

MINUTES of the Ordinary Meeting of Llandybie Community Council held at the Council offices, High Street, Llandybie and online via Zoom on Wednesday, 29th of May, 2024 at 7.15 p.m.

Present

Councillors	Cllr D. Thomas	Cllr C. R. Thomas	Cllr H. Davies
	Cllr D. W. Hopkins	Cllr E. W. Nicholas	Cllr A.J. Evans
	Cllr P.H. Roberts	Cllr S. E. Thomas	Cllr J. Tandy
	Cllr E. Davies	Cllr G. J. Davies	Cllr S. Roberts
	Cllr A. W. Jones	Cllr K. D. L. Davies	Cllr R. Barnes
	Cllr R.A. Davies	Cllr N. C. Davies	Cllr A. L. Thomas

Attending online

Apologies Cllr I. Rh Llewelyn

459.

To Receive apologies for absence.

Cllr I Rh. Llewelyn

460.

DECLARATIONS OF INTEREST.

There were none

461.

MINUTES

The Minutes of the following meetings as circulated were considered:

- Minutes of the Ordinary Meeting held on the 24st of April, 2024.
- Minutes of the Planning Meeting held on the 24th of April, 2024

462.

MATTERS ARISING FROM THE MINUTES

There were none.

463.

PUBLIC PARTICIPATION

There was one member of the public who had given prior notification to observe the meeting and was present.

Chair

464.

CORRESPONDENCE

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

The Clerk reported that the Police Crime Figures had not been published online since March 1st. Cllr S. E. Thomas wanted it noted that this was disappointing and that a complaint should be made.

The Clerk offered to write to the Police Commissioner Dafydd Llewelyn.

It was **resolved** that the Clerk write to the Police Commissioner.

(ii) Email correspondence from the public regarding Freedom of Information.

The Clerk read out an email received from Mr M. Bowen who had requested the number of public participants who had attended that of Ordinary, Planning, Policy, Finance and Community Development Committees over the past 6 years. A further request asked that outside the remit of the website what other means were offered by the Council to offer access to all agendas and minutes and the note taking record.

The Clerk explained that he had replied as Clerk and Financial Responsible Officer that as the records were a matter of public interest and were available to view online and that he had invited Mr Bowen to view the minutes, agendas and note book at our offices in person, the Clerk informed Councillors that he had further informed Mr M. Bowen that it was waste of officer time and in turn public money to act as a research and statistic gathering service.

The Clerk explained that Mr Bowen was unhappy with this reply and had asked for a review of our process in dealing with these requests, the Clerk further explained that he had taken advice from One Voice Wales on the matter and felt that his reply was fair and balanced and the process was fit for purpose.

The Councillors present agreed and felt offering the information online and to be viewed in person was acceptable and the process open and accountable.

It was **resolved** that the Clerk invite Mr Bowen into the Council office to view the files.

465.

Clerk's Report 24/05/24

To: Chair and Members of Council.

Chair

(a) Parks;

(i) Saron and Capel Hendre 106. Still on the list of follow up with Carmarthenshire County Council.

There is no further update on the two amounts of £22,320.00 for future education provision at Saron and £17,680.00 for Cwmgwili Park.

(ii) Park Inspection Training. Update

The Clerk and Administrative Officer have now completed the Routine and Passed the Operational Park Inspection Training.

(iii) Swings at two parks in Penygroes.

The best of three quotes received was £9,298.88 no VAT (2nd Quote Wicksteed Leisure £15,084 plus VAT) and the local contractor M B Fencing has asked the Council to consider the option to purchase the swings direct from the manufacturer and the pay the contractor for install. The cost of the direct Purchase is £4076.64 Inc VAT and install the remainder of £5,222.24 no vat. We would reclaim the VAT on the purchase of the equipment.

It was **resolved** that the Clerk had sought best value and should ask the contractor to evidence appropriate certificates for undertaking installation of park equipment and the Clerk order the equipment direct and ask him to carry out the work after evidence of competence.

(b) Footpaths. There are no further updates on the below Footpaths below except 51/56.

The Clerk and Administrative assistant continue to press the County Council team of the following footpaths and will keep these in the Clerk's Report until they are resolved.

- **Bonllwyn 61/106;** The Rights of Way Team at Carmarthenshire County are negotiating with the landowner to redirect the route and get the landowner to undertake the works this year to reinstate the route, this includes a small footbridge and styles and then putting a cutting machine in the re instate the footpath.
- **Caerbryn 51/56;** The Clerk has met Cllr D. Thomas on site and it seems the work needed is less than anticipated, the Clerk has asked the County Rights of Way team to look at removing some soils and from the top of the approach path.
- **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 Country 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.

(c) Annual External Audit 2022/23;

The Clerk has now been informed that the Welsh Audit Office has passed the External Audit of 2022/23 and will display the notice in due course.

(d) Penygroes RFC and Gate locking at night.

After many meeting and correspondence Menter Cwm Gwendraeth have stated that they do not wish to offer keys to users of their facility who attend events after the hours of 4pm or need to attend events at 6.15am each morning.

Cllr P. H. Roberts asked the Clerk to write to Carmarthenshire County Council asking if they would accept responsibility for damage caused to Community Council land and property if an incident occurred after hours or early mornings as they were responsible for access to the Park, the Clerk agreed to action this.

It was **resolved** that the Clerk write to County Council accordingly.

(e) IT Tablets for council business.

The Clerk has now ordered ten tablets as agreed in the Ordinary Meeting in April and two extra Tablets for the recently elected Councillors in the Saron Ward.

(f) The Parks Grass Cutting and Bowls Maintenance; Update, The County Council has once again offered the best price which was cheaper by £22,731.51 (2nd quote £26,000) from the nearest quotation. The amount was less than the £25k for the Groundworks/Parks Grass Cutting contract and as such would not be required to go to full tender however a full tender was sent out to 5 contractors. Two tenders were received for this contract and two for the Bowls Maintenance contract at £7,866.22 (2nd quote £15,000) again this was sent out as a full tender. The Clerk based on having sought best value that he has permission to award the two contracts to Carmarthenshire County Council who have undertaken a good level of service over many years.

Cllr R. A. Davies and Cllr E. W. Nicholas were in the opinion that as the service that the County Council provided was so high and that the Clerk had clearly sought best value that the Clerks suggestion be accepted. Cllr R. A. Davies proposed the Council accept the County Council submission and this was seconded by Cllr E. W. Nicholas.

I was **resolved** to accept the proposal.

(g) Banc Y Ddraenen Park Project;

Chair

The posters distribution is ongoing with over 700 delivered door to door by the Clerk, Administration Assistant and Cllr J. Tandy around Capel Hendre the completed door drop of 1,300 leaflets will be completed to the Penygroes and Saron area in the next two weeks. The Clerk had one telephone call with positive feedback and offer of support from a resident and one email supporting the project.

(h) The Asset Management Business Plan.

The Clerk has now drafted up the plan as a spreadsheet and will release this to Councillors after the Internal Audit for 2023/24 is concluded.

(i) Preparation of Internal Audit.

The preparation is now complete and the Clerk has arranged to meet Internal Auditor Lyn Llewelyn in the coming week.

(j) Our archives.

The Clerk has arranged to meet the Archive Department of Carmarthenshire County Council to discuss the files that we have and asses the process.

(k) Saron Park CCTV.

The Clerk as per the agreement in the Ordinary Meeting of March 27th has now sought three quotes with two quotes received, he is currently chasing up contractors for a third quote.

(l) Election at Saron Ward.

The election has now taken place with Nicholas Craig Davies having 311 votes and Amy Louise Thomas having 224 Caryl Evelyn Tandy receiving 102 votes and Wayne Erasmus receiving 72 votes. Craig Davies and Amy Thomas were duly elected.

(m) Induction of new Councillors.

The induction of the above named two Councillors to the Saron Ward has taken place and the Clerk will be sharing training opportunities vis One Voice Wales with them.

Dai Nicholas – Clerk

May 24th 2024

466.

Chair

Gilfach Iago Update

The Clerk confirmed that there was no further update. This was confirmed by Cllr D. Thomas.

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

467.

Accounts to May 26th 2024

INCOME

HEADING	BUDGET	ACTUAL INCOME	DIFFERENCE
Precept	180000.00	60000.00	-120000.00
Vat Return (Rebate)	17000.00	0.00	-17000.00
Bank interest	800.00	68.73	-731.27
Hire Agreement/Grants/106	4700.00	24126.17	19426.17
Total	202500.00	84194.90	-118305.10

EXPENDITURE

HEADING	BUDGET	ACTUAL EXPENDITURE	DIFFERENCE
Grass Cutting	£31,500.00	£8,683.25	£22,816.75
Staff Salary and PAYE	£61,864.00	£8,873.42	£52,990.58
Office Services	£6,000.00	£6,428.89	-£428.89
Insurance	£2,500.00	£0.00	£2,500.00
Financial Grants (Open Spaces, Hall, Cemetary)	£20,000.00	£300.00	£19,700.00
Asset Maintenance (Public conveniences, premises, parks, rights of way, burial grounds)	£54,500.00	£15,371.14	£39,128.86
Services & Subscriptions	£6,050.00	£0.00	£6,050.00
Members Allowances & Paye	£15,875.00	£977.00	£14,898.00
Election Costs	£16,000.00	£8,028.26	£7,971.74
Section 137	£20,000.00	£0.00	£20,000.00
Lighting	£6,000.00	£0.00	£6,794.00
Community Development	£15,000.00	£603.13	£14,396.87
Total	£255,289.00	£49,265.09	-

Chair

Payments made to May 26th 2023

02/04/2024	Online	Cllr J. Tandy Expenses	381
02/04/2024	Online	EDF Energy Inv 000018264292	463.63
16/04/2024	Online	D Nicholas Salary April 2024	2426.4
16/04/2024	Online	S. Taylor Salary April 2024	1235.61
15/04/2024	Online	EDF Energy Inv 000018614014	457.19
15/04/2024	Online	EDF Energy Inv 000018744564	46.63
15/04/2024	Online	EDF Energy Inv 000018746614	21.57
15/04/2024	Online	EDF Energy Inv 000018741243	29.24
15/04/2024	Online	S Taylor Expenses for 6 Months	272.96
15/04/2024	Online	EDF Energy Inv 000018739320	36
16/04/2024	Online	Cacenua Campbell Inv Buffet Grant Evening	326
16/04/2024	Online	EDF Energy Inv 000018785290	32.21
17/04/2024	Online	Martin Davies Translation Inv Ordinary meeting 27th March	233.74
17/04/2024	Online	Martin Davies Translation Inv Env meeting 27th March	152.68
17/04/2024	Online	Martin Davies Translation Inv Standing Orders	478.25
24/04/2024	Online	Carmarthenshire County Council Inv 97563076	0
25/04/2024	Online	M. Phillips Fencing Inv 81	2441.25
25/04/2024	Online	M. Phillips Fencing Inv 83	2441.25
29/04/2024	Online	Cllr A. Jones Expenses	336
29/04/2024	Online	Cllr D. P. Jones Expenses	130
29/04/2024	Online	Cllr Gwenllian Harries	130
29/04/2024	Online	BT Inv MO17JV	58.2
29/04/2024	Online	Dinefwr Electrical Inv 117	181
29/04/2024	Online	Carmarthenshire County Council Inv 97572745	8028.26
29/04/2024	Online	Smith of Derby, Inv 131751	210
29/04/2024	Online	Harcourt Colour Print Inv 149812 no vat on flyers	277.13
29/04/2024	Online	K D Gardening Services April Inv 156	862.5
29/04/2024	Online	Audit Wales 2022 23 Audit Inv 806	661
29/04/2024	Online	SSE Energy Inv 603819	169.3
29/04/2024	Online	Cilch Meithryn Saron, Grant	300
29/04/2024	Online	Carmarthenshire County Council Cll Tax Inv Bowls Pav	1629.8
29/04/2024	Online	Carmarthenshire County Council Cll Tax Inv Offices	2163.7
29/04/2024	Online	Martin Davies Inv Chairs Report	44.07
29/04/2024	Online	EDF Energy Inv 000018527619	17.67
29/04/2024	Online	EDF Energy Inv 000018869536	373.87
29/04/2024	Online	Morgan & Morgan Inv 83885	35.99
29/04/2024	Online	Morgan & Morgan Inv 83930	2424.96
30/04/2024	Online	Wicksteed, Goalmouth/MUGA Inv 824879	3794.33
30/04/2024	Online	HMRC April	1200.22
30/04/2024	Online	RYNAT Training Inv 4270	2340
17/05/2024	Online	D. Nicholas Expenses Vodafone	161.97
17/05/2024	Online	D. Nicholas Expenses Travel and Petrol	165.06
17/05/2024	Online	D. Nicholas Expenses Postage / General	140.35
17/05/2024	Online	D. Nicholas Salary May 2024	2426.2
17/05/2024	Online	R. Gleaves Inv 91	70
17/05/2024	Online	S. Taylor Salary May 2024	844.65

Payments to be made by End of May 2024;

- SSE Energy Toilets Llandybie £215.90
- Welsh Water 7 months Saron Pavilion £321.02
- EDF Energy Shed-Bowling Green Llandybie £39.10
- EDF Energy Bowls and Tennis Pavilion £186.64

- EDF MUGA, Llandybie £5.18
- EDF Penygroes Pavilion £25.96
- EDF Energy Capel Hendre Play Area £21.96
- EDF Energy Sports Pavilion Saron £32.77

CYNGOR CYMUNED LLANDYBIE COMMUNITY COUNCIL				
Mantolen 2024-2025 Accounts from April 1st				
Prepared by - D Nicholas				
Financial year ending 31/04/2025				
BALANCE OF ACCOUNTS				
				£
Brought Forward (opening balance at Bank) including uncashed cheques				£312,607.63
Add Income in the year				£85,776.02
Total				£398,383.65
Less outgoing				£40,581.84
Closing Balance Finance Spreadsheet (receipts - payments)				£357,801.81
Unpresented payments/cheques				£0.00
TRUE STATEMENT BALANCE				£357,801.81

Cllr R. A. Davies and Cllr S. E. Thomas both asked the Clerk to include more detailed descriptions within the payments column, the Clerk agreed to rectify this for the next financial report to be presented at the June meeting.

Members **resolved** to ask the Clerk amend the entries and approve the budget and payments as correct.

468.

Section 106 funding.

There was no further information offered by County Councillors present.

Request on Seminars / Joint meetings

Chair

There was no information offered.

469.

Date of next meeting

Members **resolved** that the next Ordinary meeting of Council to be held on Wednesday 26th of June 2024. The Clerk confirmed that he had clarified that this meeting could go ahead with Once Voice Wales, given it was in the Pree General Election Period.

470.

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