,650	6.370	Premises	

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	4,750	2,159	Office Services
	3,100	0	Member costs
	10,000	2,752	Services and Subscriptions
}	18,000		Section 137
			Payments under other
		0	powers
		0	Public open spaces
		0	Village halls
}		0	Burial grounds
		4,800	Rights of way - maintenance
	10,000	0	Rights of way - improvement
	28,000	470	Grass cutting/ litter/ facilities
	50,000	5,325	Park repairs and replacement
}		0	Public lighting - energy
		0	Public lighting -
	8,500	0	improvement
	28,000	4,997	Community development
			Public
	13,000	4,585	conveniences
	<u>236,889</u>	<u>54,212</u>	
		68,796	Balance for the year
			(period)
		311,004	
	<u>0</u>	<u>379,800</u>	c/f

339,359 Cash and investments

441 Debtors

0 Creditors

379,800

The Chair invited questions or comments.

Members **resolved** to approve the accounts as above.

The Chair thanked the Clerk for his report.

Chair

967.

Request on Seminars / Joint meetings

The Clerk had attended the One Voice Wales Innovative Practices virtual conference on Wednesday 22nd September, 2021. Councillor Mrs C. Thomas had attended a One Voice Wales teleconference with Rachel Carter, the Local Places for Nature officer who will run a series of sessions on different aspects of the environment and potential sources of funding.

968.

Date of next meeting

Members **resolved** that the next Ordinary meeting of Council be held on the 27th October, 2021.

969.

As there was no further business to discuss, the Chair declared the meeting closed at 7.55 p.m.