



## Minutes of Meeting

### Minutes of a meeting of Llangunnor Community Council held at Babell Zion Newydd and via Zoom on Monday 17<sup>th</sup> February 2025 at 7.00pm

**Present:** Councillors Elwyn Williams (Chair), Graham Slate, Joan Evans, Matthew Williams, Geraint Bevan (present from 19:14) and Amy Evans (clerk).

**Via Zoom:** Councillors Jennifer Slate (until 20:45) and Stewart Bowen, two members of the public (one admitted to meeting at 19:15)

#### To discuss the following agenda:

- 1) To receive apologies for absence – Cllr L Whatley
- 2) To record all declarations of interest - None
- 3) Chair's Announcements – None
- 4) 12 minutes for any questions from public - None
- 5) To approve the minutes of the Monthly meeting of Council held on 20<sup>th</sup> January 2025 – approved and **RESOLVED** – Cllr E.Williams 2<sup>nd</sup> Cllr J.Evans

#### Finance

- 6) To receive monthly Financial Report and to approve the schedule of payments for February 2025 – Clerk (Appendix Page 1+2) – approved and **RESOLVED** unanimously
  - Donation to RBL for £75.00 for the wreath to ensure we have paid for query paid invoice for wreaths- approved and **RESOLVED** unanimously
- 7) To discuss options for software packages – Cllr S.Bowen and Clerk - approved and **RESOLVED** – Cllr E.Williams 2<sup>nd</sup> Cllr G.Bevan
- 8) Update on Barclaycard and bank access for Clerk and Cllr S.Bowen – Cllr J.Slate
  - Barclaycard has arrived with Clerk
  - Paperwork has been passed to both Cllr S.Bowen and Clerk to sign and Cllr J.Slate and G.Bevan required to sign also – Clerk to arrange

#### Park & Environment

- 9) Sustainable Grant update – Clerk – Successful grant claim of a £3,050 completed by Clerk – thanks given by Councillors to Clerk for additional work completed
- 10) To review the inspection report from Dragon Play – no actions (Appendix Page 3-25)
  - Next inspection from Dragon Play – Clerk – March 2025
- 11) Update on the Park entrance gate
  - The stopper came off and the gate was padlocked open for six days whilst awaiting repair from Dragon Play – now repaired
- 12) Update on lights and traffic concerns - Clerk
  - Lights under railway – no acknowledgement received from Street Lighting Section - CCC
  - Lights in underpass – confirmation of logged fault received from Trunk Road Agency
  - Markings on towy roundabout - no acknowledgement received Trunk Road Agency
  - Stephens Way exit to retail park suggestion of box - no acknowledgement received from Traffic Management Section - CCC
- 13) Update current situation, RE:Tree Management of branch in the park – Cllr G.Slate and Cllr M.Williams – **RESOLVED**



14) Update current situation, repairs to park bench with CTC – Clerk – CTC can inspect, quote and repair in April

15) Review and agree revised Risk assessment for Park (Appendix Page 26-29) - approved and **RESOLVED** Cllr J.Evans 2<sup>nd</sup> Cllr G.Bevan

### Events

16) Progress Report for Fun Run 2025 – Cllr M.Williams – correspondence with Actif Sports and Leisure as they are running a 5k series – perhaps to work in partnership – this meeting is being held on Wednesday

- Started poster and Eventbrite but awaiting confirmation of details
- First Aider – Cllr G.Slate – booked Events Support UK - £75 first responder (Agreed prior to meeting by Cllr J.Slate due to time sensitive nature)
- Trophies – Cllr G.Bevan – awaiting details – Cllr J.Slate to send the list to Cllr G.Bevan

17) Progress Report Party in the Park 2025 – 22 June 2025

- Mari Glyn opportunities – Cllr J.Slate – Postponed to next meeting
- Working Group – Cllr J.Slate – date to be decided
- First Aider – Cllr G.Slate – booked Events Support UK - £200 - 2 x medics and ambulance (Agreed prior to meeting by Cllr J.Slate due to time sensitive nature)

18) Update on COVID Day of Reflection – Sunday 9<sup>th</sup> March 2025 – CTC not running any event. Email sent to Babell – Cllr. J Slate to provide mobile number to Clerk to make contact directly

19) Update on VE Day – 80<sup>th</sup> Anniversary – 8<sup>th</sup> May – Clerk

- Cllr G.Bevan updated that no 50p pieces are available to be bought in bulk, therefore this will not be possible

### Web & Media

20) Update on new email address distribution and setup – Clerk – 3 outstanding should be resolved in the next two days.

21) Adding of new section to website for Gallery – to document event photos

- Cost of £75+VAT one off

22) Request for approval of this in this month so it can be actioned - approved and **RESOLVED** Cllr J.Slate 2<sup>nd</sup> Cllr G.Slate

### Personnel

23) Training for the Clerk – ILCA – bursary not available so full cost of £120+VAT (agreed last month – awaiting payment) – payment has now been made

24) SLCC Membership – Joining Fee £12 + Annual Subscription £190 (Agreed last month – awaiting payment) – payment has now been made

25) Additional hours completed for month of January due to Grant Claim completion – 8 hours total - approved and **RESOLVED** Cllr G.Slate 2<sup>nd</sup> Cllr S.Bowen

### Other business

26) Report regarding potential Speedwatch scheme - Cllr L.Whatley – Reply provided to Clerk to preset - "I'm still waiting to hear from the GoSafe section of Dyfed Powys Police, I've messaged them to get updated information as to the requirements to operate the scheme and what assistance they are able to provide" – Cllr L.Whatley to provide further update at next meeting

27) To receive reports from Members representing Council on other Bodies/Training.

a. One Voice Wales

- Annual General Meeting – Online – 11<sup>th</sup> March 2025 – 4-6pm – an invite for one member of each council to attend, and a substitute to be agreed. – Clerk to confirm with Cllr L.Whatley if he can attend, no substitute agreed.
- Invitation to attend joint event between OVW and Planning Aid Wales – 'Understanding the Planning System – your questions answered' – 27<sup>th</sup> March 2025, 10:00-1:30pm - £50 – Covered in Planning Agenda



b. School Governors – no update

c. anything else.

- Date to be agreed in relation to working group for collating the archive for the council from several locations – Cllr G.Slate – 16<sup>th</sup> March – Clerk to check availability of Babell on that date.
- Update in relation to what is required to be kept in hard copy and what can be kept electronically – Clerk
  - Agendas – indefinitely
  - Attendance book – if record already kept then retain – no obligation to have one in place going forward
  - Minutes – indefinitely
  - Bank statements – last completed audit year
  - Invoices/Vouchers – If paper records then 6 years – although fine to be only digital

28) To receive correspondence and agree responses.

- Event invite from Carmarthen Town Council – St Davids Parade (Appendix Page 30) Cllr J.Slate to attend – Clerk to email to confirm
- Concerns raised by member of the public in regard to safeguarding and events – Clerk – resolved with help of PCSO, no further action is required
- Concerns raised by member of the public in regard to the safe disposal and proper archiving of paperwork – Clerk – Information taken onboard and further advice sought, see above (28,c)
- Invite to consultation on the future of transport in the South West Wales region (Appendix Page 31-33)
  - Consultation Drop in Events – Clerk to put on Facebook page
  - Comments invited via email
- Email from Democracy and Boundary Commission Cymru – seeking views on the Policy and Practise document – available on DBCC website – any responses (Email with links attached to agenda email) – no comments
- Donation Requests – To be forwarded onto April Agenda
  - Cancer Information and Support Services (Appendix Page 34-35)
  - Carmarthen Stroke Club (Appendix Page 36)

29) To receive Report from County Councillor Cllr Elwyn Williams – no update to provide

30) Councillors' Report.

- Cllr J.Slate
  - Council Vacancies – this post has been placed on Facebook, no comments on this. Private conversations have ended with no commitment due to concern of negative responses online.
- Cllr J.Evans – Littering under the bridge by the railway reported by member of the public – clerk to report to council
- Cllr G.Slate
  - Disappointed by the negativity towards the community council
  - Mole hills are present at the back of the park above the recreation park – Clerk to enquire with County Council on best way forward to control
  - Note that over Christmas the bottom box for the electrics in the park was not working, it is now working but Cllr G.Slate will monitor to see if it needs inspecting
  - Remove the sanitiser on entrances to the park, store with Cllr G.Slate if in good state of repair– Clerk to contact the Handyman
  - Report to City Loo Hire to replace the sanitiser and refill going forward – Clerk to action
- Cllr G.Bevan
  - Banner to be placed on the entrance to the park, bought by them and put in place – agreed prior to meeting



- High tide due on 1<sup>st</sup> and 2<sup>nd</sup> March – Facebook post to make aware closer to the time by Clerk
- Noticed labelling of benches in another community council – consider this for the future items placed in the community as positive advertisement of works done by the council.

**31) Date of next meeting– 17<sup>th</sup> March 2025**

**Meeting closed 20:55**