

CYNGOR CYMUNED LLANNON COMMUNITY COUNCIL



Minutes of the Extra Ordinary General Meeting of Llannon Community Council
on
Wednesday 23rd February 2022, 6.30pm
Held remotely via Zoom

Meeting commenced at 6:31pm

Minute no. 154 - Members Present

Cllr. M Jones (MJ)
Cllr. P Williams (PW)
Cllr. L Williams (LW)
Cllr. G L Jones (GLJ)
Cllr. D Jones (DJ)
Cllr. LM Davies (LMD)
Cllr. C Davies (CD)
Cllr. P Edwards (PE)
Cllr E Dole (ED)
Cllr EW James (EWJ)
Cllr. K Thomas (KT)

Chairperson Councillor M Jones presided over the meeting.

Also present: C Hope – Clerk, P Hanbury

Minutes taken by: P Hanbury

Minute no. 155 - Apologies and reasons for absence.

Cllr S Acciaioli – attending a funeral

No other apologies received

Minute no 156 Declarations of interest.

Cllr E Dole as Leader of Carmarthenshire County Council

Cllr D Jones as County Councillor

Minute no 157 - To confirm the minutes of the meeting held on Wednesday 26th January 2022

The clerk informed members a small amendment was required.

Proposal by Cllr P Williams - To agree the minutes of the Council Meeting, held on 26th January 2022

Seconded – Cllr E Dole

All members present in favour

Resolved – Minutes of the Council Meeting held on 26th January 2022

Minute no 158 - To discuss Tumble Active Travel Draft Plan

The members present were asked for comments relating to the Tumble Active Draft plan which had been issued to members.

DJ – Feedback already submitted as County Councillor

There were no further comments from members present.

Minute no 159 - To consider budget for 2022-2023 financial year. To review spend against budget for current year and to recommend a budget and precept for the next financial year.

The clerk informed members that due to the increased cost of living the budget she was recommending to the council for the new financial year was based on ensuring that there was no increase to the precept payment levy. In order to achieve this in accordance with the Band D figure presented by CCC of £1949.65, a precept of £363,385.00 would be required.

There were challenges in fully processing the 2021-2022 spend to date due to the way the finance headings and spends were recorded. Some were merged and some spends difficult to establish where they should have been allocated.

Minute no. 160 - a) Review of projected year end position and reserves

Income

The clerk informed members income had been higher than anticipated, with the budget for 2021/22 set at £3830.00 but an income generated to date of £44,878.02. This has enabled the council to attend to matters not originally accounted for in the 2021/22 Expenditure budget.

Income has been generated through:

- Cemetery fees

- Economic Resilience Fund Grant
- Other Grant Income
- Hanging Baskets
- VAT refund
- Room Hire
- Food

The clerk recommended an income budget of £46,101.00 for the financial year 2022/23.

The members present had no questions relating to the income received or expected by the council at this stage.

Expenditure

The clerk noted that Expenditure to date is £290,526.37. There is £74,194 remaining but some large bills are anticipated before the end of the 2021/22 financial year. If there is any underspend, the clerk stated the allocation of this can be discussed by the new council.

The clerk provided an explanation of each line of the recommended expenditure budget, highlighting the following areas:

Staffing Costs - The clerk advised the council that the year-to-date cost of employment was £175,000, with an expected year end of £189,000. These figures include the council's tax, NI and pension contributions.

The clerk stated that the current composition of staff does not include any catering or bar staff. Clerk 37 hours, Facilities Officer 22.5, Admin Assistant 15, Finance Data Entry 5, Minute Clerk 5, Grounds Maintenance 40/30 x 2 officers, Caretaker 5. If the council were to keep the same structure, costs would be around £115,000 net, approx. £160,000 gross.

For the year 2022-2023 the clerk recommended that catering is outsourced (by the hirer for private events). Bar staff will only be required once or twice a month based on current bookings and any future bookings would have to ensure bar salaries can be paid within the cost of the booking, so the council is not working at a loss. The council may also wish to consider a cleaning charge for functions to pay for additional hours that may be required.

The clerk noted that One Voice Wales recommended a full-time clerk, a deputy clerk (30 hours per week) and a Facilities Officer (10 hours per week). They were not asked to look at the composition of the rest of the council staff. Roger has confirmed that he wishes to reduce his hours from September and due to the extent of the outside work, the council will require an additional 20 hours help.

This would take the Summer hours requirement to a total of 100 (p/w) and Winter hours to a total of 65 (p/w). The Clerk noted that this section needs a "Lead" to be responsible for allocating works and to train the new staff member and advised she

has accounted for this within this composition. As bookings increase at the hall, there will be a need to employ a cleaner (estimate 14 hours per week). This composition will be around £136,000 net, approx. £180,000 gross.

The clerk stated that an alternative would be to consider not employing a deputy-clerk but an administration assistant(s) instead which could bring a further saving of around £10,000.

The clerk suggested that setting the staffing budget at £190,000 is still £10,000 less than last year and would allow for changes should the council's responsibilities change during the year.

The clerk asked members if they had any comments or queries on the staffing costs?

ED – Agreed with the findings presented

LW – Asked whether it was appropriate to recruit a new cleaner as the previous cleaner had been made redundant.

The clerk informed members that the requirement may be to offer the option of a return to the position, but she will seek advice on this closer to the time and bring this to council for further discussion as and when the need for a cleaner arises.

GJ – The 6-month rule would be applicable in this instance. As that has now lapsed there is no conflict.

There were no further comments from the members present.

Staff Expenses – The Clerk noted that Walford is still using his own van so recommended expenses at £3000.

Councillor Personal Allowance - £150 per member is a mandatory allowance set by IRP Wales.

Chair's Payment & Special Responsibilities Allowances – Agreed at current rate of £1000 for Chair and £500 each for Leader of the Council.

Professional Fees – To cover solicitor dealing with asset transfer and Cross Hands Park development.

Subscriptions – Include OVW and SLCC Membership Fees.

Welsh Language Translation – Increase as translator will be in attendance at meetings from May.

Website – Provision for creation of new website

Parc Y Mynydd Mawr Football Pitch and Changing Room – As Tumble AFC have requested to surrender these areas, a budget is required for maintenance and repair.

GJ – Enquired about no income recorded against the £25,000 budget for the football club.

The clerk responded that income breakdown had not been calculated to date in terms of scale of charges, therefore the figure could not be calculated.

PW – Asked why it was not possible to contain cemetery related costings as a separate budget heading.

The clerk informed members that little or no income is generated.

Grants/Donations – Recommended to increase to £5000 in order to offer more support to community groups and £500 each to Llannon/Tumble/Cross Hands Carnivals, should they go ahead.

Footway Lighting – Has increased as loan repayments for LED scheme start this year. Also an additional spend was required regarding the ongoing difficulties relating to lighting issues on Bethesda Road because of anti-social behaviour.

ED – Expressed it was important to ensure there was a wider benefit to the community by the provision of additional lighting, this was also agreed by the Police as the road is being used as a means of escape route.

DJ – The additional lighting would fit in with the current Sustrans cycle path from Cross Hands to Tumble and provide safety for school children on the route.

Proposal by Cllr E Dole – To progress the lighting solution as discussed for Bethesda Road

Seconded – Cllr D Jones

All members present in favour

Resolved – To progress the lighting solution as discussed for Bethesda Road

Training & Conferences – The Clerk highlighted that new staff and councillors will require training and she needs to attend a Health and Safety course which will be expensive.

Hall activities supplies – The clerk stated that the purchase of a bouncy castle and soft play could generate a further income stream for the council.

Council Events - The clerk discussed with members the inclusion of an events budget which the council did not currently have. Some bigger events could then help to subsidise smaller events.

Christmas – The Clerk noted the budget incorporated an underspend from the Christmas Hampers which can be carried over to do the same next year.

GJ – The food hamper amount should be recorded separately from the overall Christmas budget.

LD – Asked whether the hamper budget was ringfenced which would ensure the integrity of the spend

LW – Questioned if the hampers were ongoing? And to be an annual event?

GJ – Informed members that the hampers would be provided until the budget was spent

The maintenance and repairs budget were discussed

DJ – Asked if there were plans to give the Tumble Hall façade an uplift as it was currently looking very sombre.

The clerk informed members there was £10,000 reserve pot available for the hall upkeep.

PW – enquired about the whether the budget for oil required adjustment due to the current climate of energy pricing

The clerk informed members that energy costs were closely monitored

GJ – suggested to stock up on oil reserves over the summer as energy prices are usually cheaper

The clerk recommended an expenditure budget of £409,486.00 for the financial year 2022/23.

Minute no. 161 – b) To agree appropriate reserve levels for the council

The Clerk discussed with members present that the Council had £208,000 available to allocate to reserves and suggested the following allocations:

General Reserve	£60,000
Capital (Kitchen)	£15,000
Memorial	£10,000
Playground Sinking Fund	£40,000
Van	£10,000
Cross Hands Park	£50,000
Tumble Hall	£10,000
Cemetery	£10,000
Elections	£3,703.64
Total	£208,703.64

General Reserve £60,000 – the Clerk noted is just under two month’s budget and the council can continue to review these levels.

Capital Reserve £15,000 – still allows the council to upgrade the kitchen, should the need be required in the new financial year.

Memorial £10,000 – for any repairs required to Cross Hands or Tumble Memorial.

Van £10,000 - Possibility that the council will need to purchase another van.

Cross Hands Park – Increased from £35,000 to £50,000 to allow for increased costs in materials.

Tumble Hall £10,000 – Repairs

Cemetery £10,000 – Tumble Cemetery and Ebenezer repair costs

The Chair asked members for any thoughts or comments.

There were no further comments from the members present,

Proposal by Cllr E Dole – To agree the reserves as recommended by the Clerk

Seconded – Cllr GL Jones

All members present in favour

Resolved – To agree the reserves as recommended by the Clerk

Minute no 162 – c) To agree budget and precept recommendations

The clerk recommended an income budget of £46,101.00 for the financial year 2022/23.

The clerk recommended an expenditure budget of £409,486.00 for the financial year 2022/23.

The clerk recommended a precept requirement of £363,385.00 in order to achieve the Income & Expenditure recommendations for the financial year 2022/23.

Proposal by Cllr E Dole – To agree the recommended income budget of £46,101.00; the recommended expenditure budget of £409,486.00; and the precept requirement of £363,385.00 for the financial year 2022/2023.

Seconded – Cllr L Davies

All members present in favour

Resolved – To agree the recommended income budget of £46,101.00; the recommended expenditure budget of £409,486.00; and the precept requirement of £363,385.00 for the financial year 2022/2023.

DJ – Thanked the Clerk for all the work she had put in to prepare for the required information for the members.

LD – Thanked the Clerk for the clear and concise presentation of the figures.

The Chair closed the meeting at 19.35pm

Signed

Date

Chair