

MINUTES of the Ordinary Meeting of Llandybie Community Council held at the Council offices, High Street, Llandybie and online via Teams on Wednesday, 30th of July, 2025 at 6.30 p.m.

Present

Councillors	Cllr D. W. Hopkins	Cllr L. Wilkins	Cllr J. Tandy
	Cllr A.J. Evans	Cllr R. Barnes	Cllr H. Davies
	Cllr G. J. Davies	Cllr E. J. Davies	Cllr C. R. Thomas
	Cllr S. Roberts		

Attending online Cllr K. D. L. Davies Cllr A. W. Jones. Cllr A. L. Thomas

Apologies Cllr E. W. Nicholas Cllr R.A. Davies Cllr L. Jones
P. H. Roberts D. Thomas

769.

To Receive apologies for absence.

There were five; Cllrs E. W. Nicholas, R. A. Davies, P. H. Roberts, L. Jones, D. Thomas

770.

DECLARATIONS OF INTEREST.

There was one, during Item 731, Matters Arising and the update from the Clerk on 106 payments in relation to Riverway Park, Bonllwyn, Cllr A. W. Jones declared during the item that he was a Councillor of Ammanford Town Council,

771.

MINUTES

The Minutes of the following meetings as circulated were considered:

- Minutes of the Ordinary Meeting held on the 25th of June, 2025

The minutes were proposed as correct by Cllr S. Roberts and seconded by Cllr R. Barnes.

- Minutes of the Planning Committee held on the 25th of June, 2025

The minutes were proposed as correct by Cllr S. Roberts and seconded by Cllr K. D. L. Davies.

- Minutes of the Policy & Employment Committee held on the 9th of July, 2025

The minutes were proposed as correct by Cllr N. C. Davies and seconded by Cllr A. L. Thomas.

- Minutes of the Community Profile Committee held on the 9th of July, 2025

The minutes were proposed as correct by Cllr S. Roberts and seconded by Cllr C. R. Thomas.

Acceptance of the minutes;

The Chair asked for a proposal to accept all the minutes and this was **Proposed** by Cllr S. Roberts and **Seconded by** Cllr R. Barnes.

772.

MATTERS ARISING FROM THE MINUTES

Matters arising from the Minutes of the Statutory Meeting and Ordinary Meeting held on the 30th May, 2025.

(i) Clerk to update on the matter on Riverway Park and 106 funding from the Minutes of the June Ordinary Meeting.

The Clerk updated Councillors that he had sought clarification on whether legally the 106 Money discussed at previous meeting in relation to Cllr A. W. Jones requesting that spend be redirected to the Riverway Park could be agreed.

The Clerk read out a positive response from the County Council saying that it could be done provided Llandybie Community Council inform the County Council that it was agreeing that Ammanford Town Council apply for the funds.

The Chair offered his opinion that other options should be discussed at the Finance Committee in September and explained that Llandybie Community Council could control the process by accepting the funds and paying for designated equipment seeing as its precept paying its residents would be using the refurbished park.

Cllr A. W. Jones felt that he had mentioned a ransom strip of land in the past that could be used for a new park but perhaps refurbishing the current, now closed park could be a solution. He offered the opinion however that was it simply a case of this Ordinary Meeting agreeing the principle of allowing Ammanford Town Council to apply for the money direct and there was no need to take the decision to Finance Committee, the Chair disagreed and asked proposed that it be put on the Agenda of the Finance Committee in September, this was seconded by Cllr

Cllr A. W. Jones asked the Clerk write to Ammanford Town Council to explain the application time scale, the Clerk agreed to do so.

It was **resolved** that it be included on the agenda of the Finance Committee in September.

Chair

(ii) Matter regarding short report by the Clerk and Chair to look at a proposal to award the Administrative Officer extra contracted hours.

The Chair reported that he and the Clerk had prepared a report that had been circulated and went through the detail of the report in response to Agenda item 753 of the Policy and Employment Committee on the 9th of July about a proposal by the Chair that the Administrative Officer be awarded 2.5 hrs. per week and the request by the Employment Committee via Cllr Anthony Davies and Cllr Anthony Jones who asked for a report be circulated and presented prior to Ordinary Meeting in July justifying the Admin Officer having 2.5 per week extra hours.

The Councilors at the meeting including Cllr C. R. Thomas were supportive, Cllr A. W. Jones questioned the Chair and directly question the Clerk as to how he could find the time to undertake his hours contained within the report, the Clerk asked the Chair and was granted a right of reply and asked Cllr A. W. Jones if he was saying that he as Clerk had been dishonest in completing his time sheet.

Cllr A. W. Jones said no he was just making sure that the staff costs were accountable to the public who pay the precept.

The Chair intervened and stated that he felt this was not following the Agenda item and the Clerk was not asking for more money and was happy to absorb extra hours but was merely looking to rationalise his time and was passing over two visual park inspections per month to the Admin Officer as part of a solution.

Cllr A. W. Jones interjected that he wondered how the Clerk had time to attend Carmarthenshire County Council meetings and sit on committees in addition to the hours he was claiming as Clerk to Llandybie Community Council.

When challenged by the Clerk on this point, Cllr A. W. Jones said he was trying to make sure the Clerk protected himself and the council from being accused of claiming to be working for the Community Council whilst attending County Council meetings.

The Chair again interjected asking for discussion to get back to the agenda item.

Cllr J. E. Davies offered that this was not sticking to the agenda item being discussed, and what the Clerk did in his own hours whilst doing other work was nobody's business and not the business of the Community Council and if he could account for his hours and the Chair as line manager was happy there was no further discussion to be had, and the meeting should get back the agenda item

The Chair stepped in and asked the Clerk to not comment further, and for the discussion to stop and get back onto the agenda

The Clerk asked and was granted a right of reply to respond to the suggestion by Cllr A. W. Jones of 'double time keeping' and explained three key points to Cllr A. Jones and these were;

All meetings he had attended for Carmarthenshire County Council are noted in the time sheet and match the attendance record that Carmarthenshire County Council publish online.

The clerk explained that Cllr A. W. Jones would not know that as *he* was not the line manager, but the Chair was and every quarter the Clerk goes through the time sheets with the Chair and the Chair was aware of the noted meetings and had signed off the Time Sheets.

The Clerk then expressed exasperation that a year ago Cllr A. W. Jones proposed a Job Evaluation, that as accepted by Councilors, and that evaluation was independently carried out as an external exercise by One Voice Wales. The Clerk further stated that Cllr A. W. Jones had further requested a Time and Motion process, this again was carried out by One Voice Wales and proved that the Time Sheets he and the Administration Officer were keeping, that were not actually used in the process, aligned and although both he and the Administration Officer said they were not asking for the process or reviews to take place, they did and both were awarded a raise in salary.

The Clerk then expressed his view that a year later, at this meeting Cllr A. W. Jones was still raising the issue about the Clerks time and time sheets.

The Chair stopped the discussion and would not accept further debate and resumed discussion on the agenda item.

The Chair proposed that 2.5 hours a week be awarded to the Administrative Officer, this was seconded by Cllr Lynne Wilkins and Cllrs C. R. Thomas.

Cllr A. W. Jones interjected and stated that he felt that this matter should be discussed at the next Employment Meeting and then resolved at the next Ordinary Meeting that followed, the Chair disagreed by explaining that the matter had already been discussed by the Employment Committee and the report was prepared to give Councilors the information on which to make a decision.

The Chair closed discussion and asked for a show of hands to decide the proposal and the proposal was carried by 11 votes in favor with an abstention by Cllr A. W. Jones that he wanted noted was because as the discussion on 106 payments in the previous was being referred to Finance Committee he felt that the same protocol should apply on this matter.

It was **resolved** to accept the Administrative Officer be awarded 2.5 hours per week and that the Clerk will update the contract of employment and update the salary for the next payroll in August 2025.

(iii)Clerk to update of Water Hygiene contract as part of the Minutes of the Policy Committee;

The Clerk explained that he had re issued the tender and had now had three responses and two quotes submitted by Jems Environmental, J & D Water Consultants Ltd and

Chair

third HSL Compliance who had stepped away from the process, the latter being the Clerk explained that he had gone through the proposals and was satisfied that both quoted proposal offered the correct standards and covered health areas that satisfied indemnity and compliance. The quote offered by J & D Water Consultants Limited was accepted on the grounds of being considerably less than the alternative price offered by Jems Environmental.

This was proposed by Cllr C. R. Thomas and seconded by Cllr G. Davies.

It was **resolved** to let the Clerk engage with J & D Water Consultants Ltd to undertake the work

(iv) Clerk to update on Fence at Penygroes Park as part of the Minutes of the Community Profile Committee.

The Chair updated Councillors on the issue of security at Penygroes Park and the Clerk offered the update he had received one quote of four requested from four local contractors and was waiting at least two more within the next week and would be adding this item to the Finance Committee in September as this was not a budgeted spend and would have to be funded from reserves if deemed urgent.

(v) Clerk to update actions regarding Saron Hall as part of the Minutes of the Community Profile Committee.

The Clerk updated Councillors that he, the Vice Chair and Cllr N. C. Davies had met with a representative of the Saron Hall Committee and had offered a package of support both by asking for an application to be submitted to the Community Grant, the Clerks support in applying for other grants and Cllr N. C Davies had offered join the committee. The Clerk offered to contact Saron Hall to resate the offer of support.

(vi) Newsletter & Social Media.

The Chair introduced an update that he had discussed a bi-monthly newsletter and Social Media presence with the Clerk after it was discussed at the Community Profile Committee and the Clerk confirmed that he had planned to release a newsletter by the end of August and set up Social Media Pages by the end of September.

773.

PUBLIC PARITICIPATION

There was none.

774.

CORRESPONDENCE

The Clerk confirmed he would follow this up with the County Council.

(i) Police reports as 1st of June 2025

Chair

Llandybie Area	
Violence and sexual offences	6
Other theft	2
Public Order	2
Other crime	1

Penygroes including Blaenau and Caerbryn;	
Violence and sexual offences	6
Burglary	2
Criminal Damage & Arson	1
Anti- Social Behaviour	1

Saron and Capel Hendre	
Violence and sexual offences	12
Burglary	3
Criminal Damage & Arson	3
Public Order	3

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)

(ii) Gilfach Iago Update

The Clerk announced that he had had a reply from Carmarthenshire County Council that he had circulated that was a request for confirmation to be officially noted for supporting the completion of Gilfach Iago from a designated road system to a footpath, bridleway and cycle way and that he had with the agreement of the Chair responded positively and had confirm the councils support.

The Clerk had also asked for a timeline to be indicated and he had a further reply not circulated that it was a matter of weeks to have the court proceeding concluded.

It was **resolved** to note the Clerks update and await further response.

735.

Clerk's Report 25/07/25

To: Chair and Members of Council.

(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. No further news to report.

(b) Footpaths.

The Clerk is met with Alan Warner of the County Council Rights of Way Team on the 26th of June with the following agreement and works to be carried out;

- 51/29 Locked gate on Track leading to Motor Cross area.

Action; A request is with Jason Lewday at Legal Dept and Carms CC team to agree gate be reopened.

- 51/107 Grass cutting needed.

Action; Llandybie Community Council have now cut this area.

- The Mill at Glynhir 51/ locked gate but you identified it as a byway

Action; You will investigate and ask the owner (The Mill) not to lock it

- 51/047/1; Clerk has walked and identified this as a key loop and found gates at the farm blocking the path, broken styles and a steel footbridge displaced

Action; Right of Way team will reinstate footbridge, styles and get farm gate removed to provide a proper access gate for walkers.

- 51/53 and 71; Blaenant Gwyn Farm Nr Pentregwenlais,

Action; Rights of Way team will speak to the farmer to see if a better gate can be installed with easier access through the farm yard and to protect animals from getting escaping.

- 51/64; Re-route passed the lake instead of going through farmyard,

Chair

Action; Rights of Way team have agreed with legal that this can be done, and a waymark finger post will be installed and styles introduced either end.

- 51/66; Two routes converging through Castell Y Graig Farm and two others farms before joining up at TY Rosser Farm, Pentregwenlais

Action; Whilst not closing the route 51/65 through three farms the Rights of Way team will put a finger post pointing to the preferred route bypassing the three farms but going passed Ty Rosser back on to 51/65.

- 51/92; Dog breeder maybe blocking foot path Nr Pistyll Quarry

Action; Rights of Way team to investigate the gate on the main A483 Nr Morgan Marine and Railway Crossing, the swing gate needs attention.

Update and discussion at meeting; Cllr N. C. Davies sked that the gate at footpath 51/17 be looked and pressure be put on the land owner at Cwmfferws to make a fence safe.

(c) Banc Y Ddraenen Park Project;

The Clerk offered the following update;

- The nature reserve area works had now been costed by the consultants pending a 106 grant of monies. The cost was circa £5,000 with a cost of £1,000 annually over 25 years to be deposited with Carmarthenshire County Council to be released yearly to cover the cost of the upkeep of the area in terms of cutting and mowing.
- The Clerk is now waiting for notification after the planning on a nearby site was granted to see when the 106 monies to cover the work is forthcoming to begin the project. It's worth noting that this may have implications regarding Saron Park.

Update ; The Clerk received a communication from the developer who copied in Carmarthenshire County Council that they now will look to confirm the funds via 106 for the project, the Clerk has asked for clarification from Planning as to the challenge to the decision on what implications that might have on the 106 monies being available.

Further update; A gate is now being costed to access the meadow area from Waterloo Rd as per Asset Maintenance Budget for 2025/26.

(d) Llandybie Tennis Courts;

The launch took place on Saturday 26th of July and a Press Release and pictures will be released.

(e) Heating System at Bowls and Tennis Pavilion;

The Betws Wind Farm Fund meeting that was held on the 28th of May decided to defer the application to a more suitable Community Green Energy Scheme that opens in the next 4 to 6 weeks, the Clerk is working with the grants team at the County Council to secure match funds via this recommended scheme.

(f) Dog Fouling Project & Schools;

The Schools Poster and Signage Competition was successfully complete, Clerk has circulated the Press Release and Pictures prior to this meeting.

(g) Saron CCTV;

Contractors will be on site to complete project in early August.

(h) Saron Park Upgrade;

The Clerk is in the process of completing the tenders and getting prices from three suitable contractors to upgrade the park in-line with agreed budget spend for 2025/26. It is hoped to start the project in September 2025 after the end of the School Holidays.

(i) Gate locking at Penygroes Park;

A resident is now locking the gate at 6.30am and closing at 8pm for the next 10 weeks.

(j) Fence and Gates at Penygroes Park.

As a result of the Traveler Community incident and after discussion at the Policy Meeting, minutes to be considered by this Ordinary Meeting on the 30th of July. The gate locking as reported above is being looked at as a temporary measure and the Clerk is has put out a tender to four companies locally to provide costings for two sets of gate and two fences to offer prevention from caravans and other vehicles accessing the Rugby Field and surrounding land.

The Clerk will update on quotes received, but the closing date of the tender is 1st of August. The Clerk will recommend this request as is not a budgeted item, be included on the agenda for discussion at the next Finance Committee in September.

(k) Defibrillators.

The Clerk would like to have discussion with members of its defibrillators, all now are out of date and need addressing. It was agreed in 2023/24 that once the units were deemed out of date they would be slowly commissioned off. The Clerk would like discussion on this to agree whether this agreement was still the wish of council. The Clerk has circulated the previous report to aid members recollection of decisions and discussion regarding this item.

Current list and approximate cost of replacement over

Locations

Current Llandybie Community Council Managed Units all 6 to 8 years old

(Caerbryn is less than 5 years)

Llandybie Social Club	1
Llandybie Bowls Club	1
Red Lion Llandybie	1
Badgers Bar Blaenau	1
Caerbryn FC	1
Mermaid Fish Bar Llandybie	1
Current possible liability for replacement	£11,724
Current annual cost for 6 units with pads consideration	£2,724

Decision of minutes March 2024;

“Cllr S. Roberts asked the Chair if it could be put to the vote as the debate had been very thorough. The Chair agreed and asked Cllr S. Roberts for a proposal, and it was proposed the current six units managed by the Council be supported until the end of their life span and no further, and no adopting of units be pursued by the Council. A vote was taken with nine supporting the proposal, one against and two abstentions.

Cllr N. C. Davies wanted it noted in the minutes that he objected to the decision on the grounds that defibrillators should be maintained, and also asked the Clerk to ensure that any decommission units be clearly marked out of service and removed from any online reference to their availability, the Clerk confirmed that this will be noted in the minutes.

Cllr A. W. Jones commented that this policy should be immediately be exercised and any units not fit for purpose removed.

The Chair proposed that the policy decision was upheld and this was seconded by Cllr D. W. Hopkins and it was **resolved** that the Clerk observe this as a policy and keep Council updated on developments’.

Dai Nicholas – Clerk

July 25th 2025

775. Financial Matters

Chair

Finance Report as at 24st of July 2025**(i) Income, Expenditure, Budget and Payment of Accounts.****INCOME**

HEADING	BUDGET	ACTUAL INCOME	DIFFERENCE
Precept	193860.00	64620.00	-129240.00
Vat Return (Rebate)	24000.00	16118.40	-7881.60
Administration	3000.00	3000.00	0.00
Bank interest	4300.00	76.63	-4223.37
Hire Agreement/Grants/106	20000.00	19000.00	-1000.00
Total	245160.00	102815.03	-142344.97

EXPENDITURE

HEADING	BUDGET	ACTUAL EXPENDITURE	DIFFERENCE
Grass Cutting	£31,500.00	£10,239.38	£21,260.62
Staff Salary and PAYE	£57,252.00	£23,236.43	£34,015.57
Office Services	£7,500.00	£8,987.14	-£1,487.14
Insurance	£3,600.00	£3,295.22	£304.78
Financial Grants (Open Spaces, Hall, Cemetery)	£20,000.00	£0.00	£20,000.00
Asset Maintenance (Public conveniences, premises, parks, rights of way, burial grounds)	£47,495.00	£14,616.83	£32,878.17
Services & Subscriptions	£6,050.00	£0.00	£6,050.00
Members Allowances & Paye	£15,000.00	£663.00	£14,337.00
Election Costs	£8,000.00	£7,011.27	£988.73
Section 137	£20,000.00	£0.00	£20,000.00
Lighting	£6,500.00	£6,207.42	£292.58
Community Development	£48,500.00	£37,819.14	£12,201.14
Total	£271,397.00	£136,349.17	-£135,047.83

NB Community Development**Llandybie Tennis Courts;**

Vat claimed on project = £10,131.86

Grant claimed BWF = £15,000

Grant claimed Brownhill = £3,500

(Above claimed in 2024/25)

Total claim = £28,631.86

Payments made till June 25th July;

Chair

Salary D. Nicholas July 2025	2411.60
Salary S. Taylor July 2025	755.73
YGP Public Conv Llandybie Inv 1050379	50.96
Dinefwr Electrical Supply Safety Lights at Saron Juniors	528.00
LHP Xero Software Licence Inv 82046	154.80
Welsh Water May to July Inv 6099017077	114.08
Martin Davies Translation of Minutes June 2025	212.55
Morgan & Morgan Broadband Inv 95519	35.99
NEST Pension Payment June	254.85
YGP Penygroes Public Convenience Inv 1055801	38.83
HMRC Payment May/June/July 2025	5940.95
Sian Taylor Qtr Expenses May/June/July	195.80
F C Bookbinders Annual Minutes Inv DC42	175.00
L Llewelyn Internal Audit 2024/25 Inv 24.06.25	700.00

Payments for invoices received and not yet paid as at 25st of July
 -BT £70.77

CYNGOR CYMUNED LLANDYBIE COMMUNITY COUNCIL					
Mantolen 2025-2026 Accounts from April 1st					
Prepared by - D Nicholas					
Financial year ending 31/04/2026					
BALANCE OF ACCOUNTS					
					£
Brought Forward (opening balance at Bank)					£244,242.20
Add Income in the year					£102,815.03
Total					£347,057.23
Less outgoings					£135,083.84
Closing Balance Finance Spreadsheet (receipts - payments)					£211,973.39
Unpresented payments/cheques					
TRUE STATEMENT BALANCE					£211,973.39

NB; Precept due END OF July 2025 from Carmarthenshire County Council of £64,620

It was **resolved** to accept financial report presented by the Clerk.

Chair

(ii) Update on External Audit 2024/25

The Clerk confirmed that the External Audit information had now been completed and would be delivered to the Wales Audit Office.

776.

Chamber & Office Accommodation

The Chair brought to the attention of Councillors that the Church in Wales who are landlords of the Council Office and Chamber had given a notice that we as a tenant should start making arrangements to find an alternative accommodation for our Office and Chamber as they did not intend to extend our annual rolling rental agreement from next April, they were also happy to release the Community Council from it early if could be found sooner and had expressed a desire to have a vacant property by December this year to look at its plans for the future of the building.

The Chair offered the information that he and the Clerk were looking at various options to present to the Finance Committee and the subsequent Ordinary Meeting in September. One option was to look at the feasibility of moving into the Tennis & Boels Pavilion and the Clerk was organising meetings with the Bowls and Tennis Clubs to explore this option.

The Clerk explained the rationale in that it would save around £1,200 in annual rental plus the cost of business rates and the high electricity cost of the old wall heaters, the building was also damp, especially since the adjoining tenant had left the building with no heating.

It was **resolved** to note the development and wait for the Clerk to report the options in September's meetings.

777

Section 106 funding.

There no update from County Councillors present.

778.

Request on Seminars / Joint meetings

The Chair announce had hosted the Mayors Network Evening for the local region at Llandybie Bowls and Tennis Pavilion and that more 20 had attended what was a very useful chance to discuss key issues and share best practice.

30th of July 2025

The Chair also stated that the launch event at Llandybie Tennis Courts had been attended by the Tennis Club and Community Councillors and was an enjoyable event, the Clerk interjected to explain that a Press Release had been completed and submitted with pictures to the South Wales Guardian and the wider press.

779.

Date of next meeting

Members **resolved** that the date of the next Ordinary meeting be the 24th of September 2025 with a Finance Committee on the 10th of September 2025.

780.

As there was no further business to discuss, the **Chair declared** the meeting closed 8.01 pm.