

**Minutes of Monthly Meeting of Llangunnor Community Council held at
Babell Zion Newydd at 6.30 p.m. on Thursday 15th June 2023**

PRESENT: Cllrs J Slate Chair, D E Williams, G P Bevan, P Totterdale, C Evans, M Williams. G Slate.

Cllr L Whatley joined remotely.

1. Apologies – Cllrs J Evans & A Wadeward

One elector present in addition Howard Davies Clerk

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

3. Chair's Announcements June 2023:

Our new Chair Cllr J Slate, had very little to report, having just taken over as Chair and this being her second meeting.

She was looking forward to representing the Council at various events over the next months, and very much looking forward to our own Fun Run and Party in the Park which will take place on Sunday 16th July, and asked everyone for their support to put on this event for the community, building on the success of last year's event.

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

RG wished to provide two observations:

i) The Council webpage still says that the Council meets at Yr Aelwyd, where it should now read that monthly meetings are held at Babell Zion Newydd.

Action point: Clerk apologised and will arrange for this amendment to be made.

ii) He was pleased to see that The Council were in the process of Adopting the 2023 version of Standing Orders.

5. Minutes of meetings – i) it was agreed and RESOLVED to approve as a correct record the minutes of the monthly Council meeting held on the 20th of April 2023. (Minute 06/23 – 5)

6. Council Committees:

i) Finance committee -A further meeting will be scheduled for September.

ii) Park & Environment - Noted the minutes of the meeting took place on the 3rd of May. A further meeting to be arranged prior to month end dates and availability of Councillors permitting.

A recommendation from the Park's Committee that CCTV at the Park was discussed at length, and it was agreed in principle to adopt the recommendation, subject to the necessary funding being in place, and full compliance with current Data Protection requirements, and the necessary planning permission being obtained. **(Minute 0623-6i)**

iii) Web & Media – Last meeting took place on the 7th June. No recent meetings

iv) Events Committee- Noted the minutes of the meeting held on the 7th of June have been circulated.

7. The quote from D W Furlong to create a concrete path with a brush finish around the memorial stone in the sum of £2064.25 was accepted. This price may well increase going forward dependent on material costs at the time the works are undertaken.

Following a further debate, it was decided to seek quotes for metal handrail to enhance safety, **(Minute 06/23-7)**

Clerk has spoken to the builder who advises that it would be better to add the metal handrail at the time of placing the concrete.

Action point: Clerk to endeavour to seek two quotes for the provision of a handrail.

8. Clerk advised that the Audit paperwork had been delayed due to an error with the payroll paperwork, which required amendment, and that he had only just got hold of Lyn Llewellyn Independent Auditor who had been away on a long holiday. Whilst we would not meet the submission date of the 30th of June, he was working to have the papers filled by the end of July. An Audit meeting will be arranged shortly for the Council to agree the submission figures for the 22/23 return. **(Minute 06/23 - 8)**

9. It was resolved for the Chair and Clerk to execute the legal document in respect of part surrender of our lease of Llangunnor Park to facilitate the relocation of the Electricity substation. **(Minute 06/23-9)**

10 Following discussion it was resolved to support a request for financial assistance from The Kids Cancer Charity in the sum of £60. **(Minute 06/23 – 10)**

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

An application from Stewart Bowen had been received and following a short discussion, it was unanimously supported. (Minute 06/23-11).

Action point: Clerk to write to Mr Bowen congratulating him on his appointment, and to attend to the necessary paperwork.

There remains two unfilled vacancies in the Council.

12. Cllr Jenny Slate introduced her motion “For Llangunnor Community Council to run a series of events in the park and locally during the summer. This could include, but is not limited to, craft activities and workshops for the children. Events would incur a small charge in order to cover costs and if any profit is made, this could then be used to cover future events (Christmas etc). Events would start after Party in the Park which remains our main focus

The motion was seconded by Paul Totterdale.

After a brief discussion the motion was adopted. (Minute 06/23-12)

13. The adoption of the 2023 Standing Orders was discussed at length.

To move forward it was agreed that “A Task and Finish Group” be set consisting of Cllrs, J Slate, C Evans, and Lee Whatley, to adapt these Standing Orders where necessary to meet the operational requirements of Llangunnor Community Council, and to report back to the Council with their suggested amendments by our September meeting. **(Minute 06/23-13)**

14. It was unanimously agreed to instruct Carmarthen County Council’s I T department to oversee the transfer of the Council’s data off the clerks current

Laptop onto the newly purchased Council Laptop at a cost of £85 per hour as per our SLA agreement with them. This will ensure no data is lost during the process, with the transfer process fully encrypted from end to end. **(Minute 06/23 - 14)**

15. County Councillors Report

C Cllr Williams advised matters had been very quiet and he had nothing to impart.

He further advised that his two-year term of Office as Chairman of The Mid and West Wales Fire Authority had come to an end, but he would continue to sit on the Authority.

16. Members representing Council on other bodies:

Ove Voice Wales: No meetings had taken place.

School Governors: No meetings had taken place.

Carmarthen Town Forum: No meetings had taken place.

17. To approve the schedule of accounts June 2023: – Resolved to approve with (Minute 06/23 – 17)

C Cllr Elwyn Williams declared an interest as his brother is the handyman.

Expenditure/Income June 2023

Payee	Description	Amount £
Emrys Williams	Works at Park £97.	£97.00
Howard Davies	Clerical Duties – Net £711.20 Allowances - £140 Zoom Monthly Payment £15.59, Stamps £7.10, cut additional set of keys for park to be held by Messrs Slate, £13.50, Travelling April – June 23 £297.90 Two extra Meeting £80.00 net.	£1265.29
J R B Enterprise Ltd	Dog Gloves	£42.84

Bowen & Weaving	Files and hole punch	£40.50
Zurich	Annual renewal of Council's Insurance Policy.	£1008.62
SSAFA The Armed Forces Charity.	Payment agreed under 137 provisions. Minute 05/23-8	£60.00
Jenny Slate	Wristbands & Racing numbers for Fun run as stipulated within budget.	£35.98
City Loo Hire	6 Toilet Service calls at £30 each plus Vat.	£216.00
HMRC	Tax & NI payment for clerk April – June 23	£781.55
Income		£Nil

Extra Meetings

2 X £50 = £ this equates to £80.00 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)**)

Extra Meetings held.

Events Committee 6.6.23 £50.00

Web & Media 7.6.23 £50.00

18. Schedule of Correspondence Received for Monthly meeting June 2023.

No	Nature of Correspondence	Agreed Action
1.	2023 Model Standing Orders.	Circulated.
2.	May 2023 Quarterly Newsletter I VW.	Circulated.
3.	Carms Admissions Forum	Circulated.
4.	IVW Innovative Practice Conference.	Circulated
5.	Welsh Gov Info re smart devices.	Circulated

6.	Climate Change Bulletin	Circulated
7.	Children and Emergency Services Consultation-Hywel Dda Health Board.	Circulated
8.	Estimate D W Furlong	Circulated
9.	Planning Application PL/05987 – Penlan – Cystanog Capel Dewi	Circulated
10.	Code of Conduct Training Carms C C	Circulated
11.	Legal Pack re transfer of land at park to National Grid re substation and access road.	Circulated
12.	20 mph speed limit.	Circulated
13.	Green Gen Towy Usk Project Update.	Circulated
14.	Co-Option Application -Stewart Bowen.	Circulated
15.	PCC Bulletin	Circulated
16.	Final reminder for tomorrow night’s emergency meeting re Children and Young Peoples services at Withybush and Glangwili.	Circulated

19. Cllr Slate provided a detailed report on our Community Event/Fun run scheduled for 16th July. She was please to advise that Brian Jones MD of locally based Castell Howell Foods had agreed to open the event.

The working group continues to meet on a regular basis, to plan and drive the event forward.

20. Local issues brought up by Councillors

Cllr Totterdale asked the clerk to report a dangerous litter bin situated on Login Road near to Bank Farm Trailers, where the door flies open in high winds and causes a danger to passing motorists.

Action point: Clerk to report to Carms CC with a view to having it replaced.

Cllrs G Slate wished to report that the pigeons mess had still not been attended to by SWTRA.

Action point: Clerk to chase up with SWTRA expressing our disappointment that this essential work had not been carried out, and to remind them that we still await their proposals of how to manage this long-term problem.

Cllr Mathew Williams wished to report that there was broken barbed wire embedded in the trunks of the large Oak trees adjacent to the boundary hedge near to the Skateboard Park, which was causing a safety issue. He was concerned about children playing around the base of the trees might get injured.

Action point: Clerk will ask our handyman to attend to its removal and to make safe.

Cllr Whatley expressed his concerns that certain hedgerow sections of the main road through Capel Dewi had not yet been mown.

Cllr E Williams responded by saying that these particular sections historically were the last to be cut.

18. Date of next meeting: meeting -Thursday 20th July at Babel Zion Newydd Vestry, with option to join virtually if required

Meeting closed at 8.35 pm.

Signed:

Date: