

**Minutes of Monthly Meeting of Llangunnor Community Council held at  
Llangunnor School at 6.30 p.m. on Thursday 19<sup>TH</sup> May 2022**

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

**1. Apologies – None.**

**Two electors present in addition Howard Davies Clerk**

**2. Declaration of Interest – To be recorded during agenda items.**

**3. Chair’s Announcements.**

The Chair advised that he had nothing to impart.

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

There were none.

**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 21<sup>st</sup> of April 2022 (**Minute 0522 – 5**)**

**6. Committees:**

**i) Finance committee** - Note meeting took place on the 12<sup>th</sup> May and  
the minutes are in course of being written up.

**ii) Park & Environment -** Noted the minutes of the meeting held on the 6<sup>th</sup> of  
April had been circulated. Additional expense of  
£270 had been incurred for the repairs to the Skate  
Board area, which had been authorised by the Chair  
Of the Park & Environment Committee and the  
Clerk on H & S grounds. Ratification sought from  
from full Council to confirm the above actions-  
Six voted in favour with one Abstention. (**Minute  
-0522-6ii) – Resolved.**

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

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

7. The appointment of a “Mentoring Officer” to support new Councillors was debated at length. Everyone thought it was a good idea, although many felt it would be an onerous ask if the mentoring support work fell to one individual given that currently there are 6 vacant seats on the Council.

Cllr Whatley felt that he should be regarded as a new Councillor as opposed to an experienced Councillor returning to the Council, and that all new Councillors should receive as a minimum copies of “The Good Councillor Guide” and the latest version of Standing Orders”. Additionally, they should be encouraged to attend various courses provided by One Voice Wales, and others, especially the “Code of Conduct Module”. He was keen to embrace this experience this for himself.

It was Resolved that the Clerk and Cllr Whatley in the first instance work together with a view to compiling a workbook/guide for new Councillors joining the Council, given that Cllr Whatley had previously done some research on this important issue and revert to full Council later with their proposals. **(Minute 0522 – 7)**

#### **8. Applications for Financial Assistance received from the following Organisations and Groups were considered:**

- 1.Cylch Meithryn Llangynwr Committee.
- 2.Llangunor Appeal Committee -Eisteddfod Genedlaethol Urdd Gobaith Cymru Carmarthen 2023
- 3.Teenager Cancer Trust.
- 4.Kids Cancer Trust.

After a full discussion the following actions were agreed. **(Minute 0522-8)**

To defer deciding on the application from Cylch Meithryn Llangynwr Committee as the Councillors felt that more time was needed to consider this. Agreed to defer until June meeting.

It was unanimously agreed to donate £150 to the Llangunor Appeal Committee to go towards the 2023 Urdd Eisteddfod which will take place in Carmarthen.

It was unanimously agreed not to support the requests from both Teenage Cancer Trust, and Kids Cancer Trust given that they were National Charities, where the Council had historically looked to support local based individuals, groups, and charities under this scheme.

9. Cllr Paul Totterdale introduced his motion “Would it be possible for the Council to consider donating £1500 towards this year’s River Festival, as I feel

that our historic donation of £60 per annum should be increased having taken account of the level of sponsorship received from other companies and individuals.”

**At this point Cllr Whatley declared an interest and took no further part in the discussion.**

Regrettably the motion did not secure a seconder and therefore did not proceed as proposed.

Cllr Williams subsequently proposed that a sum of £150 be given in line with recent other donations made to various other organisations, seconded by Cllr Slate. This was voted upon, with 4 in favour, 1 against, 1 abstention and 1 not voting due to notice of interest, which was not accepted by Cllr Totterdale.

Motion therefore unsupported and not actioned.

Cllr Totterdale advised his disappointment at the lack of support for his motion, and duly resigned with immediate effect as the Council representative, to sit on both the Riverside Development Committee and Carmarthen River Festival.  
**(Minute 0522 – 9)**

**10.** Motion from Cllr Whatley “I would like the council to consider whether there is currently a need to have a number of the various committees as it would take out five of the seven councillors so would seem pointless”

This motion had been moved by the Chair of the AGM onto this Agenda as all Councillors presents felt that it should be paced on the agenda of the full Council meeting for discussion.

Cllr Whatley disagreed and did not wish to present his motion, as he felt the AGM was the best place to debate his motion and it was therefore withdrawn.

The Councillors then proceeded to have general discussion on “Committees” where it was noted by the Clerk that the Finance Committee is a statutory requirement, and therefore must remain.

It was also felt that the Park and Environment Committee should remain, given the wide remit and workload of this Committee, and the fact that the park required close management in view of our ongoing responsibilities as a Council.

The effectiveness and need for the Christmas Lights Committee could be re-evaluated in January 2023, following a debrief of the 2022 Christmas arrangements.

## **11. County Councillors Report**

Cllr Williams was pleased to have been re-elected as County Councillor for the Llangunnor and Capel Dewi Ward and wished to record his thanks to Cllrs Evans and Whatley his fellow candidates for a well fought out contest.

Cllr Elwyn Williams wished to report, that County Hall was slowly getting back to normal business after the recent Election, where Plaid Cymru have gained 38 seats giving them overall control over the Council, and they will continue to govern in coalition with The Independent Group. They also have a new Council Leader in Cllr Darren Price of Plaid Cymru who succeeds Cllr Emlyn Dole who lost his seat.

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

Cllr Charlie Evans advised that One Voice Wales would be running “Code of Conduct Courses” during June, amongst others, the details of which had been circulated to everyone by the Clerk and encouraged Councillors both old and new to partake either on a first-time basis or to act as a refresher.

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

## **13.To approve the schedule of accounts May 2022: – unanimously approved. (Minute 0522 – 13)**

### **Expenditure/Income May 2022**

<b>Payee</b>	<b>Description</b>	<b>Amount £</b>
1, Emrys Williams	Works at Park	
Howard Davies	Clerical Duties - £667.18 as per new contract at 55hrs pm wef 1.9.21. Allowances - £140 Zoom Monthly	£861.57

	Payment £14.39, Extra meetings (see below) £40	
Bowen & Weaving	Files	£7.02
J R B Enterprises LTD	Dog Gloves	£ 40.20
<b>Income</b>	CCC Precept tranche	£11000.00

### Extra Meetings held 12<sup>TH</sup> May 2022

Finance 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**))

**Regarding the monthly payment schedule the following items were added to the payment schedule due to late receipt, with the Chair’s permission and agreed by the full Council for payment.**

Emrys Williams	£97 Monthly payment for work at the park.
Clay Shaw Butler	£300 Preparation of yearend tax returns for Councillors.
J Morrow	£925 Hire of Inflatable Bouncy Castles etc and Marquee For Jubilee party.
Urdd Llangunnor support Eisteddfod Appeal 2023	£150 S137 payment following request for financial

### 14.Schedule of Correspondence Received for Monthly meeting – 19.5.22

No	Nature of Correspondence	Agreed Action
1.	Planning Application PL/03850	<b>Circulated.</b>
2.	Photograph of donation to Foodbank.	<b>Circulated.</b>
3.	Road Closure B4300 Capel Dewi Sunday 17 <sup>th</sup> July.	<b>Circulated.</b>

4.	Poll Station Finder for 5 <sup>th</sup> May.	<b>Circulated</b>
5.	1VW Training Courses May.	<b>Circulated</b>
6.	1VW Amended Training course dates for April/May.	<b>Circulated</b>
7.	PCC Bulletin	<b>Circulated</b>
8.	Thank you email from Llangunnor Church re recent donation.	<b>Circulated</b>
9.	Gwyl Ganol Y Dref 2022	<b>Circulated</b>
10.	Keep Wales Tidy Applications	<b>Circulated</b>
11.	1VW Free Training places.	<b>Circulated</b>
12.	Proposed planning consultation for Cwm Environmental for Nant Y Caws Landfill site.	<b>Circulated</b>
13.	FREE garden packs from Local Places for Nature – 1VW.	<b>Circulated</b>
14.	Letter from Carms C C re appointing a Solicitor to oversee proposed transaction with Western Power to relocate Glanffynnon Sub Station to Park and amending original lease.	<b>Circulated</b>

**15.i)** The Jubilee planning group provided a comprehensive report on progress a copy of which is attached to these minutes as an appendix.

Costs had increased substantially due to increased input costs of such items as, Inflatables, toilets and generators caused by severe shortages and reduced availability.

Cllr Evans then took everyone through the two scenarios A & B providing an assumption of the financial impact of either having inflatables or not.

Cllr Elwyn Williams wished to Abstain on the basis that Inflatables were going to be provided as part of the entertainment for kids, due to previous safety concerns with items such as this.

Cllr Whatley also wished to Abstain from these discussions.

After much discussion and questioning it was resolved with by a vote, Four in favour, one against and two Abstentions that the Council ratify the revised net budget of estimated cost of £1065 based on Plan A with inflatables to be provided, a reasonable charge to be levied on children using them, a raffle to be held with all Councillors to seek out raffle prizes, with any income generated to be netted off against costs. **(Minute 0522 – 15i)**

**ii)**Cllr Bevan brought up the need to have a contingency plan for wet weather, where Cllr Thomas was able to advise that the sports hall at Llangunnor School had provisionally been booked, and Cllr Slate had advised that cancellation insurance re inclement weather could be put in place for £150.

A vote on the provision of insurance to cover cancellation due to wet weather was taken, with the resultant vote being, four in Favour, Against 1, Abstentions 2. **(Minute 0522 -15 ii)**

The clerk confirmed that he was in the process of writing to the four recipients proposed for the Community Awards.

The four chosen recipients being:

1. Ena Thomas -Long serving Organist at Phila Delphia Chapel, Nant Y Caws.
2. Donna Davies and Ruthie James of Llangunnor Covid Support Group- For supporting the Community throughout the Covid Pandemic.
3. Serenar Douch- For signing at and supporting all the Councils activities over the years.
4. Messrs Gavin Davies, Justin Elias, Vince Bailey, and Nigel Winstanley, four local postmen, who maintained postal delivery services throughout the Pandemic to the residents of Llangunnor.

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

Cllr Totterdale brought up two issues.

- 1.Council vehicles parking outside the park, whilst cutting grass nearby.

**Action point: Clerk to report to Carms C C.**

2. Large lorries crossing the central reservation to exit Nant Y Caws East, which could potentially cause accident and injury.

**Action point. Clerk to write outlining our concerns to the Operations Manager, at Cwm Environmental, and directly to the Trunk Road Agency. Additionally, our concern to be included within the planning consultation that we are being asked to complete in respect of a new planning application for the site. Please see comments under Planning meeting.**

Cllr Evans brought up the provision of Jubilee Books.

**Action point: Clerk agreed to investigate.**

Additionally, he sought an update, on the Council's referral to Carmarthen C C Re consideration to reduce the speed limit along Llangunnor Road past the Decorating Centre at its approach to the roundabout from 40mph to 30mph.

Clerk advised that the matter had been referred to the Traffic Management Group within the Council some time ago.

**Action point: Clerk will ask County Cllr Elwyn Williams to seek an update and advise Cllr Evans accordingly.**

Cllr Whatley noted that the speed advisory sign near to Bolahaul Mansion, has still not returned following repair.

**Action point: Clerk agreed to immediately report the matter to Carms C C Public Lighting.**

**Cllr Slate apologises and leaves the meeting at this point.**

17. The possibility of amending the date of the June meeting was discussed as Cllr Bevan Chair had previously advised out of courtesy that he would not be able to attend due to prior family commitments and being mindful of the quorum requirement for Five Councillors to be in attendance.

The Clerk advised that he had checked with One Voice Wales who confirmed that we could deviate from the normal date (Being the third Thursday of the month except for our Christmas meeting) if everyone agreed.

Cllrs took the viewpoint that they did not wish to set a precedent for this to become the norm, and therefore took the decision to a vote, where at this point Cllr Whatley decided to Abstain, with the remaining six Councillors voting in favour of leaving the original date of the 16<sup>th</sup> of June to stand. (**Minute 0522 – 17**)



The Clerk asked every Councillor to try to attend the June meeting to avoid potential Quorum issues if there were not at least 5 of the six Councillors in attendance at the meeting.

**18.** With the permission of the Chair the Clerk was allowed to add the following Agenda item.

To recommend that Mark Ellis Jones a Solicitor with Morgan La Roche Carmarthen to be appointed by the Council to oversee the lease amendment with Carmarthen County Council in respect of allowing the Electricity Sub Station at Glan Ffynnon to be relocated to the bottom of the park as previously agreed.

Mark Ellis Jones comes highly recommended and has extensive experience of dealing with Councils and Community Councils on issues such as this.

He has verbally advised that he should be able to complete within the £750 offered by Western Power to cover our legal costs in this matter.

The recommendation was unanimously accepted (**Minute 0522 – 18**)

**Date of next meeting 16<sup>th</sup> June which hopefully will be face to face at Llangunnor School. Clerk to confirm in advance.**

**Meeting closed 8.40 pm.**

**Signed:**

**Date:**

**Matters Arising 16.6.22**

**The clerk has now ascertained from One Voice Wales that if a motion is not seconded then it cannot proceed, and an amended motion cannot be put forward without first gaining the acceptance of the original proposer to the amendment now being proposed.**

**Therefore, for correctness regarding the motion proposed by Cllr Totterdale – under agenda point (9) as this did not gain a seconder then it could not proceed. However, as Cllr Williams amendment was not referred to Cllr Totterdale at the outset for his acceptance, but only after this gained a seconder, and a vote was taken then this was incorrect. Notwithstanding this failure to follow the correct procedure in this instance the outcome remains the same as Cllr Totterdale chose not to accept the amendment proposed by Cllr Williams.**

**The clerk will take this on board as a learning point should this situation arise again with a motion that does not gain a seconder, and another wishes to propose an amendment.**

## Appendix 1

# Llangunnor Jubilee Report

### Budget

In order to put on a good event and to attract visitors to the park, we have incurred a greater gross spend than initially projected. Inflation has of course raised the cost of many of our items- moreover there is a shortage of equipment which has pushed up prices significantly. The provider of the inflatables has advised they tend to pay for itself on the day due to attracting interest. We hope to recoup these costs due to visitor numbers, but of course, there is a risk based on projected income. We are asking for a discussion at Full Council to make a decision based on two plans- with inflatables and without inflatables based on the below projections. More context will be explained at the meeting and these numbers are subject to discussion.

Expenditures and Incomes are broken down into:

Plan A: with inflatables

Plan B: without inflatables

The initial guidance from the Council was to deliver this event within a gross spend of £1,000. We then discussed a net spend of £1,000 to give us more flexibility. Both plans are aligned to these options and there are pros and cons to both approaches. Another issue for the Council to consider is donations to our performers: Celtique Twirlers; A Choired Taste and Serenar Douch.

	EXPENDITURES		INCOME
INFLATABLES- Bouncy Castle; Slide; Assault Course; Tent*	925	Inflatable use, based on 300 turns at £2. 100 turns of bouncy castle at £1 each per 5 minutes*	700
CIRCUS SKILLS	175	Tea/Coffee profit	50
REES SOUNDS	177	Raffle	400
MAN COSTUMES	80	Donation buckets	50
PRO PRINT	101		
MIKE CLARKE PRINTING	157		
GENERATORS*	350	Grant is being sought for £1000	1000
BUNTING	50		
TOILET	150		
INSURANCE*	100		
TENT /GAZEBO	200		

PLAN A EXPENDITURE  
PLAN B EXPENDITURE

2265 PLAN A INCOME  
1090 PLAN B INCOME

1200  
500

NET COST A 1065  
NET COST B 590

### Publicity

Through working with local postmen, households across Llangunnor, (including Nantycaws) has received an initial A5 card inviting people to the event. Moreover, an A4 promotional flyer is now being produced to be distributed to households, to encourage participation in our competitions.

## Volunteers

We have secured the voluntary support of the St Ceinwr WI and the PTA. Moreover, we have an additional ten volunteers who will be helping on the day- work is ongoing to increase this number.

## Benefits

- **Delivering for our residents.** After the pandemic, this presents an historic opportunity to bring the community together and provide entry and entertainment for free.
- **Visibility of the Council.** This event tangibly improves the visibility of the Council. It answers questions of “what does the Council do for the community” and will persuade others to join as a councillor.
- **Engagement of the public in the Park.** We are looking to always improve our Park facilities- this represents an opportunity to engage directly with the public through our Councillors Table.
- **Working with partner organisations.** Through this process, we are working with Fire Service; Ambulance service; local Police; WI; the PTA; the school and other organisations. Partner organisations have been grateful to be engaged and to bring the community together. These are relationships we can continue to nurture in the future.
- **Ascertain the viability of future events.** This is good marker for what the Council decides to do in the future.

## Risks

- **Weather.** There is of course a risk to the council that the weather is not in our favour. We will recoup a majority of these costs, however there is a risk that we will not of course generate the income or attendance we would want. Our alternative venue is the school- professional cleaners will need to be paid for.
- **Attendance.** We simply cannot know this number- however Facebook attendance confirmation consistently represents a significant underestimate of actual attendances. We know Llangunnor has a disproportionately elderly population versus rest of Carmarthenshire- this population group tends to not engage with social media directly, yet all residents will have received promotional literature.

## Review

A full PIR (Post Implementation Review) will be conducted after the event. We welcome councillor input in this process. We are new to this and thus there will be learnings.

DRAFT