

**Minutes of Monthly Meeting of Llangunnor Community Council held at  
Babell Zion Newydd at 6.30 p.m. on Thursday 21<sup>St</sup> September 2023**

**PRESENT: Cllr D E Williams V. Chair, G P Bevan, P Totterdale, M Williams, J Evans, A Wadeward**

**Cllrs L Whatley and Stewart Bowen joined remotely.**

**Due to the unavoidable absence of the Chair, it was unanimously agreed for the Vice Chair Cllr D E Williams to chair the meeting.**

**1.Apologies – Cllr J Slate, G Slate, C Evans**

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

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

**3.Chair’s Announcements September 2023:**

**Due to the unavoidable absence of the Chair, it was agreed to defer this report until our October meeting.**

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

RG wished to thank the Clerk for his assistance in getting white lines added to the dropped disabled curb at the entrance to Elder Grove, to help address the intermittent unauthorised parking issue which has become apparent over recent months, which blocks the dropped curb, making it harder for disabled residents and young mothers with pushchairs to cross and navigate the junction safely.

**Action point: The clerk thanked him for his kind words of appreciation.**

Additionally, RG reminded all Councillors of his recent email that he had circulated to them, on the issue over parents’ safety concerns over the use of the skateboard park.

**Action point. Clerk advised that this matter would be dealt with under this evenings Agenda point 11-Correspondence.**

DB had recently moved into the area and wanted to know if Llangunnor Community Council would consider holding a Horticultural Show for the residents along the lines of the one she had recently attended at Carmarthen Museum.

Cllr Ally Wadeward Chair of the Events Committee asked her to email her directly, and she would investigate matters further.

**5. Minutes of meetings – i)** it was agreed and **RESOLVED** to approve as a correct record the minutes of the EGM Audit Meeting held on the 5<sup>th</sup> of August 2023, and the monthly Council meeting held on the 20<sup>th</sup> of July 2023. (**Minute 0923-5**)

The Clerk further confirmed that he had corrected the narrative on the makeup of his June Salary, and this had been approved by the Chair. The payment figure was correctly stated within the minutes, where the adjustment was merely made to clarify the makeup of the figure. The remaining minutes were deemed to be accurate and had been signed off (**Minute 0723 -6**)

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

**i)** Sub contractors working for National Grid had commenced work at the park this week to put in the concrete base and access road in for the substation. Charles Sams our Electrician has been instructed to source the electricity pillars for both pillars.

We cannot apply for an electricity supply Account until National Grid have the cabling etc in place.

All concerned are aware of our desire to have the electricity connection in place as soon as possible.

**ii)** Following Cllr Whatley's earlier report about water pooling on the main road by the field gateway across the road from Parc Y Swn farm, I am pleased to advise following discussions with Carms C C Highways Department a new drain has been installed which should address this problem.

**iii)** Outage of three streetlights between the Range and Towy Garage roundabouts have been reported to Carms C C Public Lighting Department.

Additionally issues with the lights at Sticle underpass have been reported to SWTRA.

**iv)** Following a complaint received from Robin Griffiths have managed to get Carms C C Traffic Dept to add white lines at the entrance to Elder Grove.

**v)** Received the appended update from SWTRA re issue with pigeons at the Babell flyover:

We write to advise you that Carmarthen County Council are still waiting on plant and materials to be confirmed and a repair date is pending.

**vi)** Following complaints received have reported the overgrown hedge banks along the footpaths at Blaengwastod Road, and down by the Police Station to Carms C C Highways Department who have agreed to visit both sites to see what can be done.

**vii)** Following the logging of vehicles travelling along Pen Y Morfa Estate, Llangunnor Road, Babell Road, and along Capel Dewi Road, outside the Towy View Park, onto the Go Safe web page received a call from John Williams from Dyfed Powys Police Go Safe Partnership.

He acknowledged our email and apologised that due to work involved with the introduction of the 20mph speed limit, and the number of complaints received regarding its introduction his department had not yet had time to investigate our complaints further.

However, with the 20mph limit now live, they were catching up on correspondence and asked me to reinput our concerns, as this would now be the quickest way to progress this matter. I have therefore reinput our concerns and now await their response.

7) Following a robust discussion, it was agreed to accept the following quotes received from:

**i)** Dragon Play to carry out repairs to the park equipment as per schedule circulated electronically to all Councillors.

**ii)** Dynevor Trees Quote received for £640 to cut back the overhanging tree branches on the trees adjacent to the skateboard park for Health And Safety reasons, in the sum of £640, and £1440 with no VAT payable on both quotes to clear undergrowth from the drainage ditch running along the bottom boundary of the park which has become overgrown, and needs to be reformed to assist with drainage and rain water runoff in this area of the park, where water logging is becoming apparent. Additionally, to spread the old spoil heap nearby, and to level the site pending further decision on what to do with this area, thereby making its management easier in the interim.

**iii))** Dragon Play to carry out resurfacing and repair works to the children's play area, in the sum of £12924 plus Vat as per quotes circulated electronically to all Councillors.

**iv)** Quote provided by Williams Architecture Ltd to prepare the necessary planning permission to get CCTV installed at Llangunnor Park in the sum of £750 with no Vat to be charged.

They were recommended to us by our colleagues at Gorslas C C, where they had successfully obtained planning permissions recently for two similar CCTV Installations for them.

All quotes carried the prior full recommendation of the Park & Environment Committee, apart from the Architects quote which was requested post this committee meeting and for placement on tonight's Agenda for discussion/Approval.

Cllr Whatley asked for sight of their quote, and of our Draft CCTV policy which the clerk agreed to circulate to all Councillors, as seemingly not everyone had received a copy. He will also include a copy of the quote received from Dyfed Alarms for the installation of the CCTV system.

All quotes were approved, and the clerk instructed to issue the necessary purchase orders/instructions. **(Minute 0923 – 7)**

## **7. Council Committees:**

**i) Finance committee** -A further meeting will be scheduled shortly.

**ii) Park & Environment** - Noted the minutes of the meeting took place on the 25<sup>th</sup> July where minutes have been circulated electronically and uploaded to our web page. A further meeting will be arranged shortly.

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

**iv) Events Committee-** Noted the minutes of the meeting held on the 6<sup>th</sup> of June have been circulated and uploaded to our web page. A successful scaled down Fun Run and Party was delivered on Sunday 16<sup>th</sup> July which was relocated to Llangunnor School at short notice due to the adverse weather forecast. A further meeting will be arranged for next month to start planning for our Christmas events.

### **8. 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.  
It was further agreed that Cllr Whatley could vote on any motions as our representative at the forthcoming AGM.

**School Governors:** Whilst a meeting had recently taken place, C Cllr E Williams and Cllr A Wadeward were both unable to attend due to prior commitments and

tendered their apologies

**Carmarthen Town Forum:** No meetings had taken place.

**9.** To receive final Income and Expenditure figures from our Chair for the successful Fun/Run Community event held last July.

Given the unavoidable absence of our chair, it was agreed to defer receipt of this report until our October Council meeting.

**10.** To ratify August payments paid under Delegated Authority and to approve the schedule of accounts September 2023:

**Cllr D E Williams declared an interest as his brother is our handyman, and Cllr S Bowen declared an interest in the transaction undertaken with Dynevor Trees, to address the dangerous trees issue as he owns the adjoining property to the park. Given declarations recorded neither took part in any discussions covering these items and did not vote on the Council's agreement to pay them.**

**It was resolved to ratify and approve as presented (Minute 10/23 –14 )  
Expenditure/Income August 2023**

<b>Payee</b>	<b>Description</b>	<b>Amount £</b>
Emrys Williams	Works at Park £97. Strimming around flower tubs, 2 at Nantycaws, 1 each at Blaengwastod Rd, Police HQ, and Pibwrlwyd £60, Strimming Pen Y	£256.00

	Morfa Path £44, Hedge cutting and Strimming of path leading from Blaengwastod Road -£55.	
Howard Davies	Clerical Duties – Net salary £711.20, Allowances - £140 Zoom Monthly Payment £15.59, One extra Meeting £40.00 net.	£906.79
J R B Enterprise Ltd	Dog Gloves	£42.84
Proprint	Printing on 20 Community Award Certificates	£37.20
City Loo Hire	Toilet Service £30 plus £6 Vat 17/7 & 24/7.	£72.00
Barclaycard via Direct Debit	Purchase of picture frames for Community Award	£18.95
<b>Income</b>	Income banked from Fun Run/Community Event since last meeting.	£2775.07

<b>Payee</b>	<b>Description</b>	<b>Amount</b>
Clayton Watts	New Cheque and new Invoice. Original Chq No 103618 lost and stopped at Bank. Old Inv £145, new Inv £140 less stop chq fee of £12.50	£127.50
St Johns Ambulance Cymru	New Cheque to replace Chq No 103610 destroyed and not sent. Auth at £208 last month but amount advised was ex VAT. Now corrected and new Chq sent	£249.00
K R Barton	New cheque issue in personal name as opposed to bus name as Bank would not accept. Original Chq 103606 payable to Carmarthen Party Ponies destroyed and new chq issued.	£100.00

Kids Cancer Charity	S137 Donation agreed at June meeting	£60.00
---------------------	--------------------------------------	--------

### 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.

Park & Environment working group meeting with Wayne Hock held at Babel Vestry to discuss repair schedule and upgrading of floor covering at the Upper Childrens play area. – Saturday 5<sup>th</sup> August.

### Expenditure/Income September2023

Payee	Description	Amount £
Emrys Williams	Works at Park £97. Post and rail fencing around Willow trees following recent storm damage, and tree removal £57.	£154.00
Howard Davies	Clerical Duties – Net salary £711.20, Allowances - £140 Zoom Monthly Payment £15.59, Stamps £5.60, Travelling £270.00.	£1142.39
One Voice Wales	Training modules Cllr S Bowen, Code of Conduct, Understanding the Law, Local Government Finance, The Council Meeting. 3 Modules FOC under bursary with one chargeable. Cllr L Whatley – Attendance of One Voice Wales AGM 30.9.23	£38.00
	<b>Total</b>	£90.00 £128.00

Diane Evans	Toilet Cleaning 6 weeks at £10 pw. Up to 18.8.23	£60.00
City Loo Hire	Toilet Service £30 plus £6 Vat 21.8 & 29.8	£72.00
Barclaycard via Direct Debit	Purchases £15.00 but refunded 5.9.23 re faulty lock from Charlie's. New purchases. Keys Cut £10.00, and Magnets for Notice Boad £4.49. Purchase of new padlock -Towy Works £32.29	(£15.00) £46.78.
Carms C C	Ground Maintenance Park Q1 23 as per SLA	£767.57
Mrs Divina Bowen	Tree work at park entrance following recent storms. Invoice for £275 where adjoining owner S Bowen has agreed to pay £145, with LCC paying residual of £130 as boundary hedge. <b>As Mr &amp; Mrs Bowen have paid the invoice in full, they ask that a cheque for our contribution of £130 be made payable to Mrs Divina Bowen.</b>	£130.00
Babell Zion Newydd	2 sessions at £40 per session for Llangunnor CC Summer activities run by Cllr A Wadeward	£80.00
Bowen & Weaving	Purchase of storage box to safely store 2 poppy wreaths, to prevent them being damaged in storage at clerk's garage.	£42.00
HMRC	Tax & NI Q2 for Clerk.	£553.40
<b>Income</b>	VAT Refund Rec 6.9	£4499.87
<b>Income</b>	Precept 2 <sup>nd</sup> Payment	£12666.67

## 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**))

**No Extra Meetings held.**

## **11. Schedule of Correspondence Received for Monthly meeting – August and September 2023.**

### **Schedule of Correspondence Received for Monthly meeting – August 2023**

No	Nature of Correspondence	Agreed Action
1.	Training Modules July/August 1VW.	<b>Circulated.</b>
2.	OPCC Bulletin	<b>Circulated.</b>
3.	Polling Districts and Policy Reviews	<b>Circulated.</b>
4.	Thanks for 20 News August 2023	<b>Circulated</b>
5.	Dyfed Powys Police & Crime Panel Annual Report	<b>Circulated</b>
6.	Estimate from Alan Jones Star Forge Fabrications for railings at Skateboard Park, and Memorial Stone.	<b>Circulated</b>
7.	Volunteers to open Toilet 13/14 August.	<b>Circulated</b>
8.	Public Ombudsman Wales Annual Report 2022-23,	<b>Circulated</b>
9.	Code of Conduct Training Carms C C .	<b>Circulated</b>
10.	Planning Consultations PL/04606 & PI/05981.	<b>Circulated</b>

11.	One Voice Wales AGM.	<b>Circulated</b>
12.	Vision ICT Launching our new ICT Word press Web Site	<b>Circulated</b>
13.	Audit Guidance References	<b>Circulated</b>
14.	Community & Town Council Forum. Next meeting 14.9 @5.30pm.	<b>Circulated</b>
15.	Lawn repairs to village green on Llangunnor Road by Sam Hodson and family who kindly cut the grass at their cost. Recognition by Council ?.	<b>Circulated</b>
16.	One Voice Wales Log In	<b>Circulated</b>
17.	Storm Damage. Fallen Tree had to be dealt with at Entrance causing H & S Concerns.	<b>Circulated</b>

### **Schedule of Correspondence Received for Monthly meeting – September 2023.**

No	Nature of Correspondence	Agreed Action
1.	Pethau Bychan IVW next event	<b>Circulated</b>
2.	Final Motions to be presented at 1VW AGM	<b>Circulated</b>
3.	The Introduction of 20 mph on Restricted Roads and 30 mph exemptions	<b>Circulated</b>
4.	Thank you, Email from Towy Riders, for recent use of Llangunnor Park	<b>Circulated</b>
5.	Public Convenience Strategy for Carmarthen.	<b>Circulated</b>

6.	Thank you, Email from Kids Cancer Charity, re recent donation.	<b>Circulated</b>
7.	Hwb Presentations	<b>Circulated</b>
8.	Welsh Revenue Presentations Sept 23	<b>Circulated</b>
9.	Update on Pigeon problem at Babel fly over.	<b>Circulated</b>
10.	Email from Robin Griffiths re safety concerns over Skateboard Park.	<b>Circulated</b>

The email received from Robin Griffiths was discussed, and it was agreed to place it on the agenda for the next Park and Environment Committee meeting.

Clerk advised that the item was being reported as low risk on both the Annual Inspection Report carried out in September 2022 by an Independent Inspector for Carmarthen C C, and by our own Internal Inspector Dragon Play, with the recommendation being to monitor usage, which is currently low, and to consider the provision of a barrier. The provision of such will now form part of an overall risk assessment review of the skateboard arena, which will now be undertaken by the Park and Environment Committee, taking advice from our Safety Inspectors, HSE, and our Insurers, to reach a balanced conclusion here.

From his initial research the Clerk advised that it needs to be borne in mind here that when it was installed it met all safety standards at that time, and standards do change over time. If a new one was built today, then it would require a barrier to comply with the requirements of BS EN 14974

Secondly this is a basic facility put in place for a novice user some 15 or so years ago, where there is a more challenging and modern skateboard facility available at Carmarthen Park a five-minute drive away being more suited to the more experienced and advanced user.

An initial quote for the provision of railings has come in at £1500.

**12.** Cllr Ally Wadeward introduced her vision for a “Halloween Safe Trick or Treat trail poster” where the intention was to complete a digital map of addresses, where children would be welcomed to call.

Cllr Whatley advised that Dyfed Powys Police had in the past produced leaflets and stickers to promote this theme, and it may be worth checking with them.

Due to the amount of work required to produce a digital map, and the window for action was short, as Halloween was fast approaching, it was felt that consideration should be given to donate a prize for the best decorated door, window or porch within Llangunnor.

Cllr Wadeward thought that this was a good suggestion, and that she could approach the Chair to see if she would provide the prize from her Community Budget.

It was further agreed for Cllr Wadeward to progress discussions here, with a view to delivering a Halloween competition similar to what had been outlined above. **(Minute 0923-12)**

**13.** How best to recognize Sam Hodson and his family's community contribution to repairing and maintaining the "village green area" adjacent to The Memorial Stone was discussed at length.

They have for many years cut the grass on this extensive area voluntarily at their cost, where their eldest son Harri Hodson, along with his friend Albie Redpath have repaired and reseeded an area within this green through their own endeavours, which had not been sorted following the removal of an uprooted tree by Carmarthen C C. This entailed several hours of work carting topsoil from the Hodson's nearby property, spreading and levelling the ground, and then reseeding the area. This repair was much needed as this area was rough and could cause damage to the ride on mower when the grass was being cut.

The Clerk subsequently spoke with Sam Hodson back in July, to thank him for "Community Spirit" in getting this sorted, which was much appreciated. During our conversation it became evident that Harri and Albie were working towards their Duke of Edinburgh Awards, and he suggested a letter of appreciation from the Council for this type of initiative and voluntary work would be well received as part of the assessment process. Mr Hodson advised that he had undertaken this work to make cutting the grass easier for him to undertake, and was not seeing any recognition, however the boys would very much

appreciate an acknowledgement of their community efforts as part of DOE portfolio review. Clerk advised that he would be placing it on the Agenda for our September Council meeting.

Given their contribution to help maintain a community green for the benefit of the community, and that they had done this of their own volition, it was felt that we as a Council should be recognising the efforts of our young people within the community, and writing a letter of appreciation would be a good way of recognising their efforts and could well encourage others to carry out similar works.

It was resolved that the Chair write to both young men expressing our appreciation as a Council for their work. **(Minute 0923 – 13)**

It was further suggested that we could consider Sam Hodson as a suitable candidate for next year's Community Awards subject to nomination, to recognise his contribution in cutting the village green adjacent to the Memorial Stone at his cost for many years for the benefit of the community to enjoy. Clerk agreed to diarise this suggestion forward to next March when nominees will be considered.

14. C Cllr Williams advised that whilst August had been quiet, activity had significantly ramped up this month with numerous meetings, some of which he had been unable to attend due to clashes.

He has nothing further to impart.

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

Cllr Joan Evans asked if we could assist a resident of Llygad Yr Haul who had approached her, with the application he has made to Carmarthen C C to get a dropped curb installed outside his property, which seems not to be progressing.

**The Clerk advised that he had indeed spoken to this resident over the summer months, and following his research had sign posted him to the appropriate department within the Carms C C.**

**C Cllr Elwyn Williams offered to call to see the resident to see if he could help progress matters here which was accepted.**

Cllr Bevan asked if we had received any update from Carms C C re the proposed feasibility study on creating a new controlled exit out of Charlie's car park onto Pensarn Road.

**The Clerk advised that he had recently emailed C Cllr Edward Thomas Cabinet Minister for Transport and Infrastructure, to be told that Ainsley Williams whom we had met, was currently away on holiday, and that he would be in contact on his return from annual leave.**

**Action point: The Clerk agreed to keep on short diary to ensure that a timely update is received on this proposal.**

Cllr Wadeward advised that she had been approached by several of the mum's group at Llangunmor School about the possibility of extra seating being provided within the upper toddlers play area, so that mums could sit and watch whilst their children play. Public feedback suggests that there is perceived to be insufficient seating within this area.

Given that we are shortly to re surface the playing surface within this area with a resin mulch, , it would be timely to investigate the costs of placing extra seating within this area prior to works commencing.

**Action point. Clerk agreed to take on board this request and will discuss with Wayne Hock of Dragon Play to see what he suggests, as the amount of seating that could be placed within this area is restricted and would depend on the amount of free space available as a certain distance must be kept clear around all equipment for safety reasons.**

**16. Date of next meeting: meeting -Thursday 19<sup>th</sup> October at Babell Zion Newydd Vestry, with option to join virtually if required**

**Meeting closed at 8.25p.m**

**Signed:**

**Date:**