

Cyngor Cymuned Llannon Community Council



Minutes of the Ordinary Meeting of Llannon Community Council

on

Wednesday 31st January 2024 at 6.30pm

Held remotely via Zoom

Meeting commenced at 6:30pm

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

Cllr. J. Owen expressed her deepest sympathies and condolences to the family of Cllr. Michael Jones and noted he was a valued member of Llannon Community Council who will be dearly missed by the Councillors and all members of staff.

A minute's silence was then held in memory and honour of Cllr. Michael Jones.

Minute No. 111 – Members Present.

Cllr. J. Owen (JO)
Cllr. R. Lloyd Davies (RD)
Cllr. P. Owen (PO)
Cllr. N. Thomas (NT)
Cllr. J. Anderson (JA)
Cllr. E. G. Evans (EGE)
Cllr. Ll. Davies (LD)
Cllr. C. Davies (CD)
Cllr. S. Eldridge (SE)
Cllr. S. Stewart (SS)
Cllr. G. Jones (GJ)
Cllr. R. Jones (RJ)

Also Present:

Mrs. C. Hope – Clerk (CH)

Mrs. Ff. Lewis – Deputy Clerk (FL)

Mrs. L. Davies – Welsh Language Interpreter

Minute No. 112 – Apologies and reasons for absence.

There were no apologies for absence.

Minute No. 113 – Declarations of Interests.

There were no new declarations of interests.

Minute No. 114 – Policing Matters.

The Clerk reported to the Council that she worked alongside the Police to help with the search of the missing boy in Tumble. This involved operating the CCTV in order to assist the Police with their search and the opening and closing of Tumble Hall to allow the local residents to have a meeting place.

Minute No. 115 – 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. The Chair thanked the volunteers and staff for their hard work.

6.41pm Cllr. J. Anderson joined the meeting.

Minute No. 116 – 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. LD also informed the Council that the recycling site in Tumble will be phased out.

The Clerk has not received a report from Cllr. D. Jones.

Minute No. 117 – Public Participation.

The Chair welcomed the members of public to the meeting. The Chair explained the protocol and procedure of the meeting to the members of the public and asked the Clerk to take note of any questions raised from the

members of the public. The Chair asked the members of the public if anyone wished to address the Council.

A member of the public the Council if they could have the feedback from the Community Survey.

The Chair thanked the member of the public for the question and stated that the Clerk will be providing this information under item 16 of the agenda.

There were no other representations made from members of the public.

Minute No. 118 – Confirmation of the Minutes of the Full Council Meeting on 25.10.23.

RD proposed that these minutes were a true record. SE seconded the proposal. GJ and RJ abstained from voting. All other members present in favour.

Resolved that the minutes of the Full Council Meeting on 25.10.23 (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.

Minute No. 119 – Confirmation of the minutes of the Personnel Committee Meeting on 22.11.23.

RD proposed that these minutes were a true record. PO seconded the proposal. GJ and RJ abstained from voting. All other members present in favour.

Resolved that the minutes of the Personnel Committee Meeting on 22.11.23 (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.

Minute No. 120 – Confirmation of the minutes of the Emergency Meeting on 29.11.23.

EGE proposed that these minutes were a true record. SE seconded the proposal. GJ against. RJ abstained. All other members present in favour.

Resolved that the minutes of the Emergency Meeting on 29.11.23 (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.

Minute No. 121 – Clerk’s Report.

The Clerk reported to the Council on the following:

- ***Mrs Michelle Perry***

The past few months have brought more sad news. Our colleague Roger’s wife Michelle sadly passed away in November. All the staff attended Michelle’s funeral, which was a very fitting tribute to a lovely lady. Michelle’s colleagues from the Welsh Ambulance Service formed a guard of honour and beautiful letters, written by her children were read.

- ***Councillor Michael Jones***

Just two weeks ago, we also lost our friend and colleague, Councillor Michael Jones. This was a huge shock to us all as Mike had not been ill. Mike was the Chair of the Council when the Clerk started working for LICC and became a very dear friend. The Clerk noted that Mike was an extremely conscientious Councillor and sat on many Committees and will be sorely missed by us all. The Clerk said that our heartfelt condolences go out to Elaine, Lyndsey, Adrian, and the rest of the family and advised the Council that Mike’s funeral will be held on Tuesday 6th February at 1pm in Llanelli Crematorium, followed by a wake in Tumble Hall. All are welcome to attend.

- ***Remembrance Day***

The Clerk has dealt with a complaint from a resident with regards to the Remembrance Day service. The Clerk explained to the Council that she had been informed the week prior to the day that the Vicar was unavailable. The Clerk didn’t want to cancel the service, so she contacted the Royal British Legion who suggested the Chair and herself carry out the service alongside them.

- ***Freedom of Information (FOI) Requests and Subject Access Requests (SAR)***

The Clerk has responded to three FOI requests and one SAR.

- ***Eisteddfod Y Tymbl***

The Clerk has received a letter of thanks from Eisteddfod Y Tymbl expressing their gratitude towards the Councillors and staff that helped.

- ***Tumble Juniors festival.***

Tumble Juniors have requested permission to hold their annual festival on 7th April 2024. The Clerk has replied confirming this is agreed, providing they forward all relevant paperwork.

- ***Actif***

The Clerk wrote a letter of support for Actif as they have applied for funding towards balance bikes, bicycles, and training for the local schools. The application also includes a bid for an E-bike scheme based in Llannon Ward.

- ***Cross Hands Tennis Courts***

The Clerk has contacted Tennis Wales to apply for a grant to re-surface the tennis courts in Cross Hands. The Clerk will keep the Council updated on this matter.

7.10pm Cllr. N. Thomas joined the meeting.

- ***Y Cwtsh***

Y Cwtsh funding expired on the 31st December 2023.

Y Cwtsh has received a donation of £700 from Dunbia and is currently receiving large donations of meat from them on a monthly basis. The donations of meat will help provide slow cooker packs. The Clerk thanked Dunbia for their kind donation.

Y Cwtsh has received a donation of £500 from Bethel Chapel, Tumble. The Clerk thanked them for their kind donation.

Y Cwtsh will continue to use Fareshare and Y Cwtsh also receives donations from Lidl, Aldi and Morrisons.

Over the Christmas period Y Cwtsh provided a Christmas themed meals and slow cooker packs.

The Family Centre continue to share the space in Y Cwtsh and have started a youth club on Tuesday evenings.

The Clerk thanked all the volunteers and staff of Y Cwtsh as they go above and beyond for the community.

When Y Cwtsh was asset transferred over to Llannon Community Council, the building needed to undergo a lot of repairs. The Council was fortunate to receive help from volunteers. Y Cwtsh has received visits from funders who have been very impressed with the model.

The Clerk talked about the management of Y Cwtsh. Temporary management of Y Cwtsh was only until 31st December 2023 due to the funding available. The Clerk informed the Council that they are unable to consider employing a permanent member of staff at the moment, but the Council must have a paid member of staff on site to deal with confidential information, health and safety paperwork and liaise with referrals from support services that the Council works with. The volunteers also need to be managed.

Y Cwtsh is currently open to the public from 12pm – 2pm, 3 days a week. The staff member is paid 15 hours a week at a casual rate in line with the National Living Wage. The staff member arrives by 9.30am on each of those 3 days and is supposed to finish at 2.30pm as there are considerable tasks required outside of the opening hours to ensure Y Cwtsh runs smoothly. These include:

- Cleaning the building (including showers, changing rooms and toilets)
- Stock control, rotation, and ordering
- Stock collection (weekly in her own time as Lidl's collection is at 8am in Ammanford every Monday morning and Fareshare is every Wednesday). Monthly Dunbia pick-ups.
- Preparation of slow cooker packs
- Liaising with funders

- ***Tumble RFC***

The Clerk informed the Council that she has been working closely with the consultant employed by Tumble RFC and has attended many meetings with the consultant, clubs, FAW, WRU and CFF to source funding opportunities to enable Tumble RFC to have additional changing facilities.

- ***Dolen Teifi***

In October and November 10 members of staff and volunteers attended the Dolen Teifi training. The Clerk informed the Council that the Deputy Clerk and the Clerk attended a re-connecting communities event held by Dolen Teifi on Friday. The Clerk also informed the Council that the bus will be

available in the next few weeks. Once the bus is available the Clerk will look at Community Engagement.

- ***Tumble Hall***

The Clerk informed the Council of what has been happening and future events at Tumble Hall. This includes the following:

- Work had to be done on the boiler and control panel
- Fundraising night for Help Iwan Walk Campaign
- SE attended Cyfle's Christmas party
- Lighthouse Theatre Radio Play
- Bronwen Lewis Concert
- Lindy Hope & Jive lessons have proved popular
- Number of events have been held including murder mystery on Sunday, Hot Gin & Swing Band in November and LD arranged Coffee Cake & Jazz in November.
- Rock n Roll Evening - 10th Feb live band "The Inziders"
- Mother's Day event planned
- Tea Dance with "All that Jazz" 21st April
- Kitchen is no longer being rented out
- Shadows are offering depression support every Monday from the Hall

7.30pm Cllr. G. Jones left the meeting.

- Heart Clinic every Tuesday, foot clinic every six weeks
- Hwb Fach Y Wlad every other Wednesday
- Coleg sir gar starting numeracy sessions after half-term.
- Caredig starting advice service next week (every Monday)
- Lloyds Bank have extended their term until April

- ***Cemetery***

The Clerk informed the Council that the repairs needed at the Cemetery are coming to an end. The Clerk has been in contact with the families involved and has been keeping them up to date with the progress.

- ***New Council Website***

The Clerk has obtained quotations. The Clerk will be attending a OVW seminar in February and will receive more quotes then.

- **Training**

The Clerk attended the OVW / SLCC Virtual conference on Wednesday, 8th November 2023.

7.35pm Cllr. G. Jones returned to the meeting.

Minute No. 122 – Adopt a Co-Option Policy for LLCC.

The Clerk previously circulated the Co-Option Policy via email to all members of the Council. The Clerk explained to the members present that this Co-Option Policy has been recommended by OVW and that the Council needed to adopt a Co-option policy before they can co-opt any new members onto the Council.

PO proposed to accept the Co-Option Policy as previously circulated via email from the Clerk. NT seconded the proposal. RJ against. All other members present in favour.

Resolved that the Council adopt the Co-Option Policy for Llannon Community Council previously circulated to all members of the Council via the Clerk.

Minute No. 123 – Information regarding an application for funding submitted to the Sustainable Communities Fund.

The Clerk informed the Council that she was told of possible SCF funding before Christmas. Due to the timing of the deadline for the SCF application, the Clerk has put an application together with the agreement of the Chair and Vice Chair for feasibility work to create a masterplan for Cross Hands Park. The Clerk has looked at ways to improve the grass area and plans to look at drainage schemes. The Clerk will keep the Council updated.

Minute No. 124 – Discuss the potential asset transfer of the lane from Parc Y Mynydd Mawr to Bethesda Road.

The Clerk informed the Council that the lane became flooded last year and was a cause of concern for the children. The Clerk was under the impression that the lane was Llannon Community Council's responsibility until recently. Whilst making enquires with regards to the lane it was brought to the Clerk's attention that the responsibility of the lane was with the school. The headteacher of the school has been in contact with the Clerk asking whether LICC would consider maintaining the lane. The Clerk informed the Council that this wouldn't be extra work for the maintenance staff as they have maintained

the lane for many years. The Clerk raised the question with the Council whether they would like to formally adopt the lane, if so, then the Clerk would need to contact CCC.

EGE asked the Clerk who paid for the upgrades to the lane. The Clerk informed the Council that the lane was built under the SRiC grant and that the school doesn't have a maintenance team to enable them to look after the lane.

SS suggested to the Council that they should allow the Clerk to explore the option of adopting the land as LICC would be able to maintain the land. RD agreed that it would be beneficial for LICC and the school to investigate this further.

SS proposed that the Clerk investigates the possibility of the asset transfer of the lane from Parc Y Mynydd Mawr to Bethesda Road. RD seconded the proposal. RJ abstained from voting. All other members present in favour.

Resolved that the Clerk investigates the possibility of the asset transfer of the lane from Parc Y Mynydd Mawr to Bethesda Road.

Minute No. 125 – Discuss a request from Cross Hands Bowls Club to sub-lease the pavilion and playing area.

The Clerk informed the Council that Cross Hands Bowls Club have elected a new secretary and that she has attended a meeting with the Committee. Currently the Bowls Club use the pavilion and maintain the green but there hasn't been a formal agreement set in place.

The Clerk is currently in discussion with CCC, and an outline plan is being put together by the property department. As soon as that's ready, the head lease can be finally written up by the legal team in County. The County Council will write in that they are happy for LICC to sub-lease, which will then allow the Council to provide a sub-lease to the Cross Hands Bowls Club. The Clerk asked the Council whether they would like the Clerk to proceed with the discussions with the legal team in CCC.

PO proposed that the Clerk continues with the discussions with the legal team in CCC on behalf of the Council. EGE seconded the proposal. GJ and RJ abstained from voting. All other members present in favour.

Resolved that the Clerk continues with the discussions with the legal team in CCC on behalf of the Council.

Minute No. 126 – Financial Matters.

Consider a request for Financial Assistance from Wales Air Ambulance.

The Chair requested that the remainder of the Chair's Allowance be donated to Wales Air Ambulance.

Council's Cashbooks.

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

- Council Account Cashbook for October 2023.
- Hall Account Cashbook for October 2023.
- Precept Account Cashbook for October 2023.
- Reserve Account Cashbook for October 2023.
- Council Account Cashbook for November 2023.
- Hall Account Cashbook for November 2023.
- Precept Account Cashbook for November 2023.
- Reserves Account Cashbook for November 2023.
- Council Account Cashbook for December 2023.
- Hall Account Cashbook for December 2023.
- Precept Account Cashbook for December 2023.
- Reserves Account Cashbook for December 2023.

NT proposed that the Council ratify the above Cashbooks. PO seconded the proposal. RJ and GJ abstained from voting. All other members present in favour.

Resolved that the Council Account Cashbook for October, November and December 2023, Hall Account Cashbook for October, November and December 2023, Precept Account Cashbook for October, November and December 2023, Reserve Account Cashbook for October, November and December 2023 are ratified.

Financial Report for the third quarter of 2023-2024.

The Clerk previously circulated the financial report for the third quarter of 2023-2024 via email to all members of the Council. There were no questions raised by the members present.

SS proposed that the Council accept the Financial Report for the third quarter of 2023-2024 as previously circulated via email from the Clerk. LD seconded the proposal. RJ and GJ abstained from voting. All other members present in favour.

Resolved that the Council accept the Financial Report for the third quarter of 2023-2024 previously circulated via email from the Clerk.

Discuss any virements required.

The Clerk recommended the following virements to be made on the current Budget:

- Take £1000 from the Audit Fees, £2000 from Professional Fees and £1000 from Welsh Language Translation. Add these values to Subscriptions so that Subscriptions change from £4000 to £8000.
- Take £1000 from Waste Collection and allocate this to the Fuel Budget to increase the Fuel Budget to £5000.
- Take £7000 from Oil and allocate as follows:
 - £1000 into Hire of Equipment to make it £13500.
 - £4000 into Maintenance & Repairs to make it £30100.
 - £1000 into Bar Beverages to make it £6000.
 - £1000 into Gas to make it £1500.

PO proposed to accept the above virements. SE seconded the proposal. RJ and GJ abstained from voting. All other members present in favour.

Resolved that the recommended virements, as outlined above, are accepted by Council.

Ratify payments made.

The Clerk previously circulated the payments made for ratification to all Councillors via email.

SS proposed to ratify the payments made. NT seconded the proposal. GJ and RJ abstained from voting. All other members present in favour.

Resolved payments made are ratified.

Ratify outstanding payments.

The Clerk previously circulated the outstanding bank transfer payments for January 2024 totalling £12,779.58 to all Councillors via email.

RD proposed that the Council pay the outstanding Bank Transfer payments totalling £12,779.58. SE seconded the proposal. GJ and RJ abstained from voting. All other members present in favour.

Resolved to pay the outstanding Bank Transfer payments totalling £12,779.58.

Minute No. 127 – Receive the results of the Community Survey.

The Clerk informed the Council that the final results of the Community Survey will be published in the Annual Report. The Clerk used Royal Mail to deliver the surveys and has been made aware that there was an issue with some of the post codes. 3 members of the public contacted the Clerk to inform her that they hadn't received a copy, the Clerk organised that these post codes received a copy.

The Clerk addressed misconceptions about the Council's responsibilities, stressed the importance of reporting issues to the police, and discussed the top priorities of residents, which included leisure and recreation. She also noted that many responses focused on the needs and concerns of residents in Llannon and Cross Hands, revealing a high demand for improved public transport and a community centre. The survey revealed that loneliness and isolation were an issue for many residents. The Clerk also noted feedback about activities and services offered at Tumble Hall.

8.27pm Cllr. G. Jones left the meeting.

The Clerk also discussed that the results showed a keen interest for recreational spaces, revealing requests for public toilets, cafes, upgraded changing rooms, and sports facilities. The Clerk informed the Council that the results of the community survey highlighting the need for improved communication and suggesting the possibility of more regular newsletters.

8.34pm Cllr. G. Jones returned to the meeting.

SE asked the Council whether the Council could think about holding a session to discuss the results further. SS stated that it needs to be part of LICC's communication strategy.

RD stated that the Community Survey has been an important process from start to finish and reminded the Council that this is the first time that LICC has conducted such a survey. RD was pleased with the responses received and that the Council can learn from the negative comments received through the survey.

Minute No. 128 – Planning Applications.

Land at Maes Yr Haf, Cross Hands, Llanelli, SA14 6LT.

No objections to be submitted.

PL/07031 - Proposed construction of 20 no. residential dwellings with associated infrastructure works - Land to the south of Rhyd y Cerrig, Cwmmawr, Tumble, SA14 6HP.

No objections to be made as this planning application is only at the proposed stage.

PL/07075 - Timber-frame 1st floor bed and bath extension to the rear of the property. Covered porch to front of property - 42 Carmarthen Road, Cross Hands, Llanelli, SA14 6SU.

No objections to be submitted.

PL/07090 - Retention of Excavations, Reprofilng of Pasture and Surfacing to form a Replacement Farmyard in Association with Existing Agricultural Shed [Resubmission of PL/06622 Refused on 04/12/2023] - Land part of Tirlan Farm, Upper Tumble, Llanelli, SA14 6DT.

No objections to be submitted.

Minute No. 129 – Personnel Matters.

The Chair asked the members of the public to leave the meeting and thanked them for attending.

The Clerk thanked the Council for their support during this difficult period for all members of staff.

The Chair closed the meeting at 8.44pm

Signed

Date

(Chair)

DRAFT