

Cyngor Cymuned Llannon Community Council



Minutes of the Full Council Meeting of Llannon Community Council

on

Wednesday 28th May 2025 at 6.30pm

Hybrid via Teams and in Tumble Hall

Meeting commenced at 6:30pm

<p>The Chair, Cllr. R. Lloyd Davies presided over the meeting.</p>

Minute No. 31 – Members Present.

Cllr. R. Lloyd Davies (RD) – Tumble Hall.

Cllr. J. Owen (JO) – Tumble Hall.

Cllr. P. Owen (PO) – Tumble Hall.

Cllr. Ll. Davies (LD) – Tumble Hall.

Cllr. J. Anderson (JA) – Teams.

Cllr. N. Thomas (NT) – Tumble Hall.

Cllr. S. Eldridge (SE) – Teams.

Cllr. T. Stillman (TS) – Teams.

Cllr. S. Blackmore (SB) – Teams.

Cllr. C. Davies (CD) – Tumble Hall.

Also Present:

Mrs. C. Hope – Clerk (CH)

Mrs. Ff. Lewis – Deputy Clerk (FL)

Mrs. L. Davies – Welsh Language Interpreter.

Miss. B. Davies - Welsh Language interpreter.

Mr. L. Andrews – Security.

Minute No. 32 – Apologies and reasons for absence.

Cllr. Ll. Davies – will be late as she's away on a trip.

Minute No. 33 – Absence without apologies given.

Cllr. R. Jones (RJ).

Cllr. E. G. Evans (EGE).

Minute No. 34 – Declarations of Interests.

There were no new declarations of interest.

Minute No. 35 – Policing Matters.

The Chief Officer informed the Council that the police haven't held a meeting this month. The Chief Officer stated that she has been looking out for 'Cuppa with a Copper' meetings but haven't seen anything advertised.

The Chief Officer also informed the members present that a Police Officer called into the hall during last week and spoke to Mrs. W, Freeman about the missing person in the area.

Minute No. 36 – Public participation.

There was no public participation.

Minute No. 37 – The Chair's Report.

A copy of the Chair's report was sent previously to all members of the Council via email by the Chief Officer.

Minute No. 38 – County Councillor's Report.

Cllr. Ll. Davies sent her report via email to the Chief Officer who in turn forwarded the report to all Councillor's via email.

The Chief Officer has not received a report from Cllr. D. Jones.

Minute No. 39 – Confirmation of the minutes of the Finance Committee Meeting on 12.05.25.

JO proposed that these minutes were a true record. TS seconded the proposal. SB abstained from voting. All other members present in favour.

Resolved that the minutes of the Finance Committee Meeting on 12.05.25 (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. 40 – Confirmation of the minutes of the Annual Council Meeting on 14.05.25.

NT proposed that these minutes were a true record. JO seconded the proposal. All members present in favour.

Resolved that the minutes of the Annual Council Meeting on 14.05.25 (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. 41 – The Chief Officers' report.

The Chief Officer reported on the following:

- **SCF Funding.**

The Chief Officer has received letters from CCC related to the SCF applications submitted. The Chief Officer was pleased to report that the application for the redevelopment at Tumble Park Pavillion has been successful, but unfortunately the application for the improvements at Y Graig has been rejected.

The Chief Officer stated that after speaking to CCC, she has been informed that a total of around £7.2 million worth of applications had been received but CCC could only distribute £1.2 million.

The Chief Officer informed the members present that there are other avenues that the Council can explore for Y Graig. One possibility is that a playground company offer interest free credit on equipment. Another option is that there will be grant funding opportunities through the Government specifically for playgrounds. The Chief Officer suggested

that once the grant funding has opened that Llannon Community Council explore this avenue and submit an application.

- **Festivals.**

The Chief Officer and The Chair attended Tumble Colts Football Festival and Tumble Juniors Rugby Festival. Both festivals were extremely well-run, and it was amazing to see so many young people enjoying LICC's facilities on a beautiful day. LICC will issue £500 donations to both clubs in accordance with the Council's Well-being Plan.

- **Cwmamman Town Council Mayor's Inauguration.**

The Chief Officer and The Chair both attended Cwmamman Town Council Mayor's Inauguration. The Chief Officer stated that the Inauguration was a good opportunity to meet other groups and other Council members.

- **Llys Fechan.**

The Chief Officer and Mrs. W. Freeman took a day off work to take the residents of Llys Fechan on a trip. The Chief Officer wasn't aware that this was the first time for some of the residents to go out since Covid. The Chief Officer has invited the residents to attend Cinio & Chlonc at Tumble Hall which they intend to come once a month.

- **Tree Inspections.**

The Chief Officer informed the members present that a Tree Inspection Report has been completed and received. The Chief Officer was pleased to report that only a few trees need attention. The Chief Officer thanked Liam and Lester for all their hard work in ensuring that all of LICC's trees are regularly inspected and for the huge amount of work carried out in Tir Waun which was previously estimated at a cost of £30,000, which has saved the Council money.

The Chief Officer also informed the Council that from the Tree Inspection Report, the Council will need to remove a tree at Cross Hands Memorial, and this will need to be done by a tree specialist.

- **Ride-on Mower.**

The new John Deere has been delivered, and the insurance has been updated.

- **Safer Routes in Communities.**

The Chief Officer has met Thomas Evans and Mrs. Walters of Cross Hands School to discuss plans to submit a bid to Safer Routes. The bid will include improving the entrance to the school and providing a shelter, traffic light controlled crossing and new pathways in Cross Hands Park. The Chief Officer informed the Council that she is currently writing the bid which has already been supported by LD and the Comprehensive School.

- **Cross Hands School.**

The Chief Officer has visited Cross Hands School to view the nature garden. The Chief Officer stated that she was blown away with how beautiful the garden looks. The Chief Officer informed all members present that the school have invited LICC to attend their sports day on the 19th June 2025 and that this would be a good opportunity for the Councillors to see the nature garden.

- **Llannon School.**

The Chief Officer informed the Council that Llannon School will be holding their sports day on the 10th June 2025 and that the field will be marked out ready for them.

- **Tumble School.**

The Chief Officer hasn't received the date for Tumble School Sports Day yet, once received she will pass this information onto all members of the Council.

- **Accident in Car Park.**

Unfortunately, there had been an incident in Tumble Hall Car Park. A car had driven into the post outside the car park which resulted in a hole in the ground. The Maintenance Team made the area as safe as possible until CCC came to fill in the hole. CCC came later that afternoon to secure the site. The Chief Officer was pleased to report that there were no serious injuries.

- **Cinio & Chlonc.**

Cinio & Chlonc is now averaging 70 people per week. Rob who has been helping in the kitchen has now taken over cooking duties. The Chief Officer stated that it is good to see how happy people are when they

attend. The Chief Officer asked all members present to call in on a Friday afternoon to meet the attendees and volunteers.

Cinio & Chlonc will be holding a Summer Spectacular on the 25th July 2025, more details to follow.

A trip to Brecon has been organised for the 1st of August 2025 and one coach is full, since more attendees have expressed an interest, it is very likely that another coach will be needed.

A trip to Saundersfoot has been organised for the 5th September, again, one coach has been filled, another coach will need to be booked.

Cinio & Chlonc celebrated VE Day where many attendees dressed up for the occasion, everyone involved thoroughly enjoyed. A two minute silence was observed on VE Day by all members of staff.

- **Lloyds Bank.**

Lloyds Bank have requested an extension for the use of Tumble Hall until November 2025. The Chief Officer is pleased to see so many of the residents making use of the facility at the Hall.

- **Staff.**

The Chief Officer informed the Council that both Kelly and Gareth have settled into their roles extremely well. The Chief Officer stated that both are very enthusiastic and are bringing very good ideas to the table.

The Chief Officer informed the Council that Gareth has already been delivering some free tennis lessons at Cross Hands Tennis Courts.

Gareth will be on annual leave for a month as he will be getting married on Saturday. The Chief Officer wished Gareth well on behalf of the Council.

The Chief Officer informed the Council that Kelly and Gareth have been collaborating and have come up with a plan for the future. Some of which include:

- Breakfast Club.
- Kids Boot Camp.
- Arts & Crafts.

- Multi-sports.
- Cheer Club.
- Tennis Club.
- Air Assault.
- Cartoon Club.
- Cookery Lessons.
- Music Factory.
- Wheelie Club.
- Fun Day.
- Community Club Day.

The Chief Officer stated that the Council have so much to look forward to and that it's exciting to see new things happening within the Community. The Chief Officer thanked all of the staff and Volunteers for all that they do for Llannon Community Council.

The Chair, on behalf of the Council, stated that Llannon Community Council are very grateful for all that the staff and volunteers do for the Council.

Minute No. 42 – To receive resignation of Cllr. S. Stewart.

The Chief Officer informed the members present that she has received a resignation letter from Cllr. S. Stewart. The Chief Officer read out parts of the letter to the members of the Council. The Chief Officer felt that the following paragraphs were of importance and needed to be shared with all members present:

It is with regret therefore that I tender my formal resignation to the Chair of my role as councillor. Whilst an immense privilege, it is also a responsibility too and one which requires time and dedication to undertake fully and to the degree to which the ward deserves. Due to changes in personal circumstances, I am unable to continue to meet these requirements.

I'd like to take this opportunity to thank our Councillors for their support and encouragement and for the many, many (often hidden) hours they dedicate as volunteers. I'd also like to thank the Clerk and the Deputy Clerk for their unwavering vision and hard work.

Whilst I am sad to leave the council, I remain to be excited about the developments ahead and for which solid foundations have been laid by the hard work of the council and its staff over recent months. There will be many

benefits this will bring to our community, and I consider myself a friend and advocate of the council's vision going forward. With all best wishes.

The Chief Officer informed the Council that she hasn't reported the other two empty seats to CCC yet as she had spoken to Cllr. S. Stewart prior to the Annual meeting, who had regrettably informed her that a resignation letter was due to be sent to the Council. The Chief Officer felt that it would be more cost efficient to report the three empty seats at the same time. The Chief Officer will be reporting the three empty seats to CCC this week.

The Chief Officer asked all members present that if there is anyone within the community that is interested in applying to become a Councillor at Llannon Community Council to encourage those people to speak to her so that she can explain what it entails to be a Councillor and to help answer any questions that they might have.

The Chair addressed the Council and stated that it sad that Cllr. S. Stewart has handed her resignation into the Council but can completely understand as her personal circumstances have changed. The Chair asked all members present to try and encourage members of the community to apply to become Councillors as she feels that it's an extremely rewarding role.

Minute No. 43 – To receive Audit Wales's Completion of Llannon Community Council's 2021-22 Audit, 2022-23 Audit and 2023-24 Audit.

The Chief Officer previously circulated the Audit Wales's Reports for 2021-22, 2022-23 and 2023-24 to all members of the Council via email.

The Chief Officer reminded the members present that she had been appointed in her role at Llannon Community Council in the November of 2022 and at that point the Council was halfway through the financial year. When the Chief Officer was appointed, she repeatedly made the Council aware of failings she was discovering and that there was a problem with the year end figures not matching with the previous year financial figures. The Chief Officer informed the members present that there had been a problem with the software that they were using at the time, with incorrect data entries and the finances didn't balance. This came with many challenges.

The Chief Officer informed the Council that the Budget setting prior to her employment was very vague in the sense that there very few budget headings which made it extremely difficult to understand what was being budgeted for.

The Chief Officer now feels that since the appointment of the Deputy Chief Officer and RFO, that the Budget is far more detailed and clear, which makes everything transparent for all members of the public to see. The Chief Officer also felt that since the Finance Committee have been meeting on a monthly basis there is even more scrutiny by members.

The Chief Officer stated that the 2021-22 and 2022-23 Audits were submitted in July 2023 as there were many errors that need to be corrected before these financial years could be submitted. Both of these financial years have been qualified by Audit Wales, which means that these have not passed the Audit.

The Chief Officer read out the following reasons given by Audit Wales for qualifying the 2021-22 and 2022-23 financial years:

2021-2022

In my opinion, the Annual Governance Statement is not consistent with the Council's internal controls and governance arrangements for the year:

- *Assertion 1: Arrangements for the approval of accounts The Council did not make proper arrangements for the approval of the Annual accounts. The Council did not approve the accounts by 30 June 2022 as required by the Accounts and Audit (Wales) Regulations 2014.*
- *Assertion 4: The Council did not make proper arrangements for the public inspection of accounts as required by the Accounts and Audit (Wales) Regulations 2014.*

I draw the Council's attention to the following matters and recommendations which do not affect my audit opinion but should be addressed by the Council.

Ad-hoc payments made to the former Clerk/RFO

During the course of the audit we received information expressing concern over the amount and nature of additional ad-hoc payments made to the Council's former Clerk/RFO. These primarily related to services provided as a 'surveyor'.

Our audit found that although the majority of the payments were for items that would normally be considered as part of the Clerk's core duties, the former Clerk/RFO had presented the payments to the Council for approval and the Council had approved the payments.

We understand that these practices have now ceased following the departure of the former Clerk/RFO.

In order to ensure that such issues do not recur in the future, it is important for the Council to properly scrutinise the payments schedules presented to members for approval and to be clear about the role and responsibilities of the Clerk/RFO. Where the Clerk/RFO is engaged to provide additional services, these should be subject to the same procurement arrangements as would be applied to any third party supplier.

2022-2023

In my opinion, the Annual Governance Statement is not consistent with the Council's internal controls and governance arrangements for the year:

- Assertion 1: Arrangements for the approval of accounts The Council did not make proper arrangements for the approval of the Annual accounts. The Council did not approve the accounts by 30 June as required by the Accounts and Audit (Wales) Regulations 2014.*
- Assertion 4: The Council did not make proper arrangements for the public inspection of accounts as required by the Accounts and Audit (Wales) Regulations 2014.*

I draw the Council's attention to the following matters and recommendations which do not affect my audit opinion but should be addressed by the Council.

Inconsistency between the Annual Governance Statement and the internal audit report

The Council has stated that it has no responsibilities in respect of trust funds in assertion 9 of the Annual Governance Statement whereas the internal audit report control objective 11 states that the Council has met its responsibilities as a trustee. The Council should ensure consistency in this matter before approval of the accounting statements and the Annual Governance Statement.

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Clerk/RFO had presented the payments to the Council for approval and the Council had approved the payments.

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The Chief Officer informed the Council that Llanedi Community Council have received the last five years of Audits from Audit Wales and each one has been Qualified (not passed), she also reminded the Councillors present that their previous Clerk is the Clerk for Llanedi Community Council and that he was also the previous Clerk for Cwmamman Town Council who are currently awaiting their Audit Reports from Audit Wales.

The Chief Officer was extremely pleased to inform the Council that LICC's Audit Report for 2023-2024 has been returned Unqualified (passed) without any recommendations.

The Chief Officer stated that 2023-24 was the first full financial year that herself and the Deputy Chief Officer completed. The Chief Officer also stated that that now that the Audit Reports have been returned and published, that this will now stop all derogatory accusations made against herself and the Deputy Chief Officer from members of the public and previous Councillors. The Audit Reports is proof that the staff have been transparent in all of the work that they have carried out to a very high standard.

The Chair addressed the Council and stated that these Audit Reports now prove that Llannon Community Council are in a very positive position moving forward. This also proves the amount of time and dedication that has been given to ensure that the Council is operating correctly. The Chair expressed her deepest thanks to the Chief Officer and Deputy Chief Officer to ensure that LICC have got to the position that they are currently at.

7.08 pm Cllr. Ll. Davies entered the meeting and apologised for her lateness.

JO stated that hopefully now that these Audit Reports have been published, all of the malicious accusations and attacks on social media will now come to an end.

Minute No. 44 – To receive an update on the redevelopment of the pavilion in Parc Y Mynydd Mawr.

The Chief Officer informed the members present that she is very pleased that the Planning Application has been granted. The Chief Officer attended the Planning Committee Meeting held by CCC and reported that it was a unanimous decision by all present and were very supportive of the redevelopment of the pavilion.

The Chief Officer also informed the Council that £135,000 of funding has been secured through SCF which brings the current total of secured funding to £435,000. She is currently waiting for a decision from the Cymru Football Association and once she has more details will bring this back to Council.

The Chief Officer stated that the Council members will be called to an Emergency Meeting within the next couple of weeks to make a decision with regards to the tendering process.

The Chair thanked the Chief Officer and stated that Llannon Community Council would not be in this fortunate position without the Chief Officer's hard work and drive with this project.

Minute No. 45 – To discuss the Portaloo's situated at Cross Hands Park and Parc Y Mynydd Mawr.

The Chief Officer reminded the Council that they made a decision to provide Portaloo's at Tumble Park and Cross Hands Park to provide facilities for the members of the public that used these parks. The Chief Officer stated that last summer there were very little issues with the Portaloo's and has been disappointed to see how these Portaloo's have been mistreated recently.

The Chief Officer explained that the Portaloo's are hired through a company who service them once a week. They are also regularly checked by the maintenance team. If the Portaloo's are tipped over LICC's maintenance team can not clean them due to the chemicals used in them. The Portaloo company have to be called out and to replace these once damaged costs LICC in excess of £600. This has proven costly in the last few weeks.

The Chief Officer informed the Council that unfortunately, the Portaloo that's situated in Cross Hands Park is permanently tipped over. The Chief Officer has moved the Portaloo near the tennis courts where there is CCTV, to see if that solves the problem.

The Chief Officer stated that there have been reports of vandalism with the Portaloo's on social media through the village notice board sites, but unfortunately, these forums aren't monitored by LICC staff. The Chief Officer encouraged the Councillors to ask the members of the public to report any problems direct to the Council to ensure that these issues can be dealt with. Alternatively, if any Councillors are made aware of any problems within the community to please contact the Chief Officer.

The Chief Officer suggested that the Council review the situation with the Portaloo's at the next Full Council meeting and monitor the situation for the next month. The Chief Officer stated that if the situation continues then the Council will need to make a decision whether or not to keep the Portaloo's as the extra cost has not been budgeted for.

LD asked the Chief Officer whether it is possible for LICC to create a social media post explaining the extra cost that has incurred to the Council and that if the situation isn't improved then the Council will have no other option but to remove the facilities.

The Chief Officer stated that this is a good idea and that it would also be a good idea to create posters to place on and around the Portaloo's of the same effect.

The Chair suggested to include the contact details and office hours so that the members of the public can report any incidents.

JO stated that the Council need to make it clear of the extra costs that have occurred due to the mistreatment and the vandalism of the Portaloo's.

Minute No. 46 – To discuss the review of electoral arrangements for Carmarthenshire.

The Chief Officer previously circulated to all members of the Council the email received with regards to the review of electoral arrangements for Carmarthenshire.

The Chief Officer explained that the review of electoral arrangements takes place every twelve years and this is put out for consultation. The Chief Officer asked the members present whether they would like to draft a proposal as a full Council or whether it would be better for individuals to respond as there are many personal views with regards to the review.

LD proposed that the members of the Council respond individually. PO seconded the proposal. NT abstained from voting. All other members present in favour.

Resolved that the members of the Council will respond individually to the review of the electoral arrangements for Carmarthenshire.

Minute No. 47 – To receive Councillor Training Dates.

The Chief Officer previously circulated possible training opportunities to all members of the Council via email. The Chief Officer stressed to all members present how important that it is for Councillors to attend training and to inform the Deputy Chief Officer which courses and times they would like to attend.

The Chief Officer also informed the Council that all members will need to attend the Code of Conduct training as this needs to be done every two years. The Chief Officer asked the members present if they would like to do the training as a group, if so, the Chief Officer can contact One Voice Wales to see if this is possible and which dates will be available.

All members present were happy for the Chief Officer to contact One Voice Wales to try and organise group training for the Code of Conduct.

Minute No. 48 – To confirm receipt of the following planning applications.

PL/09223 – Proposed change of use from A1/B1 to include B8 use for the siting of storage containers – Compound, 31 Carmarthen Road, Cross Hands, Llanelli, SA14 6SP.

PL/09233 – Proposed change of lighting columns. Height alteration from 12 meters to 15 meters – Cae Carwyn James, Cefneithin RFC Playing Fields, Cross Hands, Llanelli.

*JO proposed that the Council have received the above planning applications.
NT seconded the proposal. All members present in favour.*

Resolved that the Council members have received planning applications PL/09223 and PL/09233.

Minute No. 49 – To discuss the following planning applications.

PL/09269 – Proposed renovation and conversion of first floor within existing roof – 42 Bethania Road, Upper Tumble, Llanelli, SA14 6DT.

PL/09294 – Construct two storey extension to rear of property – Plas Y Coedcae, Dynant Fach Road, Pontyberem, Llanelli, SA15 5LW.

PL/09314 – Rear second floor extension on existing footprint, materials to match existing – Tyr Efail Cottage, Cross Hands, Llanelli, SA14 6DD.

The Chief Officer informed the Council that no objections have been received from the Councillors with regards to the planning applications.

The Chair asked the members present if anyone had any comments or objections.

No comments or objections were made.

*PO proposed that the Council have received the above planning applications.
NT seconded the proposal. All members present in favour.*

Resolved that the Council members have received planning applications PL/09269, PL/09294 and PL/09314.

Minute No. 50 – Personnel Matters.

The Chief Officer informed the Council that she wished to discuss a personnel matter with the members present in camera.

*NT proposed that the Council conduct the remainder of the meeting in camera.
JO seconded the proposal. All members present in favour.*

Resolved that the next section of the meeting was discussed in camera.

The Chief Officer thanked the member of the public for attending the meeting and asked if they would remove themselves from the meeting.

7.36 pm The Deputy Chief Officer, Mr. L. Andrews, Mrs. L. Davies and Miss. B. Davies left the meeting and did not return.

During the conversation had by the members present an honorarium was granted to four members of staff due to the work that they have carried out, deemed over and above that of their job description.

The Chair closed the meeting at 7.59pm

Signed **Date**

(Chair)