

**Minutes of Monthly Meeting of Llangunnor Community Council held Remotely at
6.30p.m. on Thursday 18th February 2021**

PRESENT: Cllrs. R. Griffiths (Chair), Elwyn Williams, G. Bevan, J. Porter, P. Totterdale, S. Thomas, H. Lewis, J. Slate, S. Richards, P. Price

APOLOGIES: Cllr. D. Williams

One elector present, and Mr. Howard Davies (newly appointed clerk).

1. **Declaration of Interest** – to be recorded during agenda items.
2. **Police Report:** no police report had been received.
3. **Chair's Announcements** –The chair wished it recorded his thanks to the clerk for the work involved in appointing a new clerk. He asked members if they would observe a two minutes silence, for family and friends lost by residents of Llangunnor due to Covid.
He expressed concern that a member had made a FOIA request to Dyfed Powys Police with regard correspondence with the Community Council and County Councillor, he stated that as the Council was an 'open' one, any request could have been sent straight to the clerk. Finally, he stated that he had received a request from Cllr. Bevan to give some back-round to the interpretation boards. Cllr Bevan said that this had been many years in the making, initially the information for the boards were put together by Menter Gorllewin Sir Gâr in 2009, unfortunately the company went into liquidation and the project was stopped. Mr. Eirian James of CCC then approached the council to say that different grant money may be available to resurrect the project, a further hiccup came when all grant funding was redirected to the London Olympics. Finally, with the help of Trysor (Jenny Hall & Paul Sambrook), who did a lot of the research into the historical information on the boards, they were ready to be erected. Covid then put this on hold, but it is very satisfying to see them up and the reaction for the community has been very positive.
4. **Member of the Public Present** – he asked how the Community Council were informing the community of meetings of the Council. The clerk replied that currently this was done through the Noticeboards and through the Council website, he added with the Council's face-book page about to go live that this would be a further platform for advertising meetings.
5. **Minutes of meetings** – i) it was unanimously agreed and **RESOLVED** to approve as a correct record the minutes of the monthly Council meeting held on 21st January 2021 (**minute 0221 – 4i**); ii) it was unanimously agreed and **RESOLVED** to approve as a correct record the minutes of the extra-ordinary Council meeting held on 8th February 2021 (**minute 0221 – 4ii**); iii) the notes of the appointment committee (11th February 2021 – appendix 1) and the Interview Panel (15th February 2021- appendix 2) were noted.
6. **Committees:**
 - a) Finance Committee –no meeting had taken place.

- b) Park & Environment Committee Meeting – no meeting had taken place. i) The clerk reported that he had now received two estimates for the renewal of the fence at the entrance to the park, he reported that this improvement had been previously approved. Following a discussion, it was unanimously agreed (**minute 0221 – 5bi**) that the estimate submitted by Wicksteed to the value of £4,492 + VAT be accepted. ii) Improvements at memorial stone – details to be provided for Parks Committee or next monthly meeting whichever takes place first. Cllr. Price agreed to join this Committee.
 - c) Web & Media Committee – no meeting had taken place, clerk was awaiting a link to the new website to circulate to members, Vision ICT had offered some training to the new clerk.
 - d) Christmas Committee – no meeting had taken place.
7. **Appointment of Clerk** – the clerk reported that, as noted in the notes from the Interview Panel, an appointment had been made. Following a discussion, it was unanimously agreed (**minute 0221 – 7**) that Mr. Howard Davies, Llysawelon, Drefach, Llanelli be offered the post of Clerk to Llangunnor Community Council subject to the receipt of satisfactory references and working a probationary period of 6 months; furthermore, should there be any issues with the appointment, that the post would not be re-advertised but offered to Mrs Gaynor Lewis.
8. **Motion from Cllr Griffiths** (seconded by Cllr. Totterdale) - that a memorial stone be place in Llangunnor Park to include the following inscription – ‘In remembrance of all those, who died in Wales, as a result of the Covid -19 pandemic. Always loved, Never forgotten, Forever missed’.

Following a lengthy discussion, the motion was amended, and the following unanimously agreed (**minute 0221 – 8**) that a memorial be placed in Llangunnor to include the following inscription – ‘In remembrance of all those, who died in Wales, as a result of the Covid -19 pandemic. Always loved, Never forgotten, Forever missed’ / ‘Er cof am bawb a fu farw yng Nghymru o ganlyniad i bandemig Covid 19. Yn ein calon, yn ein cof ac yn ein hiraeth am byth.’

The type of memorial and its location be deferred for discussion at the next meeting of the Council.

9. **To receive reports from Members representing Council on other Bodies** – i) Cllr. Porter reported that he had attended a virtual meeting of the Community and Town Council Liason Committee to discuss the setting of the budget for 21/22, due to some technical issues it had been a difficult meeting to follow, the upshot of it was that a Council Tax increase of 4.32% be introduced for 21/22, this was confirmed by County Councillor E. Williams; ii) a school governors meeting had been arranged for the 26th February, Cllr. Griffiths confirmed that as he was retiring from the Council at the AGM, he had informed the headmaster that he would be resigning his position as a School Governor (new appointee would be made at the AGM).

10. County Councillor Report - Cllr Elwyn Williams had nothing to report.

11. To approve the schedule of accounts February 2021 – unanimously approved (minute 0221 – 11)

Expenditure / Income February 2021

Payee	Description	Amount £
1. Emrys Williams	Works at the Park - £97.00	97.00
2. Clive Thomas	Clerical Duties – £655.70 Allowances - £140.00 Postage – £1.83 Zoom Monthly Payment - £14.39	811.92
3. CCC	Ground Maintenance - £2,343)	2,343
4. JRB Enterprise Ltd	Dog Glove Refill - £32.75 + £6.55 (VAT).	39.30
Income	None	

Payments under Remuneration Panel Recommendations

NAME	AMOUNT
1.Sandra Rose Thomas	£120.00
2 Dafydd John Williams	£150.00
3 Robin Owen Griffiths	£240.00 (Incl Chair Allowance)
4 Paul Edward Totterdale	£150.00
5 Geraint Pugh Bevan	£120.00
6 Phillip Lee Whatley	£100.00
7 Jennifer Joy Slate	£120.00
8 Dewi Elwyn Williams	£120.00
9 John Charles Porter	£120.00

Note: Cllr R. Ingram & H. Lewis confirmed in writing that they did not wish to receive the payment.

Cllr P.Price & Cllr. S. Richards will be offered the payments in 21/22.

12. To receive Correspondence - for November 2020

No	Nature of Correspondence	Agreed Action
1.	1VW - Courier Frauds	Circulated.
2.	1VW - Latest Covid Vaccine Scam...	Circulated.
3.	WLGA coronavirus email update 26.01.2021	Circulated.
4.	1VW - Remote training sessions that are taking place in February 2021.	Circulated.

5.	Ombudsman for Wales – “I can confirm that you can inform the next Council meeting, and record in its minutes, that the Ombudsman has decided not to investigate the complaint made against former Councillor Lee Whatley”.	For information.
6.	WLGA coronavirus email update 29.01.2021	Circulated.
7.	Information on 2021 Census	Circulated.
8.	Latest news from Carmarthenshire County Councils – 29/01/21	Circulated.
9.	Un Llais Cymru / One Voice Wales - Bwletin Newyddion / News Bulletin – 09-02-21	Circulated.
10.	CCC – crossing by Tywi Garage – “The pedestrian counts and gap analysis suggest there are not high enough pedestrian levels to justify a signalised crossing, especially given the proximity to the roundabouts and signals and the wider impact this would have on the network. In light of this Nick is progressing the design of the lane narrowing for the east bound traffic lane leaving the roundabout which will improve the crossing point for pedestrians and slow the flow of traffic coming off the roundabout. Given the point we are at in the financial year we are cutting it fine to get this constructed, especially with Covid working restrictions etc however I remain optimistic that we will get it in. Please be assured that we are doing all that we can to deliver this scheme despite the circumstances”.	For information.
11.	WLGA coronavirus email update 12.02.2021 / Diweddariad am y coronafeirws gan CLILC	Circulated
12.	Panel Annibynnol Cymru ar Gydnabyddiaeth Ariannol - Adolygu Fframwaith Taliadau Cyngorau Cymuned a Chyngorau Tref Independent Remuneration Panel for Wales - Review of the Remuneration	Agreed to wait for consultation document to be produced (minute 0221 – 12.12)
13.	February Facebook Phishing campaign.	Circulated
14.	1VW - MARCH 2021 - Remote training sessions	Circulated.
15.	Letter of thanks from Headmaster of Llangunnor School for donation towards ipads	Noted
16.	New draft Guidance Code of Conduct.	Circulated.

13. Councillor’s Report.

- a) Cllr Griffiths asked that members be informed when the Council’s page goes ‘live’.
- b) A letter of thanks be sent to ex Cllr. Whatley thanking him for his services to the Council and expressing the hope that he would re-join sometime in the future.

- c) The litter issue in Pensarn was highlighted, and it was unanimously agreed **minute 0221 – 13c)** that the clerk write to the Post Office and Aldi asking if they could clear their area.
- d) It was reported that some of the daffodils recently planted were starting to appear, although it was apparent that some members had been more successful than others.

Next monthly meeting to be held (remotely) on March 18th 2021 at 6.30p.m.

Meeting closed 7.35p.m.

APPENDIX 1

Notes from of Appointments Committee of Llangunnor Community Council held Remotely at 6.30p.m. on Thursday 11th February 2021

PRESENT: Cllrs. R. Griffiths (Chair), Elwyn Williams, G. Bevan, J. Slate, S. Thomas, H. Lewis

APOLOGIES: None

- 1 Declaration of Interest** – There were no declarations of interest.
- 2 Discussion on interview procedure for the role of Clerk to the Community Council** – the following were agreed:
 - a) Each member to introduce themselves at the start of the meeting.
 - b) The candidates be interviewed in the following order, Mr H. Davies, Mrs L. Davies, Mrs G. Lewis.
 - c) The interviews to commence at 6.15p.m on February 15th 2021; each one be allowed 45 minutes – up to five minutes per question.
 - d) Each candidate to be emailed the questions 15 minutes before their allocated interview time.
 - e) The five questions were agreed by the panel, one question to be in welsh.
 - f) Members will mark each question out of 5.
 - g) Although Cllr. H. Lewis was a reserve she be asked to attend the meeting for two reasons a) in case a member loses their zoom connection her scores would then count; b) she be asked to score the welsh question together with Cllr. Williams and Bevan.
 - h) Each candidate be given the opportunity to ask any question at the end of the interview.
 - i) The successful candidate be notified at the end of the process, this will be subject to approval of full council (18th February) and receipt of appropriate references.

Meeting closed at 19.20

APPENDIX 2

Notes from of Interview Panel of Llangunnor Community Council held Remotely at 6.00p.m. on Monday 15th February 2021

PRESENT: Cllrs. R. Griffiths, Elwyn Williams, G. Bevan, J. Slate, S. Thomas, H. Lewis

APOLOGIES: None

- 1. Declaration of Interest** – There were no declarations of interest.
- 2.** The clerk reported that Ms Lowri Davies had recently started a new post and was therefore withdrawing.
- 3.** Although Cllr. H. Lewis was a reserve she attended the meeting for two reasons a) in case a member loses their zoom connection then her scores would count; b) she be asked to score the welsh question together with Cllr. Williams and Bevan.
- 4.** Each candidate was emailed a copy of the 5 questions 15 minutes before the commencement of their interview.
- 5.** Each candidate was given up to five minutes to answer each question and given the opportunity to ask questions at the end of the interview.
- 6.** Following the scoring of each question it was unanimously agreed that the post be offered to Mr. Howard Davies subject to the receipt of satisfactory references; and, working a probationary period of 6 months.
- 7.** The unsuccessful candidate, Mrs Gaynor Lewis be informed that it had been very close and that the panel would be recommending to Council that should there be any issues with the appointment, that the post would not be re-advertised but offered to her.

Meeting closed at 19.40