

**MINUTES OF THE MEETING OF LLANARTHNE COMMUNITY COUNCIL HELD ON TUESDAY  
10<sup>th</sup> OCTOBER 2017 AT LLANARTHNE VILLAGE HALL.**

**Present:** Councillor P. W. Edwards  
Councillor Mrs D. M. Jones (*Chair*)  
Councillor H. B. Jones  
Councillor D. D. Morgan (*Vice Chair*)  
Councillor Mrs J. P. Roberts  
Councillor K. Thomas

**In attendance:** Community and County Councillor Mrs C. A. Davies  
Mr Gethin James (Clerk to the Community Council)  
Mrs Delyth Rees (Appointed Clerk to the Community Council)

The meeting commenced at 19.00

Chair welcomed as an observer to the meeting the newly appointed Clerk, Mrs Delyth Rees to the meeting. The outgoing clerk congratulated and wished Mrs Rees every success in her new appointment.

**LCC 17/71**

**PRELIMINARY MATTERS**

- a. **Apologies**  
Councillor P. Bowen  
Councillor D. E. Jenkins

Clerk advised members that he had invited Mrs Delyth John to the meeting, and was somewhat concerned by her absence.

- b. **Minutes of the Meeting of the Council held on Tuesday 12<sup>th</sup> September 2017 (Min. No's 55 – 70).**

The Minutes **were approved** as a correct record.  
Proposed by Councillor K. Thomas and seconded by Councillor J. Roberts.

- c. **Matters arising from the above-mentioned Minutes**

**[Min No 55 & 40(vii)].** Clerk has recently received 6 bags of compost donated by Cwm Environmental Ltd, Nant-y-caws to the Community Council. Clerk has sent them a letter to acknowledge their kind donation.

**[Min No 55 & 52]** Clerk and County Councillor Mrs C. A. Davies recently met up with Pach Solutions Ltd to finalise all the outstanding issues for the new council website.

**[Min No 58]** Following the last Community Council Meeting, County Councillor Mrs C. A. Davies has emailed members an update on County Council Matters.

**[Min No 64]** Following an Extraordinary meeting of the community council on 09.10.2017 Mrs Delyth Rees was appointed the new Clerk for the council, she will commence her duties on 1<sup>st</sup> November 2017.

**[Min No 69]** The 2017 Youth Award will now take place on 12.12.2017 at the council meeting.

**d. Declarations of Personal Interest**

Declarations of Interest recorded for Min No 79

There were no other formal declarations of interest recorded.

**LCC 17/72**

**AREA MATTERS**

- i. A request has been received for street lighting on the Llwyn Road in Capel Dewi
- ii. No costs have been received to date from the Authority to install a street lamp between the Garage, and the Old School in Capel Dewi on the B4300.
- iii. Despite previous requests, a grit bin has been requested again on the bend between Cwmforfan and Wernbongam.
- iv. Litter is again being deposited on the Lay-by and on the Clearbrook Hall road from Porthyrhyd roundabout.
- v. The residents in Capel Dewi wish to adopt the telephone kiosk in Capel Dewi. In December 2016 the Clerk made a formal request to adopt the kiosk from British Telecommunications, but our request was refused by the Authority. Clerk has written to the Authority, but is still awaiting their response. County Councillor Mrs C. A. Davies agreed to investigate the Authorities position on matters.

**LCC 17/73**

**MEMBERS REPORTS**

On Thursday, September the 21<sup>st</sup> Chair attended the volunteering day at the National Botanical Garden of Wales in Llanarthne. The day was being organised by the Duke of Edinburgh's Award as a celebration of Carmarthenshire's ongoing success in delivering the Duke of Edinburgh Award at all levels.

Prince Edward, Earl of Wessex was in attendance.

Chair attended a Civic service organised by Llangunnnor Community Council at Babell Zion Newydd Chapel on Sunday 8<sup>th</sup> October 2017 at 10.30am as representative of our Community Council. She was pleased to have made the effort to attend as the same could not be said for the other community councils invited.

Clerk had met up with Mrs Helen John the NBGW Regency Project Manager to discuss public meeting venues and dates to enable them to update the community on the developments taking place there. Dates to be confirmed and circulated in due course.

There were no other reports from members who had attended meetings as representatives of the council.

**LCC 17/74**

**COUNTY COUNCILLOR'S REPORT**

County Councillor Mrs C. A. Davies confirmed the following:

That she and the clerk had met with Llinos Quelch – Head of Planning over the summer holidays to have an update and to discuss concerns on developments at the former Llanarthne CP School site. Mr Norman, the Developer has to decide whether he is going to pay the 106 levy or the two semi-detached homes in the corner of the plot (opp 7/8 Ger y Llan) are marketed and sold as affordable homes. They are currently on the market as having no restrictions.

With regards to the parking issue opposite the Wrights food emporium the Council are waiting on final figures from their relevant Departments and this should be going ahead shortly. There will be a dropped kerb so parking can remain, but there will be a pavement and bollards which should help with regards to safety.

We haven't and didn't see any plans, so neither the clerk or myself can comment on what it would look like, but Head of Planning did say that they would be parking at a 45-degree angle rather than perpendicular off the road. She did promise that there would be progress by the beginning of September but nothing has been received or produced to date.

Clerk expressed concern that parking at an angle meant that cars would need to reverse onto the highway, drive forward, and turn around, creating additional safety hazards on the B4300

**LCC 17/75**

## **CORRESPONDENCE**

**Resolved to** note the following general correspondence onto the minutes: -

<b>Writer</b>	<b>Subject</b>
Carmarthenshire County Council	The consent of the highway authority is required to install and operate seasonal decorations on or above the public highway.
Boundary Commission for Wales	Advises of a review on electoral arrangements for the County of Carmarthenshire, The Commission would welcome any comments before 27.12 2017.
HM Revenue and Customs	Authorisation Code for Community Council PAYE issues confirmed as PE84845698.
Local Sporting Hero	Nominations for this award to Hilary Jones on 01267 224714 Closing date 25.11.2017.
Welsh Government	The Welsh Tax Policy Report has been published on the Welsh Government Website.

**LCC 17/76**

## **PLANNING MATTERS**

- a. Llanarthne Community Council has not been consulted on the following non-material amendment planning application: -

**Planning Application Number W/36214** Non-Material Amendment to W/29902, Former Llanarthne CP School Site, Llanarthne, Carmarthen SA32 8HJ  
**Applicant:** Mr Thomas.

Clerk agreed to write to the Planning Inspectorate to seek clarification on matters relating to non-consultation with the community council.

**LCC 17/77**

## **PAYMENT OF ACCOUNTS**

The following accounts were passed for payment: -

- i. Gethin L. James. 3 months postages as itemised to 30.09.2017 = £24.85.  
**£24.85** **Cheque No. 102442**

- ii. T. R. Carruthers to carry out repairs on Penyfffin Bus Shelter as per Invoice No: 1017/03; Dated: 04.10.17 Goods = £9.80, Labour 20.00 total = £29.80  
**£29.80** **Cheque No. 102443**
- iii. Pach Solutions Ltd, Llandovery to set up new Council Website £392.00 less discount -£39.20 + VAT £70.56 = £423.36  
**£423.36** **Cheque No. 102444**
- iv. Gethin James for reimbursement of internet domain payments made on behalf of Llanarthne Community Council from 01.01.2017 to 30.09.2017 = £126.73  
**£126.73** **Cheque No. 102445**

#### **LCC 17/78**

#### **APPOINTMENT OF NEW CLERK**

As from 1<sup>st</sup> November 2017 Mrs Delyth Rees will commence employment with Llanarthne Community Council as Clerk and Responsible Financial Officer.

The Contract of Employment which includes the main terms and conditions of employment was reviewed and agreed at the meeting.

Chair and Mrs Delyth Rees duly signed and dated two copies of the Contract of Employment.

One signed copy will be retained by the Clerk, and the other by Llanarthne Community Council.

#### **LCC 17/79**

#### **FINANCIAL ASSISTANCE**

It was agreed to offer financial assistance to the following organisations:

Proposed by Councillor K. Thomas, seconded by Councillor H. B. Jones, and all agreed that the following organisation be awarded the following amount:

<b><i>Saron Chapel, Llanarthne.</i></b>	<b><i>Cheque No 102446</i></b>	<b><i>£500.00</i></b>
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Proposed by Councillor H. B. Jones, seconded by Councillor K. Thomas, and all agreed that the following organisations be awarded the following amount:

<b><i>Urdd Group, Llanarthne.</i></b>	<b><i>Cheque No 102449</i></b>	<b><i>£200.00</i></b>
<b><i>Christian Club, Tywi Valley</i></b>	<b><i>Cheque No 102447</i></b>	<b><i>£200.00</i></b>

Proposed by Councillor K. Thomas, seconded by Councillor H. B. Jones and agreed that the following organisations be awarded the following amount:

<b><i>Carmarthenshire YFC.</i></b>	<b><i>Cheque No 102448</i></b>	<b><i>£100.00</i></b>
<b><i>Urdd Gobaith Cymru</i></b>	<b><i>Cheque No 102450</i></b>	<b><i>£30.00</i></b>

*Note: Councillor Mrs C. A. Davies declared a personal and non- prejudicial interest on the above matter [Min No 79]; it is also confirmed that Councillor Mrs C. A. Davies did not at any time take part in the decision; neither seek to influence the decision process of the Council.*

The clerk has updated the council's financial risk register for 2017/18. The risk register has been reviewed during the last month by council members. Councillor K. Thomas proposed Councillor P. W. Edwards seconded, and all agreed that the financial risk register be complied with by the council as outlined.

A potential high-risk element identified last year was the storage and possible loss of electronic data of council documents by the clerk. The clerk confirmed that all council documents are backed-up on a personal portable drive, and by the use of Google Drive – Cloud Storage and File Backup system.

In an email dated 23.09.2017 Mr Mike Squires, Cloglas requested advice from the clerk with respect to:

The situation with parking and obstruction on our road (i.e. from the B4330 towards us) has become a severe problem. There is a lot of parking by customers of Wright's Food Emporium near to and sometimes in the mouth of the road. This often means that, approaching the junction from our direction, you are forced on to the wrong side of the road and can be face to face with oncoming traffic.

Exiting this junction on to the B4330 has become more hazardous since the old hall was turned into a dwelling and the perimeter wall has been increased in height. It is easy for a vehicle coming through the village from the Llandeilo side to be completely hidden from view in the dip in the road since this wall has been increased in height.

At present the situation is not helped by builder's vehicles parked on the B road while building work goes on. This is a temporary situation but the next obstructions and hazards are going to come with the building of the new houses on the old school site. When these are built there will be more entrances, traffic, parking and hazards.

The situation is dangerous already. There is also an occupant of one of the existing new houses who quite often parks a vehicle and trailer, loaded with a mini excavator, on the pavement opposite his house. He completely obstructs the whole width of the pavement and I think I am right in saying this is at best inconsiderate to pedestrians but also probably constitutes an offence.

The whole situation with our road and the junction is becoming increasingly dangerous. We have just come back from unloading a delivery to us from the delivery lorry and transferring the goods into our vehicles down in the village because the lorry could not get into or pass along the road (where the old school was) because of the obstructions caused by parked vehicles.

There are several issues within this email but all concern parking, obstruction and road safety. Almost every journey from here now starts and /or finishes with danger and nuisance in this road.

Clerk advised members that he has responded back to all the concerns raised by Mr Mike Squires, who has recently thanked the clerk for a very full reply.

**LCC 17/82**

**SPEEDING ISSUES, LLANARTHNE VILLAGE**

Clerk confirmed that Police presence has taken place in the village of Llanarthne, with speeding prosecutions issued. It was agreed that the clerk contact Mr Andrew Morgan for an update on matters.

Issues with respect to speeding along the B4300 as forwarded by Councillor K. Thomas in a written letter to the Authority has not been responded to. Clerk will review matters again with the Authority.

**LCC 17/83**

**NATIONAL BOTANICAL GARDEN OF WALES**

Mr Huw Francis Director, National Botanical Garden of Wales will attend the November meeting of the council, and give us an update of the current developments there.

**LCC 17/84**

**CONCLUSION OF AUDIT 2016/17**

Grant Thornton (External Auditors) in their letter dated 14th September 2017 confirms that the Auditor General for Wales issued Llanarthne Community Council an unqualified audit report. However, during their review they identified some matters that need to be addressed by us which do not affect the audit opinion.

**Section 2 – Accounting statements**

Box 1 on the Accounting Statement, balance B/F is incorrectly stated as £3001 this should instead read £2947

Box 6 on the Accounting Statement, staff costs is incorrectly stated. £54 of payments relating to the year ending 31 March 2016 have been included in error. This should instead read £12,365

The Council should restate the 2017 figures on next year's Annual Return and write "restated" beneath the £ sign on the 2017 column.

**Register of Interest**

They recognise that our Council has kept a record of all counsellors' declaration of interest, however in accordance with the Local Government Act 2000 requires all authorities must establish and maintain a register of interest of its members.

**Accounting Statement, Box 14 – Trust fund disclosure note**

The Council answered 'No' to Box 14 on the Accounting Statement, trust funds disclosure note, for 2015/16 and 2016/17 on the Annual Return. The Council has confirmed that it does not act as a sole trustee nor is it responsible for managing trust funds or assets and so these boxes should read 'N/A' and not 'No'

**Low level of reserves**

They became aware that the Council held a low level of general reserves, almost zero.

The Council should consider the level of general reserves required and consider taking steps to increase the level of reserves in future if it considers it necessary.

The clerk presented the Annual Return for 2016/17 at the council meeting confirming that the Auditor General for Wales has issued Llanarthne Community Council a qualified audit report. Following the recommend revision to Box 6 in the Annual Return 2016/17. Councillor D. D. Morgan proposed, seconded by Councillor K. Thomas and all agreed that:

**Resolved that** the annual return be approved and certified by the Clerk/RFO and the Chairman.

The Notice of Conclusion of the audit will now be displayed in the village notice board.

**LCC 17/84**

**ANY OTHER BUISNESS AT THE DISCRETION OF THE CHAIRMAN**

Chair was saddened to witness the departure of the current clerk but thanked him for his contribution to the Council for the last eight and a half years, and wished him well in the future.

The clerk thanked members for having him as part of the Community Council. It was a privilege to have worked for Llanarthne Community Council and he fully appreciated and valued the lessons learned. He thanked members for the opportunities, the mentorship, and the support during these years - it was truly a joy.

**LCC 17/85**

**Date and time of next meeting**

14<sup>th</sup> November 2017 at 19.00 at Llanarthne Village Hall.

The business of the meeting terminated at 20.59.

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**Councillor Mrs D. M. Jones.**  
**Chairperson**  
(Min No's 71 – 85)

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**Gethin James**  
**Clerk to the Council**