

CYNGOR CYMUNED LLANARTHNE COMMUNITY COUNCIL

Minutes of the July 2021 Meeting of Llanarthne Community Council held online on 13/7/2021 at 19.00

66/2021-2022 Present.

Councillors: M Jones (Chair), G Jones, H Jones, E Jenkins, S Broome, P Bowen, C Pugh-Jones

County Councillor and Community Councillor A Davies.

Clerk.

67/2021-2022 Apologies.

None.

Cllr M Jones welcomed Mrs C Pugh-Jones as a new member of Llanarthne Community Council.

68/2021-2022 Declarations of personal interest.

County Councillor and Community Councillor A Davies: **Agenda item 11 (PL/02081).**

Cllr H Jones: **Agenda item 19** - To discuss translation service provider for 2021-2022.

69/2021-2022 Opportunity for the public to address the Council on agenda items.

None.

Cllr S Broome joined the meeting at 19.08.

70/2021-2022 To consider and note any policing and/or road safety concerns.

Cllrs G Jones reported that despite some potholes being repaired in recent weeks, numerous potholes still required attention. **Resolved** to note.

Cllr H Jones joined the meeting at 19.12.

Cllr E Jenkins reported that the land around the bus shelter at Penffin was very unsightly with overgrown weeds making the area slippery and unsafe. He asked if Carmarthenshire County Council would be able to send a maintenance contractor to clear and clean the area. **Resolved** for County Cllr A Davies and the Clerk to report to the relevant department.

Cllr E Jenkins reported that the hedgerows in the area required cutting. The Clerk informed Council members that hedge cutting in nearby villages had commenced. County Cllr A Davies stated that two members of the community had reported HGV vehicles travelling at speed on Swansea Road. Carmarthenshire County Council will not consider reducing the speed limit to 30mph as not enough properties in the area. Cllr M Jones suggested sending a letter to the transport company, but Cllr H Jones objected to the suggestion. Cllr H Jones suggested contacting Dyfed-Powys Police

to visit the area on a regular basis to reduce the possible dangers. Cllr S Broome stated that evidence was required to help the police regarding this matter and that if community members were willing to attend a Go Safe training course, then they would be supplied with protective equipment and a speed camera to help reduce the speeding vehicles. If the police were to visit the area, they would be required to attend in an unmarked vehicle to catch the offenders. **Resolved** for the Clerk to report to Dyfed-Powys Police and obtain information regarding the Go Safe training course. The Clerk also to invite a member of the local constabulary to the September meeting on 14/09/2021 to give an update.

71/2021-2022 County Council Matters - County Cllr A Davies.

County Cllr A Davies reported that the RWS County Committee is holding activity in the village of Llanarthne on 18/07/2021. On Sunday 18/07/2021 there is a “Gymanfa Ganu” and a strawberry tea. Names must be passed on to Kathryn Jones, Castell Howell Foods in order to comply with TTP guidelines.

The work of the Council is ongoing as the Council receives the White Ribbon which demonstrates that the County complies with the guidelines for crimes against Women and Men. They make sure that help is available if and when a case is identified.

In addition, work is progressing on making Council housing available to local people. There are several vacant properties within the Ward, but I am assured by officers that work on the houses is due to start soon.

There was a good discussion on the Community/Town Council Committee/Working Group on CCTV and the rules involved. There was also a very good discussion on recycling and refuse collection. Almost no one knew that a survey and consultation was taking place and people need to fill this in to voice concerns. The intention is to get new floors and recycling becomes easier. That is, glass, cardboard, plastic, etc. all separately.

Consultation is also underway on Council housing. We are looking at new properties and so our consultation asks everyone what type of houses and homes they want. That is, bungalow, 2-3 bedroom houses, etc, to see what the demand is before building commences.

Cllr M Jones lost connection at 19.28. Cllr H Jones proceeded with the meeting.

Cllr M Jones returned to the meeting at 19.34.

72/2021-2022 To Receive Chairman's Reports.

The Chair reported that she had attended the Town and Community Council Liaison Forum on 02/07/2021.

The Chair stated that Emails for consultation were being sent to all Community Council members by the Clerk and enquired as to the best way to inform community members of these matters. The Community Council website and noticeboards were currently being used but the number of residents viewing the document was unknown. Cllr H Jones suggested that a hard copy of the document be sent to the local church and chapel to be displayed in their notice board.

The Chair reported that she had drafted a letter of invitation and Emailed it to the Clerk prior to being sent to potential candidates to supply the Community Council with translation services during live and online Zoom meetings in collaboration with Llanddarog Community Council.

Cllr M Jones expressed her gratitude to County Cllr A Davies and the trustees of Llanarthne Village Hall for organising a successful memorial service at the playing fields on 13/06/2021 at 14.00 to bring together the Church, Chapel and members of the community to remember family and friends lost during the Covid-19 pandemic.

73/2021-2022 Confirmation and Signing of the Minutes of the Council Meeting 08/06/2021.

It was **resolved** to confirm the minutes for 08/06/2021. Proposed by Cllr H Jones and seconded by Cllr G Jones.

Cllr G Jones reported an error to the Clerk by Email prior to the meeting on Minute **49/2021-2022** – Add Penallt to Lane outside Clarebrook Hall.

Cllr G Jones reported an error to the Clerk by Email prior to the meeting on Minute **51/2021-2022** – Change Lyles to Liles.

74/2021-2022 Matters arising from the above minutes.

The Clerk informed Council members that all matters to **resolve** had been actioned and if correspondence had been received, a copy of the Email had been sent to each member for information.

County Cllr A Davies apologised for not approaching the suggested members from the community of Penrhiwgoch but assured Council members that it would be done ASAP.

Cllr G Jones reported that the animated dog fouling sign that had been painted on a section of pavement in Llanarthne to help eradicate the problem of dog fouling in the area seems to have had a positive effect.

75/2021-2022 To receive updates on matters from Llanarthne and Capel Dewi Village Hall.

County Cllr A Davies firstly thanked everyone who attended the wonderful service on Sunday 13/06/2021. There were 75 people present and many community members had lost loved ones over the last 15 months. Every person lost living within the area were named - 16 names, 16 loved ones remembered with love.

Huge congratulations to Megan Bryer, Bro Dawel, who has been chosen as the Head Girl of Ysgol Bro Myrddin and to Elicia Tobias Quick, who has been elected as Senior Prefect. Huge congratulations to both.

The hall has re-opened but only one series of lessons are taking place and a further two will commence in September 2021. We had 1 Community service and that was very beneficial. There are plans to paint the fence surrounding the parks and the park's own materials.

An active and energetic committee eager to move forward to finish the extension. The crowdfunding exercise has raised almost £6,000 along with the gift aid and we will be re-applying for grants again to finish the project. Lots of work going on but everyone knows what the goal is and is working together to get there.

Cllr P Bowen reported that Capel Dewi Association had recently lost their Chair and secretary, but remaining members were dealing with all responsibilities. Activities at the old school had commenced in June with restrictions in line with Covid-19 guidelines.

A group of people interested in quilting activities are meeting twice a week on Tuesday's and Thursday's (10.00 – 16.00) and are searching for more participants to join.

A group of artists meet on the last Wednesday of the month and would welcome more participants to join.

The Capel Dewi Association meet on the first Wednesday of the month at 19.00. No meeting in August. The Association are looking for a secretary and someone with skills to manage the website and Facebook plus new members are also welcomed.

Potential new members to please contact Tony Emmerson on 07900 968140 or tonyemmerson353@yahoo.com. Tony is the person to contact regarding the hiring of the premises.

76/2021-2022 To note correspondence or to list for consideration at a forthcoming Council meeting.

Waste Collection Strategy. - In line with the statutory recycling targets set by Welsh Government, we have been reviewing the delivery of future household waste collections throughout the county.

In order to meet Welsh Government's 70% recycling target by 2025, we must increase the amount and quality of household recycling presented to us in our kerbside collections and look at ways of reducing the amount of waste that is thrown out in black bags. This will also help us to reduce our carbon footprint and provide a more efficient and cost-effective service for our residents.

As a result, we have developed a set of proposals which would transform how household waste is presented and collected at the kerbside.

Housing and Regeneration Masterplan Consultation. - The council is developing its new 10-year Housing and Regeneration Masterplan to shape the future of housing in Carmarthenshire. Providing quality, affordable homes is a key priority for the council and we are investing millions of pounds in new housing stock; creating much-needed jobs and helping to grow the local economy and regenerate communities.

Consultation on Qualifications of Clerks in Wales Regulations. - The Local Government and Elections (Wales) Act 2021 ("the 2021 Act"), sets out the intention of Welsh Ministers to specify, in regulations, the qualifications or description of qualifications that the clerk to a community council must hold in order for the community council to meet the second of the three eligibility conditions to become an 'eligible community council'.

Carmarthenshire Revised Local Development Plan 2018 – 2033. - The draft plan, known as the Deposit Revised Local Development Plan (LDP), was published for consultation in 2020, and the representations received, together with the officer responses and recommendations were reported to County Council in January 2021.

It was hoped that by May 2021, we would have published and consulted on the "Focused Changes" and submitted the Plan to the Welsh Government for Examination. Unfortunately, this is not the case, and work on the LDP is currently delayed.

This delay is due to Natural Resources Wales (NRW) having issued interim planning guidance on addressing phosphate levels in Riverine Special Areas of Conservation (SAC). This planning guidance has been produced following an assessment of phosphorous breaches within SAC rivers across Wales. As a result, the Council has had to reassess its position in line with the guidance note and consider its implications.

Cylch Meithrin Nantgaredig a'r Fro - Cylch Meithrin Nantgaredig a'r Fro is a small Cylch Meithrin located in Felingwm Uchaf. The Cylch provides care for 2 and 3 year olds through the medium of Welsh. We welcome families from the area, including Llanarthne. Over the past year, everyone has tried to cope with very unusual circumstances. Unfortunately, the Cylch had to close twice so there was a big impact on the charity's finances. As a result, we are contacting you to ask you to consider the Cylch when you are deciding on grants in the community. **Resolved** to note until next funding meeting in November 2021.

77/2021-2022 Planning.

No objections to the following planning applications.

PL/02215 - Demolition of existing rear extension & construction of new extensions along with conversion of attached ancillary storage barn for residential use - Hafod Hir, Capel Dewi, Carmarthen, SA32 8AE.

Proposed by Cllr P Bowen and seconded by Cllr P Broome.

PL/02183 - Erection of a single storey side extension for disabled facilities adaption - Derlwyn Isaf, Llanarthne, Carmarthen, SA32 8HJ.

Proposed by Cllr H Jones and seconded by Cllr G Jones.

PL/02170 - Householders Planning Application to Retain the Decking Area with Hot Tub, Retention of Garden Store / Garden Room, Retention of Garden Study / Utility Room, Retention of First Floor Full Height Window, and 1 No Bedroom in Roof Space with Velux Windows - Penallt Uchaf, Llanarthne, Carmarthen, SA32 8HY.

Proposed by Cllr C Pugh-Jones and seconded by Cllr E Jenkins.

PL/02162 - 2 No Detached Dwelling Houses - Plots 9 & 10, Land opposite Gorwel, Capel Dewi, Carmarthen, SA32 8AD.

Proposed by Cllr P Bowen and seconded by Cllr H Jones.

PL/02081 - Improvement to access and creation of turning and loading area in association with forestry management (Resubmission of PL/00047) - Pen Y Banc Forest, Nantgaredig, Carmarthen.

Proposed by Cllr S Broome and seconded by Cllr G Jones.

78/2021-2022 Payments.

The below payments were certified in the June monthly meeting and **ratified** in the July Monthly meeting. Copies of invoices sent to all members electronically prior to payment for authorisation. Proposed by Cllr H Jones and seconded by Cllr S Broome.

Method of Payment	Date	Suppliers & Details	Sum £ inc VAT
Online	01/06/2021	Capel-Arthne YFC	50.00
Online	01/06/2021	BHIB Ltd – Inv – LCO00238 - 507795	529.15
Online	25/06/2021	J.G. Evans April, May, June Payroll	1050.59
Online	25/06/2021	Pensions Income Account	373.52
Online	25/06/2021	T.R Carruthers April, May, June Payroll	258.39

79/2021-2022 To note receipts.

None.

80/2021-2022 To receive the report of the Internal Financial Examiner for the period 01/04/2021 - 30/06/2021.

Cllr P Bowen was unable to examine the accounts prior to the July meeting due to work commitments. The accounts will be examined within the next few weeks and the report will be sent to all Council members prior to the September meeting on 14/09/2021.

81/2021-2022 To receive and consider the Internal Auditor's report for the 2020 – 2021 accounts.

The Internal Auditor Emailed a report to the Clerk on 11/07/2021 and it was forwarded to all Council members on 11/07/2021 in preparation for the July meeting on 13/07/2021.

Proper Book Keeping.

There are no minutes of Section 137 payments though these have been allocated in a dedicated column in the cashbook. The auditor would recommend that where Section 137 is used then it is formally noted in the minutes. **Resolved** to note in the monthly minutes in future meetings.

Risk Management.

There is no record of this year's chairman receiving an allocation of £500 though this was agreed in the June Meeting (**Minute LCC 20/51**). The Clerk informed the Internal Auditor that he had taken over the role of Clerk in October 2020 and that the Chairman's allowance was paid directly to the recipient and recorded in the monthly meetings when payments are ratified and invoices received.

Asset Control.

There are records of the Council assessing the condition of benches/seats for this year and some have been replaced. I acknowledge that the changes of Clerks and the lockdown due to Coronavirus has prevented the survey being undertaken but trust this will be undertaken next year. **Resolved** for the Clerk to contact the previous Clerk as to the location of the asset register and to arrange an assessment of the assets.

Bank Reconciliation.

It is noted that a Financial Officer was appointed in June 2020 (**Minute LLC 20/53**) who provided a reconciliation in April 2021, but the regulations require 4 reconciled bank statements during the financial year and trust this will be done and formally recorded next year. The Clerk stated that the previous Clerk was the financial officer and that Cllr P Bowen had been appointed as Internal Financial Examiner in the November meeting on 10/11/2020 (**Minute LCC 20/110**). The reconciliation provided in April 2021 was from Cllr P Bowen and as Internal Financial Examiner would provide Council members with a report every 3 months.

82/2021-2022 Code of Conduct Training.

The Clerk received a letter from Carmarthenshire County Council on 28/06/2021 stating that the authority's Standards Committee had resolved to hold 2 online training sessions in July via Zoom.

The Clerk forwarded the Email to all Community Council members on 28/06/2021 and the following Council members will be attending the Code of Conduct Training Course –

County Cllr A Davies, Cllr P Bowen, Cllr M Jones, Cllr G Jones, Cllr H Jones, Cllr C Pugh-Jones, Cllr S Broome and the Clerk.

83/2021-2022 To discuss potential candidates to be invited to join Llanarthne Community Council.

County Cllr A Davies apologised for not approaching the suggested members from the community of Penrhiwgoch but assured Council members that it would be done ASAP.

84/2021-2022 To discuss the potential leasing of Llanarthne and Capel Dewi playgrounds.

The Clerk stated that he was tasked with obtaining information from all of the parties involved regarding precisely what each organisation owns and what they insure in order to have a document which will serve as a baseline for further discussions.

The Clerk reported that he had sent an Email to County Cllr A Davies and Cllr P Bowen, asking the following questions –

- a) Who is the legal owner of the land/equipment in question?
- b) Who is responsible for the assets and making sure it, and the surrounds are safe?
- c) Who paid for the equipment – was there a grant?
- d) Maintenance: Who is responsible for getting it done - engaging a suitably qualified contractor and checking it has been done to a standard.
- e) If a claim was made against the play area, who is liable? – Committee members, trustees.
- f) What does the insurance company cover regarding the play area?

The following reply was received from County Cllr A Davies on 06/07/2021 and forwarded to all Council members on 07/07/2021 to review prior to the July meeting on 13/07/2021.

- a) The Trustees of the Village Hall own the land and it is registered under the names of individual Trustees, two of which are Gethin and myself. We are in the process of changing this into the name of the CIO.
- b) The trustees of the Hall committee are totally responsible although we employ Spencer Davies as a groundsman.
- c) One park was paid for by the Hall committee and was put up before the hall was built some 20 years ago. The other was paid for by grant monies obtained by the Community Council.
- d) The hall committee have always paid for maintenance as and when needed.
- e) For us it would be the Trustees, but we are fully insured.
- f) I don't know, certainly public liability but I don't know about personal damage/injury.

Cllr P Bowen was unable to obtain the required information prior to the July meeting but has arranged for the Clerk to attend the Capel Dewi Association monthly meeting on 01/09/2021 at 19.00.

The Council members discussed the above information and asked the Clerk to contact BHIB Ltd regarding insurance implications and One Voice Wales regarding the legal standing of the Community Council if the playgrounds were leased and if a member or employee of the Community Council were to inspect the equipment on a

weekly/monthly basis, who is liable if a claim was made. **Resolved** for the Clerk to obtain the information prior to a sub-committee meeting on 31/08/2021 at 19.00.

85/2021-2022 To discuss translation service provider for 2021-2022.

The Clerk had received an invitation template from Cllr M Jones to be forwarded to potential candidates to supply the Community Council with translation services during live and online Zoom meetings in collaboration with Llanddarog Community Council.

The invitation was sent to three potential candidates and replies were received from all contractors and sent to all Council members prior to the July meeting.

After a discussion to evaluate the experience and cost of the candidates it was decided to offer the position to Mrs Catrin Llwyd in collaboration with Llanddarog Community Council. Proposed by Cllr P Bowen and seconded by Cllr S Broome. **Resolved** for the Clerk to inform the translator.

86/2020-2021 Forum in order for Members to Raise Reports/Questions through the Chair.

Cllr G Jones stated that the bus shelters in the community required maintenance work regarding pressure washing on a frequent basis to avoid the congestion of algae on the roof and sides of the shelter. County Cllr A Davies reported that Carmarthenshire County Council had contractors that carried out the cleaning of shelters but that they were primarily located to shelters located in towns and high traffic areas. Cllr H Jones suggested that the Community Council contact private companies to quote for the work. **Resolved** for County Cllr A Davies and the Clerk to contact the relevant department within Carmarthenshire County Council and for the Clerk to obtain quotations from private companies.

The Clerk reminded all Council members that the members allowance form needed to be completed and returned to the Clerk ASAP. **Resolved** for the Clerk to resend the document.

87/2021-2022 In Camera 21.09

Those who were not Community Council members or the Clerk departed the meeting – not to return. The exclusion is due to personnel / staffing matters being discussed.

88/2021-2022 Next Meeting.

Date of the next meeting at Capel Dewi Hall – 14/09/2021 at 19.00.

89/2021-2022 The Meeting Finished at 21.12.

Chairman

Date
