

**CYNGOR CYMUNED LLANNON COMMUNITY COUNCIL**



**Minutes of the Full Council Meeting of Llannon Community Council**  
**On**

**Wednesday 20<sup>th</sup> July 6.30pm**

**Held remotely via Zoom**

**Meeting commenced at 6:00pm**

**Minute no. 60 - Members Present**

Cllr. L Williams (LW)  
Cllr. M Jones (MJ)  
Cllr. C Davies (CD)  
Cllr. N Thomas (NJ)  
Cllr. E.G Evans (EGE)  
Cllr. R Lloyd-Davies (RD)  
Cllr. J Owen (JO)  
Cllr. L Davies (LD)  
Cllr. P Owen (PO)  
Cllr. R Jones (RJ) (Arrived Late)  
Cllr. E Dole (ED) (Arrived Late)

**The Chair, Cllr. Lesley Williams presided over the meeting.**

**Also present:** Mrs Clare Hope – Clerk

**Translator:** Mr Hefin Jones

**Minutes taken via Zoom recording by:** Mrs Wendi Freeman

**Minute No. 61 - Apologies and reasons for absence**

Cllr. Sarah Stewart - Work

Cllr Christopher Bowkett – Work

Cllr. D Jones – No reason given

**Minute No. 62 - Declarations of interest.**

Cllr. Llinos Davies – Carmarthenshire County Council; married to Cllr. Christopher Davies and Keep Mynydd Mawr Tidy

Cllr. Christopher Davies – Married to Cllr. Llinos Davies and teacher at Ysgol Llannon and Keep Mynydd Mawr Tidy

Cllr. Ruth Lloyd-Davies – Committee Member of Cyfeillion y Coetir and Keep Mynydd Mawr Tidy

Cllr. Julie Owen married to Cllr. Phil Owen

Cllr. P Owen married to Cllr. Julie Owen

Cllr. Emyr Gwyn Evans member of Keep Mynydd Mawr Tidy

Cllr. Lesley Williams member of Keep Mynydd Mawr Tidy

**Minute No.63 – To consider Police Matters**

The Clerk advised she was unable to attend the NPT meeting on 4<sup>th</sup> July 2022 so had no report to make.

LD noted she was also unable to attend.

**Minute No. 64 – Confirmation of Minutes of the Full Council Meeting Held On 15<sup>th</sup> June 2022**

*JO proposed the minutes for meeting held on 15<sup>th</sup> June 2022 were correct.*

*LD – Seconded.*

*All members present in favour.*

**Resolved – Minutes of the Full Council Meeting held on 15<sup>th</sup> June 2022 were correct**

**Minute No. 65 - Matters Arising from Minutes Ratified**

None noted

**Minute No. 66 - Public Participation**

The Clerk quoted the Local Government and Elections Act (“the 2021 Act”):

“The 2021 Act makes provision for public participation at full community council meetings or those part of meetings which are open to the public. The person presiding over the meeting must give members of the public in attendance a reasonable opportunity to make representations about any business to be discussed at the meeting, unless doing so is likely to prejudice the effective conduct of the meeting”.

As there were no members of the public present, no comments were made.

The Clerk will meet with the Policy Review Committee to review the Standing Orders.

### **Minute No. 67 – To receive the Clerks report**

The Clerk presented a verbal report.

Cross Hands Carnival was reported as a success. However the organisers did not seek permission to use the electricity from the changing rooms and there were issues with the raffle.

The Clerk will be attended the One Voice Wales Innovation Practice. Information has been circulated and the Clerk requested that if any councillors wish to attend, they should let her know.

Local company, DS Grounds Maintenance have cut the hedge around the bowling green in Tumble Park.

HLF Grasslands Project – The Clerk noted there is a meeting on 27<sup>th</sup> July. ED & PO are on this outside committee.

### **Cllr. R Jones joined the meeting**

Marquees have been loaned out but unfortunately, they have been returned damaged. Clerk will update the council further in due course.

Safer Routes Bid - The Clerk has been trying to arrange a meeting with the Headteacher to discuss the safe routes bid it is vital that the school leads on this. Phil Snaith has written a great proposal but without the school's engagement the plan cannot move forward.

Planning Seminars are being held by Carmarthenshire County Council and this information has been circulated. The Clerk requested members interested in attending let her know.

### **Cllr. E Dole joined the meeting**

The Clerk noted a trial has just started for grass cutting collection with Gavin Griffiths Group which will enable the council to recycle the cuttings correctly, the Clerk will give a further update soon.

Maesyffynnon Park - has had an overhaul, the trees have been cut back and the matting cleared and weeded, and two new swings have been replaced.

Singleton Park – following a complaint on social media the park will be inspected on 21<sup>st</sup> July 2022 they will be looking at the curbs and matting. NT stated the benches are broken and the footpath to the park also needs looking at. The Clerk also said that new swings have been ordered.

Tumble Park- There is a plan for activities throughout the summer for the children.

- Impact 242 – Games and Picnics on 9<sup>th</sup>, 16<sup>th</sup> and 20<sup>th</sup> August.
- Actif & Menter – 4<sup>th</sup>, 11<sup>th</sup>, 18<sup>th</sup> August
- Early Years Team – 27<sup>th</sup> July from 10am -12 & 1-3pm for children 0-5 years old.

### **Minute No. 68 - Financial matters**

#### **a) To ratify payments made in the financial year 2021-22.**

The Clerk noted all payments for the financial year 2021-22 were previously circulated to the Council.

*ED Proposed to ratify payments made in the financial year 2021/2022*

*PO – Seconded*

*All members present in favour*

**Resolved – payments made in the financial year 2021/2022 ratified**

#### **b) To receive end of year financial report for 2021-22.**

The Clerk noted that her report had been previously circulated to the Council.

*ED proposed to accept the End of Year Financial report for 2021-2022.*

*PO – Seconded*

*All members present in favour*

**Resolved- to accept the end of year financial report for 2021-2022**

The Clerk advised that there was £33,689.94 left over from this budget and asked the council to move the remaining sum to the 2022/2023 budget as follows:

- Salaries increased to £208,000 to enable new staffing structure - £18,000
- Chair's Civic Allowance increased to £2250.10 so £750.10 can be donated to Wales Air Ambulance as not paid in 2021-22.
- Insurance increased from £3000 to £6000 - £3000
- Fuel is increased to £3500 - £1000
- Oil is increased to £7189.84 - £1989.84
- Van is increased to £5000 to cover HP of new van - £4500.00
- Hire is increased to £9100 to cover the HP of new John Deere - £4450.00

*PO proposed the council move the sum as recommended by the Clerk to the 2022/2023 budget.*

*RLD – Seconded*

*All members present in favour*

**Resolved – the council move the sum recommended by the Clerk to the 2022/2023 budget**

**c) To receive a report for the first quarter of the financial year 2022-23.**

Moved to EGM on 10<sup>th</sup> August 2022

The Hall Committee have requested that the money in reserves that is set aside for the kitchen be used to replace furniture in the hall and some redecorating.

*JO Proposed the Kitchen Reserves of £15,000 are moved to a budget for the Hall Committee*

*LD – Seconded*

*All members present in favour.*

**Resolved – Kitchen Reserves of £15,000 are moved to a budget for the Hall Committee**

**d) To ratify payments made in the first quarter of the financial year 2022-23.**

Moved to EGM on 10<sup>th</sup> August 2022.

**e) To agree direct debit payments for the financial year 2022-23.**

Moved to EGM on 10<sup>th</sup> August 2022

**f) To receive an update on signatories for the council's bank accounts.**

The Clerk has completed forms for signatories no longer authorised to be removed from the bank accounts and for new signatories to be added. The Clerk will update further once completed by the bank.

**g) To receive an update on a pre-paid debit card.**

Prepaid Debit cards have been received, one for the hall and one for the council these can be linked to a financial package. The Clerk asked the council to agree a minimum of £2000 balance is held on the cards and that she may move more money to cover purchases as and when required.

*ED Proposed a minimum of £2000 balance is held on pre-paid debit cards and the Clerk has authority to move more money over to cover purchases as and when required.*

*JO – Seconded*

*All members present in favour.*

**Resolved – a minimum of £2000 balance is held on pre-paid debit cards and the Clerk has authority to move more money over to cover purchases as and when required.**

**Minute No.69 - To discuss the following planning consultations**

- a) PL/03481 - Proposed rural enterprise dwelling for key workers, local needs and social care - Coed Dderwen, Llannon, Llanelli, SA14 8JP.

No comments noted

- b) PL/04049 - Proposed riding area/menage (14.5m x 19.5m) and associated works within existing yard area. Proposal is for private use only. - Land West of Treddyn Farm, Pontarddulais, Llanelli, SA4 0FP.

No comments noted

**Minute No. 70 - To discuss the lease of a new van.**

The Clerk informed the council she was waiting for further quotes regarding this and asked to move the item to the EGM.

**Minute No. 71 - To receive a report from the Personnel Committee Meeting held on 18th July 2022.**

The Clerk noted that the minutes and relevant information from the meeting had already been circulated to all members. The Committee has delegated authority for some work but the Council need to make decisions on some items:

- **Staffing Structure**

The Clerk noted the present and recommended staffing structure had been circulated and agreed by the Personnel Committee, full council need to consider.

*PO Proposed the council agree the new staffing structure.*

*RLD – Seconded*

*All members present in favour*

**Resolved – to accept the new staffing structure**

- **Standing Vehicle Allowance**

WW has been using his own vehicle as an essential user since the outbreak of Covid and has only been paid mileage. As his vehicle was classed essential, he should have been receiving a standard allowance that the Clerk recommended of £1170.00 per year

The personnel committee asked the council to consider agreeing a Standing Allowance and a back payment for the years 2019/2020 & 2021/2022.

*JO Proposed the council agree a Standard Allowance of £1170 for WW as an essential vehicle user and that this is also backdated for the financial year's 2019/2020 and 2021/2022.*

*NT – Seconded*

*All members present in favour*

**Resolved - a Standard Allowance of £1170 for WW is agreed as an essential vehicle user and that this is also backdated for the financial year's 2019/2020 and 2021/2022**

- **Job Descriptions**

The Clerk noted these have been circulated to the members. Each Job Description was discussed in depth by the Personnel Committee and agreed under the Committee's Delegated Authority.

- **Salary Scales**

The Clerk noted these have been circulated to the members. Each Salary Scale was discussed in depth by the Personnel Committee and agreed under the Committee's Delegated Authority.

- **Recruitment Panel**

The Clerk, Chair and Cllr. M Jones will sit on the recruitment panel for all positions.

**Minute No. 72 - To receive a report from the Environment Committee Meeting held on 19th July 2022**

Cllr. R Lloyd Davies has created some fantastic, fun signs for dog owners to encourage them to pick up. JO suggested if there was funding available to have the designs made into longer lasting signage.

The Committee have also instructed the Clerk to order factual, official signs.

The Committee would like to hold an awareness day and have asked the clerk to cost dog faeces specific bins and waste removal.

The Committee are also looking at insect hotels and proper recycling bins.

Parc Tyisha will be a focus for improvement with raised beds and a seed planting day to be considered.

The Botanical Garden of Wales has a scheme to donate hay from their meadow which contains the seeds of many wildflowers offering a wider diversity of flowers. The committee are going to contact the TBGW regarding this.

The footpaths are to be updated on the council website and the Committee intend to produce leaflets outlining footpaths in the area.

EGE will organise a walk.

**Minute No.73 - To receive a report from the Hall Committee Meeting held on 19th July 2022**

Events have been held in the hall, The Queens Jubilee Afternoon Tea was a great success, and Country Music nights are proving to be profitable. There is plenty to look forward to in the coming months, hopefully we will be able to offer lower rental prices to those who need it.

We have had a wide range of people using the hall including offering the following free facilities:

- Hywel Dda Training days
- Palliative Care Team



- Foot Clinic
- Heart Clinic
- Links

The Hall will hold the next flu jab clinic in October, they expect to vaccinate about 1000 people.

The Family Centre have outgrown their space and are going to be running their mother and toddler sessions in the hall on Wednesdays from September.

Quotes have been received and agreed for the installation of a new Fire Alarm.

The scaffolding will be down next week, and the electrician will be able to install new outside lights on the building. A lot of work needs doing on the hall interior, and this will be worked on over the coming months.

Poster boards will be placed on the rear wall of the hall so that we can advertise our events.

**Minute No. 74 - To receive an update on Cross Hands Ten Towns Project.**

The Clerk noted she had circulated the minutes of the Growth Panel Team meeting on Monday 18<sup>th</sup> July 2022. As the shop is no longer viable, further ideas were requested.

The Clerk advised that Smart Screens could be an idea that the council might want to consider.

LD said that she would like to explore an idea like Bikeability Wales, an inclusive cycling charity that provides hire bikes for all ranges of able and disabled cyclists.

This could be based in Cross Hands Park to encourage green travel and healthy living and possibly a pop up shop could be tied in with the idea. A public consultation would be helpful to gain an idea of what bikes would be required.

The Growth Panel will be meeting on 1<sup>st</sup> August.

*RLD proposed the council move forward on the bike hire proposal*

*EGE – Seconded*

*All members present in favour*

**Resolved – The council to move forward on the Bike Hire proposal.**

**Minute No.75 - To receive Councillor’s reports.**

No reports received

**Minute No. 76 - To receive County Councillor's reports.**

The Clerk apologised as she had forgotten to circulate Cllr. Llinos Davies' report. This has now been circulated.

Cllr. L Davies extended her warmest congratulations to Cllr. S Stewart on her recent marriage.

And noted that Cllr. L Williams' granddaughter would be in the GB Youth Olympics swim team, wishing her the best of luck.

**Next meeting - EGM 10<sup>th</sup> August 2022 at 18.30pm**

**The Chair closed the meeting at 20.19pm.**

**Signed .....**

**Date .....**

**Chair**