

Minutes of a hybrid meeting of Llangunmor Community Council held at Babel Zion Newydd and via Zoom on Thursday 20th June 2024 at 6:30 pm.

Present: Councillors Jennifer Slate, (Chair), Geraint Bevan {Taking minutes}, Lee Whatley, Elwyn Williams, Joan Evans, Stewart Bowen, Matthew Williams, and Graham Slate.

Two members attended via Zoom along with one member of the public. The Clerk of Gorslas Community Council was also in attendance in an advisory capacity.

1) Apologies: None

2) Declarations of interest.

Cllr Bowen prepared the Financial reports. Cllr Elwyn Williams declared an interest in the payment to the handyman and did not participate in that element of the vote.

3) Chair's Announcements.

Most of the Chair's time has been used to cover the role of the clerk. Cllr Slate represented the council at the annual meeting of the Admiral's Court in Carmarthen.

4) Public Participation

No questions were asked by members of the public.

5) Approve the minutes of the Monthly meeting of Council held on 15 February 2023.

i) it was agreed and RESOLVED to approve the minutes of the monthly Council Meeting held on the 16 May 2024 (**Minute 06/25 -5i**). Prop. Cllr Bowen, Sec. Cllr Matthew Williams. Seven in favour, One abstention.

ii) it was agreed and RESOLVED to approve the minutes of the Extraordinary Meeting held on the 25 April 2024 (**Minute 06/25 – 5ii**). Prop. Cllr M. Williams, Sec. Cllr G.Slate. Seven in favour, One abstention.

12) Use of Llangynnwr park over the Summer

Chair agreed to address agenda point 12 next due to member of the public present who wished to speak.

- i. Charity event 4th August - Welcome home fundraiser. Chair invited Bethan Evans to address Council. The mother of Mari Glyn outlined the support that had been given to their family by three hospitals after she was born. Plans for Mari Glyn's father to run from Bristol to Carmarthen (Taith Mari Glyn) were described and permission to use the park for a fundraiser to raise funds for the hospital was requested. The family friendly event is to run from 15:00 to 18:00 and details of plans such as risk assessments, stewarding and proposed activities were shared. The proposal was warmly welcomed by the chair and offers of use of council equipment was proposed.

It was agreed and RESOLVED to approve the use of the park for a private event on 4 August 2024 (Minute 06/25 – 12i) Prop. Cllr Bevan, Sec. Cllr Totterdale - Eight in favour and One abstention.

- ii. All Stars to use the football pitch on Wednesday nights with occasional Saturday games

It was agreed and RESOLVED to approve the use of the park by All stars for football (**Minute 06/25 – 12i**)

Prop. Cllr M. Williams, Sec. Cllr Evans - Eight in favour and One against

iii. Confirmation that Tywi Riders will be using the cycle track in the park. The list of dates have been sent to the council.

6) Report of the Independent report of the internal auditor on the Annual return for 2023-2024

Cllr Bowen went through the document and explained the work that had to be undertaken following last years qualified report. A number of questions were asked to clarify points.

it was agreed and RESOLVED to approve the report of the Independent Auditor (**Minute 06/25 -6**).
Prop Cllr Bowen Sec. Cllr M. Williams - In favour 8, Against 1

7) Annual returns 2023-24 -

The chair read the detail of each line separately and asked all members for observations or comments after each line.

1	Error last year - correct figure £62,754	2	accepted
3	+ VAT return and events income	4	accepted
5	Lighting loan - repaid by 2029	6	£37,226 restated because of error last year.
7	Restated error	8	N/A
9	Restated	10	N/A
11	Restated	12	Accepted
13	N/A		

Annual governance statement

The chair read the detail of each line separately and asked all members for observations or comments after each line.

Internal audit report

1	Accepted	2	Accepted
3	Accepted	4	Accepted
5	Accepted	6	Accepted
7	Accepted	8	Accepted
9	Accepted	10	Accepted
11	N/A		

No risks were identified by the auditor. Signed by Dafydd Rees on 14/06/24. Addition disclosures 1+2 described issues raised.

It was considered by the members that the lighting loan from CCC should be included in line 13 as an outstanding loan. It was proposed that LHP would be approached to reconsider this having found evidence of the loan agreement with CCC. As this had no other material effect on the annual audit form it was **RESOLVED** that the Annual Return 2023-24 be approved subject to the chair and acting RFO obtaining clarification from LHP Accountants on whether the lighting loan should be included in line 13 of the report and there being no other change to the Annual Audit other than adding the lighting loan to line 13 of the form. **(Minute 06/25 - 07)**

Prop. Cllr E. Williams Sec. Cllr Bevan

In favour: Seven, Against: One - Declaration of interest Cllr Bowen.

8) Schedule of accounts June 2024

MONTHLY INCOME PAYMENTS
FOR THE MEETING 20 JUNE 2024

<u>Description</u>	<u>Date Received/Paid</u>	<u>Cheque number</u>	<u>Amount £</u>	
MONTHLY INCOME	SINCE LAST MEETING			
CHF Ltd	17/05/2024	N/A	257.31	Fun run income
SUMUP	21/05/2024	N/A	1.96	Cllr M Williams – testing cardreader
HMRC	24/05/24	N/A	4,755.58	VAT refund 2023-24
Eventbrite Operati	28/05/2024	N/A	142.25	Fun run income
Craig Gee	29/05/2024	N/A	164.00	Removal of skatepark metal slides
TOTAL INCOME	SINCE LAST MEETING	(a)	<u>5,321.10</u>	
MONTHLY EXPENDITURE	SINCE LAST MEETING			
Corona Energy Ltd	16/05/2024	DD	126.34	EST Electricity Bill for LCP for April 2024, paid by DD
Cllr J Evans	20/06/2024	103752	11.00	Fun run expenses paid personally
Emrys Williams	20/06/2024	103753	97.00	Handyman – monthly retainer
SUMUP	20/06/2024	N/A	0.00	0.04p was deducted from Receipt above
City Loo Hire	20/06/2024	103754	72.00	May & June Invoices

LHP Accountants	20/06/2024	103755	600.00	Internal Audit 2023-24
TOTAL EXPENDIURE	SINCE LAST MEETING	(b)	<u>906.34</u>	
CASHFLOW +(-)	SINCE LAST MEETING	(a-b)	<u>4,414.76</u>	
BARCLAYCARD EXPENSES	SINCE LAST MEETING			
Solopress	10/06/2024	B/card	49.70	Party in the park leaflets & flyers
Zoom	10/06/2024	B/card	15.59	Monthly Meeting software subscription to 09-07-2024
TOTAL B/CARD EXPEND	SINCE LAST MEETING		<u>65.29</u>	

To approve the schedule of Accounts for June 2024. Resolved that the accounts be paid as indicated above **(Minute 06/25 – 8)**

Prop. Cllr Bevan Sec. Cllr G. Slate. In favour six, Abstention one. Cllrs E. Williams and Bowen declared an interest

9) Financial report

Cllr Bowen reported that as of 20/06/2024 there was a total of £56,803.94 in the community council bank accounts.

Current a/c £12,140.63

Business Premium a/c 1 £23,594.61

Business Premium a/c 2 £21,068.70

20.00 - Cllr G. Slate left the meeting.

10) Skateboard park update

Scrap company removed redundant metal work. Received £164 for scrap metal and handy man has made good the holes in the surface of the old skate park.

11) Sustainable grant update

Carmarthenshire County Council have confirmed a grant of £10k as a contribution towards CCTV and repairs children's play area. Payment will be made once receipts are presented and a visual inspection has been made.

12) Use of park. Moved to earlier in the meeting.

13) Memorial stone path

Chair reported that she had been in contact with contractors and the work should be completed in next few weeks.

14) Removal of bus service from Llangynnwr to QE High school.

Chair advised Council that Morris Travel have put forward proposals with regards to providing a service for children from Llangunnor to QE High however these have been rejected as they interfere with published timetables. Chair has contacted CCC who have advised they are currently looking at usage of services and ways to accommodate Morris Travel's proposals. Chair to investigate public meeting and County Councillor Elwyn Williams to contact Exec Board member.

20.30 - Chair proposed meeting extended by 30 minutes - all in favour

15) Council Committees

- a) Parks and Environment: Minutes circulated. Not all councillors received so Chair to forward again.
- b) Finance : No meeting
- c) Web and media : No meeting
- d) Events
 - i) Fun run report deferred to next meeting
 - ii) Party in the park : Two pound entry for adults,, with children free. Fire brigade and police vehicles in attendance. Leaflets sent to every house in the community. Ten stalls booked in. Thirty-two raffle prizes. Volunteers to arrive by 09:00 on Sunday morning. Chair to forward budget details at a later date.

16) Terms of reference of sub committees: Deferred

17) Training plan: Deferred

18) Standing orders Task and Finish group: Deferred

19) Community awards: Agreed to propose Brian Castell Howell. Prop. Cllr M. Williams & Sec. Cllr Evans. In favour: seven Against: One.

20) No reports from members representing council on other bodies

21) Correspondence: All circulated.

No	Nature of Correspondence	Agreed Action
1.	Zurich - Insurance renewal	Circulated
2.	Craig Gee – scrap removal licence and insurance details.	Checked
3.	1VW – Holocaust Memorial Day	Circulated
4.	CCC – IT SLA pay as you use confirmation	Responded
5.	1VW – biodiversity REsources	Circulated
6.	1VW – councillors remuneration 24-25	Circulated
7.	1VW – Pre Election Timetable of Actions	Circulated
8.	1VW – Climate change toolkits and workshops	Circulated
9.	Beautify Carmarthen – planting permission	Circulated
10.	Peter Byrd – charity donation for photography	Chairs Fund
11.	Adventure Playgrounds Wales – playgrounds	Circulated

12.	20s plenty	Circulated
13.	1VW – Recruitment and Retention of Clerks/RFOs	Circulated
14.	Welsh Gov – councillor Allowances	Circulated
15.	Head Llangunnor School – unable to attend AGM	Responded
16.	Ron Bailey UK parliament– Lithium Batteries	Circulated
17.	1VW – Diversity in communities conference	Circulated
18.	Podcasts – councillor training	Circulated
19.	Scott Bayes – vacancies on council	Responded
20.	CCC – community grant funding	Responded
21.	Mayor of Carmarthen – invite to Court of Admiralty	Responded
22.	PSCSNWT@gov.wales re 20mph	Circulated
23.	Clerk Gorslas re clerk vacancy	Circulated
24.	PCC Bulletin	Circulated
25.	Rachel Carter Wales Nature week	Circulated
26.	Andrew Langley – Carmarthen Stars re use of park	Circulated
27.	1VW – Innovative practice conference	Circulated to Cllr Whatley
28.	Planning training	Circulated to Cllr M Williams
29.	Robin Griffiths - letter re D Day	circulated
30.	CCC – section 106 monies claim	Responded
31.	Zurich Insurance renewal revised quote	Responded
32.	1VW celtic flowers tour	Circulated
33.	Sovereign play – equip maint	Circulated to parks committee
34.	PCSO monthly meeting	circulated
35.	Morris Travel re school bus 243	circulated
36.	1VW tidy wales awards	circulated
37.	CCC carers forum	circulated
38.	CCC waiting restrictions	circulated
39.	1VW – Hywel Dda Univ Health Board stakeholder group minutes	circulated
40.	1VW – Guidance for multi location meetings	circulated
41.	Morris travel – update on 243 school service	circulated
42.		
43.		
44.		

22) Nothing to report from County councillor

23) Nothing to report from members

Cllr L Whatley left the meeting.

24) It was agreed and RESOLVED to exclude the Press and Public due to the confidential nature of matters to be discussed in the following agenda item. **(Minute 06/25 -24)**

25) Public excluded as meeting went into closed session to discuss personnel issues. Clerk of Gorslas CC invited to stay and provide information and guidance due to specialist knowledge.

A) Discussion took place about advertising for a new clerk however without a laptop and phone and current clerk in place it would be difficult to recruit and train a new clerk. Gorslas CC are currently recruiting for a part time clerk and discussions have been ongoing regarding a full time clerk to service both Gorslas and Llangunnor. Clerk of Gorslas CC confirmed councillors from Gorslas were willing to meet with Chair and Vice Chair of Llangunnor asap to discuss a joint clerk. **AGREE TO ACTION AS URGENT**

B) Discussion took place regarding necessary work of council and how clerk duties were currently split and how this work would continue moving forward until a new clerk was in position.

Currently Cllr Bevan is taking minutes at meetings. Cllr S Bowen is managing the financial accounts. Cllr J Slate is doing all other duties. Cost of a temporary clerk is £40 an hour. Agreed that this cost was prohibitive. Cllrs Bevan and Bowen were willing to continue to undertake current extra duties. Cllr J. Slate advised that the additional workload on top of her Chair's position and full-time job was unsustainable.

C) Advice obtained is that there is no statutory requirement to have monthly meetings. It is for each council to decide on how often. There is also no statutory requirement for sub-committees. It was proposed that all sub committees with the exception of the Planning Committee be incorporated into our monthly full council meeting (as happens in Gorslas) and the meeting be extended to 3 hours followed by the Planning meeting (to be reviewed once a new clerk is appointed). Agreed and resolved **(Minute 06/25 – 25)**. All in favour.

26) **Date of next meeting – Thursday 18th July 2024 at 18:30 in Capel Babel Zion.**

Meeting ended 21:55