

Cyngor Cymuned Llannon Community Council



Minutes of the Full Council Meeting of Llannon Community Council

on

Wednesday 27th September 2023 at 6.30pm

Held remotely via Zoom

Meeting commenced at 6:30pm

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

Minute No. 64 – Members Present.

Cllr. J. Owen (JO)

Cllr. R. Lloyd Davies (RD)

Cllr. P. Owen (PO)

Cllr. N. Thomas (NT)

Cllr. M. Jones (MJ)

Cllr. J. Anderson (JA) – Joined at 6.55pm

Cllr. E. G. Evans (EGE)

Cllr. Ll. Davies (LD)

Cllr. C. Davies (CD)

Also Present:

Mrs. C. V. Hope – Clerk (CH)

Mrs. Ff. Lewis – Deputy Clerk (FL)

Minute No. 65 – Apologies and reasons for absence.

Cllr. S. Stewart – Family commitments.

Cllr. S. Eldridge – Prior engagement.

Cllr. D. Jones sent apologies via email on behalf of Cllr. G. Jones, Cllr. R. Jones and herself stating that the internet speeds are poor. Cllr. Jones also wished to thank the Councillors that had contacted them and especially Cllr. Llinos Davies and Cllr. Chris Davies who have shown extreme kindness to them all.

Minute No. 66 – Declarations of Interests.

There were no new declarations of interests.

Minute No. 67 – Policing Matters.

The Clerk informed the Council that she had not attended a meeting in October.

Minute No. 68 – The Chair’s report.

A copy of the Chair’s report was sent previously to all members of the Council via email by the Clerk. There were no questions raised from the members present.

Minute No. 69 – To receive County Councillor’s reports.

It was noted that Cllr. Ll. Davies report has been circulated to all Councillors.

Minute No. 70 – Public Participation.

There was no Public Participation.

Minute No. 71 – Confirmation of the Minutes.

Full Council Meeting held on 26th July 2023.

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

EGM held on 18th September 2023.

NT 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:

- Full Council Meeting held on 26th July 2023.
- EGM held on 18th September 2023.

Minute No. 72 – The Clerk’s Report.

The Clerk reported to the Council on the following:

- The Clerk has completed the Annual Report for LICC. The Clerk thanked JO and RD for their help.
- Most of August and September was spent preparing the information needed for the Internal Auditor and Audit Wales.
- A letter of support was written to Menter Cwm Gwendraeth Elli who are applying for Cross Hands Ten Towns funding.
- Grant application for S106. £45,000 has been received.
- The Clerk has received confirmation from the Direct Food Fund, LLCC will receive £6500. This money will allow Y Cwtsh to be open three days a week during October. Y Cwtsh needed an air cooling system, this has been installed.
- A donation of £2000 is due to be received from Tumble Family Centre Family Centre. The Family Centre will not be using Tumble Hall on a Wednesday anymore.
- The Clerk thanked the Councillors that helped to support Eisteddfod Y Tymbl.
- The Clerk received feedback with regards to the SPF bid that was placed. The feedback she received was very positive. There were simply too many applicants. The Clerk advised it was possible to use this application for future funding. The Clerk suggested that the Council look at other possible funding routes and possibly look at improving the footpaths first. The Clerk will look into the Cross Hands Landfill fund.
- The Asset register has been completed. The Clerk is working with the insurance company to provide the correct cover for the Councils assets.
- The Clerk has been liaising with Thomas Evans from CCC with regards to the SRiC project and queries that have been raised from the members of the public.
- The Clerk has sent an email to all members asking who is interested in attending the Cross Hands minibus training.
- Tumble Active Travel Master Plan – CCC has instructed a consultant who will shortly be arranging a meeting of stakeholders.

6.55pm Cllr. J. Anderson joined the meeting and apologised for being late.

- There will be takeaway lunches on a Sunday from Tumble Hall. An agreement has been made for the hire of the kitchen. This will be reviewed at a later date.
- There will be a McMillan Coffee morning on Friday 29th September, any Councillors that wish to volunteer to call at the hall.
- The Clerk informed the Council that the Deputy Clerk worked over the summer holidays to ensure that all the information needed for the Internal Audit and Audit Wales was complete and thanked her for prioritising the Council. WF has spent the summer organising the paperwork in the attic. PM has been working on the Health and Safety needed for the Council.
- October priorities:
 - i. SLCC Conference.
 - ii. Community Consultation.
 - iii. Landfill Grant.
 - iv. Staff appraisals.
 - v. VAT return.
 - vi. Quarter 2 Finance reports.
 - vii. Tumble playground.
 - viii. Recording Health and Safety for the headstones at the cemetery.

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

Minute No. 73 – Ratify the Council’s Annual Report 2022-2023.

The Clerk previously circulated the Council’s Annual Report 2022-2023 to all members of the Council via email. JO and RD are currently working on the Welsh translation. JO informed the Council how impressed she was with the quality of the work from the Clerk. The Clerk informed the Council that the report will be published on the website tomorrow and thanked the Council for the support that they have given her.

LD proposed to ratify the Council's Annual Report 2022-2023. PO seconded the proposal. All in favour.

Resolved that the Council’s Annual Report 2022-2023 is ratified.

Minute No. 74 – Financial Matters.

The Clerk previously circulated the following to all Councillors via email:

- Council Account Cashbook for July 2023.
- Hall Account Cashbook for July 2023.
- Precept Account Cashbook for July 2023.
- Reserve Account Cashbook for July 2023.
- Soldo Card Cashbook for July 2023.
- Council Account Cashbook for August 2023.
- Hall Account Cashbook for August 2023.
- Precept Account Cashbook for August 2023.
- Reserves Account Cashbook for August 2023.
- Soldo Card Cashbook for August 2023.

MJ proposed that the Council ratify the above Cashbooks. RD seconded the proposal. All in favour.

Resolved that the Council Account Cashbook for July and August 2023, Hall Account Cashbook for July and August 2023, Precept Account Cashbook for July and August 2023, Reserve Account Cashbook for July and August 2023 and Soldo Coard Cashbook for July and August 2023 are ratified.

The Clerk previously circulated the payments made during August and September 2023 for ratification to all Councillors via email.

EGE Proposed to ratify the payments made in August and September 2023. LD Seconded the proposal. All in favour.

Resolved payments made in August and September 2023 are ratified.

The Clerk previously circulated the outstanding bank transfer payments for September 2023 totalling £36150.97 to all Councillors via email.

RD proposed that the Council pay the outstanding Bank Transfer payments totalling £36150.97. LD seconded the proposal. All in favour.

Resolved to pay the outstanding Bank Transfer payments totalling £36150.97.

The Clerk previously circulated a request for financial assistance from Cyfle i Bawb to all Councillors via email. The Clerk informed the Council that they are

requesting a donation of £500 to help towards hall hire. The Clerk also informed the Council that they did not request any financial assistance last year.

RD proposed to make a donation of £500 to Cyfle i Bawb. JA seconded the proposal. All in favour.

Resolved to donate £500 to Cyfle i Bawb.

Minute No. 75 – Report from the internal auditor, approve the accounts and approve the Annual Return for 2021-22 and 2022-23.

The internal auditor report, end of year accounts and Annual Return for 2021-22 and 2022-23 were previously circulated to all Councillors via email from the Clerk.

The Chair informed the Council how pleased she was that LLCC has received such a positive report, this shows the calibre of staff that LLCC have and hopefully this will put an end to some of the queries that the Council have received. The Chair requested that the following quote from the report is included in the minutes:

‘I will finally add and admire the sheer diligence of the council and in particular the Clerk and Deputy-Clerk who have adopted and have created a solid financial platform going forward and long may it continue.’

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

The Clerk explained to the Council that the 2021-22 accounts will be subject to a full audit by Audit Wales. This entailed more information than usual, including burial records and payroll information. The closing balances for 2020-21 were incorrect and this needed explanation for audit purposes. The 2022-23 audit is a basic audit where Audit Wales requested extra evidence, including the Well-being progress and the allocation of members allowances.

RD proposed that the Council accept the internal auditor’s report for 2021-22 and 2022-23. NT seconded the proposal. All in favour.

Resolved that the Council accept the internal auditor’s report for 2021-22 and 2022-23.

EGE proposed that the Council approve the accounts for 2021-22 and 2022-23 as presented to all members via email from the Clerk. JA seconded the proposal. All in favour.

Resolved that the Council approve the accounts for 2021-22 and 2022-23.

JA proposed that the Council approve the Annual Return for 2021-22 and 2022-23 previously circulated via email to all members from the Clerk. RD seconded the proposal. All in favour.

Resolved that the Council approve the Annual Return for 2021-22 and 2022-23.

Minute No. 76 – Discuss a complaint received regarding the shelter in Parc Y Mynydd Mawr.

The Clerk informed the Council that in the Safer Routes meeting previously held at Parc Y Mynydd Mawr a resident had raised concerns with regards to the shelter and many of the residents would like to see the shelter removed. The Clerk explained that there is a Health and Safety issue with the said shelter as where it is situated there is a potential danger for a vehicle to collide with it, there are also concerns regarding youths climbing the shelter.

LD explained to the Council that this issue had been raised in previous years but was informed that it was not possible to remove the shelter. LD felt that the shelter is situated in a dangerous place.

LD proposed that the Council remove the shelter at Parc Y Mynydd Mawr. EGE seconded the proposal. All in favour.

Resolved that the shelter at Parc Y Mynydd Mawr is removed.

Minute No. 77 – Complaint made to CCC regarding the bus shelter on High Street, Tumble (joint ownership with LLCC).

The Clerk explained to the Council that a resident has requested the removal of the bus shelter to CCC. The original complaint to CCC stated that there was an issue regarding disabled access, the new complaint states that it is due to anti-social behaviour. The Clerk has spoken to CCC where they informed her that the bus shelter was purchased as a joint venture with themselves and LLCC and

that CCC has contacted LLCC out of courtesy. CCC would like to hear LLCC's views on the matter. The Clerk informed the Council that she hasn't received any complaints directly.

The Councillors present discussed the issue in detail and the consensus of the conversation was that LLCC have reservations about removing the bus shelter. The Councillors present felt that there was a need for a shelter as the bus stop is used regularly. RD suggested that maybe CCC should do a survey to see how many people use the bus shelter. LD stated that there is a need for the bus shelter and maybe CCC could look at changing the type of shelter that is currently there instead of removing it completely.

Minute No. 78 – Discuss a complaint received from a resident of Parc Place regarding Parc Y Mynydd Mawr.

The Clerk informed the Council that she will be meeting with the resident to discuss this further.

Minute No. 79 – Portable Toilets at Parc Y Mynydd Mawr and Cross Hands Park.

The Clerk was pleased to inform the Council that the portaloos at Parc Y Mynydd Mawr and Cross Hands Park have been well looked after. There has only been one report of vandalism in Cross Hands. The Clerk recommended that the Council continue with the hire of the toilets until the end of the financial year and review the situation then.

RD proposed that the Council keep the Toilets at Parc Y Mynydd Mawr and Cross Hands Park until the end of the financial year. PO seconded the proposal. All in favour.

Resolved that the Council continue with the hire of the portable toilets at Parc Y Mynydd Mawr and Cross Hands Park until the end of the financial year.

Minute No. 80 – Consider a response to the Audit Wales Consultation on Fee Scales 2024-25.

The Clerk previously circulated the email received from One Voice Wales regarding the Audit Wales Consultation on Fee Scales 2024-25 to all members of the Council. The Clerk recommended that each individual respond to the

consultation. The Chair agreed that all members of the Council should respond individually.

Minute No. 81 – Consider a request received to use Parc Y Mynydd Mawr and Cross Hands Park for private football tuition.

The Clerk informed the Council that a gentleman has asked the Council for permission to be able to use Cross Hands Park to enable him to carry out football tuition. The Clerk has received all relevant documents and has no concerns with regards to the documents. The gentleman only requires the use of the grass for one to one tuition.

The Chair spoke to the Council stating that this request will tie in with LLCC's Well-being plan to encourage children to take part in outdoor activities. JA recommended that the Council could ask for a small donation from the gentleman. RD thought that allowing the gentleman the use of the field would be a good idea providing all documents are in place.

NT asked the Clerk if LLCC were insured to allow such activities to take place and if the ground is safe enough. The Clerk replied to the Council stating that the instructor would be responsible for the insurance and safety of the ground, it would be their responsibility to check the ground before commencing training.

JA proposed that the following is worded to all who wish to use the playing fields:

In accordance with the Councils Wellbeing objectives, the Council are prepared to allow tuition of sporting activity where all relevant documents are provided to the Clerk beforehand and there is no cost to the Council.

PO seconded the proposal. All in favour.

Resolved that in accordance with the Councils Wellbeing objectives, the Council are prepared to allow tuition of sporting activity where all relevant documents are provided to the Clerk before hand and there is no cost to the Council.

Minute No. 82 – Consider a response to CCC’s Local Toilet Survey.

The Clerk previously circulated CCC’s Local Toilet Survey to all members via email. All members present were happy for the Clerk to complete the survey on the Council’s behalf.

Minute No. 83 – Terms of Reference for the Community Engagement, Well-being and Events Committee.

The Clerk previously circulated the terms of reference for the Community Engagement, Well-being and Events Committee to all members of the Council via email.

EGE proposed to accept the terms of reference for the Community Engagement, Well-being and Events Committee as previously circulated via email from the Clerk. JA seconded the proposal. All in favour.

Resolved the terms of reference for the Community Engagement, Well-being and Events Committee are accepted.

Minute No. 84 – Elect members of the Community Engagement, Well-being and Events Committee.

NT proposed that SE, LD, JO, RD and JA are elected members of the Community Engagement, Well-being and Events Committee. MJ seconded the proposal. All in favour.

Resolved that SE, LD, JO, RD and JA are elected members of the Community Engagement, Well-being and Events Committee.

Minute No. 85 – Christmas opening hours.

The Clerk suggested that the Council closed from Friday 22nd December 2023 until Tuesday 2nd January 2024 with the bin collection still in operation during these times.

RD proposed that the Council closes from Friday 22nd December 2023 until Tuesday 2nd January 2024. CD seconded the proposal. All in favour.

Resolved that the Council closes on Friday 22nd December 2023 until Tuesday 2nd January 2024.

Minute No. 86 – Planning Applications.

PL/06523 – Proposed demolition of the existing garage and development of 3 no. Commercial units for light industrial and office use (use class B1), access, landscaping, drainage arrangements and all other works - Derlwyn Garage, Heol Y Neuadd, Tumble, Llanelli, SA14 6HS.

RD raised concerns with the potential final use for the development. She also made the Council aware that this application is the second application made. RD’s main concern was that the second stage of planning would be for a convenience store.

LD informed the Council that this planning application is for the demolition of the garage, and they will need to submit another application if they intend to build a convenient store and that’s when objections should be made.

PL/06460 - Reserved Matters Application to Outline W/39441 (Varied by Condition 4 of PL/04926) - Land to North of Parc Maes Yr Eithin, Cross Hands, Llanelli, SA14 6SY.

The Council recommended that a letter of support is given to the health centre.

PL/06563 - New double story dwelling - Plot 12 Ravelston Court, Tumble, Llanelli, SA14 6AJ.

There were no comments made to the above planning application.

The Chair closed the meeting at 8.48pm

Signed

Date

(Chair)