



Minutes of the Full Council Meeting of Llannon Community Council

on
Wednesday 28th July 2021, 6.30pm
Held remotely via Zoom

Meeting commenced at 6:30pm

Minute no. 48 - Members Present

Councillors:

M Jones
E Dole
D Jones
P Williams
L Williams
G L Jones
C Davies
LM Davies
S Acciaioli
K Thomas
W James
N Holman

Chairperson Councillor M Jones presided over the meeting.

Also present: Locum Clerk

Minutes taken by: Locum Clerk

Minute no. 49 - Apologies & reasons for absence.

Cllr P C Edwards – Holiday

Cllr A Owens – (Message to say he was having technical difficulties, only noticed by the Clerk after the meeting had ended).

Minute no. 50 - Declaration of Interest.

Cllr N Holman noted his standing declaration of interest and requested it was also noted that “due to his declaration of interest that he has no input or do anything with regards to personnel issues”.

Cllr D Jones as she is a County Councillor and sits on the Planning Committee.

Minute no. 51 - To receive an update on the Urban Sports Park

The Clerk advised the following:

The Planning Application was submitted on 16th July and a reference number was forwarded last week.

The CDO is not in work at the moment. However, an update was provided, prior to her leave, regarding the consultation work that had been carried out.

Following the meeting of the council on 9th June 2021, where the council agreed to move the Urban Sports Park to Mynydd Mawr Woodland Park, the CDO delivered questionnaires and held a consultation at the site in Mynydd Mawr.

- 28 questionnaires were hand delivered to all residents of Heol Hirwaun Olau and Gwendraeth Road up to Rhosyderi. 4 were returned, 2 are very positive and 2 have major concerns about the new location.
- The CDO met with CCC Countryside Conservation Officer who confirmed the site is not a prime ecological hotspot and had no significance for the butterfly fritillary but recommended a drainage and ecology report be carried out. Other locations had been scoped but this location was suggested as having the least effect on ecology and was deemed to be the best site within the Mynydd Mawr Country Park.
- Face to face drop-in session was held on 1st July, 10am – 4pm. 30 people attended, 10 of whom were adults with toddlers. Positive responses were received but 2 parents stressed concerns about the remote location and safety aspect.
- 3 horse riders were very concerned that the development would take away the available space and were also nervous about the sound aspect.
- Dog walkers were mostly concerned about the wildlife, change in the atmosphere and the effect on the tranquillity of the location.
- 13 other adults recommended two other sites, the BMX Track or the derelict outdoor classroom space. They had also signed a petition. The petition has grown and was presented to me a few weeks ago with 130 names. I understand further names are being gathered. Updated petition is due to be handed to me in the middle of August. The CDO then received 8 emails and phone calls all noting objections but these were the same people that attended the session.
- The Clerk has received/made 7 telephone calls with the same members of the public.
- The Clerk has met with a member of the public face to face.
- The Clerk has received around 20 emails.
- The objections and concerns are: this was a rushed decision by the council, there has been a lack of consultation, there has been a lack of communication. The effect on horse riders has been highlighted by a number of people who are also in a significant horse-riding group. Dog walkers, as previously mentioned, are very concerned. Ramblers are also concerned.

There is an over-riding fear that adequate risk assessments have not been carried out.

- Due to data protection individuals cannot be named; the Clerk can only make you aware of the dissatisfaction and objections received.
- CDO has stressed that previous consultation found that hundreds of people are in favour of an urban sports park.
- The decision has already been made to move after the scoping work carried out by CCC suggested this was the most suitable site. Time was of the essence due to the strict deadline of the lottery extension.
- Most MOPs want you to know that they are not objecting to the idea, just the location.
- Some people have requested the Planning Application Reference number which I have provided. This is not yet live.
- Cllr D Jones in her capacity as a County Councillor has also made the Clerk aware of similar concerns she has received.
- Work continues on the lottery bid and all of the concerns will be noted within the application.
- The lottery funding application deadline is 14th September 2021 so the council awaits planning's response.
- As a community council we cannot make planning objections on behalf of members of the public; they must do this themselves.
- Monitoring group-meets weekly. This group includes Cllr E Dole and Cllr D Jones.

Cllr N Holman stated that he walks his dogs in the park every day. He has been inundated by people who know he is a County Councillor. He asked the question:

“There were a number of consultations that were set up to be run with the community. Can I ask why only one was undertaken and who made the decision to cancel the rest of those meetings?”

The Clerk advised to her knowledge that no other consultations had been set up.

Cllr N Holman then stated *“There were five or six set up that I was aware of because I was going to attend them when all of a sudden I was told they had all been cancelled and only one was going ahead. It really, really, really concerns me and I feel that the community who were eligible to attend those meetings have been prevented from doing so because somebody in their infinite wisdom decided to only have one.”*

The Clerk advised this was not the case at all. Only one consultation was able to take place that week because the meeting was on the 9th June 2021, the CDO and the Clerk then put a plan together for the project and the CDO had to do other work in between in preparation for the consultation. The first consultation was held on the 1st July and there are going to be more consultations. An online questionnaire will be going out and there is going to be an evening consultation. The Clerk will need to make plans for that next week as there is a meeting with the monitoring group on Friday. Then further consultations will be put in place.

The Clerk also noted that because the decision had to be made so quickly to move the site and that wasn't a planning consultation. It was just to give people an idea of what was going on.

Cllr N Holman then stated "The point that I have been making is at that point no decision had been made to change the location, there were other locations being looked at, can I ask why the other locations have not been taken in to account, why are we only going to this one location, why I'm presuming it is yourself, why you cancelled all of the other consultations?"

The Clerk stated she did not cancel anything.

Cllr N Holman stated there were several other meetings that were set up, what happened to the other meetings?

The Clerk requested that Cllr N Holman forwards any evidence he has to suggest that meetings were set up and then cancelled because this is the first she has heard of it. The Clerk clarified that in terms of the consultation, the first one was carried out after the decision had been made to move the site because of the timescales involved.

Cllr N Holman stated that the dates were set before that for consultations with the public.

The Clerk advised she couldn't possibly have cancelled dates if she wasn't working for council.

Cllr N Holman stated that the point is the consultations were cancelled.

The Clerk noted she was confused because Cllr N Holman was stating the consultations were planned before. The Clerk requested that Cllr N Holman returns to her with evidence so she can investigate and present further to Council.

Cllr D Jones requested all the objections are put in a document and forwarded to the councillors.

The Clerk agreed to do this.

Cllr L Davies noted a consultation was arranged for the Thursday, she found out about it via Facebook on the Monday or Tuesday and she did contact the CDO and ask about future dates and she hasn't been sent anything. That was the only consultation that was arranged was for Mynydd Mawr. There were several for Tumble but only one for Mynydd Mawr.

Cllr N Holman stated the public were told there would be more and there weren't, so why?

The Clerk advised there are going to be more. There is a meeting with the monitoring group and she needs to work out what is happening internally to establish who will run the consultation. Next week, communication will be going out. There will also be an online questionnaire circulated.

Cllr E Dole made a Point of Order that Cllr N Holman is not a County Councillor.

Minute no. 52 - To consider the requirement for cameras to be turned on during meetings.

The Clerk stated that a couple of councillors had raised made this request. She has also found it difficult to record votes due to lack of visibility.

A long discussion ensued resulting in the following:

Proposal by Cllr D Jones – In two month’s time, cameras are to be turned on during meetings. If face to face or hybrid meetings are still not an option for the council at this point, anyone having technical difficulties should be supplied with the equipment they need to participate in meetings with their camera turned on.

Seconded – Cllr L Williams

***9 votes in favour
Cllr K Thomas voted against
Cllr N Holman voted against***

Resolved – In two month’s time, cameras are to be turned on during meetings. If face to face or hybrid meetings are still not an option for the council at this point, anyone having technical difficulties should be supplied with the equipment they need to participate in meetings with their camera turned on.

Minute no. 53 – To consider policing matters

The Clerk confirmed nothing had been noted. Cllr E Dole stated he attended a monthly meeting where they noted they were absolutely in favour of the skatepark.

Cllr D Jones also noted the Fire Service are also sending a Letter of Support.

Minute no. 54 - Confirmation of Minutes

a) Hall Committee Meeting 25th My 2021

The Clerk advised she has only recently received the video and is about a third of the way through typing the minutes. Matter adjourned to next meeting.

b) Council Meeting 23rd June 2021

Proposal by Cllr G L Jones to agree the minutes previously circulated via e-mail.

Seconded by Cllr E Dole

9 votes in favour

***Cllr K Thomas abstained as she has not received the minutes
Cllr N Holman abstained as he was not in the meeting***

Resolved – to agree the minutes of the full council meeting held on 23rd June 2021.

Cllr P Williams asked about matters arising. There was the suggestion of an alternative internal auditor, is there any progress on that?

The Clerk noted that she does have someone in mind that she was going to bring to September's meeting. She thinks it would be a good idea to have a mid-term internal audit around October time, she has delegated authority to see if he is available to carry out a mid-term and after the financial year but she hasn't had time to contact him yet.

Cllr P Williams stated it was the "Real Living Wage" not "National Living Wage" was proposed and that the council should have a policy. It was proposed that Paul Egan looks at this as part of his review but it doesn't seem that we have given him the remit. He would like a vote to be taken.

Cllr N Holman showed concern around the internal auditor situation. He felt the council should be looking at more than one individual. The reason the council had found themselves in this position is because one person was chosen by the previous Clerk. He feels that the council should be scoping other people who are capable and willing to do it, not one individual picking who that person should be.

Cllr P Williams corrected this as the internal auditor pre-dated the previous Clerk.

Cllr N Holman stated it should still not be one individual making the choice.

The Clerk stated that the company she is looking at specialise in internal audits for Town & Community Council's and they have recently been advising the Wales Audit Office on the way they feel internal audit could help councils tackle the

situations they are finding themselves in. They are a company that are used by hundreds of councils. The Clerk noted she is happy to look at other options but auditors to that standard are hard to come across.

Cllr E Dole proposed the Clerk's outlined path is followed by the council.

Cllr N Holman stated without stating what this company do, he is concerned at going head-long into it, or that they are cost effective. It concerns him that the council are jumping into bed with a company they know nothing about.

Cllr G L Jones stated he agrees with Cllr E Dole and, if we do everything they need, we shouldn't have any issues in the future.

Cllr E Dole again supported the Clerk's advice as she has been appointed to advise us on these points.

Cllr L Davies feels this company sounds like they know what they are doing.

Cllr N Holman requested the following statement to be included in the minutes:

"I have grave concerns about going headlong and recruiting, employing, whatever you want to call it, whatever you have to do, to sign a contract with a company that not one single one of us knows the name of, let alone anything else."

The Clerk gave the name of the company (redacted from minutes due to sensitive nature).

The Clerk stated that when contact is made, they will forward a document outlining what they will do. The Clerk will forward this to the council and she is sure that once the members see the quality of the engagement letter, they will have more confidence.

Cllr W James noted he supports Cllr E Dole's comments.

Cllr L Williams stated that the Clerk has already said that she will bring the proposal to us.

Cllr K Thomas said it was a case that we have been caught so many times in the past and the council has taken people's advice in the past. Cllr K Thomas stated it was not personal and agrees that the Clerk should carry on.

Cllr L Williams proposed that the Clerk is to research the position regarding an internal auditor and present findings to the council in the next meeting.

Seconded Cllr W James

***10 votes in favour
Cllr N Holman abstained***

Resolved – that the Clerk is to research the position regarding the internal auditor and present findings to the council in the next meeting

Cllr N Holman abstained and wished for the following to be noted within the minutes:

“The council is only looking at one source and therefore not doing the appropriate thing which is to look at three companies to determine from that to determine the best course of action”.

Cllr L Williams reiterated her proposal and requested Cllr N Holman confirm his vote which he did.

Cllr E Dole addressed the Chair and apologised that because he missed the start of the meeting, he didn't declare his usual interests and wished to declare his usual interests. He requested confirmation that other councillors had declared their interests.

The Clerk stated that Cllr N Holman has declared an interest not to participate in personnel matters and Cllr D Jones had declared an interest as part of the Planning Committee (CCC).

Minute no. 55 - To acknowledge correspondence received.

The Clerk noted that the previous Clerk has circulated the Inspector's decision regarding the planning application for a Solar Farm at Blaenhiraeth Farm, Llannon.

The Clerk noted that she had circulated correspondence from the Standards Committee regarding Code of Conduct training and suggested that anyone who hasn't carried out the training in the past year might wish to sign up so at least the Clerk can advise the Standards Committee that councillors who are unsure have signed up.

Cllr L Williams requested confirmation of requirement for attendance. Is it every two years? The Clerk confirmed this.

Cllr N Holman requested the list of dates. The Clerk advised she will forward.

Cllr L Davies asked if the power point course the Clerk sent out last year was acceptable. The Clerk stated no and that members must attend a recognised course.

The Clerk advised she has forwarded information about the consultation launch regarding the qualifications of Clerks.

The Clerk advised she has circulated information regarding the OVW Innovation Practice, to date but nobody has requested to attend.

The Clerk noted she has forwarded correspondence regarding the delay in the Carmarthenshire Local Development Plan.

Minute no. 56 – To receive Financial Reports & Updates

The Clerk advised the reports had been circulated.

a) **Bank Reconciliation, June 2021**

Proposal by Cllr G L Jones to agree the Bank Reconciliation for June 2021, previously circulated via e-mail.

Seconded by Cllr P Williams

9 in favour

Cllr K Thomas abstained as she was struggling to hear and missed the discussion

Cllr N Holman abstained

Resolved – to accept the Bank Reconciliation presented for June.

b) **Report on Income & Expenditure for June 2021.**

Proposal by Cllr E Dole to agree the Report on Income & Expenditure for June 2021, previously circulated via e-mail.

Seconded by Cllr G L Jones

10 votes in favour

Cllr N Holman abstained

Resolved – to accept the Report on Income & Expenditure for June 2021

c) Report on Expenditure against Budget, June 2021

Proposal by Cllr E Dole to agree the Expenditure against Budget presented for April 2021 and May 2021, previously circulated via e-mail.

Seconded by Cllr W James

***10 votes in favour
Cllr N Holman abstained***

Resolved – to accept the Expenditure against Budget Report presented for June 2021.

D) To ratify List of Payments for June 2021

Cllr L Davies referred to a payment of £40.55 made to the RFO with his initials are noted as the authoriser and queried if the RFO is allowed to authorise his own expenses?

The Clerk advised she wasn't aware this was happening until she saw the reports. If a payment is made regarding staff expenses it should be authorised by the Clerk and if it is regarding her own expenses it should be for the Chair to authorise.

Cllr L Davies asked if there should be one or two signatories. The Clerk stated there appears to have been some confusion over the online banking. When she referred to the Financial Regulations it states when a cheque is written there should be two signatories but when an online payment is made it appears the RFO has authorisation to make payments. Regular direct debits should be looked at annually and they can continue but any other payments should still go through an authorisation process.

The Clerk advised she is in the process of trying to set up an account with Unity Trust bank. RFO will raise payments, two signatories will then be sent notifications to raise payments. The Clerk will agree dates in the month where the payments can be raised and signatories will be expecting the notifications (unless a payment is urgent).

Cllr L Davies asked for clarification that the expenses were not authorised by anyone. The Clerk stated that is correct. Cllr L Davies then asked if there is a form for mileage and expenses. The Clerk advised she would assume so but she hasn't seen one yet. Cllr L Davies stated she can't imagine what the RFO would need to claim mileage for.

Cllr L Davies asked about initials against some payments. The Clerk needs to check this on RIALTAS when she has access. They all seem to be the payments which are "FP" it would appear these are salaries and expenses. All the salaries should have gone to the Clerk and the Clerk's should go to the Chair.

Cllr L Davies asked for clarification regarding the £70.64 spend for seeds? The Clerk will investigate this and report back.

Cllr L Davies asked for clarification regarding £139.86 to Cwmaman Town Council for photocopying charges. The Clerk advised that the RFO had confirmed that the previous Clerk had been printing at Cwmaman.

Cllr E Dole addressed the Chair to note he was feeling increasingly uncomfortable with this conversation because Cllr Holman was still in the room. He did not wish for this to get personal.

Cllr N Holman then raised a concern that none of this should be discussed in the public and we are in a public meeting, hence why he hadn't left.

Cllr E Dole asked Cllr N Holman if he had declared an interest due to Finance.

Cllr N Holman stated he had declared an interest because his partner is the current RFO.

Cllr E Dole sought clarification again regarding a declaration due to Finance.

Cllr N Holman stated he had given an open declaration as his partner is the RFO which would link in with any Finance and Personnel issues however we are in an open council meeting so he raised concerns that this is being spoken about in an open meeting anyway.

Cllr E Dole reiterated his question to the Chair. Has Cllr Holman declared an interest on Finance?

The Clerk confirmed the declaration at the beginning of the meeting was regarding Personnel, there was no mention of Finance.

Cllr E Dole requested it be noted within the minutes that "He is uncomfortable for this discussion to continue".

Cllr N Holman stated "To clarify my declaration at the beginning was my ongoing declaration which informs everybody that I am the partner of the current RFO."

Cllr E Dole asked Cllr N Holman if he declared an interest on financial matters.

Cllr N Holman stated he declared an interest on anything to do with what the RFO does.

Cllr E Dole stated I have been told you declared an interest on Personnel.

Cllr N Holman stated, no, he had declared an interest, a standing declaration, that as the partner of the RFO, on anything to do with anything his partner is involved with.

Cllr E Dole then stated Cllr N Holman should have declared a personal or prejudicial interest and left the room.

Cllr N Holman stated this is an open meeting.

Cllr E Dole stated Cllr N Holman should have declared a personal and prejudicial interest and left the room.

Cllr N Holman stated that none of this should be discussed in an open meeting.

Cllr E Dole requested this was noted in the minutes.

Cllr L Davies addressed Cllr N Holman and noted the council were discussing financial reports.

Cllr K Thomas stated we should have clarified and asked the RFO to clarify this as this had not been queried with previous Clerk.

Cllr L Williams stated there is a problem continuing to discuss this when Cllr N Holman is still in the room and stated it was intimidating.

Cllr E Dole addressed the Chair and stated we are still discussing it. The Chair asked Cllr E Dole for clarification.

Cllr N Holman left the meeting.

Cllr L Williams requested confirmation that Cllr N Holman had left the meeting. The Clerk confirmed he had.

A discussion ensued regarding Cllr N Holman's declaration.

The Clerk stated she has just received a text message from Cllr N Holman stating:

"Hi Clare, I've left the meeting due to the animosity and bullying being shown towards me."

The Clerk stated the List of Payments still needs to be authorised.

Cllr D Jones stated the RFO did drive to Ammanford to deliver and collect the internal audit report.

To ratify list of payments for June 2021 – adjourned to next meeting

e) Economic Resilience Fund

The Clerk advised Cllr D Jones brought this fund to her attention. The RFO applied for the grant and the Council has been successful in their application and have received £5000 into the Tumble Hall account. The next round of funding opened on 26th July 2021 and the Clerk has put in an application for £7000.

f) RCDF Grant

The Clerk noted that an extension has been put forward until March 2022 and this needs to be accepted. The Clerk is planning on working with the group to see if the profile can be changed in order to access the funding. She has made contact with the group and they are awaiting costings from a quantity surveyor. The Clerk will report back when she has more information.

g) Banking Arrangements

The Clerk stated that she has been investigating Unity Trust Bank, suggested that we keep one account with Lloyds in order to pay in cash and cheques. The Clerk requested clarification of current signatories.

Cllr L Williams
Cllr P Williams
Cllr M Jones
Cllr G L Jones
Cllr L Davies

Cllr K Thomas stated she had previously refused.

Cllr G L Jones stated he was uncomfortable that he had been previously asked to sign blank cheques. The Clerk advised that should never happen and won't be happening again.

Cllr G Jones has investigated Unity himself and the mechanism for ratification is exactly what the Council needs.

Cllr S Acciaioli stated he is happy to be a signatory.

Proposal by Cllr P Williams to apply for bank accounts with Unity Trust Bank

Seconded by Cllr G L Jones

All in favour

Resolved – to apply for bank accounts with Unity Trust Bank

Minute no. 57 - To consider employees expenses

The Clerk suggested she will put together an employee's expenses policy for the council to review.

Cllr L Williams stated the council had already agreed for all staff to have a mobile phone paid for by the council. The Clerk stated an allowance might be more economical for the council.

The Clerk noted the policy will be forwarded via email to be discussed in the next meeting.

Cllr L Davies asked about telephone expenses whilst staff are on holiday/sick. The Clerk stated the Council might not want to fall into a position where a member of staff wouldn't answer the phone because they haven't received their expenses.

Cllr L Williams asked if any members of the public were still in the meeting. The Clerk advised they left early on.

The Clerk invited Cllr N Holman back into the meeting.

Minute no. 58 – To consider paperless meetings

The Clerk noted that a councillor had requested a printed copy of the agenda and attachments for the last meeting. It had taken her an hour and ten minutes to print everything and then she had to go to the post office. The Clerk noted some Councillors had advised the council is paperless.

Cllr G L Jones noted the Council voted last year to be paperless.

The Clerk confirmed Cllr N Holman had re-joined the meeting.

Cllr L Davies clarified that councillors haven't received paper copies.

Cllr L Williams confirmed Cllr G Jones's point but an exception could be made if necessary.

Cllr E Dole stated the Clerk is asking the council for confirmation.

Cllr L Davies stated this is why laptops had been provided to Councillors.

The Clerk sought clarification as to whether anyone needed paper copies and if she is to print them out.

Cllr E Dole stated we should supply the relevant electronic equipment to councillors who may need it.

The Clerk stated if anyone cannot access the paperwork, can the councillors please let her know she can arrange for the relevant electronic equipment for example, laptops or dongles to be provided.

Minute no. 59 – To consider quotes for new websites & receive a social media update

The Clerk noted she has obtained three quotes ranging from set-up fee of £650 - £1000 plus VAT for initial set up with add-ons and different ongoing support costs. The Clerk requested if a sub-committee could be set up so she can share details of the three providers then everyone can have a look at the standard of the work.

The Clerk stated she has managed to gain access to the existing website and she is making some changes as she's going along.

Cllr L Williams stated going forward the Council must have members of staff that who can maintain the website. The Clerk advised all three companies offer ongoing support and training.

The Clerk noted new accessibility laws came in to force in 2019.

Cllr G L Jones, Cllr C Davies and Cllr S Acciaioli will look at the information with the Clerk.

Llannon Community Council Facebook Page: The Clerk noted she has messaged the page and requested access which has not been given.

Tumble Hall Facebook Page – The Clerk has spoken to the previous member of staff who set this up and he is refusing access.

The Clerk advised she feels we need some legal advice and suggested exploring this with One Voice Wales.

Cllr L Davies suggested changing the name of Cymunedau Mynydd Mawr Communities Facebook Page.

Cllr G Jones suggested we register the Council's name as a Trade Mark. The Clerk will research this.

Cllr D Jones wanted to thank Cllr L Williams for answering all the Facebook posts regarding the footpaths in the wards.

Minute no. 60 – To discuss the council's Zoom subscription

The Clerk advised she has set up her own Zoom business account as the CDO is out of the office so she cannot use the account previously activated and paid for by the council.

The Chair noted the Clerk should be re-imbursed. Cllr E Dole stated we agreed in the last meeting that the Clerk should be fully remunerated,

Cllr L Davies suggested existing account is moved to the Clerk.

Cllr G L Jones stated that anyone who owns Zoom account can access the recordings. It should only be a councillor or the Clerk who can access.

Minute no. 61 – To receive information on the purchase & repair of equipment

The Clerk noted the following for information purchases:

The mower has been replaced at a cost of £900. Spend was authorised by the Chair and Clerk.

Kabota required repairs in the sum of £800. Spend was authorised by the Chair and Clerk.

Walford has reported the hand mower needs a small repair. Walford is looking at costs.

The Clerk stated she is concerned about the pumps for the boiler in Tumble Hall. The RFO. The RFO, the Clerk and both Groundsmen and have tried to make contact with the plumber. The plumber has been paid £2000 but the work hasn't been carried out.

Cllr L Williams proposed another company is sought to carry out the works and a recovery is sought from the company that has been paid.

Seconded by Cllr G L Jones

10 in favour

Cllr N Holman abstained

Resolved – to engage another company to carry out the repairs and seek a recovery of monies paid.

Cllr N Holman abstained as he felt the council should clarify the exact position before jumping in with accusations etc, as it's not clear whether an invoice was given etc, feels the council should do some digging before the council has egg on its' face as it doesn't know the facts.

The Clerk addressed the Chair and noted the time was nearly 9pm so the members will need to address suspending the Standing Orders.

Cllr G L Jones proposed to suspend Standing Orders on order for the meeting to continue.

Seconded by Cllr P Williams

All in favour

Resolved – to suspend Standing Orders in order for the meeting to continue

Minute no. 62 - To discuss assets & receive updates:

Dogs must be kept on a lead signs

The Clerk noted she was asked during the past meeting to order “Dogs must be kept on a lead” signs. She has received a quotation for £20 per sign or £180 for ten.

Cllr L Davies stated that the current sign for Llannon Park states “No dogs allowed”.

Cllr L Williams requested clarification as to whether it was for the parks or playgrounds.

Agreed it is for all parks, other than Llannon Park which already states “No dogs allowed”.

Cllr L Williams sought clarification as to whether the signs were bilingual. The Clerk confirmed they are.

Proposal by Cllr G L Jones to purchase ten “Dogs must be kept on a lead” signs.

Seconded by Cllr P Williams.

10 votes in favour

Cllr K Thomas voted against as doesn't agree

Resolved – to purchase ten “Dogs must be kept on a lead” signs.

Replacement of the main sign in Singleton Park

The Clerk advised that the main sign in Singleton Park has been vandalised and needs to be replaced. Cost is £145.

A long discussion ensued regarding the legal name of the park. The Clerk advised that the lease documents state the name as Singleton Park.

Cllr L Williams felt very strongly that the name of the park is not and never has been Singleton Park, it is Llechyfedach Park and requested that the sign states Llechyfedach Park. Cllr L Williams requested that we need to investigate the name.

The Clerk requested clarification as to whether she can order the sign.

Cllr L Davies stated the sign has been vandalised before so can we consider CCTV.

Cllr K Thomas asked if the seat has been repaired yet. The Clerk advised not yet but it is on the list of tasks.

Cllr K Thomas stated that when she was asked about the seat by residents, it was referred to as Singleton Park.

Cllr E Dole stated it is legally called Singleton Park and if we want to change it, we need to pay a cost.

Cllr L Williams asked if the Clerk can investigate the change of name.

Proposal by Cllr L Williams to order the replacement sign without the name of the park.

Seconded by Cllr K Thomas

All in favour

Resolved – to order the replacement sign without the name of the park.

Cllr D Jones noted that 106 money is ring fenced and could be used regarding the fencing for the park.

No smoking signs

The Clerk noted that on 1st March 2021 smoking outdoor laws changed:

Public Health (Wales) Act 2017 (“the 2017 Act”) and the Smoke-free Premises and Vehicles (Wales) Regulations 2020 (“the 2020 Regulations”) will come into force on 1 March 2021.

The Clerk explained there needs to be a separate “No Smoking” sign at the entrance of fenced off parks. Parks without a boundary need to display the signs 5 metres from any playground equipment.

Cost will be £85 per sign for a freestanding sign on a post or the council can purchase A4 signs similar to the “Dogs must be kept on a lead” signs at 10 for £180.

Cllr L Davies asked how many would be needed in Singleton Park as it is not fenced off. The Clerk noted she has not visited all of the parks so will need to go around and assess each site.

The Clerk will report back once she has assessed all of the playgrounds.

Spraying in progress signs

The Clerk advised that following their recent attendance at a spraying course, the grounds staff have requested the council purchase signs to advise “Spraying in progress”. They will require four signs at a cost of £135 each.

The Chair requested clarification that the signs would be mobile. The Clerk advised they are.

Cllr P Williams requested clarification that the signs would be bilingual. The Clerk confirmed they will be.

Proposal by Cllr P Williams to order four “Spraying in Progress” signs.

Seconded by Cllr D Jones

All in favour

Resolved – to order four “Spraying in Progress” signs.

a) Cross Hands Park & Playground

The Clerk gave an update to state she has been liaising with the legal team and property department in CCC. She is awaiting paperwork from the previous Clerk. £35k is still available if the council can prove a clear plan from progression is in place. The Clerk hopes to be able to give an update shortly.

Cllr K Thomas noted we may need other quotes for the playground. The Clerk advised that once she has the paperwork, she will report back to council.

The Clerk advised Walford is looking at quotes for cladding the roof of the bowls pavilion, with and without foam and will report back when the quotes are received.

b) Parc y Mynydd Mawr Tumble

Bank works have not been completed so clerk will need to arrange a meeting with the contractor and will report back to council.

The Clerk noted she is liaising with the legal team in CCC regarding the areas of land the football club wish to hand back to the council. This does lead in to point C. Previous Clerk carried out the council's conveyancing but the current Clerk is not qualified to do this so the council will need to instruct a solicitor.

c) To discuss appointment of a solicitor to deal with o/s asset transfer issues

The Clerk noted she has worked with an excellent solicitor in the past who is a specialist in asset transfer and asked that the council consider appointing the Clerk's recommendation.

Cllr K Thomas advised that the trees planted in Tir Waun Park to the left-hand side have been removed. The Clerk advised that several trees were dying so Walford has moved them. The Clerk will find out where they have been moved to and will report back.

Cllr L Davies noted that a number of trees in Cross Hands had been moved and some of the trees at the entrance to the cemetery don't look very healthy.

Cllr P Williams asked about the MUGA and area behind the hall. Initially they were going to have a junior pitch so wanted the council to check the position with the football club. The Clerk confirmed the club have already told her this is no longer an option for them.

Cllr E Dole proposal to appoint the solicitor recommended by the Clerk

Seconded by Cllr G L Jones

***10 votes in favour
Cllr N Holman voted against***

Resolved – to appoint the solicitor recommended by the Clerk

Cllr N Holman voted against as the council doesn't know anything about the company and the council does not know whether there are any conflicts of interest regarding this company and until the council knows that information, he wished it to be recorded that he is not in agreement to signing up a company the council knows nothing about.

Cllr E Dole confirmed the vote has been taken

Cllr L Williams asked if there was any progress on a grant application for the woodland opposite the school. The Clerk advised there has been no progress as the CDO is working on the urban sports park project. The Clerk stated she has not been able to pick up any other duties. Agreed Cllr L Williams and the Clerk will discuss further.

Cllr L Davies stated the Environment Committee had been given authority to seek grants. Cllr L Williams asked if a meeting could be convened of the Environment Committee. The Clerk advised she will arrange a meeting.

Minute no. 63 – To discuss personnel matters

Cllr N Holman declared an interest and requested it was noted within the minutes that he opposes any form of bullying and harassment and that he has had no input in any of the personnel matters and wishes that his name is not connected with any of these matters as he has not been involved.

Cllr N Holman left the meeting

The discussion that followed was held in camera and the content cannot be noted in these minutes.

Staff Member 1

Proposal by Cllr W James that Staff Member 1's employment will cease as requested on 31st July 2021.

Seconded by Cllr P Williams

***8 in favour
Cllr K Thomas abstained
Cllr D Jones abstained***

Resolved – Staff Member 1's appointment will cease as requested on 31st July 2021.

Staff Member 2

Proposal by Cllr W James that Staff Member 2's employment will cease as requested on 14th September 2021.

Seconded by Cllr E Dole

***9 in favour
Cllr K Thomas abstained***

Resolved – Staff Member 2's appointment will cease as requested on 14th September 2021.

Furlough

Proposal by Cllr G Jones that enquiries are made by the Clerk to establish whether the furlough claims need to be repaid.

Seconded by Cllr L Williams

All in favour

Resolved – the Clerk is to make enquiries to establish whether the furlough claims need to be repaid

The Chair closed the meeting at 22:02

Signed
Chair

Date

DRAFT