

**Minutes of Monthly Meeting of Llangunnor Community Council held  
Remotely at 6.30 p.m. on Thursday 17<sup>th</sup> March 2022**

**PRESENT: Cllrs. Elwyn Williams (Chair), G Bevan, P Totterdale, S Thomas, Charlie Evans, J Slate.**

**1.Apologies** – Heather Lewis. No apology received from Steven Richards

**One elector present in addition Howard Davies Clerk**

**2. Declaration of Interest – None**

**3. Chair’s Announcements.**

The Chair advised that he had attended the recent St David’s Day March in Carmarthen town to represent the Council.

He also advised that he and other Councillors had recently attended the vigil for the people of Ukraine held in Carmarthen town centre where more than 300 people attended.

**4. Members of the Public Present – 12 minutes for questions –**

RG asked three questions.

1.He asked what the Council was doing to help the poor people caught up in the war in Ukraine.

Chair responded that Carmarthen C C were putting in place a plan to take refugees, and that there were three dedicated collection points already set in Carmarthen town to collect clothes, food, and toiletries.

Additionally, Llangunnor C C had looked at making a monetary donation to a humanitarian charity within Ukraine, however upon investigation this was not allowable under our rules.

2.He stated that he believed that the Council could do better in engaging with its residents, to make sure that the Council was providing the services that they required, and that there was a need for Councillors to be more visible.

The Chair responded that the Council had made every effort during these challenging times to continue to engage with residents, where the new web page

and face book pages were up and running, and our regular meetings were still open to the public to attend virtually, although take up was minimal.

Additionally, it was planned to have a “Councillors Table” at the Jubilee celebration being planned for the 4<sup>th</sup> of June at the park. This would give residents an opportunity to meet their Councillors, discuss any pressing issues they may have, and to offer their suggestions on how to improve the park further for the benefit of the community.

Hopefully with Covid restriction now beginning to ease it would allow Councillors to become more visible within the community.

3. He wanted to express his concerns about the slow progress being seen in getting traffic calming measures installed at the entrance of the park, and again reminded all Councillors of the danger posed to park users by cars parking and speeding near the entrance.

By way of update the clerk was able share with him an update recently received from Mike Jacob Carms C C advising him that the road markings were to go down before the end of this month, with the remaining works to be completed as soon as possible thereafter.

**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 the 17<sup>th</sup> of February (**Minute 0322 – 5**)

**6. Committees:**

**i) Finance committee** - Meeting to be arranged for next month.

**ii) Park & Environment** - Noted the minutes of the meeting held on the 9<sup>th</sup> of March had been circulated. Further meeting scheduled for 6<sup>th</sup> April

**iii) Web & Media** - No meeting had taken place.

**iv) Christmas Lights** - No meeting had taken place.

**7.** The request for financial assistance from Teenage Cancer Trust Cymru was discussed, and it was resolved to place on the agenda for our April meeting as per Council policy where such requests are considered twice yearly in April and December.

8. Cllr Evans provided a well-received presentation on how to complete the forms for Councillors seeking re-election for the upcoming May elections. The Chair thanked for his time and detailed explanations.

**9. Motion submitted by Cllr Geraint Bevan Vice-Chair:** The following motion was proposed by the Vice-Chair *“during these unprecedented times many are suffering, this is particularly true with regard to the poorest in our community, and with this in mind I would like to propose that the Council consider donating a further £1000 to the Carmarthen Food Bank, following on from our earlier donation of £1000 given in June 2020”*

The following amendment was proposed by Cllr C Evans, and seconded by Cllr Paul Totterdale, in that the amount be increased to £1200 allowing for inflation. The amendment was duly voted upon, and was unanimously agreed, and was incorporated into the original motion. The main motion was unanimously carried (**Minute 0322 – 9**) and a cheque of £1200 would be immediately sent to the Carmarthen Food Bank.

## **10. County Councillors Report**

Cllr Elwyn Williams reported that the “Silver Command group” had been set up by Carmarthen C C earlier that day to support the resettlement of Ukrainian refugees within Carmarthenshire.

He further advises that a recent review had shown that the Council receives more complaints about the time taken to complete repairs to their Council Housing stock, as opposed to any other category of complaint, and that they were looking to improve their response times here significantly over the coming months to address this area of concern.

## **11. Members representing Council on other bodies:**

Cllr Sandra Thomas wished to advise that she had completed the Governor’s training modules and was looking forward to attending her first meeting.

Cllr Paul Totterdale advised that he had recently attended a virtual meeting of the Riverside Festival Committee and confirmed that the festival would take place this year on Saturday 11<sup>th</sup> June between 2 and 6.30pm.

Cllr Totterdale asked if it would be possible for the Council to consider donating £1500 towards this year’s festival as he thought our historic donation

of £60 per annum should be increased having taken account of the level of sponsorship received from other companies and individuals,

Councillors were supportive of discussing this further and it was agreed that this now will be put forward as a formal motion for the agenda of our April meeting.

No reports received from other bodies, due to no meetings having taken place.

**12.To approve the schedule of accounts March 2022: – unanimously approved. (Minute 0322 – 12)**

	<b>Description</b>	<b>Amount £</b>
Emrys Williams	Works at Park – £97	£97.00
Carmarthen County Council Chair's Appeal 2021/22	Chairs Donation from Community fund.	£100.00
Howard Davies	Clerical Duties - £655.71 as per new contract at 55hrs pm wef 1.9.21 Allowances - £140 Zoom Monthly Payment £14.39, Postage £7.92 Extra meetings (see below) £40.00 Salary adjustment following increased hours for Sept 21 no previously claimed and annual increase to Clerk's salary as per attached calculation. £225.87. Travelling- £189.00	£1272.89
J R B Enterprise Ltd	Dog Gloves for park	£40.20
Carmarthenshire County Council	Annual ground maintenance contract at park	£2343.00
Steven Richards	Adjustment to allowance payment as paid net as opposed to gross	£35.00
HMRC	Cllrs Tax	£202.40
Charlie Evans	Partial refund re tax deducted on allowance.	£0.10p
HMRC	Clerk Tax and NI	£803.17
<b>Income</b>	S106Drawdown re Fence	£4152.28

**Extra Meetings held 17th March 2022**

March 9<sup>th</sup> Park & Environment meeting.

1 X £50 = £ this equates to £40.00 after tax.

(Extra meetings - @ £50 meeting – salary includes 11 meetings + AGM, all others treated as extra meetings over 4 hours will be paid at £100 (**Minute 0920 – F4**))

## Salary Scale Adjustments

The new salary scale has increased from £28672 to £29174.

Calculation as follows  $\frac{£29174}{(37 \times 52)} \times 55 = £833.98$  Gross       $\frac{\text{Old Gross rate } £28672.00}{(37 \times 52)} \times 55 = £819.63$

**Adjustment required £14.35**

Howard worked a 50hrs contract for the first 6 months which was increased to 55hrs wef 1.9.2021

Calculation as follows  $\frac{£28672}{(37 \times 52)} \times 55 = £819.63$  based of 55hrs worked.

Calculation as follows  $\frac{£28672}{(37 \times 52)} \times 50 = £745.11$  based of 50hrs worked.

Calculation New rate  $\frac{£29174}{(37 \times 52)} \times 50 = £758.16$

Adjustment required to Howard's salary £13.05

**Clive would be due salary arrears of £14.35 for the month of April, which he has decided not to accept.**

**Adjustment required to Howard's salary:**

April – Sept 6 months at £13.05	£78.30
September salary paid at old rate of 50hrs	
Should have been at 55hrs uplift required	£75.82

Sept Salary at 55hrs £833.98 Salary at 50hrs £758.16

Oct – Feb22 based on new salary 5 months at £14.35 £71.75

**Total adjustment required £225.87**

### **13.Schedule of Correspondence Received for Monthly meeting – 17.3.22**

No	Nature of Correspondence	Agreed Action
1.	Quote from Carms CC re provision of 2 Streetlights at Ger Y Nant footpath.	<b>Circulated.</b>
2.	Welsh Government Apprenticeship Scheme2022.	<b>Circulated.</b>
3.	Public Hearing- 1 March 2022 on proposed Boundary Changes to parliamentary constituencies at The Grand Hotel Swansea.	<b>Circulated.</b>
4.	PCC Conference Invitation.	<b>Circulated</b>
5.	1VW Training for February and March 2022	<b>Circulated</b>
6.	Welsh Government Apprenticeship Scheme opening on 28 <sup>th</sup> March.	<b>Circulated</b>
7.	Independent Remuneration Panel for Wales Annual Report – Feb 2022	<b>Circulated</b>
8.	Clarification from Gareth Howells Carms CC re park equipment issues.	<b>Circulated</b>
9.	1VW The Good Councillor Gude.	<b>Circulated</b>
10.	Quote from Dyfed Alarms to install CCTV cameras at the park.	<b>Circulated</b>
11.	Carmarthen Town Council notice of Beacon being lit at the park on 2.6.22 as part of Jubilee celebrations.	<b>Circulated</b>
12.	National pay awards for Clerks 2021-2022	<b>Circulated</b>
13.	Email correspondence from Richard Thomas, and Peter Temple re trees on the park boundary near to their properties.	<b>Circulated</b>

14.	Thankyou Email received from Babel Zion Newydd Chapel re recent donation from Chair	<b>Circulated</b>
15.	1 VW Training courses for February and March.	<b>Circulated</b>
16.	Planning Consultations PL/03177 & PL03597	<b>Circulated</b>
17.	Auditor General Works Programme.	<b>Circulated</b>
18.	PCC Bulletin	<b>Circulated</b>
19.	Planning Consultation PL/03616	<b>Circulated</b>
20.	Response from Paul Cleaver to Mr Temple 13 Lewis Morris complaint re boundary trees.	<b>Circulated</b>
21.	Hints & Tips on Councillor actions and conduct on lead up to Election.	<b>Circulated</b>
22.	Request for financial assistance from Teenage Cancer Trust Cymru,	<b>Circulated</b>
23.	Update from Mike Jacob on the installation of traffic measures at the park entrance.	<b>Circulated.</b>
24.		

**14.** The Jubilee planning group provided a brief update on progress as follows:

- 1.Public response had increased in the main through engagement via our Facebook page where 82 members had now confirmed their attendance.
- 2.Richard Goodridge had agreed to open the event on Saturday 4<sup>th</sup> June.
- 3.Flyers had been printed and will be distribute locally by Councillors at the door, with leaflets also being left at Brynmeurig Stores.
- 4.Carmarthen Twirlers had confirmed their attendance along with the Fire Service. Carmarthen Symphonic Wind Band yet to confirm our invitation to attend. Local Police (PCSO) could not attend due to prior commitments.
- 5, Support from Llangunnor WI gained, where dialogue with other Community groups continue.
- 6.Looking to get an ice cream van on site along with toilet facilities.
- 7.Headmaster of Llangunnor School had confirmed their support and will help distribute flyers etc to parents and will help on the day.
- 8.Various crafts stalls being invited.
- 9.Gavin Davies had agreed to help with the children’s races.
10. Councillors to have a “Councillors Table” to be manned by Councillors on a rota basis, where residents could engage with their Local Councillor to discuss any issue. At the same time Councillors could engage with park users to see



what they wanted from their park experience, and to provide suggestions on how we could further improve the park. All Councillors to make every effort to attend, as this would present the first opportunity for a long time to engage with the public on a face-to-face basis since the onslaught of the Pandemic some two years ago.

Any further suggestions would be welcomed by the group.

In terms of budget, they felt that the initial budget of £1000 would insufficient due to increased costs now having to be absorbed and felt that an end spend of £1500 would be likely based on their most recent costings.

The Chair advised that the Council remain supportive of this key community event, and whilst we could not agree formally to the increase budget now projected at this juncture, it would be placed on the agenda of our April meeting for further discussion.

### **15. Local issues brought up by Councillors:**

Cllr Sandra Thomas wished to report that the sign for Tregunor near the junction from Babell Road and adjacent to the BT Pillar boxes had blown over in the recent storms.

**Action point: Clerk to report this to Highways Department.**

Cllr Charlie Evans reported that he had received a request via our Facebook page from a metal detector enthusiast who was seeking permission to scan the park for metal objects.

**Action point: Clerk to check position with Dyfed Archaeological Trust as to position if treasure or precious metal was discovered at the park by him, before considering our response to this request. He would also seek the opinion of Carmarthen Town Council to see if they had come across a similar issue.**

Cllr Evans also reported that he had received a complaint from a resident of Tregunor about the perceived lack of static rubbish bins.

**Action point. Clerk to refer complaint onto Carms CC Street Cleaning Dept.**

Cllr Paul Totterdale was not pleased that the Park and Environment Committee had put in place a maintenance contract with Sunshine Playgrounds on a trial

basis for 12 months but emphasised that we needed to check the contractors work to ensure that his obligations were being fully met.

**Action point: Clerk advised that he would be closely monitoring the position on a regular basis to ensure that our requirements were being met and his performance would be evaluated at the end of 12 months prior to any extension.**

16. The Clerk provided a quick update on the following matters:

i) Painting of Park entrances: Clerk advised that he had sought a further quote from local painter Mike Harries of Tregunnor.

ii) Repairs to Skateboard arena: Clerk advised that the Council had agreed to accept the quote from Jason Rice of J R Fabrications in the sum of £1600 plus Vat to complete the repairs in stainless steel, which would be the most cost-effective long-term solution here. Disappointingly no revised quotation was received from Alan Jones.

iii) Clerk advised that he had dealt with two complaints received from Mr Thomas & Mr Temple whose properties adjoin the park boundary expressing their concerns about the nearby trees posing a risk of damaging their properties, given the recent storms and high winds. He further advised that he had recently walked the park boundaries and was pleased to advise that no damage to any of the tree stock was evident from a visual inspection. He had reported this to Paul Cleaver our Tree Consultant who had extensive knowledge of these trees having dealt personally with both complainants on previous occasions. He then advised him to respond to Mr Thomas stating that in his opinion as advisor to the Council no reduction works were required to the sycamore tree, and that he himself would respond to Mr Temple, as the clerk had reported that someone had cut back trees on the boundary hedge behind his property, since the Tree Inspection Report had been undertaken last December, and had piled up the branches on the park side.

**15. Next monthly meeting to be held (remotely) on Thursday, 21st April 2022 at 6.30pm.**

**Meeting closed 8.15 pm.**

**Matters Arising 21.4.22**

Cllr Bevan advised that he had presented our cheque to the Local Foodbank, which had been gratefully received, and that a photograph would be placed on our web and Facebook pages shortly.

**Signed:**

**Date:**