

Minutes of the Ordinary Meeting of Llandybie Community Council held at the Council offices, High Street, Llandybie and online via Zoom on Wednesday, 2nd November, 2022 at 6.30 p.m.

Present

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

Apologies

Councillors	Mrs K.D.L. Davies	R.A. Davies	A. W. Jones
	D. Hopkins	G. J. Davies	

103.

DECLARATIONS OF INTEREST.

Councillor S. Roberts declared an interest in the purchase of the Tv for the chamber as an employee of Morgan and Morgan Ltd.

Councillor E.W. Nicholas declared an interest in the confirmation of the Special meeting minutes as a family member of the newly appointed Clerk.

104.

MINUTES

The Minutes of the following meetings as circulated were considered:

- Minutes of the Ordinary Meeting of Council held on 28th September, 2022
- Minutes of the Planning Meeting of Council held on 28th September, 2022.
- Minutes of the Employment Meeting of Council held on the 3rd October, 2022
- Minutes of the Environment committee meeting held on the 10th October, 2022
- Minutes of the Special meeting held on 26th October, 2022.

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.

105.

MATTERS ARISING FROM THE MINUTES

a) Minutes of the Ordinary Meeting of Council held on 28th September, 2022

1) Minute 82(d) – defibrillator – Councillor Mrs S.E. Thomas asked that consideration be given to a new defibrillator being placed at Penygroes park. It was **resolved** that the Clerk write to Phil Hill, National Cardiopulmonary Resuscitation and Defibrillation Manager for One Voice Wales to establish if grant funding was available for new defibrillators.

b) Minutes of the Planning Meeting of Council held on 28th September, 2022.

There were none.

c) Minutes of the Employment Meeting of Council held on the 3rd October, 2022

There were none.

d) Minutes of the Environment committee meeting held on the 10th October, 2022

i) Minute 95 – Biodiversity Plan - Councillor J.W. Tandy asked that the biodiversity report for 2022/2023 be forwarded for Welsh Government in accordance with the guidelines.

e) Minutes of the Special meeting held on 26th October, 2022.

(i) The Clerk informed Members that satisfactory references had been received for Mr D.S. Nicholas, who had been appointed Clerk and Responsible Financial Officer at the meeting.

Mr Nicholas, had formally resigned from the Council on the 27th October, 2022 which would allow him to take on the new role as from the 1st December, 2022.

Mr Nicholas' departure as a councillor had now created a vacancy within the Llandybie ward and it was **resolved** that the Clerk should liaise with Carmarthenshire County Council for a Notice of Vacancy to be prepared.

106.

PRESENTATION BY CARMARTHENSHIRE CYCLING FORUM (CCF)

Members were given a presentation by Mr Phil Snaith of the Carmarthenshire Cycling Forum, a cycle campaign group with links to Sustrans and Cycle UK. Their mission statement is to improve accessibility for cyclists and make life safer and easier across the county for cycling, walking and the disabled.

Mr Snaith informed Members that the proposed reinstatement of Gilfach Iago with footpaths and bridleways by Carmarthenshire County Council, fell short of national guidelines for bridleways and cycle routes. Their proposed width of 3 metres fell short of the 6 metres recommended by Sustrans for cycle paths and 5 metres from the British Horse Society for bridleways.

CCF fully accept that the funding offer from Celtic Energy and CCC's cash input will be insufficient in the short term to achieve the full 5m surfacing, but that the path be prepared at a width 5m so that the option for future funding bids can extend the surface from 3m to 5m at a later date. The initial funding would therefore be sufficient for the 3m path only.

The Chair thanked Mr Snaith for his presentation, and that the group's concerns would be considered when the Community Council were formally consulted on the matter by the County Council.

107.

PUBLIC PARTICIPATION

There were none.

CORRESPONDENCE

108.

Police reports

No reports had been received for October 2022.

109.

CLERK'S REPORT

a) Rights of Way

i) Footpath maintenance contract

An invoice for £860 had been received from Dynevor Tree Services for the 2nd cut of the annual footpath maintenance contract. Additionally, an invoice for £380 had been received for additional work sanctioned during the 2nd cut by the Clerk on footpaths which had become overgrown with overhanging tree branches and hedges. The invoices had been paid with the agreement of the Chair.

b) Parks

i) General repairs

As previously reported, work had been completed on park equipment following the receipt of annual park inspection reports. An invoice for £850 had been received from P Bishop for parts and labour to rectify some of the issues and paid with the agreement of the Chair.

(ii) Penygroes RFC

Councillors P.H. Roberts, D. Thomas and Mrs S.E. Thomas had met with Mr Neil Armstrong of Penygroes RFC who had asked that the Council consider leasing the top pitch to the rugby club free of charge. The request had arisen due to Mynydd Mawr Girls potentially relocating to the club and with 8 teams ranging from 7-18 years of age there is a need for another pitch. Members were informed that some issues had arisen with the relocation and a further meeting would be held with Mr Armstrong.

The Council needs to formalise a Right of Way for Penygroes RFC to access its pavilion which had never been addressed by Carmarthenshire County Council. Now

Chair

that the park is held on a full lease from CCC, the Community Council can negotiate with the rugby club and formalise an agreement.

iii) Removal of moles

Bonllwyn and Spien Road (twice) parks had cleared of moles and an invoice for £110 had been received from B Firm Pest control for £110 and paid with the agreement of the Chair. It was **resolved** that the Clerk should establish the precise nature of the mole catching practice used.

iv) Bat Boxes

Three bat boxes had been purchased and sited at Penygroes park and paid out of the Community Development budget for 2022/2023 at a total cost of £98.25 including VAT .

c) Policy templates

One Voice Wales had issued an invoice for £100 for the preparation of policies identified as being required by the Council. Payment had been made with the agreement of the Chair.

d) Clerk and Responsible Financial Officer

A bilingual advertisement for the role had been placed in the South Wales Guardian at a cost of £300 plus VAT. Newsquest Media would only accept payment by card and it had been agreed with the Chair that the Clerk could pay for the advert and obtain direct reimbursement for the full amount by cheque (005998) from the Council.

A further payment had been made by the Clerk to Indeed for £83.42 , and reimbursed to the Clerk.

Councillor Mrs S.E. Thomas wished to have it noted her disappointment that despite 19 applications being sent out by the Clerk only 3 had applied for the role.

e) Cilyrychen clock

The clock is currently out of operation as the electricity supply from Llandybie OAP hall has had to be disconnected due to internal damage caused by the old chapel roof collapsing internally. The electricity supply has been turned off at the request of their insurers. If the outage becomes prolonged, the Council will have to consider another source of electricity.

f) IPRW payments 2022/23

Members are reminded that the following payments will be made in March 2023.

- 1) Mandatory payment of £150 for each councillor
- 2) Attendance allowance payment based on meeting attendance.

If Members do not want to receive the payment they should inform the Clerk in writing.

g) Media facilities at the chamber

Facilitation of hybrid council meeting from the Clerk's laptop had proved difficult and with the agreement of the Chair, it had been decided to purchase a large screen TV for the chamber which would allow those present to see clearly those attending remotely. The facility would also be available for attendees wishing to make presentations to the council in future and would be needed for the Clerk and Responsible Financial officer job interviews on the 26th October, 2022.

The Clerk had spoken to Morgan and Morgan of Cross Hands who had given a quote of £ 512.24 inc VAT , which included the equipment and installation costs. It had been agreed to accept the quote and the equipment had been satisfactorily installed at the chamber.

h) Wayside seats

An invoice for £180 had been received from R Gleaves of Bonllwyn for a contract transferred to him due to illness of the original contractor. The work related to ongoing maintenance of the wayside seats which have now all been treated over the last two years as part of the Community Development budget.

i) Daffodils

The Clerk had purchased daffodils for planting in the community at a cost of £49.99.

110.

GILFACH IAGO

There had been no further correspondence from Carmarthenshire County Council in relation to the funding received from Celtic Energy for the reinstatement of footpaths at Gilfach Iago.

111.

FINANCIAL MATTERS

(i) Payment of accounts

The following invoices had been received in October 2022 and been paid after discussion with the Chair.

5995	One Voice Wales	Preparation of new policies	£100.00
5996	Rhian Thomas	Expenses 1/4/22- 27/9/22	£126.10
5997	P Bishop	Work on park equipment following annual reports	£850.00

Chair

2nd November, 2022

5998	Stuart Griffith	Reimbursement of card payment made to Newsquest Media re: advert for new clerk	£360.00
6002	EDF	Penygroes park – Sep 2022	£15.70
6003	EDF	Llandybie MUGA – Sep 2022	£14.31
6004	EDF	Saron pavilion – Sep 2022	£15.25
6005	EDF	Llandybie pavilion – Sep 2022	£29.84
6006	EDF	Llandybie Bowls shed – Sep 2022	£23.14
6007	EDF	Capel Hendre park – Sep 2022	£14.31
6008	Ark Wildlife Ltd	Purchase of bat boxes	£68.25
6011	R Gleaves	Wayside seat maintenance	£180.00
6012	P Bishop	Siting of bat boxes on trees	£30.00
6013	B Firm Pest Control Ltd	Mole removal at Bonllwyn and Spien Road parks	£110.00
6014	Dynevov Tree Services	Footpath maintenance contract – 2 nd cut	£860.00
6015	Dynevov Tree Services	Additional work on 2 nd cut contract.	£380.00
6016	Wynnstay PLC	Daffodils for community planting	£49.99
6017	BT	Clerk’s telephone bill 15/10/25 – 14/1/23	£137.25

The following invoiced had also been received:-

5999	S Griffith	Salary for October 2022 and use of home as office allowance	£2395.99
6000	R Thomas	Salary for October 2022 and use of home as office allowance	£676.31
6001	HMRC	October 2022	£1021.38
6009	Martin Davies	Translation of minutes	£236.60
6010	Newhall Janitorial Ltd	Purchase of new soap dispenser for Llandybie public conveniences	£14.02
6018	J T Services	Public convenience maintenance contract for October, repairs work plus two grass cuts at Gorsddu	£1080.00

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

Chair

**(ii) Monthly monitoring of the budget - April 1/4/22 to 30/9/22
2022/23**

Estimate	Actual YTD	
£	£	
180,000	120,000	Precept
25	18	Interest: Lloyds
250		Interest: investment accounts
3,000		Rights of way
4,700	4,700	Hire Agreements
<u>187,975</u>	<u>124,718</u>	
48,858	24,562	Staffing
16,950	8,141	Premises
4,800	3,481	Office Services
3,300	1,179	Member costs
7,350	1,864	Services and Subscriptions
} 18,000	7,652	Section 137
	0	Payments under other powers
	1,450	Public open spaces
}	4,015	Village halls
	2,600	Burial grounds
	5,090	Rights of way - maintenance
10,000	0	Rights of way - improvement
28,000	7,291	Grass cutting/ litter/ facilities
30,000	6,191	Park repairs and replacement
}	0	Public lighting - energy
	0	Public lighting -improvement
6,000		
63,000	24,298	Community development
		Public
12,000	5,767	conveniences
<u>248,258</u>	<u>103,581</u>	
	21,137	Balance for the year

2nd November, 2022

	309,286	
<u>0</u>	<u>330,423</u>	c/f
		Cash and
	322,466	investments
	7,957	Debtors
	0	Creditors
	<u>330,423</u>	

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

The Chair thanked the Clerk for his report.

(iii) Cash reconciliation to 30/9/2022

Councillor D. Hopkins had undertaken a quarterly cash reconciliation on the 10th October, 2022. There were no issues.

112.

Section 106 funding.

Councillor D. Thomas reported to Members that he had received an up to date figure for Section 106 funds within the Penygroes ward.

£ 2000 – parks – already allocated to Penygroes park for disabled access

£ 31474.08 – affordable housing

£ 22328.68 – Biodiversity - to secure and manage an area of open mosaic habitat for nesting birds

£ 3129.00 – Biodiversity - marsh fritillary mitigation

113.

Request on Seminars / Joint meetings

There were none.

114.

Date of next meeting

Members **resolved** that the next Ordinary meeting of Council be held on the 30th November, 2022.

115.

As there was no further business to discuss, the Chair declared the meeting closed at 8.00pm.

Chair