

**Minutes of Monthly Meeting of Llangunnor Community Council held at Llangunnor School at 6.30 p.m. on
Thursday 16th June 2022**

PRESENT: Cllrs. J Slate Vice Chair, E Williams, P Totterdale, S Thomas, Charlie Evans, J Slate. L Whatley.

1. Apologies – G Bevan

One elector presents in addition Howard Davies Clerk

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

3. Chair's Announcements.

In the absence of the Chair, Cllr Jenny Slate Vice Chair read out a letter from Richard Goodridge that he had sent the Council, congratulating us on putting on such a successful community event to commemorate the Queen's Jubilee, and that he and his partner had thoroughly enjoyed their day spent with us at the park.

Cllr Slate also read out a card received from the Lord Lieutenant of Dyfed.

The Chair advised that he had nothing to impart.

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

RG asked four questions and paid one compliment and advised the Chair that he did not require a formal response.

1. He wished to thank the Council for his Community Award which was greatly appreciated, and to congratulate them on holding a very successful Jubilee event at the park, which was enjoyed by the everyone who attended.

2. He asked the Council to consider improving the playing surface on the playing field section of the park, to create a proper football pitch, as he felt there was interest locally in forming a football team, but presently we lacked a pitch.

Clerk responded that this had previously been brought up by Cllr Evans, who was looking in to how to progress matters further, and to seek out grant funding from the likes of National Lottery etc.

3. He suggested that the Council consider renaming the park as Llangunnor Jubilee Park, as he had been approached by several residents with his suggestion.

Cllr Williams responded that from his engagement with the residents of Llangunnor they were strongly opposed to this suggestion.

4. He asked if Llangunnor Community Council would continue to lobby Carmarthen County Council to provide all school age children in Llangunnor with copies of the “Queen’s Jubilee book” as they attend several local schools, as this had been readily available to all school children in England and Wales was dragging behind here.

Cllrs Thomas advised that she had brought the matter to the attention of the Headmaster of Llangunnor School, and he would investigate the position.

Clerk asked County Cllr Williams to ask Carmarthen County Council what their policy was on the provision of these Jubilee handbooks, and to report back accordingly.

5. He again emphasised the danger of vehicles posed by vehicles being parked at or near to the park entrance and in his opinion, this was an accident waiting to happen, with the park now becoming very busy, with families enjoying the use of the park over the summer months.

Clerk responded that he had again chased Mike Jacob at Carmarthen C C and was awaiting a response. As I write these minutes, I have just received an email from Mike Jacob stating that he has marked out the locations of the bollards for Highways last week, and the work should be completed within the next 7-10days. Clerk will be closely monitoring completion of the works.

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 19th of May 2022 (Minute 0622-5 subject to the matters arising amendment)

6. Committees:

i)Finance committee - Note meeting took place on the 12th May where draft minutes had been circulated and uploaded to our web page.

ii)Park & Environment - No meeting had taken place. Meeting to be arranged for July.

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

iv)Christmas Lights - No meeting had taken place.

7. Candidates for co-option. Members of the public were excluded from this discussion in line with procedural requirements.

Cllr Jenny Slate offered to leave the meeting given that one of the applications for co-option was from her husband Mr Graham Slate. All Councillor's present were unanimous in their decision that there was no requirement for her to leave the meeting. **(Minute 0622 – 7)**

Five applications were received and following a short discussion it was unanimously agreed that all applications be accepted. **(Minute 0622 – 7)**

The successful applicants being:

- | | |
|-----------------------|-----------|
| 1.Mrs Joan Evans | East Ward |
| 2.Graham Slate | East Ward |
| 3.Miss Emma Reynolds | West Ward |
| 4.Matthew Williams | West Ward |
| 5.Mrs Alison Wadeward | West Ward |

Action point: Clerk to write to all applicants congratulating them on their successful appointment, and to attend to the necessary paperwork.

Cllrs Williams suggested that a mentoring framework to support new Councillors be further discussed at our July meeting which was unanimously agreed. (Minute 0622 – 7)

8. Members of the public were excluded from this discussion in line with procedural requirements

Following a short discussion, the provision of a Community Award to Robin Griffiths was unanimously ratified. (Minute 0622 -8)

Action point: Clerk to ensure that in future all Councillors are emailed with the Council's intention.

9. Applications for Financial Assistance received from the following Organisations were considered:

1. Cylch Meithryn Llangynwr Committee.

Cllr Totterdale declared an interest at this point and took no further part in the discussions.

After a full discussion the following actions were agreed. **(Minute 0622-9)**

Whilst wishing to be supportive the Councillors felt that they required sight of their business plan, a summary of how their fund-raising efforts had gone to date, and how they were looking to achieve their target, along with confirmation of their bank balances, to enable the Council to consider their request further.

10. Members Payments and Allowances 2023

The Clerk circulated details of the Annual Report and determinations of the Independent Remuneration Panel for Wales. It was noted that the current Bandings, Llangunnor Community Council was a Band B /Group 4 Council.

Council noted that it was required to make a sum of £150 available for members in relation to their expense's costs. Members were to make the Clerk aware in writing if they did not wish to receive payment.

Re-numeration Panel Recommendations 2022/23: following a discussion the following were unanimously agreed:

a) Determination 45 – that a payment of £150 to be made to the chair

(Minute 0622 – 10a)

b) Determination 46 & 47 – that a payment in accordance with NJC allowances be made for travelling, subsistence and overnight when involvement is approved by Council. **(Minute 0622 -10b)**

c)Determination 48 (Minute 0622 – 10c)

Council unanimously agreed not to pay financial loss compensation to each of their members, where such a loss has occurred for attending approved duties.

d)Determination 49, 50 & 51 (Minute 0622-10d)

Council further unanimously agreed not to make available the £500 sum for members with specific responsibilities, or the £1500 for Civic Head. Council also agreed not to implement an attendance allowance to Members.

11. Cllr Jenny Slate introduced her motion “That the Council review its current Financial Regulations and consider adopting One Voice Wales Model Financial Regulations, and in doing so consider the Legislative Reform (Payments by Parish Councils, Community Councils and Charter Trustees) Order 2014 which removed the burden from councils that all payments are to be made by cheque signed by two members of council and facilitated the use of electronic means of payment.

The motion was seconded by Cllr Charlie Evans.

After a robust discussion the clerk was asked to ascertain from One Voice Wales which Financial Model Regulations we were now working to.

Secondly the Clerk to investigate how the Council could make payments electronically as opposed to cheque, which would be more efficient than the present cheque payments system, and to also see if the Council could obtain a credit card to pay for essential Council related expenditure, which would be repaid in full each month by debit to the Council’s business account. This would alleviate the position seen with payments having to be made personally by the Councillors when arranging the Jubilee party, or any similar event and who remained “out of pocket” until the Council approves reimbursement.

Action point: Clerk to investigate and report back to full Council.

12. County Councillors Report

Cllr Williams wished to advise that the new Council was bedding in with many new Councillors having joined the Council.

He further advised that much time was being allocated to training.

He had nothing further to impart.

13. Members representing Council on other bodies:

Cllr Thomas advised that a meeting of the school Governors had taken place on the 26th of May.

The headmaster had advised that due to the easing of Covid Regulations, many of the restrictions had been lifted at the school, and they were all looking forward to holding their first sports day for three years.

As the financial position was stable the Headmaster had been able to maintain the current staffing headcount for the forthcoming year, however it was noted that two members would be leaving on maternity leave shortly, and they had received several applicants to cover these temporary positions.

She also advised that the school was in the process of making a video to highlight the parking difficulties being experienced by parents dropping off and picking up their children at school, which would be circulated to all parents for their information.

All pupils, staff, and Governors are expected to undertake the School Autistic Awareness training, where the school will be awarded Autistic Awareness Certification upon completion.

The School Annual Report for pupils will be completed and delivered before Christmas 2022.

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

14.To approve the schedule of accounts June 2022: – unanimously approved. (Minute 0622 – 14)

Expenditure/Income June 2022

Payee	Description	Amount £
1, Emrys Williams	Works at Park £97, painting of gates and entrances as per accepted quote, £472, batteries for sanitizer for rear entrance £6	£575.00
Howard Davies	Clerical Duties - £667.18 as per new contract at 55hrs pm wef 1.9.21. Allowances - £140 Zoom Monthly Payment £14.39, Postage £11.23, Purchase of 8 Picture frames for Community Awards £24.00. Mileage as appended £222.30	£1079.10

Bowen & Weaving	Paper & Ink	£111.40
Zurich Insurance	Temp cover for generators and toilets re Jubilee party	£161.58
Zurich Insurance	Renewal of existing policy. Renewal due 1.7.2022	£903.52
Proprint	Printing of Community Award Certificates.	£28.80
J R Fabrications	Repairs to Skateboard Park as per agreed quote	£2316.00
Jubilee Party		
Charles Sams	Electrical services to connect Up Power from generators and ensure H & S compliance/safety.	£191.46
Charlie Evans	Bunting etc from Amazon	£63.89
Rees Sound	Hire of PA System	£177.60
Mike Clarke Printing	Leaflets for Jubilee party	£157.00
R P Hire Ready Plant	Generator hire	£390.00
R P Hire Ready Plant	Toilet hire	£150.00
P S Bessant	2 X Characters for 1 Hrs	£100.00
Circus Skills Workshop	Circus Workshop	£200.00
Jenny Slate	Medals	£95.95
Jenny Slate	Stickers	£4.99

Jenny Slate	Card & Banners	£13.90
Jenny Slate	Gazebo	£212.98
Jenny Slate	Raffle Books	£11.75
Jenny Slate	Flags/Bunting	£17.99
Jenny Slate	Tea/Coffee/squash/biscuits/cups	£92.86
Jenny Slate	MDF for cut outs.	40.94
Income	Donation Richard Goodridge- £50	£50.00

15. Schedule of Correspondence Received for Monthly meeting – 16.6.22: -

No	Nature of Correspondence	Agreed Action
1.	Planning Application PL/03850	Circulated.
2.	Photograph of donation to Foodbank.	Circulated.
3.	Road Closure B4300 Capel Dewi Sunday 17 th July.	Circulated.
4.	Poll Station Finder for 5 th May.	Circulated
5.	1VW Training Courses May.	Circulated

6.	1VW Amended Training course dates for April/May.	Circulated
7.	PCC Bulletin	Circulated
8.	Thank you email from Llangunnor Church re recent donation.	Circulated
9.	Gwyl Ganol Y Dref 2022	Circulated
10.	Keep Wales Tidy Applications	Circulated
11.	1VW Free Training places.	Circulated
12.	Proposed planning consultation for Cwm Environmental for Nant Y Caws Landfill site.	Circulated
13.	FREE garden packs from Local Places for Nature – 1VW.	Circulated
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.	Circulated

16. The Jubilee planning group provided a comprehensive report on the successful Jubilee Party held at the park and went through the final Income and Expenditure schedule line by line, outlining variances to the original budget and taking questions at the end, a copy of which is appended to these minutes.

Following this detailed explanation, the final expenditure amounting to £1321.65, which was £256.56 more than the previously agreed budget, the increased expenditure was unanimously approved. **(Minute 0622 – 16 (i))**

Observations/Learning points were collated as follows:

Cllr Whatley thought that the event had got out of control, (**Minute 0622 – 16 (ii)**) -a point robustly refuted by the organising committee who cited a well run and attended community event, enjoyed by the residents of Llangunnor, further substantiated by the extremely positive comments received personally by the organising councillors, and through the wider social media channels, with only three negative comments received on the day from an audience of 600 plus attendees which speaks volumes.

Fellow Councillors requested that Cllr Whatley's comments be minuted. Actioned as above.

Regrettably not all Councillors had seen fit to help organise and run the event which was disappointing.

It had been a big ask to put on such a large event on, in such a short period of time, where the workload had fallen on too few shoulders. Lessons had been learned and this will assist with future planning if such an event is put on again.

Communication of the event to the public had gone well utilising local leaflet letter box drops delivered to local households, and utilisation of social media.

The post Covid environment had brought its own challenges with difficulties in sourcing, toilets, generators, bouncy castles/inflatables and tying down acts and artists to perform, where several had withdrawn at the last minute for whatever reason, and clearly outside the control of the organising committee and the Council. Having run this successful event, we are now far closer to the costs of running such a large event, which will benefit us with future planning.

Cllrs felt that the Councillors table placed at the entrance was not located in the best position and should have been sited nearer the centre of the park close to stage, a point accepted and will be addressed in future events.

However, on a major positive five new applications had been received from residents both attending and helping at the event which proved to be a highly successful recruitment initiative and will benefit both the Council and the residents of Llangunnor long term, all of whom have been accepted, as previously noted within these minutes. The recruiting Councillors were commended for their efforts.

In conclusion the majority of Councillors felt that a fantastic, and well attended community event had been delivered for the residents of Llangunnor at an acceptable cost. which had brought the community together for the first time since the Covid pandemic had struck and had helped with our engagement with our residents. It was also the first major event that the Council had staged at the park for thirty-seven years.

17. Local issues brought up by Councillors:

Cllr Totterdale brought up the delayed completion of the works at the park entrance, and dangers posed to children due to unauthorised parking of vehicles there.

Clerk responded that the matter had already been dealt with under agenda point 4 (5)

Cllr Slate wished to point out that pigeon dropping was again accumulating under Babell fly over.

Action point: Clerk will again report the matter to Carms C C Highways as a matter of urgency.

Cllr Whatley decided to leave the meeting at this point.

18. Clerk advised that there was an urgent need to arrange a site visit with Mr Temple and his contractor to agree the scope of planned reduction works to trees situated on our boundary hedge between the park and his property at 13 Maes Lewis Morris.

A site meeting was deemed necessary with our professional advisor Paul Cleaver in attendance as the level of reduction needed to be agreed and taking account of possible future requests from other property owners along this portion of boundary hedge so not to set an unacceptable precedent.

Paul Cleaver has also previously mention that we will need to develop a management plan for the management of these trees going forward now that we had received several requests for guidance from adjoining property owners. It was unanimously agreed that the clerk proceed to arrange a convenient date and time for the site meeting, where all Councillors would be invited to attend, especially those sitting on the Park and Environment Committee. **(Minute 0622 – 18)**

19. Date of next meeting 21st July which will be face to face at Llangunnor School. Clerk to confirm in advance.

Meeting closed 8.55 pm.

Signed:

Date:

Llangunnor Jubilee Report

Expenditure

banners
Bunting - CE

Net	VAT	Gross
4.83	0.97	5.79
51.11	12.78	63.89

Income

Raffle
Tea

371.00
89.81

Bunting - JS	14.39	3.60	17.99
circus Skills	200.00	0.00	200.00
Crayons, card	8.33	1.67	10.00
Cups, Tea coffee, toilet rolls, sundries	74.53	14.91	89.44
Electrician- Charles Sams	159.55	31.91	191.46
Elsa & Arial	100.00	0.00	100.00
Gazebo	177.48	35.50	212.98
Generators + Delivery	325.00	65.00	390.00
Insurance	166.00	0.00	166.00
medals & stickers	84.12	16.82	100.94
Mike Clarke printing	130.83	26.17	157.00
milk	5.79	0.00	5.79
Pro print	84.00	16.80	100.80
raffle books	9.79	1.96	11.75
Rees Sounds	147.50	29.50	177.00
toilets	125.00	25.00	150.00
Wood for cutouts	34.12	6.82	40.94
	1902.37		2191.77

Donations	70.00
ice cream	50.00
	580.81

TOTAL 1321.56
Budget 1065

DEFICIT

256.56