

Cyngor Cymuned Llannon Community Council



Minutes of the Ordinary Meeting of Llannon Community Council

on

Wednesday 21st June 2023 at 6.30pm

Held remotely via Zoom

Meeting commenced at 6:30pm

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

Minute No. 28 – Members Present.

Cllr. J. Owen (JO)

Cllr. R. Lloyd-Davies (RD)

Cllr. P. Owen (PO)

Cllr. C. Davies (CD)

Cllr. S. Eldridge (SE)

Cllr. N. Thomas (NT)

Cllr. M. Jones (MJ)

Cllr. S. Stewart (SS)

Cllr. J. Anderson (JA)

Also Present:

Mrs. Ff. Lewis – Deputy Clerk (FL)

Mr. H. Jones – Translator.

Minute No. 29 – Apologies and reasons for absence.

Cllr. Ll. Davies (LD) – Away.

Cllr. G. Jones (GJ) – Work commitments.

Via Cllr. G. Jones - Cllr. D. Jones (DJ) – Unwell.

Via Cllr G Jones - Cllr. R. Jones (RJ) – Work commitments.

No other apologies were received.

The Chair reported to the Council that DJ and RJ haven't followed the correct protocol with regards to sending their apologies to the Clerk. GJ sent an email to the Clerk apologising on behalf of himself, DJ and RJ. The Chair asked the Councillor's present whether they should accept the apologies for absent from DJ and RJ.

RD proposed that the Council accept the apologies received from DJ and RJ via GJ on this occasion and all future apologies must be received by all individuals to the Clerk. NT seconded the proposal. All in favour.

Resolved to accept the apologies received from DJ and RJ via GJ on this occasion and all future apologies must be received by all individuals to the Clerk.

Minute No. 30 – Declarations of Interests.

There were no new declarations of interests.

Minute No. 31 – Policing Matters.

There were no Policing Matters to report.

Minute No. 32 – To receive County Councillor's reports.

Cllr. Ll. Davies sent her report via email to the Clerk who in turn forwarded the report to all Councillor's via email. The Clerk has not received a report from Cllr. D. Jones.

Minute No. 33 – Confirmation of the Minutes.

Annual Council Meeting 2023 held on 30th May 2023.

SE proposed that these minutes were a true record. RD seconded the proposal. SS abstained from voting. All other members present 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:

Annual Council Meeting 2023 held on 30th May 2023.

Minute No. 34 – Matters arising from the minutes ratified

There were no matters arising from the minutes.

Minute No. 35 – Public Participation.

There was no Public Participation.

Minute No. 36 – Financial Matters.

a) Ratify the Council Account Cashbook for May 2023.

The Clerk previously circulated the Council Account Cashbook for May 2023 to all Councillors via email. There were no questions raised from the Councillors present.

RD proposed to ratify the Council Account Cashbook for May 2023. PO seconded the proposal. All in favour

Resolved that the Council Account Cashbook for May 2023 are ratified.

b) Ratify the Hall Account Cashbook for May 2023.

The Clerk previously circulated the Hall Account Cashbook for May 2023 to all Councillors via email. There were no questions raised from the Councillors present.

NT proposed to ratify the Hall Account Cashbook for May 2023. SE seconded the proposal. All in favour.

Resolved that the Hall Account Cashbook for May 2023 are ratified.

c) Ratify the Precept Account Cashbook for May 2023.

The Clerk previously circulated the Precept Account Cashbook for May 2023 to all Councillors via email. There were no questions raised by the Councillors present.

RD proposed to ratify the Precept Account Cashbook for May 2023. CD seconded the proposal. All in favour.

Resolved that the Precept Account Cashbook for May 2023 are ratified.

d) Ratify the Reserve Account Cashbook for May 2023.

The Clerk previously circulated the Reserve Account Cashbook for May 2023 to all Councillors via email. There were no questions raised by the Councillors present.

SS proposed to ratify the Reserve Account Cashbook for May 2023. SE seconded the proposal. All in favour.

Resolved that the Reserve Account Cashbook for May 2023 are ratified.

e) Ratify outstanding payments.

The Clerk previously circulated the outstanding bank transfer payments for June 2023 totalling £56303.50 to all Councillors via email. There were no questions raised by Councillors present.

SS proposed that the Council pay the outstanding Bank Transfer payments totalling £56303.50. SE seconded the proposal. All in favour.

Resolved to pay the outstanding Bank Transfer payments totalling £56303.50.

Minute No. 37 – Update regarding the Safer Routes in Communities bid submitted by Llannon Community Council.

The Chair reminded the Council they had received an email from the Clerk advising the Safer Routes in Communities Bid has been successful. The Chair thanked the Clerk for all her hard work, dedication and commitment shown to Llannon Community Council. The Chair also said that LICC are very lucky to have such a good Clerk who's always putting the community first. SE also thanked the whole team for their hard work.

The Deputy Clerk informed the Council that if any members had any questions to contact the Clerk.

Minute No. 38 – Correspondence.

The Deputy Clerk emailed the list of correspondence that she received from the Clerk to all members of the Council for reference. The correspondence received are as follows:

1. Email received from Emma John of Tumble RFC Juniors thanking LICC for the donation towards their rugby festival and assistance from the Clerk in helping with the administration of the event.
2. Email received from Huw Evans of Tumble Colts thanking LICC for the donation towards their football festival and thanking the Chair for attending and presenting medals.
3. Letter received from Merched Y Wawr thanking the Chair for her donation towards their fashion show and thanking the Council staff for their assistance.
4. E-mail received from a resident of Heol Bryngwilli asking if there will be hanging baskets this year. The Clerk has responded and advised no due to Cost of living crisis and the resident stated that a foodbank was far more important and asked how he could donate food.
5. E-mail received from Aled Clement who is a Governor of Tumble & Llechyfedach Federation regarding the lane alongside Tumble School. A meeting is to be arranged with the Clerk.

6. Letter received from Bethel Y Tymbl with another £500 donation for Y Cwtsh.
7. Thanks received from Mrs Langabeer (Head of Llannon School) for the donations received from Cllr Ruth Davies and Cllr Steve Eldridge from their Councillor allowances towards the purchase of plants and pots.
8. Thank you received from Dewi Sant for the delivery of the old chairs from the hall.

RD informed the Council that members of Cyfeillion Y Coetir have sent individual correspondence to thank all Councillors for their support.

Minute No. 39 – Ratify the Standing Orders of the Council.

The Clerk previously circulated the recommended Standing Orders to all Councillors via email.

The Chair informed the Council that these Standing Orders are very similar to the recommended Standing Orders received from One Voice Wales. The Chair asked the members present if there were any questions. There were no questions raised.

PO proposed to accept the Standing Orders previously circulated via email from the Clerk. MJ seconded the proposal. All in favour.

Resolved to accept the Standing Orders received via email from the Clerk.

Minute No. 40 – Ratify the Training & Development Plan of the Council.

A recommended Training & Development Plan has previously been circulated to all members via email from the Clerk.

The Chair informed the Council that it was a legal requirement to have a Training & Development Plan. She also informed the Council that the Clerk has been working extremely hard to get such comprehensive training plan in place. The Chair thanked the Clerk for her hard work.

SE proposed that the Council accept the Training & Development Plan previously circulated to all members via the Clerk. SS seconded the proposal. All in favour.

Resolved to accept the Training & Development Plan as circulated via email from the Clerk.

Minute No. 41 – Review and adopt the following policies:

- Appraisal Scheme.
- Concerns & Complaints Policy and Procedure.
- Dignity at Work.
- Email Protocol.
- Employee Code of Conduct.
- Employee’s Expenses Policy & Procedure.
- Local Resolution Policy.
- Procedure for Community Councillors in Response to Enquiries from Members of the Public.
- Recruitment & Selection Policy and Procedure.
- Social Media Policy.
- TOIL Policy.

All the above policies have previously been circulated to all members of the Council via email by the Clerk.

The Chair informed the Council that there were no changes made to the above policies which were previously adopted by the Council. The Chair asked the Council if there were any questions with regards to these policies. There were no questions raised by the members present.

SS proposed that the Council adopt the above policies as previously circulated via email from the Clerk. NT seconded the proposal. All in favour.

Resolved to adopt the following policies previously circulated via email from the Clerk:

- Appraisal Scheme.
- Concerns & Complaints Policy and Procedure.
- Dignity at Work.
- Email Protocol.

- Employee Code of Conduct.
- Employee’s Expenses Policy & Procedure.
- Local Resolution Policy.
- Procedure for Community Councillors in Response to Enquiries from Members of the Public.
- Recruitment & Selection Policy and Procedure.
- Social Media Policy.
- TOIL Policy.

Minute No. 42 – Planning Applications.

PL/06006 – Mast and equipment cabinets to be installed – Land at Pencwm Fawr, Beidr Non, Llanelli, SA14 6BB.

No comments made.

The Chair closed the meeting at 7.01pm

Signed

Date

(Chair)