

Cyngor Cymuned Llannon Community Council



Minutes of the Ordinary Meeting of Llannon Community Council

on

Monday 19th April 2023 at 6.30pm

Held remotely via Zoom

Meeting commenced at 6:30pm

The Vice-Chair, Cllr. Julie Owen presided over the meeting.

Minute No. 214 – Members Present.

Cllr. J. Owen (JO)

Cllr. Ll. Davies (LD)

Cllr. R. Lloyd-Davies (RD)

Cllr. P. Owen (PO)

Cllr. M. Jones (MJ)

Cllr. D. Jones (DJ)

Cllr. N. Thomas (NT)

Cllr. C. Davies (CD)

Cllr. E. G. Evans (EGE)

Cllr. J. Anderson (JA)

Cllr. S. Eldridge (SE)

Cllr. S. Stewart (SS)

Cllr. R. Jones (RJ) – Joined the meeting at 6.40pm.

Cllr. G. Jones (GJ) – Joined the meeting at 8.05pm.

Also Present:

Mrs. C. Hope – Clerk (CH)

Mrs. Ff. Lewis – Deputy Clerk (FL)

Mr. H. Jones – Translator (HJ)

Minute No. 215 - Apologies and reasons for absence.

Cllr. C. Bowkett – Work commitments.

Cllr. G. Jones – Attending the Code of Conduct training. GJ joined the meeting at 8.05pm.

Minute No. 216 - Declarations of interest.

Cllr. S. Eldridge declared an interest with the tea dance at Tumble Hall.

Cllr. J. Anderson declared that she used to be the Chair for the old Cross Hands Action Team but is no longer a member of the committee.

There were no other new declarations of interest.

Minute No. 217 – Policing matters.

The Clerk informed the Council that she attended the neighbourhood police meeting held online on Tuesday 11th April 2023. During the meeting the Clerk was informed that all future crime records will now be published on the Dyfed Powys Police website which can be viewed monthly. Unfortunately, there was no representative from the Cross Hands branch at the meeting, therefore there was nothing to report back to the Council.

Minute No. 218 – County Councillor’s reports.

The Clerk informed the Council that LD sent her report via email, the Clerk will forward the report to all Councillors via email and publish it on the website.

The Clerk informed the Council that she hasn’t received a report from DJ and asked DJ if she would like to give a verbal report. DJ stated that she had sent the report via email to the Chair and Clerk. JO confirmed that she had received the report. DJ checked her email and informed the Council that she had accidentally sent it to the wrong email address and will forward the report to the Clerk as soon as possible. The Clerk will send DJ’s report to all Councillor’s via email once received.

Minute No. 219 – Confirmation of minutes.

a) The EGM held on 22nd February 2023.

The Clerk apologised to the Council that neither herself or the Deputy Clerk has had the time to make the amendments requested yet and that this item will need to be deferred to the next Full Council meeting.

b) The Full Council meeting held on 15th March 2023.

EGE proposed that these minutes were a true record. SE seconded the proposal. All in favour.

c) The EGM held on 22nd March 2023.

LD proposed that these minutes were a true record. RD seconded the proposal. All in favour.

Resolved that the following minutes of the Community Council (prints of which having been previously circulated to members) be taken as read, and the same are hereby verified, received, and confirmed by all respectively:

Minutes of the Full Council Meeting held on 15th March 2023.

Minutes of the Extraordinary General Meeting held on 22nd March 2023.

6.40pm Cllr. R. Jones joined the meeting.

Minute No. 220 – Public participation.

There were no questions from the members of the public.

Minute No. 221 – Report from the Clerk.

Please refer to the Clerk's report dated April, published on the website for greater detail.

The Clerk informed the Council that a copy of her report will be circulated to all members via email and published on LICC's website. The following questions/comments were raised:

- **Item 12 – Councillor's Allowances & Expenses 2022-2023.**

The Clerk informed the Council that she has not received a response from DJ and GJ with regards to their Councillor's allowance. The Clerk has not received an opt out for nor a PAYE form and therefore has not been able to carry out the statutory requirement regarding the mandatory allowance for Councillors.

DJ stated that she doesn't have time to check LLCC's emails and asked the Clerk whether it would be possible for all her emails to be sent to her County Council email address. The Chair responded by reminding DJ

about Llannon Community Council's email policy and that DJ's request does not comply with the policy.

DJ stated that GJ had not returned his form as he didn't think he could claim expenses having only recently been elected.

The Chair thanked the Clerk and the staff for their hard work.

Minute No. 222 – Financial Matters.

a) Cashbooks for the last quarter of the 2022-23 financial year.

The Cashbooks for the last quarter of the 2022-23 financial year had previously been circulated to all members of the Council via email by the Clerk. The Chair asked the Council if there were any questions with regards to the Cashbook. The questions raised were as follows:

DJ asked the Clerk what was the payment to Handshake Ltd for? The Clerk informed the Council that this was the 85% fees from the ticket sales made at the Bronwen Lewis concert.

DJ asked the Clerk who P J Rowell was? The Clerk informed the Council that this payment was for the pantomime company that LICC had at Tumble Hall.

The Clerk explained to the Council that the payments spreadsheet would provide greater detail with regards to the nature of the payments made than what the Cashbook would provide.

DJ asked if the two payments made for 123-Reg was correct or an error. The Clerk explained to the Council that she is currently looking into this as it seems like that one of these payments is for one of the other Councils that the previous Clerk was working for. The Clerk is currently waiting for the paperwork to see which one is for LICC.

DJ asked the Clerk why LICC have made payments to DN Davies for grass cuttings? The Clerk informed the Council that there was a need for an external contractor as the grass cutting machinery LICC had at the time was undergoing repairs.

DJ asked the Clerk who Geldards LLP were? The Clerk informed the Council that they were the solicitors LICC are currently using to assist with the asset transfer work.

SS proposed to accept the Cashbooks presented to the Council by the Clerk. NT seconded the proposal. All in favour.

Resolved to accept the Cashbooks for the last quarter of the 2022-23 financial year as previously circulated via email to all members by the Clerk.

b) Approve Direct Debit payments for the 2023-24 financial year.

The Direct Debit payments for the 2023-24 financial year had previously been circulated to all members via email by the Clerk. The Chair asked the Council if there were any questions or comments. No questions or comments were raised.

RD proposed to approve the list of Direct Debit payments for the 2023-24 financial year. NT seconded the proposal. All in favour.

Resolved to approve the Direct Debit payments for the 2023-24 financial year as previously circulated via email to all members by the Clerk.

c) Approve outstanding bank transfer payments required.

A list of outstanding Bank Transfer payments was circulated via email to all members by the Clerk. The Clerk informed the Council that a payment to BHIB Ltd of £4568.75 needs to be added to the list of payments and this is for the insurance. Thus, bringing the total outstanding payments to £11611.53. The Chair asked the Council if there were any questions. No questions were asked.

SE proposed to approve the outstanding bank transfer payments required as presented to the Council by the Clerk. SS seconded the proposal. All in favour.

Resolved to approve the outstanding bank transfer payments required totalling £11611.53.

Minute No. 223 – Planning.

The following planning applications have previously been circulated via email to all members of the Council and no response was received via email to the Clerk or Deputy Clerk:

- **PL/05612** – Variation of condition 1 on S/36315 (extension of planning approval) Land to the rear of 48 Heol Y Bryn, Upper Tumble, Llanelli, SA14 6DR.
- **PL/05370** – Proposed Self Storage Yard – Plot 31A, Heol Stanllys, Cross Hands, Llanelli, SA14 6RB.
- **PL/05650** – Proposed single storey rear extension – 5A Bethania Road, Upper Tumble, Llanelli, SA14 6DT.
- **PL/05778** – The construction of a vehicle maintenance building along with external parking areas – Land adjacent to Crosshands Food Park, Crosshands, Llanelli, SA14 6SX.

With regards to **PL/05721** – Ground and first floor alterations to include Managers accommodation with external works – Red Lion Inn, 3 Heol Y Plas, Llannon, Llanelli, SA14 6AD. The following comments were made:

LD informed the Council that there was nothing showing on the planning with regards to parking at the property, but she supports the proposed planning.

PO proposed that the Council writes a letter of support as the reopening of the Red Lion Inn will be beneficial for Llannon. JA seconded the proposal. All in favour.

Resolved that the Council writes a letter of support for planning PL/05721.

Minute No. 224 – Report from the Environment Committee.

The Clerk has previously circulated Cllr. R. Lloyd-Davies' report via email to all members. The Clerk thanked RD for her hard work and for organising the meeting between R. Carter, A. Evans, and I. Macho.

RD went through her report and informed the Council that the meeting was very good and informative. The environment committee looked at grass cutting within the four areas and how different type of cutting would benefit wildlife in the area. RD expressed the importance of keeping the community

well informed, this will be done via leaflets, information boards and any other means possible.

Minute No. 225 – To acknowledge the date of the AGM.

The Clerk informed the Council that the Annual General Meeting is the most important meeting, and she wishes to hold this meeting on Wednesday 17th May 2023.

Minute No. 226 – To receive the date of the Full Council meeting.

The Clerk informed the Council that she intends to hold the Full Council meeting on the 24th May 2023.

Minute No. 227 – To receive an update update regarding Tea Dances held at Tumble Hall.

7.30pm SE left the meeting as he declared an interest with the Tea Dance.

The Clerk informed the Council that SE's wife will be running the Tea Dance at Tumble Hall. They have requested that the event is run as a Community Council event. There will be no changes to how the event will be held and any money raised at the event will be banked by the Council with no charge for the use of the hall.

7.33pm SE returned to the meeting.

Minute No. 228 – Use of Council email addresses.

The Clerk previously circulated the Email Protocol Policy via email to all Councillors. The Clerk reminded all Councillors that everyone needs to use their Council email addresses and will not be able to respond to non-Council email addresses in the future (as stated in the Email Protocol Policy).

DJ asked the Clerk whether her County Councillor report can be sent from her County Council email address. The Clerk informed DJ that this would be fine.

Minute No. 229 – Code of Conduct training.

The Clerk informed the Council that GJ was completing the Code of Conduct course this evening. JA, SE and MJ are due to participate in the course next

week. The Clerk asked EGE, NT and CB to attend the course as soon as possible and to get in touch with the Deputy Clerk to organise a suitable date. It is a requirement that the Clerk reports to the Standards Committee who has attended the course.

Minute No. 230 – Dispensations requests.

The Clerk has previously circulated the dispensation request form to all Councillors via email. The Clerk informed the Council that she can not remove Councillors from a meeting if there is a declaration of interest without the Councillors request to do so. The Clerk recommended that the Councillor's complete and return the form to CCC, who in turn will inform the Clerk and individual Councillor on what the individual can/cannot participate in.

Minute No. 231 – Discuss Cross Hands New Community Action Team's correspondence regarding Cross Hands playground.

7.41pm JA left the meeting as she used to be the Chair when the constitution was put together.

The Clerk informed the members of the public present that the next two items on the agenda will need to be discussed in camera and asked if they could leave the meeting. The Clerk thanked the members of the public for attending the meeting. All members of the public left the meeting.

The Clerk informed the Council that within the correspondence back and forth to CHAT they will not commit to a monetary value that they wish to donate towards the playground at Cross Hands.

All Councillors present had an in depth conversation regarding the constitution of CHAT, created by the original group. Within the constitution it stated that if the original group disbanded then all money raised to date of disbanding would be transferred to Llannon Community Council for the installation of Cross Hands playground. When the original group disbanded, they agreed to transfer the money to CHAT on the provision that the money would be given to Cross Hands playground. A further discussion was had by all Councillors present regarding the money raised to date.

The Clerk asked the Council how they would like her to respond to the latest email received from CHAT.

SE proposed that the Clerk replies to the email offering a resolution and within the email to provide examples of the type of equipment that they could help fund. If they are unable to agree, then the funds should be transferred to LLCC's account. DJ seconded the proposal. All in favour.

Resolved that the Clerk sends an email to CHAT offering a resolution and to provide examples of the type of equipment that they could help fund. If they cannot agree to an item, to request the funds are transferred for the overall costs of the playground.

7.59pm JA returned to the meeting.

Minute No. 232 – Personnel Matters.

a) To discuss the increase to the Real Living Wage.

The Clerk informed the Council that LLCC had previously adopted the Real Living Wage. The Clerk also informed the Council that as of the 1st of April 2023 the National Living Wage will increase to £10.42 per hour and that the Real Living Wage will increase to £10.90. The Clerk asked the Council whether they would like to continue to pay the Real Living Wage or whether they would like to pay the National Living Wage?

SS proposed that LLCC continue as Real Living Wage employers. SE seconded the proposal. All in favour.

Resolved that LLCC continue as Real Living Wage employers.

b) To receive an update regarding the Clerk's accident in Tumble Hall.

The Clerk gave the Council a report of her accident in Tumble Hall.

8.05pm GJ joined the meeting.

The Clerk informed the Council that she has spoken to a carpenter and the fire officer to seek further advice. JO has reported the incident to the Health and Safety executive. JO thanked the Clerk for her work during this stressful time and wished her a speedy recovery.

c) To discuss ongoing temporary management of Y Cwtsh.

The Clerk informed the Council that currently SM's salary is being funded through a grant. The Clerk also informed the Council that

prior to the grant funding SM was paid as casual staff and during the funding period has been paid as a manager. The Councillors present discussed SM's future employment in detail.

PO proposed to keep SM on a temporary managers contract until June 2023. NT seconded the proposal. DJ and RJ were against the proposal. All other members present in favour.

Resolved to keep SM on a temporary managers contract until June 2023.

The Chair closed the meeting at 8.15pm

Signed

Date

(Vice-Chair)