

Cyngor Cymuned Llannon Community Council



Minutes of the Full Council Meeting of Llannon Community Council

on

Wednesday 25th January 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. 143 – Members Present.

Cllr. J. Owen (JO)
Cllr. E. G. Evans (EGE)
Cllr. Ll. Davies (LD)
Cllr. R. Lloyd-Davies (RD)
Cllr. S. Stewart (SS)
Cllr. P. Owen (PO)
Cllr. M. Jones (MJ)
Cllr. D. Jones (DJ)
Cllr. R. Jones (RJ)
Cllr. N. Thomas (NT)

Also Present:

Mrs. C. Hope – Clerk (CH)
Mrs. Ff. Lewis – Deputy Clerk (FL)

Minute No. 144 - Apologies and reasons for absence.

Cllr. C. Davies – Prior engagement.

Minute No. 145 - Declarations of interest.

There were no new declarations of interest.

Minute No. 146 – To Consider Policing Matters.

The Clerk informed the Council of the antisocial behaviour at Parc Y Mynydd Mawr. There has been damage to the Pavilion, and they have been lighting fires in the shelter. Nearby residents have raised concerns with the Clerk and the Police. The Clerk has passed on the CCTV footage to the Police. MJ has also spoken to some of the concerned residents.

DJ informed the Council that she has spoken to the PCSO with regards to the antisocial behaviour at Cross Hands Park carpark. There have been complaints regarding the youth and their vehicles at the carpark. The Clerk will look at the CCTV and pass this onto the Police.

Minute No. 147 – Verification and confirmation of the minutes.

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 EGM held on 12th December 2022.

Minute No. 148 – Matters arising from the minutes.

There were no matters arising from the minutes.

Minute No. 149 – Public participation.

No members of the public were present.

Minute No. 150 – To receive a report from the Clerk.

The Clerk reported the following to the Council:

- An email has been received from Tumble RFC who are requesting support with their new changing room project. The Clerk will be meeting with the club to discuss ways in which the Council can help. The Clerk asked all Councillors to contact her via email by Monday if they wish to be involved. DJ and NT volunteered their help.

- Councillor email addresses are now publicised on the Council website.
- The work on the new fire alarm is currently taking place at the Hall.
- The work on the dividing wall in the library is ongoing.
- The new front door has been fitted at the Hall and has been brought forward in order to provide better access to wheelchair users and parents with prams.
- The Family Centre had a burst water pipe which has caused substantial damage to their building. The co-ordinator has been in contact with the Clerk. The Clerk has made temporary arrangements with the Family Centre to allow them to be able to use Y Cwtsh for their morning sessions. The Family Centre have asked the Council for their support. The Councillors present discussed in detail the available options.

SS proposed that the Council allow the Family Centre the use of the Hall and Y Cwtsh and review the situation in March. NT seconded this proposal. All in favour.

Resolved to allow the Family Centre to use Y Cwtsh and Tumble Hall for their sessions and to review the situation in March.

- The Fire Risk Assessment at Tumble Hall highlighted the need to rectify the Fire Door/ Escape from the upstairs kitchen. The Clerk informed the Council that two companies have been out to supply the Council with the cost. She has received one quote and is currently waiting for the other one. The Clerk suggested that the Council use the £10,000 from the Hall Reserves budget to pay for the completion of this. The Clerk also stressed the importance of the need to resolve this issue and has been informed by the Fire Officer that the Hall will not be able to remain open without this Fire Exit and that this was a recommendation made on the Fire report over two years ago.

PO proposed that the Council use the £10,000 in the Hall Reserves budget for the work to take place. MJ seconded this proposal. All in favour.

Resolved to use the £10,000 from the Hall Reserves and commence the work needed to bring the Kitchen Fire Exit door up to fire regulatory standards.

- During the recent bad weather, the cemetery gates had to remain closed due to Health and Safety reasons. The snow made it dangerous and impossible for vehicle access. The Clerk spoke to the Funeral Directors and signs were placed at all the gates informing members of the public of the risk involved if they entered the grounds during this period.
- The pump at the Hall has not been working correctly. After further investigation by the plumber, it came to light that the dongle needed to operate the system was missing. The plumber has been in contact with the supplier and has ordered a replacement dongle. The submersion pump at the bottom of the tank needed replacing, which has been done at a cost of £75.
- The Clerk has renewed the Councils yearly subscription to the ICO.

Minute No. 151 – To discuss Cross Hands Park budget and tender process.

The Clerk informed the Council that the quotes received for the development of Cross Hands Park are coming in at around £135,000. Currently there is £50,000 allocated in the Reserves and £45,000 of Section 106 money is waiting to be released to LICC. There is currently £40,000 allocated in the reserves under “Playground Sinking Fund”, the Clerk recommended to the Council that this money be allocated to Cross Hands Park. The Councillors present discussed the recommendations in detail.

DJ proposed that the Council move the £40,000 from the Sinking Fund reserves and allocate it to Cross Hands Park reserves. PO seconded this proposal. All in favour.

Resolved to move £40,000 from the Sinking Fund reserves and allocate it to Cross Hands Park reserves.

The Clerk informed the Council that an online consultation for Cross Hands Park can now be released to members of the public based on the previous consultations made. Along with the tenders for the park.

Minute No. 152 – To receive an update regarding the Cross Hands App.

The Clerk explained to the Council how the Discover Cross Hands App will work. The App is due to be launched shortly. There will be a page for Tumble

Hall and Community Council on the App. The Deputy Clerk has been helping with the Welsh translations needed for the App. The Clerk will inform all Councillors when the App is launched.

Minute No. 153 – To discuss additional CCTV for Parc Y Mynydd Mawr.

The Police have been in contact with the Clerk with regards to the blind spot at Parc Y Mynydd Mawr. The Clerk has received a price of £1106 for the installation of two cameras to cover these areas. The Councillors present discussed the need for the extra CCTV coverage.

PO proposed that the Council pay and install the two cameras needed. NT seconded the proposal. Six members in favour, 1 against, 2 abstentions.

Resolved that the Council purchase and install the two cameras needed to cover the blind spot in question.

Minute No. 154 – To discuss traffic regulation orders in accordance with The Restricted Roads (20 mph Speed Limit) (Wales) Order 2022.

The Chair asked the members present whether anybody has replied independently to the consultation. LD informed the Chair that the consultation wasn't open to the public yet. There were many mixed opinions with regards to this consultation.

LD proposed that all Councillors should respond individually to the consultation. EGE seconded that proposal. One member against the proposal, all other members present in favour.

Resolved that all Councillors should respond individually to the consultation.

The Clerk will send an email of response to CCC informing them that the Council have agreed to respond individually to the consultation.

Minute No. 155 – Planning Application.

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:

- AP-7202 – Land near, Tyn Ton Farm, Pontyberem, Llanelli. SA15 5LP.
- PL/05221 - [Planning Application: PL/05221 \(force.com\)](#)
- PL/05112 - [Planning Application: PL/05112 \(force.com\)](#)
- PL/04978 - <https://carmarthenshire-pr.force.com/en/s/planning-application/a0b5J000002kONB>

Minute No. 156 – To receive an update regarding Y Cwtsh.

The Clerk informed the Council that an inspection was carried out by the Environmental Health and that Y Cwtsh has been awarded a five star rating. The Clerk thanked the staff and volunteers for their hard work. The Chair, on behalf of the Council, thanked the staff and volunteers for all their hard work and dedication.

The Clerk also informed the Council that Y Cwtsh has received a £6000 grant to be spent at Castell Howell. A poverty fund of £10,000 has also been granted to Y Cwtsh, part of this Grant funding is to enable Y Cwtsh to employ members of staff on a temporary basis. Y Cwtsh has now extended its opening hours to include a Tuesday evening and a Saturday morning.

Bethel Y Tymbl have donated £500 towards Y Cwtsh. The Chair thanked them for their generosity.

Aldi store, Cross Hands have made a food donation from their box in store. This will now be a regular occurrence.

Minute No. 157 – To receive the One Voice Wales guidance on Bullying and Harassment in Councils.

All members of the Council received the One Voice Wales guidance on Bullying and Harassment in Councils document via email from the Clerk. The Clerk briefly explained the contents of the document to all members present.

Minute No. 158 – To discuss the cancellation of the Christmas Tree switch-on event.

The Clerk explained to the Council that during the week of the switch-on she was extremely unwell with a chest infection and unable to work that week. The doctor had advised the Clerk to stay away from work and prescribed her with a

dose of antibiotics. The Clerk also explained that the Deputy Clerk was unable to take over the event arrangements as she does not work on a Tuesday and Thursday and was not fully briefed on the event. The Clerk apologised to the Council for any inconvenience this may have caused.

The Chair advised the Council that moving forward, all future events will be supported by members and planned with more than one member of staff.

Minute No. 159 – To discuss the requirement of polling cards for the forthcoming by-election.

The notice for the three empty seats will close on the 3rd of February 2023. The Clerk informed the Council that if an election is to be called this could cost the Council around £13,000. The Clerk asked the members present whether they would like polling cards at an extra cost. The members present discussed this.

RJ proposed that the Council do not purchase polling cards. DJ seconded this proposal. PO abstained from voting. All other members present agreed with the proposal.

Resolved that Llannon Community Council do not purchase polling cards if a by-election is called.

Minute No. 160 – To receive updated Council Meeting dates.

An updated version of the Council Meeting dates have previously been circulated to all members of the Council via email from the Clerk.

Minute No. 161 – Vacancies on Council Committees.

- Finance Committee (1 position) - **Resolved** that SS fills the position.
- Personnel Committee (2 positions) – **Resolved** that PO and RD fill these positions.
- Appeals Committee (1 position) – **Resolved** to look again at a later date.
- Environmental Committee (1 position) – **Resolved** that PO fills this position.

Minute No. 162 – To discuss Safer Routes in Communities Consultation.

The Clerk reported to the Council that the consultation was sent out to all Councillors and members of the public last week. The final bid has been sent in. The Clerk asked members of the Council if their letters of support could be sent via email. The Clerk informed the Council that she has emailed already emailed County Councillors and groups within the Community for their letters of support.

8.40pm Cllr. D. Jones left the meeting and did not return.

Minute No. 163 – To discuss the Welsh Government Democratic Engagement Grant.

Details of the Grant have previously been circulated via email to all members of the Council via email. The Councillors present had a discussion and shared ideas on grant application possibilities. All members present agreed to send any suggestions into the Clerk.

Minute No. 164 – Noticeboard for Llwynteg.

LD informed the Council that currently there is no noticeboard in Llwynteg. She asked the Council whether they would consider purchasing a noticeboard. The Council asked the Clerk if she could look at prices and bring her findings back to Council at a later date.

Minute No. 165 – Carmarthenshire County Council's Budget Consultation.

The Clerk informed the Council that Carmarthenshire County Council's Budget Consultation period will end on the 29th of January 2023. The Clerk urged all members to take part in the consultation. The members present discussed whether the Council should make a collective response. All members present agreed that they should complete the consultation individually due to the vast difference of opinions.

PO proposed that the Clerk send an email to Carmarthenshire County Council stating that all members of Llannon Community Council will respond to the consultation individually. SS seconded the proposal. All in favour.

Resolved that the Clerk sends an email to Carmarthenshire County Council stating that the Councillor's of Llannon Community Council will respond to the consultation individually.

Minute No. 166 – County Councillor’s report.

Cllr. Ll. Davies has sent her report to the Clerk via email. The Clerk will forward the report to all members of the Council via email.

Minute No. 167 – Personnel Matters.

The Clerk recommended that the Council allocate the 46 staffing hours per week funded from the grant received at Y Cwtsh on a temporary contract until the end of March:

- SM 23 hours per week on a temporary contract.
- 23 hours per week to the other volunteers as and when needed.

PO proposed to accept the recommendations as set out by the Clerk. RJ seconded the proposal. All in favour.

Resolved that SM has a temporary contract of 23 hours per week until the end of March and that the remaining 23 hours per week be allocated to the volunteers as and when needed.

9.09pm FL left the meeting and did not return.

The Clerk advised that she has reviewed the Hall Manager position and felt there was a different option. If the deputy clerk’s hours were to be increased to 37 per week instead of employing a Hall Manager she felt they could manage bookings etc. If this were to take place there would be approximately a £12,000 saving to the Council. This would also assist the Clerk as having the DC there every day would obviously be a great assistance. The DC could also produce bilingual minutes.

MJ proposed that the Deputy-Clerk’s hours are increased to full-time (37 hours per week). EGE seconded the proposal. All in favour.

Resolved that the Deputy-Clerk’s hours are increased to full-time.

Meeting ended at 9.10pm

Signed

Date

(Vice-Chair)