

MINUTES of the Ordinary Meeting of Llandybie Community Council held at the Council offices, High Street, Llandybie and online via Teams on Wednesday, 24th 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 |
| | P. H. Roberts | Cllr E. J. Davies | Cllr C. R. Thomas |
| | Cllr S. Roberts | Cllr A. W. Jones | Cllr R.A. Davies |

Attending online Cllr K. D. L. Davies D. Thomas

Apologies Cllr E. W. Nicholas Cllr L. Jones Cllr G. J. Davies
Cllr A. L. Thomas E. J. Davies

795.

To Receive apologies for absence.

There were five, Cllrs E. W. Nicholas, L. Jones, Cllr G. J. Davies and Cllr A. L. Thomas, E. J. Davies.

796.

DECLARATIONS OF INTEREST.

There were two, during Item 797, 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.

Cllr R. Barnes declared that on Item 797 (iv) he was an official at Caerbryn Football Club.

Cllr S. Roberts declared an interest on Item 800 (e).

797.

MINUTES

The Minutes of the following meetings as circulated were considered:

- Minutes of the Ordinary Meeting held on the 30th of July 2025

Cllr A. W. Jones asked that on Item 532 that he would like the word ‘Process’ inserted instead of ‘Discuss’ this was accepted by the Chair.

Cllr A. W. Jones asked that the Council consider the use of the term ‘exasperated’ was a personal view of the Clerk and that it should be removed, the Clerk interjected with permission of the Chair to say that on reflection he agreed, and this change was accepted by the Chair.

Chair

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

- Minutes of the Planning Committee held on the 30th of July 2025

Cllr A. J. Evans wanted the minutes changed to show she was not present at the Planning Committee of the 25th of June. The Clerk agreed to amend the minutes.

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

- Minutes of the Finance Committee held on the 17th of September 2025

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

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 L. Wilkins.

798.

Matters arising from the minutes.

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

(i) Riverway Park and the Finance Committee recommendation.

The Chair asked for debate on the recommendation the Llandybie Community Council accept the 106 monies but ask Ammanford Town Council to request funds with a detailed costing to allow Llandybie Community Council's Finance Committee to consider the request to allocate reserves.

Cllr A. W. Jones felt that it was unnecessary bureaucratically to not let Ammanford Town Council directly apply for the 106 funding that could be used by them for upgrading Riverway Park.

The Chair and Cllr P. H. Roberts felt that the recommendation from the Finance Committee gave the authority control to make sure spend was focused on benefitting Ddol Y Dderwen residents and not wider Ammanford Town Council spend.

Cllr N. C. Davies gave his opinion that while we as an authority were accepting the full amount of 106 funding, it still meant funds could be considered by the Finance Committee to be earmarked for the Riverway Park.

Cllr A. W. Jones proposed the recommendation of the Finance Committee were accepted, this was Seconded by Cllr N. C. Davies, a vote was conducted by a show of hands that was unanimous except Cllr A. W. Jones who abstained due to having an interest in the matter that was stated earlier in the meeting.

It was **resolved** to accept the Finance Committee recommendation.

(ii) Debate the recommendations of the Finance Committee for a resolution of transferring money from reserves into a budget item for the security fence at Penygroes Park.

The Clerk explained in detail how the current access had allowed certain parties to illegally use the Penygroes Rugby Fields and a remedy to deny access could be put in place at a cost of less than £4,500 to cover three access gates and quarry stones to block access via grassed areas and some solar footway lights to ensure better safety for walking after dark. Three project quotes had been received with MB Fencing being able to complete the access gate works for £3,820 no Vat. Agreement that monies be transferred from reserves was discussed and agreed.

It was **resolved** to accept the quote of MB Fencing plus allows spend for quarry stone and solar footway lights and transfer of £4500 from reserves.

(iii) To debate the recommendation of the Finance Committee on the office and Chamber move, to transfer money from reserves into a budget item.

The Chair explained the need to vacate the current Chamber and Office and passed the discussion to the Clerk.

The Clerk read out an email from the Church of Wales indicating the need to vacate the premisses by the end of December 2025 and explained the budget item recommendations from the Finance Meeting.

Cllr R. A. Davies explained whilst he was happy with the recommendation of the Finance Committee, he wanted confirmation the security at the Bowls & Tennis Pavilion would be tightened and a more secure door fitted, and keys holders recorded and limited.

V. Chair, Cllr A. J. Evans agreed and asked that the Clerk look at costing this plus an alarm system and present this to the next Finance Committee, Cllr N. C. Davies asked that different types of coded locks be explored.

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

It was **resolved** to agree the budget **recommendations** of the Finance Committee and ask the Clerk to present further costs for the front door and security.

(iv) To debate the recommendations of the Finance Committee on the lease request from Saron Football Club.

The Clerk gave a detailed explanation of the report and the implications to Llandybie Community Council and ask that he pursue the County Council on the decision whether to allow the sub lease of 25years in principle and then work with legal adviser on the due diligence process and report back to the next appropriate Ordinary Meeting.

It was **resolved** to accept the Finance Committee **recommendation**.

(v) To discuss the recommendations of the Finance Committee on the award of community grants.

The Chair asked for comments or discussion on the recommendations of the Finance Committee, Cllr A. W. Jones proposed the recommendations to be accepted, and this was seconded by Cllr C. R. Thomas.

It was **resolved** to accept the Finance Committee **recommendation**.

(vi) The Chaired updated Councillor on a written and three verbal complaints complaint received regarding Item 772 (ii) of the July Ordinary Meeting.

The Chair explained that after a written compliant and three verbal complaints had been received that he had a very productive conversation with Cllr A. W. Jones and conveyed that to the complainers as an update on the matter and felt the matter was now settled and offered Cllr A. W. Jones the opportunity to speak.

Cllr A. W. Jones explained that he was not aiming anything personally at the Clerk and was in fact mindful that the clerk role was a very stressful one and as a key employee wanted to protect the Clerk from ‘burn out’.

Cllr A. W. Jones also commented that he felt that the process was not correctly followed and always held Llandybie Community Council as an ‘exemplar’ and wanted it noted as previously stated that he was questioning the ‘process’.

The Chair asked that the comments be noted in the minutes.

It was **resolved** to accept the matter closed and record the comments and complaints in the minutes as a public record.

PUBLIC PARITICIPATION

There was none.

799.

CORRESPONDENCE

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

(i) Police reports as 1st of August 2025

Chair

| Llandybie Area | |
|------------------------------|---|
| Violence and sexual offences | 6 |
| Criminal Damage & Arson | 5 |
| Anti- Social Behaviour | 2 |
| Drugs | 2 |

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

| Saron and Capel Hendre | |
|-------------------------------|---|
| Violence and sexual offences | 6 |
| Other theft | 3 |
| Anti- Social Behaviour | 7 |
| Public Order | 6 |

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 \(www.police.uk\)](https://www.police.uk)

(ii) Gilfach Iago Update

The Clerk confirmed he had not had any update and would again communicate with the County Council for further confirmation on the timeline of a likely outcome.

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

800.

Clerk’s Report 21/09/25

To: Chair and Members of Council.

(a) Parks.

Chair

(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.

51/75 Bonllwyn; Reported by Cllr A. W. Jones and the Clerk has now investigated, photographed the timbers of the bridges and ask the Rights of Way Team at the County Council to include the repairs needed to address broken and rotting timbers and resolve the issue.

Update; Cllr A. W. Jones confirm the works had now started.

51/23 Cwmfferws: Cllr C. R. Thomas reported horses being ridden on the RoW, although there is a Bridleway linking to the path horse riding is not permitted, the Clerk is investigating putting up signage to warn horse riders.

Update; Cllr C. R. Thomas commented that the complainant was persisting to complain, the Clerk asked that his number be passed on and he would directly deal with the resident.

51/17 Capel Hendre: Reported by Cllr N. C. Davies, the path is overgrown and blocked, the Clerk is arranging to meet our contractor on site to get it included in the contract cuts and reopen the path.

51/23 Cwmfferws to Saron: An outstanding item reported by Cllr N. C. Davies, the Clerk will now establish who the landowner is and meet with them to discuss repairing a fence overlooking the river.

(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 is monitoring the situation.

(d) Heating System at Bowls and Tennis Pavilion.

The Clerk has been informed by the grant officers at Carmarthenshire County Council that the forms for a community green grant scheme are being released at the end of September with the details of the intervention rate and the timescales for dealing with applications. The Clerk will apply for the grant and seek any updates on quotes received from contractors.

(e) Quotes received for the Public Convenience contract.

The Clerk has now received and gone through three quotes received with the Chair, and they are from the current contractor K. D. Landscaping Services, Clean Sweep and Castle Cleaning Services, The Chair will present the quotes in the meeting for discussion.

Matter discussed and resolved.

The Clerk explained that 5 interested businesses had sought further information, but three had provided proposals by the deadline and passed over to the Chair to debate the matter with members.

The Chair went through each proposal and members discussed each one in detail.

Cllr R. A. Davies proposed we continue with the proposal offered by the current provider, and this was seconded by Cllr C. R. Thomas. A vote taken with one abstention, 3 votes for Castle Cleaning Services and none for Clean Sweep and 10 votes for the current suppliers K. D. Landscaping Services.

The majority were of the view that inline with our standing orders we do not have to accept the cheapest quote, but members felt the reliability shown over two years outweighed the 10% saving of the cheapest quote.

It was **resolved** to award the three-year contract to K. D. Landscaping Services.

(f) Saron CCTV.

The system has now been installed and is operational.

(g) Saron Park Upgrade.

The Clerk has now gone through 3 tenders with the Chair from Sovereign Play, Kompan with the best proposal at £18,443 plus vat from Wicksteed. The Clerk will go through the project at the meeting with his recommendation and ask Councillors to resolve to allow him to issue an order to begin the project as soon as the contractors can commit.

The Chair guided discussion by explaining that he had gone through the three quotations submitted and explained the merits of each and would recommend that Wicksteed be awarded the works at £18,443 plus Vat.

It was **resolved** to accept the Chair's recommendation.

(h) Gate locking at Penygroes Park.

A resident is still locking the gate at 6.30am and closing at 8pm, this will continue until a decision is made to release budget to install gates at the park. Quotes received ranged from £9,000 to a quote for £4,500. This discussion will be had on Matters arising in the Ordinary Meeting of the 24th of September in which the Clerk will ask that Councillors consider the recommendations made at the Finance Committee on the 17th of September.

(i) Chamber and office move update:

The Clerk will update Councillors on the recent correspondence from the landlords of the current chamber and the position of ongoing process of getting three quotes for works at the Llandybie Bowls Pavilion and the shed to accommodate an office and a meeting area.

Update; The Clerk felt that the move could be made by the end of December 2025 and would try to get the IT services in to get the large room connected as soon as possible.

It was **resolved** that the Clerk begin the work to connect the office and start the move.

(j) Draft budget for 2026 – 2027.

The Clerk will meet with the Chair and Vice Chair to discuss his Draft Budget Proposal for the financial year 2026 – 2027, this will be presented for discussion at the October Finance Meeting to be scheduled for October 15th, 2025.

(k) Social Media and Newsletter for the Community Council.

The Clerk will distribute the Newsletter created by him before the meeting; the Welsh translation is currently being completed. The Facebook Social Media page has also been completed, and the Clerk will adopt the following content action plan for both items.

- Newsletter; Quarterly
- Facebook Page; Updated weekly with news and a 'day in the life' of ongoing projects and the work of the Council.

- Content will be bilingual as per the council policy and the content will be monitored by the Clerk for misuse or derogatory comments on posts with the Clerk only allowing followers to comment (identified people) and deleted any abusive or illegal content.
- The Clerk will liaise with each sitting Chair of council over the upcoming stories to be posted.

The Clerk would like to ask all Councillors to submit ideas for stories. This will also allow the Council to broadcast video content and tenders and contracts opportunities along with advert notices in a cost-effective manner.

The key strategy will be to get as many followers on the page and get the messages of the Community Council spread as wide as possible inviting people to like and follow the page.

Update; The Clerk explained it was like that the newsletter would be bi-monthly.

(l) Tree Planting for Morgan Marine's 60th Year Celebration.

The Clerk has met once again with Rhydian Jones, MD at Morgan Marine and agreement has been reached on tree planting at Llandybie, Derwydd, Blaeanau, Penygroes and Caerbryn as these have a link to the company in terms of location and employees.

A timetable is to be being agreed with the business and will be reported in Octobers Ordinary Meeting.

(m) Quarry Clock.

The clock has stopped and the normal attention by the Clerk to keep it on time has failed, he is now awaiting a date and cost to instructed Smiths of Derby to look at the problem.

Update: The Clerk confirmed the repair was scheduled for October 1st 2025.

The above matter was discussed and resolved.

Cllr R. A. Davies wanted clarification on future spend to keep the clock in time, the Chair felt that it should be debated, perhaps the council could look at keeping it as a monument feature but review the cost as to keeping it operational, Cllr R. A. Davies disagreed and proposed that it be kept as a budget item as part of the Asset Maintenance Budget, Cllr A. W. Jones seconded this.

It was **resolved** to agree this, but the Clerk keep Councillors updated on the timekeeping and costs of the clock.

(n) Dog Fouling Bins at Cwmfferws.

The Clerk is arranging to meet with the Carmarthenshire County Council Groundwork Team who undertake of parks tenders to discuss having bins at either end of Saron and Cwmfferws emptied more regularly and to ascertain if more bins can be provided.

(o) Arrangements for Remembrance Sunday.

The annual procession will take place on Sunday 9th of November and arrive at the church at 11am, the Clerk will meet the Chair at 10.15am at our Council Offices at Llandybie to arrange the Chain handover. The wreathes are being supplied by the Church of Wales to be laid by the Chair whilst we as a Community Council will honour our commitment to supply a wreath for the service at Saron.

Update; A wreaths were confirmed as being provided by the Church of Wales to be presented by the Chair, and Llandybie Community Council will provide a wreath for Saron, to be presented by Cllr K. D. L. Davies.

Dai Nicholas – Clerk

September 21st, 2025

801. Financial Matters**Finance Report as at 21st of September 2025****INCOME**

| HEADING | BUDGET | ACTUAL INCOME | DIFFERENCE |
|---------------------------|------------------|------------------|------------------|
| Precept | 193860.00 | 129240.00 | -64620.00 |
| Vat Return (Rebate) | 24000.00 | 16118.40 | -7881.60 |
| Administration | 3000.00 | 5758.61 | 2758.61 |
| Bank interest | 4300.00 | 563.99 | -3736.01 |
| Hire Agreement/Grants/106 | 20000.00 | 19000.00 | -1000.00 |
| Total | 245160.00 | 170681.00 | -74479.00 |

EXPENDITURE

| HEADING | BUDGET | ACTUAL EXPENDITURE | DIFFERENCE |
|---------|--------|--------------------|------------|
|---------|--------|--------------------|------------|

Chair

| | | | |
|---|--------------------|--------------------|--------------------------|
| Grass Cutting | £31,500.00 | £13,524.38 | £17,975.62 |
| Staff Salary and PAYE | £57,252.00 | £30,861.84 | £26,390.16 |
| Office Services | £7,500.00 | £9,667.71 | -£2,167.71 |
| Insurance | £3,600.00 | £3,295.22 | £304.78 |
| Financial Grants (Open Spaces, Hall, Cemetary) | £20,000.00 | £0.00 | £20,000.00 |
| Asset Maintenance (Public conveniences, premises, parks, rights of way, burial grounds) | £47,495.00 | £25,241.67 | £22,253.33 |
| Services & Subscriptions | £6,050.00 | £0.00 | £6,050.00 |
| Members Allowances & Paye | £15,000.00 | £747.00 | £14,253.00 |
| 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 | £10,680.86 |
| Total | £271,397.00 | £134,375.65 | - £137,021.35 |

Payments made in August and September until 21st of September

| | |
|---|---------|
| Welsh Water Llandybie Bowls Pavilion Inv | 417.39 |
| K D Gardening July Toilets cleaning Inv 0236 | 891.25 |
| Mike Pugh Signs sign for Penygroes Park Gate Inv 5910 | 83.00 |
| Martin Davies Translation Community Meeting Inv | 79.95 |
| Morgan & Morgan Broadband Inv 97304 | 35.99 |
| Morgan & Morgan Broadband Inv 96514 | 35.99 |
| Morgn & Morgan printer consumables Inv 96331 | 111.97 |
| Sian Taylor Expense Buffet/Own Pocket Tennis Court Launch | 97.15 |
| Carms CC Council Tax 5 months Apr to Aug Inv 800236827 | 822.20 |
| YGP Shed Bowling Green Llandybie Inv 1069852 | 26.63 |
| YGP Pavilion Llandybie MUGA Inv 1069855 | 29.69 |
| YGP Pavilion Penygroes Inv 1069854 | 29.75 |
| YGP Floodlights Capel Hendre Inv 1069856 | 32.88 |
| YGP Saron Pailion Inv 1069851 | 39.98 |
| Dynevor Tree Services 1st Cut Inv 10/08/2025 | 2935.00 |
| D. Nicholas Salary for Aug 2025 | 2646.53 |
| S. Taylor Salary for Aug 2025 | 1038.12 |
| YGP Public Convenience Llandybie Inv 1078290 | 51.50 |
| NEST Pension August 2025 | 321.50 |
| YGP Penygroes Public Convenience Inv 1082464 | 38.55 |
| Kaye Brayley Gate Att Penygroes Inv 01 | 215.00 |

| | |
|--|---------|
| One Voice Wales Cllr Training x 2 Inv 9869 | 84.00 |
| Morgan & Morgan Clerks replacement Laptop Inv 98499 | 975.55 |
| Morgan & Morgan Mthly Broadband Inv 97979 | 35.99 |
| Newhall Janitorial Serv, Toilet Supplies Inv LLA 10980 | 55.67 |
| K D Gardening Serv Toilet Services Aug Inv 239 | 891.25 |
| J J Handyman Serv, Repair at Roundabout Llandybie Inv 01107 | 695.00 |
| Dinefwr Electrical Compliance Work at Saron Juniors Inv 0364 | 504.00 |
| Saron School competition award Love your park | 100.00 |
| Llandybie School competition award Love your park | 200.00 |
| Blaeanu School competition award Love your park | 100.00 |
| Penygroes School competition award Love your park | 100.00 |
| Dyfed Alarms CCTV at Saron Park Inv No. 179753 | 3793.20 |
| Out of Pocket Expenses Clerk voucher and chairs chain | 427.00 |
| Robert Gleaves Saron verge cutting Inv No. 135 | 350.00 |
| Morgan & Morgan Technical Support | 24.00 |
| Morgan & Morgan Remote Technical Support Inv 204313 | 12.00 |
| S W Guardian, Advert for Toilet Contr Inv BARC20000023758036 | 467.47 |
| Next-Gen Plumbing compliance at Pavilion Llnadybie Inv | 288.00 |
| Salary D Nicholas September 2025Salary | 2457.72 |
| S Taylor September 2025 | 909.21 |
| JJ Handyman Repair of Benches Llandybie Park Inv | 181.03 |
| JJ Handyman Repair Park Swing Llandybie Park Inv | 65.00 |

Payments for invoices received at 21st of September

| | |
|---|--------|
| Mike Pugh Signs, Signs for Park Competition | 444.00 |
|---|--------|

| CYNGOR CYMUNED LLANDYBIE COMMUNITY COUNCIL | | | | | |
|---|--|--|--|--|--------------------|
| Mantolen 2025-2026 Accounts from April 1st 2025 | | | | | |
| | | | | | |
| 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 | | | | | £170,681.00 |
| | | | | | |
| Total | | | | | £414,923.20 |
| | | | | | |
| Less outgoings | | | | | £158,375.46 |
| | | | | | |

| | | | | | |
|-------------------------------------|--|--|--|--|--------------------|
| Closing Balance Finance Spreadsheet | | | | | £256,547.74 |
| (receipts - payments) | | | | | |
| | | | | | |
| Unpresented payments/cheques | | | | | £0.00 |
| | | | | | |
| TRUE STATEMENT BALANCE | | | | | £256,547.74 |

Cllr N. C. Davies pointed out that the Salary awardees names had been entered wrongly, The Clerk stated that he would change the minutes to reflect the observation.

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

(ii) Update on External Audit 2024/25

The Clerk confirmed that the External Audit was in the process of being done and some emailed questions had been received but there had been no final determination yet.

It was **resolved** that the Clerk update the Finance Committee on October 15th.

802.

Section 106 funding.

There was no update from County Councillors present.

803.

Request on Seminars / Joint meetings

There were none.

804.

Date of next meeting

Members **resolved** that the date of the next Ordinary meeting be the 29th of October 2025 with a Finance Committee on the 15th of October 2025.

805.

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

Chair