

**Minutes of Monthly Meeting of Llangunnor Community Council held at
Babell Zion Newydd at 6.30 p.m. on Thursday 20th July 2023**

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

Cllrs L Whatley and Ally Wadeward joined remotely.

1. Apologies – Cllr Elwyn Williams

One elector present in addition Howard Davies Clerk

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

3. The Chair warmly welcomed Cllr Stewart Bowen to his first meeting of full Council

4. Chair's Announcements July 2023:

1. Most of my time since the last meeting has been spent preparing for the Fun Run and Family Event on Sunday 16 June.
2. Riverside Festival – This has now been postponed to Monday 28 August. We will not be meeting again before then so wanted to bring it to your attention. Riverside had invited the Council to participate but we were unable to due to our event being the same weekend. We now have an opportunity to do so. The email says

Our original idea was to ask the Llangunnor Council if they would like to site, say, the funfair, (which comes free) on the opposite (i.e., your) side of the River, for example.

This is how we were planning it until you were unable to participate.

We would certainly welcome Llangunnor Councillors and staff in helping with on the Festival day and the run up to it, and perhaps you might like to seek your Councillors view and perhaps suggestions.

You could perhaps run the Raft Race, which actually starts from your side of the river going downward/seawards (weather permitting). Last year because of high winds we to had start from our side going upwards. "both support physically and financially would be very welcome".

3. Clerk Appraisal – For your information, the senior officers of the council will be carrying out the Clerk's annual appraisal in accordance with his

contract of employment over the next few weeks. To be clear, the completed appraisal document will not be available for scrutiny by council members, but we will feed back any pertinent points at the next meeting.

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

No questions were asked.

6. Minutes of meetings – i) it was agreed to delay the approval of the record the minutes of the monthly Council meeting held on the 15th of June until our September meeting as an omission was identified in the narrative for the makeup of the Clerk's June salary as an amount for gross salary had been quoted as opposed to net, to allow time for the clerk to correct. The clerk apologised for the error which was accepted and confirmed that the net figures was indeed correct. The remaining minutes were deemed to be an accurate record. **(Minute 07/23 – 6)**

7. The clerk provided a brief update on the following issues:

i) Legal papers were signed last week by the Chair and the Clerk at Morgan La Roche Solicitors, in respect of the release of an area of land at the park to accommodate the re sighting of The Gwarffynnon Electric Sub Station.

ii) Our application for a Sustainable Communities Grant for 10k to Carmarthen County Council had been successful. This will now allow us to move ahead with the installation of CCTV, resurfacing of the upper children's play area, and replacement of the faulty yellow gate subject to the approval of the full Council given that funding for both schemes is now in place.

iii) The damaged rubbish bin on Login Road has been replaced.

8. 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 has been arranged virtually for Tuesday evening 25th July.

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

iv) Events Committee- Noted the minutes of the meeting held on the 7th of June have been circulated, and the working group have continued to meet regularly over the weeks prior to the event. A successful scaled down Fun Run and Party was delivered on Sunday 16th July which was relocated to Llangunnor School at short notice due to the adverse weather forecast.

9. The Chair asked her fellow Councillors for their vision and suggestions on how best to prepare and put in place a 5-year Development Plan for the Council.

After a robust discussion it was agreed to set up a working group to deliver this piece of work made up of the following Councillors:

Cllrs C Evans, Paul Totterdale, Geraint Bevan, Matthew Williams, and Jenny Slate who will report back to the Council in early Autumn with their proposals. **(Minute 0723 – 9)**

10. Cllr Jenny Slate introduced her motion “To consider whether

Thursday evening is still the most appropriate night to hold the full council meeting Given there have been so many changes to the council members over the years it would be prudent to check whether there is more suitable night of the week to hold council meeting going forward.”

The motion was seconded by Cllr P Totterdale.

A robust discussion was held where it became clear that there was not one evening that suited everyone.

Cllr Whatley pointed out that Councillors were aware that the Council met on the third Thursday of every month when they joined the Council.

Following discussion Cllr Slate withdrew her motion

11. Cllr L Whatley introduced his “Llangunnor Community Council needs to develop and publish a training plan for councillors and council staff setting out its proposals in relation to the provision of training.

The motion was seconded by Cllr Charlie Evans.

Subsequent discussion revealed that the Training Plan was now a Statutory requirement and as such the clerk advised that he was now working on a draft version.

He reminded everyone that details of the training courses provided by 1VW were circulated monthly and suggested that all Councillors read the Course menu which accompanied the course details which gave a brief overview of all modules to ensure that they would be suitable for their individual training need. Courses available through Carmarthen C C were also circulated on a regular basis upon receipt.

He re-emphasised that attendance of Councillors at training courses was not compulsory, and entirely voluntary as it was down to the individual Councillor to partake of training that they thought would benefit them.

He also mentioned that there were 8 free places available for attendance on the most popular courses this year through 1VW.

As ever please let the Clerk know of your requirements.

The motion was adopted. **(Minute 0723 -11)**

Cllr Graham Slate left the meeting for another personal commitment at 7.10pm.

- 12.** To receive an update from our Chair regarding last Sunday's Fun Run/ Party in the Park.

The Chair gave a brief summary of the financial position for the recent Fun Run/Party in the Park based on information/costings presently to hand which was deemed to have been both a financial success, and an organisational success for the organising Events Committee delivering a hugely enjoyable event for the Community of Llangunnor in the most challenging of condition where many arrangements had to be reworked at short notice due to adverse weather.

She wished to firstly thank Brian Jones MD of locally based Castell Howell Foods for opening the event, spending the day with us both at the park, and later down at Llangunnor school, and for his generous donation of £1000 and the provision of bottled water towards the event costs which was much appreciated.

Thanks, were also extended to Stef Davies of Sgiliau for £150 sponsorship support of the children 's races.

Secondly it was pleasing to see all Councillors in attendance, along with the Clerk, and a special thankyou to all our volunteers on the day too numerous to mention individually, business partners for the supply and loan of equipment, along with the numerous local and business's from further afield who had donated raffle prizes for our hugely successful raffle.

A further report will be provided at our September meeting.

13. Members representing Council on other bodies:

Ove Voice Wales: Cllr Whatley had attended both the recent Area meeting and the Innovative Conference at Builth Wells. Reports to follow.

School Governors: No meetings had taken place.

Carmarthen Town Forum: No meetings had taken place. The clerk confirmed that he had not received a response to his earlier asking if were allowed to send a deputy should Cllr C Evans be unable to attend, Further email to be sent seeking clarification on this point.

14.To approve the schedule of accounts July 2023: – Resolved to approve with (Minute 07/23 –14 subject to the Clerk including details of his net salary as opposed to gross which will be attended to prior to the signing of the cheque payment.)

Expenditure/Income July 2023

Payee	Description	Amount £
Emrys Williams	Works at Park £97. Spraying weeds/nettles at main entrance and toddlers' area-£30. Removal of dangerous old wire and netting near Oak Trees adjacent to skateboard park- £40.	£167.00

Howard Davies	Clerical Duties – Net £711.20 Allowances - £140 Zoom Monthly Payment £15.59, Stamps £6.60 One extra Meeting £40.00 net.	£913.39
Carmarthen Town Council	Flowers for 8 Hanging Baskets and 20 troughs.	£874.00
Bowen & Weaving	Ink and Envelopes, holders, A4 refill pads.	£129.42
Zurich	Additional premium to cover Generator and P.A system for Fun run/Party in the Park	£112.00
One Voice Wales	Conference Fee – Cllr L Whatley to attend Innovative Practice Conference July 5 th .	£60.00
RP Hire	Toilets, generators, and 8 barriers for Party in the Park.	£423.60
City Loo Hire	4 Services 15/6,20/6,27/6 & 6/7	£144.00
Centerprise International Ltd	Laptop and bag as per accepted quote.	£796.02
Diane Evans	Toilet Cleaning 26/5 – 30/6 5 sessions £60 plus cleaning materials £5.13	£65.13.
Wrenvale nurseries	Refilling of flowers at entrance troughs.	£84.00
Babell Zion Newydd	Hire of Babell for Council monthly meetings, March, April. May, & June @ £30 pm	£120
Cllr L Whatley	Travelling expenses to attend IVW Innovate Practice Conference – 5.7.23	£47.70
Barclaycard	Camera, Speakers, and cables to run hybrid meetings purchased from Amazon as per statement. Medals purchased for fun run. Copy of statement circulated. To go onto direct debit from next month,	£668.61
Income	Donations and Income to date for Fun/Run Party in the Park. Donation Brian Jones £1000	£1486.40.

	Cash Receipts £357.60, Refreshment stall £128.80.	
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Extra Meetings

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)**)

Extra Meetings held.

Audit Meeting 5/7/23

Payments already made from Fun/run Party in the Park Agreed Budget spend.

Payee	Description	Amount £
Jenny Slate	Race Bibs and wrist bands	£35.98
Jenny Slate	Line paint and reward stickers	£19.80
Carmarthen Party Ponies	Ponies and rabbits for Party in the Park	£100.00
St Johns Ambulance	First aid cover for Fun run	£208.00
Trots	Deposit for hire of tent (Refundable)	£150.00
Pro Print	Event posters/Flyers	£201.00

M Williams	Guide ropes	£32.89
A Wadeward	Purchase of Sum Up Card Reader and purchase of banner for Party in the Park.	£101.61
H E Rees	Hire of Face painting Artist	£120.00
Rees Sound Systems	Hire of P.A System	£303.60
Association of Running Clubs	Race Membership & Insurance	£75.00
Clayton Watts	Children's Entertainer	£145.00

The Clerk was requested to separate payments on the expenditure list so that councillors could see the individual amounts of each item. (Minute 0723 -15)

15. Schedule of Correspondence Received for Monthly meeting – July 2023

No	Nature of Correspondence	Agreed Action
1.	20 mph Newsletter - June	Circulated.
2.	Hywel Dda Health Board – Future Children's Services	Circulated.
3.	Carmarthen C C Licencing Review.	Circulated.
4.	Planning Appeal -AP 7164 -Land at Penbryn Farm, Llangynnor Carms	Circulated
5.	Plan and photograph of recent concrete finish works undertaken received from D W Furlong.	Circulated
6.	I V W Innovative Practice Conference 5.7.23	Circulated

7.	Note from Nicola PCSO re attendance at our Party in the Parc.	Circulated
8.	Planning Application PL/06139 Re Extension to Davies Cranes Garage.	Circulated
9.	Tree works license granted to undertake tree works on the Oak Trees near Skateboard park.	Circulated
10.	20 mph summit	Circulated
11.	Email received from Robert Goodridge re concern of Ash Trees at the junction of Gey Y Nant lane,	Circulated
12.	1VW Area Meeting 12.7.23	Circulated
13.	Training Courses 1VW, June & July.	Circulated
14.	Planning Application PL06195	Circulated
15.	Regional Equality Survey	Circulated
16.	Gwyl Ganol Dre 8.7.23	Circulated
17.	Thankyou Email received from SSAFA re recent charitable donation.	Circulated
18.	OPCC Bulletin	Circulated
19.	Ack from SSAFA re recent donation	Circulated
20.	Confirmation of Sustainable Communities Grant	Circulated
21.	Estimate for Tree and groundworks at the bottom of the park.	Circulated

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16. There was no report received as County Cllr E Williams was on holiday.

Local issues brought up by Councillors.

Cllr Charlie Evans reminded everyone that the extended funding for local bus services was due to come to an end at the end of the month, and that no further news had been received yet, and for all Councillors to remain vigilant of the situation.

17. It was resolved that the following proposal be adopted to cover payments that required to be made during August. "The council resolves to grant the clerk, delegated powers until the next monthly meeting in September, where necessary, the Clerk will consult with the Chair on any important matters and be authorised to pay essential payments up to the value of £1000" (Minute 0723 – 17)

18. Date of next meeting: meeting -Thursday 21st September at Babel Zion Newydd Vestry, with option to join virtually if required

Meeting closed at 8.10pm.

Signed:

Date:

Appendix 1

Fun Run and Event

1. On the Friday before the event, we had a very tough decision to make regarding the event. Whilst the weather forecast for Sunday seemed to be in our favour the forecast for Saturday was not meaning we could not put-up gazebos, signage, tables, and chairs etc. For this reason, we took the decision to move the event to the School in order to still be able to put an event on.
2. The Events committee have worked very hard to organise the fun run and event giving up valuable free time and I want to extend my thanks to each member of the Events Committee.
3. We wish to thank the sponsors of the event for their generous support.
 - a. Brian Jones – Castell Howell sponsored the fun run– opened the run and gave out the awards to the runners. He provided bottled water for all runners. He then attended the event in the school and officially opened the event. During the day he purchased raffle tickets which he distributed to the local children present.
 - b. Stef Davies from Sgiliau who sponsored the Childrens races and turned up late afternoon when we made a last-minute decision to run the races to hand out medals.
4. There were also members of the public who gave up their time willingly to help us and I would like to thank them:
 - a. TROTS – who provided marshals and timekeepers, signage, tent, and general advice

- b. Brian Slate for running the 5k race as the tail runner to make sure that everyone was accounted for
 - c. Gwil Williams who helped us set up the sound system for the race
 - d. Aled Davies Headmaster Llangunnor School – who late on Friday afternoon agreed to us using the school free of charge to put our event on. He was there helping us to set up on the Saturday and there on Sunday and even turned up to do the run.
 - e. Jason Davies for providing all the equipment and running the football skills workshop and then helping with the children’s races
 - f. Chris and Michael Woodward and Karen Lewis who sourced all prizes and ran the tombola stall for the whole day, also spent time helping setting up
 - g. Robin Griffiths – who escorted Brian Jones to the Event and kept him company whilst we were busy with the run and the event.
 - h. Helen Williams & Emma Reynolds who helped with the run registration and the raffle
 - i. Sandra Thomas and Janet Slate who ran the refreshments stall for the whole of the event
 - j. South Wales Fire Brigade for turning up after a busy morning to let the children sit in the fire engine
 - k. Dyfed Powys Police for giving time to be at the event
 - l. Kat Evans for taking photographs of the fun run and the event to record the day.
5. Brian Jones donated £1,000.00 to the event. This was an incredibly generous offer. He has also agreed to sponsor the fun run to the amount of £ 295.00. I feel uncomfortable invoicing him for this amount with such a large donation and I feel we discuss whether we still want to ask for this amount on top of the donation. Following further discussion, It was agreed unanimously given his already generous level of support received that we would not be asking him for a further £295.
Having deleted the medal sponsorship from Castell Howell the draft estimate of income is £2712.67.
6. We also had a large number of raffle prizes donated by local businesses which made our raffle a brilliant success.

- 1) Aldi
- 2) Bee House

- 3) Bluestone – Blue Lagoon
- 4) Botanic Gardens of Wales
- 5) Brian & Janet Slate
- 6) Caraway
- 7) Carmarthen Football Club
- 8) Carmarthen Garden Centre
- 9) Dunelm
- 10) Excel Bowl
- 11) Ffos Glasto
- 12) Folly farm
- 13) Gwallt Wendigedig
- 14) Hagans café
- 15) Heatherton
- 16) Joan & Eric Evans
- 17) Matalan
- 18) Mooch
- 19) Morrisons
- 20) Pethau Olyv
- 21) Robin & Esme Griffiths
- 22) Silver cuddles
- 23) Simon Morris
- 24) Tea Traders
- 25) The Range
- 26) Time Coffee
- 27) Waterstones
- 28) Wynnstay

7. We do not have final figures for the event as yet but the income we have at the moment is as follows:

a. Refreshments stand	£128.80
b. Rides	£ 20.00 donation
c. Caterer	£ 30.00 donation
d. Ice-cream Van	£ 25.00 donation
e. Race Entries fees	£445.80 entries less Eventbrite
f. Gate entries	£125.00

g. Face Painting	£92.00
h. Raffle	£512.07
i. Tombola	£184.00
Total	£ 1562.67
Donation	£1000.00
Sponsorship CH	£ 295.00
Sponsorship Sgiliau	£ 150.00
Total	£ 3007.67

We are yet to confirm all the costs of the event. Once all payments have been made. a further report will be given at the September meeting which will detail the final profit/loss amount.