

18<sup>th</sup> May, 2022

**Minutes of the Ordinary Meeting of Llandybie Community Council held at the Council offices, High Street, Llandybie and on Microsoft Teams on Wednesday, 18th May, 2022 at 7.15 p.m.**

**Present**

Councillors	P.H. Roberts	Mrs A. Evans	I. Rh. Llewelyn
	Mrs S.E Thomas	Mrs C. Thomas	R.A. Davies
	S. Roberts	A. W. Jones	D. Hopkins
	D. Nicholas	D. Jones	D. Thomas
	J.W. Tandy	Mrs H.S. Bjork	G J. Davies
	R.W. Barnes	E.W. Nicholas	

**Apologies**

Councillors Mrs K.D.L. Davies

**11.**

**Declarations of interest**

Councillor R.A Davies declared an interest in Minute 14(3) as Secretary and Treasurer of Llandybie Tennis Club.

Councillor E.W. Nicholas declared an interest in Minute 14(3) as President of Llandybie Tennis Club.

Councillor S. Roberts declared an interest in Minute 14(6) as an employee of Morgan and Morgan Ltd

**12.**

**MINUTES**

The minutes of the following meetings as circulated were considered:

Minutes of the Ordinary Meeting of Council held on 27<sup>th</sup> April, 2022.

Minutes of the Planning Committee Meeting held on the 27<sup>th</sup> April, 2022

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.

**MATTERS ARISING FROM THE MINUTES**

a). Minute 1089 – Chairman’s Annual report 2021/2022 – A response had been received from Carmarthenshire County Council informing Members that councillor numbers representing each ward would have been agreed with CCC based on a suggested level of representation which of between 9 – 16 councillors for an electorate of between 2500 - 10000. However, the Council already had 19 councillors and due consideration for geography and population growth would have been made. CCC can consider changes to the number of councillors by holding a formal review with the Community Council’s suggested figures proposed for each community ward.

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Chair

18<sup>th</sup> May, 2022

CCC would then carry out such a review, make an order but any changes would not take effect until the next Community Council elections in 2027. It was **resolved** to review the representation after the 2022/2023 annual report.

b) Minute 1089 - Chairman's Annual report 2021/2022 – Herbicides – An acknowledgement letter had been received from Ainsley Williams, Director for the Environment at Carmarthenshire County Council proposing a full response in due course.

## **CORRESPONDENCE**

**13.**

### **Police Crime reports**

The following crimes had been registered during April 2022 :-

Llandybie

Criminal Damage 2  
Assault 2  
Harassment 3  
Public Order 1  
Other 1

Saron ( inc Capel Hendre and Penybank)

Burglary 1  
Theft 3  
Criminal Damage 3  
Assault 5  
Arson 1  
Drug related offences 1  
Breach of restraining order 1  
Harassment 5  
Stalking 1  
Affray 1  
Other 1

Penygroes

Threats to kill 1  
Criminal Damage 2  
Drug related offences 1  
Harassment 2

**14.**

## **CLERK'S REPORT**

**1) Rights of Way**

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Chair

18<sup>th</sup> May, 2022

a) Footpath 51/105 at Bonllwyn

This well used footpath had been become overgrown and an early cut of the grass had been required. R Gleaves of Bonllwyn had satisfactorily done the work at a cost of £55.

b) A representative of a local walking group had made contact with the clerk to raise concerns at the condition of footpaths between Saron / Capel Hendre and Cwmfferws Road. The Clerk had visited the area and written to Carmarthenshire County Council to highlight the following :-

i). Footpath 51/22 had never been part of the Community Council maintenance contract and needed work for it to be reopened safely. The Rights of Way team had asked if the Community Council could undertake the work and add the cost to the annual maintenance contract reimbursement claim

ii). The surfacing on FP 51/124 ( also a bridleway) at one particular area had been eroded and was difficult to negotiate. A site visit will be arranged by the Rights of Way team.

iii). Signage needed to be improved across the area and this will now be part of a designated County project in 2022/2023.

## 2) Parks

i) Tree Surveys

The reports had been received from Paul Cleaver, a chartered arboriculturist of Tree Consultants Wales. It was **resolved** that the payment for £1200 plus VAT should be paid for the completion of the reports as agreed by quotation.

All eleven parks had been surveyed with the majority having no risk intervention work required at this time. Those parks in need of intervention are :

Derwydd park – there is a recommendation to remove and replace a tree with significant Ash Dieback disease (ADD). There is no real prospect of the tree recovering.

Cwmgwili - there is a recommendation to remove and replace a tree with significant Ash Dieback disease. There is no real prospect of the tree recovering.

Penygroes – a weeping ash tree close the children’s play area has early symptoms of ADD. No immediate intervention is required but a further review in August, when the tree should be in full leaf is advised.

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Chair

18<sup>th</sup> May, 2022

Derwydd – mature ash trees have early symptoms of infection by ADD. Currently the risk is low but is likely to increase in the coming years as the infection becomes more severe. It would be prudent to reassess the condition of the trees in August when intervention is likely to be required.

It was **resolved** to proceed with the removal of the trees and to ask for a revisit in August to reassess the ADD at Derwydd and Penygroes.

### **3) Llandybie tennis courts**

Work had been completed by Celsius Installations Ltd of Penygroes on the floodlights at Llandybie tennis courts in accordance with deficiencies picked up as part of the EICR 5 year report. During the work it became evident that replacement bulbs for the units were required and it was agreed with the agreement of the Chair that 8 bulbs should be purchased to complete the project.

An invoice for £3880 plus VAT had been received for the work which had been satisfactorily completed.

It was **resolved** to pay the invoice and funds allocated to the previously agreed Community Development budget for 2022/2023.

### **4) Election 2022**

Councillors are reminded that the Candidate Spending Return needs to be returned within 28 days of the election to Carmarthenshire County Council.

This is reported for information only.

### **5) Public Participation at meetings**

The Council have always encouraged members of the public to attend meetings but in future it is now a legal requirement to make available a public participation slot on the agenda. This will provide any member of the public to ask questions and make representations about any item of business to be transacted during the meeting and which is open for public discussion. Confidential items of business are excluded.

This is reported for information only.

### **6) Translation facilities for virtual meetings**

Microsoft Teams does not allow for a translation service for anyone who wants to join a council meeting online. To satisfy the Councils' requirements the Clerk had made enquiries of using Zoom which would allow bilingual participation at the chamber or online.

The cost of a Zoom Pro licence with the add on option of webinar which would allow translation facilities would be £119.90 plus £552 annually.

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Chair

Llangathen and Llanddarog community councils already share a Zoom facility and a there is an option of Llandybie hiring this facility for their meetings at a cost of £20 per meeting. It was **resolved** a further discussion take place with Microsoft Teams for confirmation that their system was incompatible with translation facilities, and if so, the Clerk should proceed with a hire facility from the other councils.

**15.****GILFACH IAGO**

The Clerk had made further enquiries with Carmarthenshire County Council of the current position relating to Celtic Energy and receipt of the promised funds. The senior member of the legal team dealing with the case is away on holiday until the 24<sup>th</sup> May and an updated report will be provided on his return.

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

The Clerk reported that the following accounts had been paid since the last meeting:

5846	EDF	Penygroes park – April 2022	£18.98
5847	EDF	Llandybie MUGA – April 2022	£15.14
5848	EDF	Saron pavilion – April 2022	£95.60
5849	EDF	Llandybie pavilion – April 2022	£32.77
5850	EDF	Llandybie Bowls shed – April 2022	£22.39
5851	EDF	Capel Hendre park – April 2022	£15.14
5852	Wrenvale Gardening and Maintenance	Replacement cheque for 005808 – lost in post	£432.00
5854	R Gleaves	Undergrowth clearance on FP 51/105 at Bonllwyn	£55.00
5856	Temple Apostolic Church	Replacement cheque for 005773 – lost in post	£300.00

The following invoices and payment requests had also been received:

5841	Celsius Installations and Services Ltd	Floodlight improvement work at Llandybie tennis courts and replacement bulbs	£4656.00
5842	S Griffith	Salary for May 2022 and use of home as office allowance	£2366.37
5843	R Thomas	Salary for May 2022 and use of home as office allowance	£676.31

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 Chair

18<sup>th</sup> May, 2022

5844	HMRC	May 2022	£1051.00
5845	Martin Davies	Translation of Minutes	£106.40
5853	JEMS Environmental Ltd	Water hygiene – April 2022	£281.26
5855	Tree Consultants Wales	Tree survey reports 2022	£1440.00
5857	V L Llewellyn	Internal audit fee 2021/2022	£650.00

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

**(ii) Monthly monitoring of the budget - Llandybie Community Council  
2022/2023**

	<b>Budget 2022-23 £</b>	<b>Income and expenditure 01.04.22- 30.04.22 £</b>
Precept	180,000	60,000
Interest: Lloyds	25	2
Interest: investment accounts	250	
Rights of way	3,000	
Hire Agreements	4,700	500
	<u>187,975</u>	<u>60,502</u>
Staffing	48,858	4,094
Premises	16,950	3,622
Office Services	4,800	2,189
Member costs	3,300	0
Services and Subscriptions	7,350	257
Section 137		0
Payments under other powers	18,000	0
Public open spaces		0
Village halls		0
Burial grounds		0
Rights of way - maintenance		420
Rights of way - improvement	10,000	0
Grass cutting/ litter/ facilities	28,000	80
Park repairs and replacement	30,000	0
Public lighting - energy		
Public lighting - improvement	6,000	0

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Chair

18<sup>th</sup> May, 2022

Community development	63,000	0
Public conveniences	12,000	900
	<u>248,258</u>	<u>11,562</u>
<b>Balance for the year (period)</b>		<b>48,940</b>
b/f		<u>309,286</u>
c/f	<u>0</u>	<u>358,226</u>
Cash and investments		357,691
Debtors		535
Creditors		<u>0</u>
		<u>358,226</u>

**(iii) Auditor General for Wales External Audit report 2020/2021**

The Clerk had received notification that Llandybie Community Council has received an unqualified audit for 2020/2021. The audit certificate had initially been due by the end of September, 2021, but issues at the Wales Audit Office had delayed the report. No matters as causing concern had been brought to the Auditor General's attention and there was nothing further that needed to be drawn to the Council's attention.

**(iv) Internal auditor's report 2021/22**

The Clerk read the Internal Auditor's report and comments, which stated that all the control objectives tested had proved to be satisfactory and that there were no matters which needed to be brought to the attention of the Council. Assurance can be expressed in the governance arrangements and the financial statement of the Council for the financial year 2021/22. The appropriate section of the Annual Form had been completed by the auditor which reflected his findings.

Members **resolved** to approve the internal auditor's report and to pay the invoice of £650 received for the audit work undertaken.

**(v) Recommendation of Annual Governance 2021/2022**

The Members responded to the Clerk after he read out the Annual Governance questions from the audit form. It was **resolved** that these would be recorded on the Annual Form as stated.

**(vi) Recommendation of the annual financial report 2021/2022**

It was **resolved** that the annual financial figures on the form be confirmed and that the Clerk and the Chair should sign and date the form in the appropriate boxes. This would then be forwarded to the external auditors.

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Chair

**(vii) Re- appointment of internal auditor**

It was **resolved** to re-appoint Mr Lyn Llewellyn as the internal auditor for 2022/23.

The Chair thanked the Clerk for his report.

**17.**

**Co Option of Member in Saron ward**

A vacancy had arisen in Saron ward with only five elected councillors for six available seats. It was **resolved** that a notice of co option be published on the council website and ward notice boards with any interested candidate to inform the Clerk by the 20<sup>th</sup> June, 2022. The Clerk would report back at the next Full Council.

**18.**

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

There were none.

**19.**

**Reports on seminars / joint meetings**

There were none.

The Clerk offered to arrange an informal induction evening for new councillors before the next meeting.

**20.**

**Date of next meeting**

Members **resolved** that the next Ordinary meeting of Council be held on the **29th June, 2022.**

**21.**

Councillor Mrs S.E Thomas congratulated Hefin Jones, on his election as a County Councillor.

As there was no further business to discuss, the Chair declared the meeting closed at 8.10 p.m.

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Chair