

DRAFT MINUTES of the Ordinary Meeting of Llandybie Community Council held at the Council offices, High Street, Llandybie and online via Zoom on Wednesday, 27th of February, 2024 at 6.30 p.m.

Present

Councillors	Cllr R.A. Davies	Cllr C. R. Thomas	Cllr H. Davies
	Cllr D. W. Hopkins	Cllr I. Rh Llewelyn	Cllr A.J. Evans
	Cllr R. Barnes	Cllr S. Roberts	Cllr J. Tandy
	Cllr G. J. Davies		

Attending online Cllr P.H. Roberts Cllr A. W. Jones

Apologies	Cllr S. Thomas	With dispensation	
	Cllr K. D. L. Davies		Cllr E. Davies
	Cllr D. Thomas		
Absent	Cllr E. W. Nicholas		

410.

To Receive apologies for absence.

Apologies with dispensation; Cllr S. E. Thomas

Apologies; Cllr K. D. L. Davies, Cllr D. Thomas, Cllr E. Davies,

411.

DECLARATIONS OF INTEREST.

There were four declarations of interest received;

- Cllr R. A. Barnes re agenda point 418 Financial Matters re grant awards and declared that he is committee member at Caerbryn AFC.

412.

MINUTES

The Minutes of the following meetings as circulated were considered:

- Minutes of the Ordinary Meeting held on the 31st of January, 2024.
- Minutes of the Planning Meeting held on the 31st of January, 2024
- Minutes of the Finance Meeting held on the 15th of February, 2024
- Minutes of the Environment Meeting held on the 15th of February, 2024

413.

MATTERS ARISING FROM THE MINUTES

Chair

Ordinary Minutes Item 271.

Cllr R. A. Davies asked for his concerns to be noted that he felt doing our own park inspections left the Community Council open to being challenged in a court of law if a case was brought against the council for an incident in any of the parks.

The Clerk confirmed that he had sought the advice of both a Health and Safety adviser who undertakes government training on park inspections, other Community Councils that do their own inspections and a qualified park inspector and the consensus was that as we had an annual inspection by the County Council this was seen as verifying our inspections provided that we as staff had the correct training and certificate.

The Clerk further confirmed that he was waiting on a reply from our insurers on whether doing our own inspections would effect our indemnity if a case was taken to court.

Cllr A. J. Evans felt that the fact we had Public Liability and full cover on insurance would cover us as an authority and this was a viewpoint Cllr S. Roberts felt was valid. Cllr I. Rh. Llewelyn expressed his view point that it was key to establish the Clerks point that if the insurers were happy that we were covered then that was the key consideration and that the Clerk be allowed to get this point clarified and reported at the next Ordinary Meeting.

Cllr A. W. Jones asked that the position of staffing be clarified on the reliance on two staff to carry out the inspections, and both being available with annual leave and staff absence considerations and this was a concern shared by Cllr R. A. Davies.

Cllr J. Tandy asked the Clerk for explanation of the current provision. The Clerk confirmed that Llanon Community Council had successfully tendered for the monthly inspections and had two inspectors and we could quite easily carry on with an outsource service if in house staff did not undergo training but equally we could ask them to cover in the event we did our own inspections on completion of the relevant training to cover staff absence or leave. Cllr J. Tandy felt that this might offered sufficient cover.

The Clerk asked that he get the insurers advice and report to the next Ordinary Meeting.

It was **resolved** that the Clerk confirm that the Council proceed to engage with the insurers to clarify the position.

Finance Committee Item 286.

Cllr A. W. Joines asked the Clerk for clarification as to why Llandybie Primary School had not been awarded a grant. The Clerk confirmed that the relevant supporting letter and accounts had not been received. Cllr A. W. Jones asked that as

there was ‘no specific request’, why an amount couldn’t have been offered. The Clerk confirmed that initially the request was for signage to the school and that was a capitol cost that he felt should be a part of the Education Budget of the County Council and that as in the case of other schools, a pupil run club had been set up to look at extra curriculum activities and had its own budget and in some cases account.

Cllr R. A. Davies confirmed that as a governor he had asked the school for subsequent letter with an alternative project that could be support but non had been forthcoming.

Finance Committee Item 341.

On the item ‘To agree the budget for 2024/25’ Cllr A. W. Jones asked for clarification on the figures presented in terms of budget against precept and how it was calculated. The Clerk went on to go through the detail on the current and projected income and expenditure and where how increase in each was calculated and then explained the methodology used to set the precept against the reserves.

Cllr A. W. Jones confirmed he was happy with the explanation.

Environment Committee Item 345.

Cllr J. Tandy asked for a typing error to be corrected that a 100% was available and not 1000%.

The Clerk confirmed that he would undertake the amendment.

414.

PUBLIC PARITICIPATION

There was none.

415.

CORRESPONDENCE

(i) Police reports as at 1st of February 2024

The Clerk confirmed that the crime figures up until February 1st had not yet ben published by the Police.

For members and wider public information, Llandybie Community Area Crime figures below are available using the link below. The Clerk recommends that the look at the crime map of their area which offers some detail of the breakdown of the crime figures by searching ‘in my area’.

[Llandybie | Police.uk \(www.police.uk\)](http://www.police.uk)

The Clerk confirmed our local PCSO and a new PCSO would be attending the next meeting if the shift pattern allowed to continue regular dialogue on the issues and developments in the area, this was accepted, and the Clerk will now invite the Police to the next Ordinary Meeting on Wednesday 27th of March 2024.

416.

Clerk's Report 23/02/24

To: Chair and Members of Council.

(a) Parks;

(i) Llandybie Park Projects Update;

- **MUGA** was completed just before Christmas the contractor Wicksteed Leisure just needs to complete making the playing surface this due to adverse weather condition will be completed in March 2024.
- **106 grants for park area**, installation of a Trampoline Area with 3 pieces of apparatus is currently underway only having been hampered by the recent bad weather, it has now been for completed at an agreed cost of £24,475.36 plus vat. This will be reclaimed against 206 grant monies.

(ii) Saron and Capel Hendre 106.

The Clerk has had a reply from Carmarthenshire County Council in relation to starting planning the spend the two amounts of £22,320.00 for future education provision at Saron and £17,680.00 for Cwmgwili park. They have informed him that the contractor has not deposited funds yet. A further reply was received in January confirming this is still the position.

Discussion at the meeting;

During the discussion on parks Cllr C. R. Thomas expressed her concern that litter may becoming a problem after an incident was reported at Llandybie Park, Cllr S. Roberts added that he felt dog fouling was becoming more prevalent and both felt that more litter bins and dog poo bins were needed.

The Clerk confirmed he would investigate this and seek a solution.

Update; This is still the latest news.

(b) Footpaths.

The following footpaths are under review by the County Council;

Chair

- **Bonllwyn 61/106;** This is a rights of way which has been neglected for some years, and the Clerk has once again asked for an update on the RoW team to do a survey as previously offered on the route and look at the possibility of opening it up once gain.
- **Caerbryn 51/56;** The Clerk is still pressing the Rights of Way Team who have committed to repairing the foot bridge. The damage to the route has, they say, been caused by a water run-off from the highway. The Clerk has now written again to Carmarthenshire Highways team to begin dialogue and The Administration Officer has followed up with a request for an update.
- **Penygroes 51/34 and 51/35, 51/33;** Whilst 51/34 is now being looked at by our contractor, the legal team at Carmarthenshire County Council are looking at 51/13 to get the landowner to cut the overhanging branches, the Clerk has written to the Legal Dept at Carmarthenshire County Council for an update. 51/35 is being looked at as part of the Gilfach Iago development. The Administration Officer has followed up to ask for an update.
- **51/51;** This is still being dealt with by Carmarthenshire County Council's legal team as a resident has built a garage base over the right of way and another resident has put play equipment across it.
- **51/24;** The Chair Carey Thomas has highlighted this footpath and County Council has paid a visit and discovered the land has done some work on land next to it and the County Council legal team will investigate.

(c) Annual External Audit 2022/23;

The Clerk has chased up in an email of week commencing February 12th and at the time writing this report three further questions have been received and will be answered in the next two working days.

(d) Penygroes RFC and Gate locking at night.

A meeting has now taken place with Menter Cwm Gwendraeth and they have refused to lock the gate at night, at the time of the writing of this report the Clerk is checking the conditions of the lease agreement.

Discussion at the meeting;

Cllr R. A. Davies asked why at the previous meeting a solution with a rota had seemingly been found that now there was an impasse. The Clerk confirmed that since then Menter Cwm Gwendraeth had stated that they were not responsible and uncomfortable locking the gates each night. Cllr P. H. Roberts offered his frustration that a solution could not be found.

The Clerk updated the meeting that he had in fact researched the park lease agreement and presented a plan showing that the car park and access road were in fact owned by the County Council with shared rights that both the Community

Council as leaseholders of the park, top rugby field and tennis court and Menter Cwmgwendraeth as leaseholders of the Pavilion had a access too.

It was agreed to after a suggestion by Cllr S. Roberts that a Perks Committee hold a site meeting to look at ideas to resolve the issue.

(e) Incident with Car Driving through a fence at Penygroes Park.

The Clerk has put in a claim £647.00 for repair costs plus £291.15 for his time. The Clerk is currently chasing Admiral Insurance for settlement.

(f) Paperless Meetings IT Update and policy adoption consideration .

The Clerk has received a formal quote at £1,743.30 for 10 Mobile Devices (Tablets) and this includes protective carrying cases. The Clerk has two comparative quotes one at £1,821.95 and a third at over £3,000.00 all three are plus Vat.

(g) The Rights of Way Maintenance Tender has now been sent out and we are awaiting replies for the end of February deadline.

(h) The Parks Grass Cutting and Maintenance contract due to end at the end of March is currently being prepared by the Clerk and the Administration Officer and are in the process of compiling the list and getting the documents ready for emailing for return by the end of March 2024.

(i) Park Inspections;

The Clerk has sourced the services of a qualified Health and Safety Inspector who does training for park inspection services, then cost is £1,000.00 plus Vat and there are currently 6 people booked on which include The Clerk and the Administrative Officer, 3 from Betws Community Council and 1 from Llanarthne Community Council.

(j) Banc Y Ddraenen;

The initial tree planting on the estate and the Orchard in the park is being planted at a cost to the County Council on Thursday 29th of February 2024.

The Clerk has now compiled a poster to be designed and it was agreed to produce 2,000 to be distributed throughout the estate and wider area and to put the posters in shops and other public buildings. The Administration Officer has liaised with Primary Schools at Blaenau, Saron and Penygroes and received positive responses along with three local Ysgol Meithryn.

(k) Defibrillator Training and Pads;

The Clerk has spoken with Mark Gower at Save a Life to organise Defibrillator Training through St. Johns Ambulance, the Clerk is currently talking with him on how this would be structured and what the cost and available dates would be.

Discussion at meeting;

Cllr S. Roberts and Cllr J. Tandy felt that it was important the Council revisits the adoption of more strategically placed defibrillator units and there was a community duty to provide cover in case of an emergency.

The Clerk offered the advice that this was not a statutory need of the Community Council and the cost at up to £100 per year for the pads per unit along with 10 weekly checks by staff would be an extra cost to the ratepayer outside our statutory function. He further explained that there was question on insurance and liability should units fail between tests or there was a disputed incident. Cllr A. W. Jones in part concurred with this view in that the Community Council was not the NHS or indeed not the County Council and that as a Council we needed to be mindful that we could not 'be all things to everyone'.

Cllr C. R. Thomas felt that there was a need to look at the issue even though it had been debated at length in previous meetings. Cllr J. Tandy and Cllr S. Roberts agreed and proposed a strategy and plan be looked at for consideration in terms of the distance between units in line with NHS guidelines and the costs associated.

Cllr A. J. Evans felt that units were of little use when the majority of incidents occur outside the proximity of units and that key areas of focus such as sports grounds made more sense.

Cllr C. R. Thomas, Chair, suggested that the proposal that the Clerk develop a costed plan for consideration be accepted.

It was agreed that the Clerk produce the plan by the next Ordinary Meeting.

(l) The Asset Management Business Plan.

The Clerk is working on this and aims to have a draft for discussion at the end of March 2024.

(m) To agree the Budget from the Finance Meeting.

The Clerk will be happy to take questions unless earlier answered in matters arising from the minutes of the Finance Committee on the 15th of February 2024.

(n) Preparation of Internal Audit.

The Clerk has now started to collate the information required for the internal audit.

Non agenda discussion;

Non agenda discussion concerning Ammanford Technical College and Modernising Education Strategy of Carmarthenshire County Council were raised by Cllr J. Tandy

27th of February 2024

and the Clerk offered to acknowledge this and take two agreed actions by the next Ordinary Meeting;

1. To resend the email regarding the Modernising Education Strategy and collate responses and discuss a formal response with the Chair.
2. To gather the information regarding the closure proposal of Ammanford Technical College from internal government and external government sources and produce a brief report for discussion with Chair to assess the need for a special meeting to debate a formal response to Coleg Sir Gar and Welsh Government.

Dai Nicholas – Clerk

February 23th 2024

417.

Gilfach Iago Update

The Clerk confirmed that Cllr D. Thomas had informed him that he had asked for an update earlier in the month the reply is as follows;

“Annwyl/Dear Councillor Thomas,

Thank you for your enquiry.

I can advise that we are currently compiling the report to present to the Cabinet Member which will set out the background and legal particulars associated with pursuing the Highways Stopping Up Order (with reserved rights for Non-motorised users) under s.116 of the Highways Act 1980. Subject to this being approved we will enter a period of statutory consultation. Whilst we do not yet have a date set for this, it is our intention however to communicate directly with Local Members whose wards feature in the Gilfach Iago area, prior to formal consultation in order to provide further detail on the next steps.

Subject to the process of the stopping up being successful at the magistrates court, our colleagues in Public Rights of Way will be looking to programme in reinstatement and improvement works in which my colleagues will ensure you are fully briefed in respect of planned works and timescales.

I hope the above assists with your query.

Kind Regards,

Louise Tovey

Transport Strategy & Infrastructure Engineer

Chair

Carmarthenshire County Council

It was **resolved** that the Clerk update future Ordinary Meetings of progress.

418.

FINANCIAL MATTERS

The following financial information was circulated 3 days prior to the meeting by the Clerk;

INCOME to February 22nd **2024**

HEADING	BUDGET	ACTUAL INCOME	DIFFERENCE
Precept	180000.00	180000.00	0.00
Vat Return (Rebate)	12000.00	9863.32	-2136.68
Bank interest	800.00	5886.02	5086.02
Hire Agreement/Grants	7700.00	14866.00	7166.00
Total	200500.00	210615.34	10115.34

EXPENDITURE

HEADING	BUDGET	ACTUAL EXPENDITURE	DIFFERENCE
Grass Cutting	£54,000.00	£39,495.35	£14,504.65
Staff Salary and PAYE	£51,225.00	£46,268.30	£4,956.70
Office Services	£12,350.00	£13,236.99	-£886.99
Insurance	£2,500.00	£0.00	£2,500.00
Financial Grants (Open Spaces, Hall, Cemetary)	£20,000.00	£7,100.00	£12,900.00
Asset Maintenance (Public conveniences, premises, parks, rights of way, burial grounds)	£33,550.00	£29,760.11	£3,789.89
Services & Subscriptions	£2,300.00	£298.00	£2,002.00
Members Allowances & Paye	£7,134.00	£214.00	£6,920.00
Election Costs	£10,000.00	£18,999.26	-£8,999.26

Chair

27th of February 2024

Section 137	£10,000.00	£6,100.00	£3,900.00
Vat	£12,000.00	£5,206.00	£6,794.00
Community Development	£42,000.00	£35,731.62	£6,268.38
Total	£257,059.00	£202,409.63	-£54,649.37

Payments for February to 22nd of February 2024

08/02/2024	6385	Dynevor Tree Services, Scrub Cut January Contract 2 Inv 332	350.00
08/02/2024	6386	Llandybie Church Hall, Rent for Chamber/Office 01/12 to 30/04/24	650.00
12/02/2024	Online	Dwr Cymru 6 Month for Penygroes Toliets Inv 4055187430	289.84
12/02/2024	Online	EDF Sports Pavilion Saron, 04/01/ to 30/1/2024 Inv 000018090653	19.30
12/02/2024	Online	EDF Floodlights Park Av, Capel Hendre 04/01 to 30/01/2024 Inv 000018093670	17.91
12/02/2024	Online	EDF Shed Bowling Green, Woodfield Rd, 01/01 to 31/01/2024 Inv 000018083193	25.60
12/02/2024	Online	EDF Pavilion Penygroes, 04/01 to 30/01/2024 Inv 000018083271	23.04
12/02/2024	Online	DWR CYMRU, Bowls and Tennis Pavilion 23/07/23 to 18/01/2024 Inv 4055921655	64.90
12/02/2024	Online	Dinefwr Electrical, PAT testing Chamber items on properties Inv 0072	70.00
12/02/2024	Online	Dinefwr Electrical, PAT testing 10 items on properties Inv 0071	70.00
12/02/2024	Online	Dinefwr Electrical, PAT tresting, Saron Juniors FC Inv 0070	104.00
12/02/2014	Online	Carmarthenshire County Council Ground Maintenance Quarter 3 Inv 97482129	8613.25
12/02/2024	Online	Morgan & Morgan, DMARC Solution security Inv 00081422	240.00
12/02/2024	Online	Newhall Janitorial, Handtowels Inv 0057672	52.73
12/02/2024	Online	Newhall Janitorial, Toilet Paper Inv 0046257	217.06
12/02/2024	Online	Wicksteed, MUGA with Goal Mouth and Basketball Hoops Inv 824309	16205.41
12/02/2024	Online	EDF Pavilion Woodfield Rd, 02/01 to 02/02/2024 Inv 000018222316	18.89
16/02/2024	Online	D. Nicholas Salary February 2024	2452.20
16/02/2024	Online	S. Taylor Salary February 2024	729.30
16/02/2024	Online	K. D. Landscaping Services Febraury Public Convenience Service Inv 143	853.75
16/02/2024	Online	Martin Davies Translation of Ordinary and Plannng meetings for January 2024	381.09
16/02/2024	Online	Carmarthenshire Application Fee for Dyfed Pension Fund Invoice 97482460	1296.00

Chair

27th of February 2024

16/02/2024	Online	DWR Cymru Public Convenience, Llandeilo Rd, Llandybie Inv 405511126	125.90
16/02/2024	Online	Martin Davies Translation of Employment Minutes	133.05

Balance as at 22nd February 2024

CYNGOR CYMUNED LLANDYBIE COMMUNITY COUNCIL			
Mantolen 2023-2024 Accounts from April 1st			
Prepared by - D Nicholas			
Financial year ending 31/3/2024			
BALANCE OF ACCOUNTS			
			£
Finance Spreadsheet			Balance from Cash Book £279,663.56
Brought Forward (opening balance at Bank) including uncashed cheques			£312,607.63
Add Income in the year			£210,615.34
Total			£523,222.97
Less outgoings			£193,015.03
Closing Balance Finance Spreadsheet (receipts - payments)			£330,207.94
Unpresented payments/cheques			£11,747.18
TRUE STATEMENT BALANCE			£330,207.94
Note on saving;			
Salary of Rhian Thomas £2,000			
Refund from EDF £1600	£800		

Members **resolved** to approve the budget and payments as correct.

419.

Section 106 funding.

There was no further information offered by County Councillors present.

Request on Seminars / Joint meetings

Chair

27th of February 2024

Cllr J. Tandy reported that he had had a worthwhile and enjoyable time attending the Ukrainian Remembrance Day.

420.

Date of next meeting

Members **resolved** that the next Ordinary meeting of Council to be held on Wednesday 27th of March at 2024.

421.

As there was no further business to discuss, the **Chair declared** the meeting closed 8.20 pm.