



### Minutes of Meeting

#### Minutes of a meeting of Llangunnor Community Council in Babel Zion Chapel on Monday 17<sup>th</sup> March 2025 at 7.00pm

**Present:** Councillors Jennifer Slate (Chair), Elwyn Williams, Graham Slate, Joan Evans, Matthew Williams and Geraint Bevan.

**Via Zoom:** Two members of the public (one admitted at 19:30 due to technical difficulty) and Clerk, Amy Evans.

#### To discuss the following agenda:

- 1) To receive apologies for absence - Cllr S.Bowen
- 2) To record all declarations of interest – Cllr E.Williams declares interest in payments to the Handyman and all items for Licencing consideration
- 3) Chair's Announcements – attended the Carmarthen Town Council St Davids day event, was a well-attended and run event.
- 4) 12 minutes for any questions from public – None (This agenda point was returned to due to a technical difficulty causing later entrance to one member of the public)
- 5) To approve the minutes of the Monthly meeting of Council held on 17<sup>th</sup> February 2025 Approved and **RESOLVED** Prop 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 March 2025 (Appendix Pages 2-4)
  - Noted a duplication of payment shown in 'Requires Approval' and 'Payments Estimated' in relation to One Voice Wales membership
  - Dynevor Landscapes and IAE payments in relation to park gate repairs NOT APPROVED
  - Cllr E.Williams declared interest in Handyman payment and therefore abstained from vote
  - Approved and **RESOLVED** Prop Cllr M.Williams, Cllr G.Slate
- 7) Update on bank access for Clerk and Cllr S.Bowen – Cllr J.Slate – Received confirmation from the bank today confirming that the access has been approved and the details shall be arriving soon.
- 8) Scribe update – Entry of data for the current year 2024/2025 have begun. Ambitious aim set for Scribe to be used for end of year accounts
- 9) SPF 2 (Appendix Pages 5-11) – Clerk reported that the deadline for the second batch of funding was short and with no pending projects, no application was made.
  - Note from Cllr G.Bevan, having a project sitting waiting for these funding opportunities would be a good idea so that when they are announced it is only needing amendments

#### Park & Environment

- 10) Update on the Park entrance gate
  - The gate has continued to be an issue staying open (Appendix Pages 12-14) – Clerk provided repair cost information – after much discussion it was agreed a sign is to be placed on the gate 'PLEASE CLOSE THE GATE' – Bilingual – and a stopper to be placed in the ground to stop it being over swung – Clerk to action - Approved and **RESOLVED** Prop Cllr G.Slate 2<sup>nd</sup> Cllr M.Williams
  - Facebook post to be placed requesting awareness of the need to close the gate – Clerk to action
- 11) Update on lights and traffic concerns - Clerk
  - Lights under railway – acknowledgement received – no further action
  - Markings on towy roundabout - (Appendix Pages 15-17) – location confirmed as Towy Forge roundabout not the main Pensarn roundabout – Clerk to amend information provided
  - Stephens Way exit to retail park suggestion of box – acknowledgement received – no further action
  - Repairs to park bench with CTC – due to be repaired by CTC in April, however further detail on the corrosion has been provided by Cllr G.Bevan (Appendix Page 18) – The corrosion is greater than expected. Handyman to assess removal leaving no hazards. Existing current benches in the park to be assessed to see if one could be moved to this location and Paul Totterdale's bench to be put in this place at the park.
  - Cllr G.Bevan requested Clerk to contact Tesco to see when we can reapply for the community fund
  - Mole hills –treatment has taken place but some signs of activity are still present – revisit to be actioned. Approved and **RESOLVED** Prop Cllr E.Williams 2<sup>nd</sup> Cllr G.Slate
  - Remove the sanitiser on entrances to the park – Handyman advised removal without damage unlikely. Cllr G.Slate will look at keys from previous Clerk to see if there is a key to fill and have in use instead of removal. Cllr G.Slate to send images to Clerk, Clerk to enquire with manufacturers if no key can be found.
  - City Loo Hire to replace the sanitiser and refill going forward – Completed – no further action required



- Defibrillator locations and maintenance checks (Appendix Page 19)– Clerk to confirm that CP School location is managed by the school as the access to it is limited. Clerk to contact Cllr L.Whatley to confirm that he is happy continuing the checks on the other defibrillators and arrange the provision of any equipment needing replenishing.

#### Events

- 12) Progress Report for Fun Run 2025 – 18<sup>TH</sup> May 2025 – Cllr M.Williams
- Poster completed – please circulate – FB posts are scheduled
  - Eventbrite tickets live
  - Trots to time-keep alongside the Actif chip system
  - Race numbers need purchasing – Cllr M.Williams to send link to Clerk
  - Cllr J.Evans to contact Carmarthen Harriers
  - Rental of barriers from CTC – same as last year – Clerk to arrange
  - Fun Run signs and Insurance cost – Approved and **RESOLVED** Prop Cllr M.Williams and Cllr E.Williams
  - Trophies - Cllr G.Bevan to confirm the design of the trophies
  - Photography – Cllr J.Evans has arranged the volunteering of Phillip Marland (Elder Grove start and Park finish)
    - Clerk to do a Facebook post asking if anyone would be interested in taking photos in an official capacity mid-way through the race
- 13) Progress Report Party in the Park 2025 – 22 June 2025 – Cllr J.Slate
- Entertainment
    - Lots of activity on the Facebook post – replies to be reviewed at working group meeting
    - The school is able to provide a PA system and can hold event at the school if it rains
  - Stalls
    - Ice cream man is booked
    - Clerk to enquire on the rules and regulations of Council doing hot food at the event
    - Fairground ride suppliers last year are reluctant to do rides without the food van. Other suppliers to be sought – Clerk to make enquiries – can charge a fee but give us a donation – 3 manned units (bouncy castle, teacups and trampoline – or equivalent)
    - A choired Taste – Cllr J.Evans is arranging - £100
    - WI – Cllr J.Evans is arranging – paying for stand
    - West Wales Guild - LCC to fund the ingredients - Cllr J.Evans is arranging – Demo/workshop details to be agreed
  - Volunteers – FB post for general volunteers – Clerk to action
  - Event tent – Perhaps can be hired – Cllr. G.Bevan to send the details
  - Awards – Community Champions post on FB – details to be discussed at the working group meeting
  - Clerk to book Babel for Event Working Group meeting on the 31<sup>st</sup> March at 19:00 – members of public welcome to attend

#### Web & Media

- 14) Update on new email address distribution and setup – All councillors have been issued with logins and assistance provided where required. One Councillor is currently not confirmed to be setup. As of today's meeting all correspondence is to be received to official emails only.
- 15) New section to website for Gallery – setup – photos required – please send any photos that you have

#### Personnel

- 16) SLCC training for new Clerks is run across the year under a five session programme – each of these cost £20+VAT – Clerk requesting to attend these Approved and **RESOLVED** Prop Cllr E.Williams 2<sup>nd</sup> Cllr G.Bevan
- 17) PAYE payment due for previous years miscalculations – as shown in payment schedule – request for this to be setup on Direct Debit for future payments to avoid any mis payments in future
- RE: Underpayment being made – Approved and **RESOLVED** Prop Cllr E.Williams 2<sup>nd</sup> Cllr G.Bevan
  - RE: Direct Debit being setup – Approved and **RESOLVED** Prop Cllr G.Slate 2<sup>nd</sup> Cllr J.Evans

#### Other business

- 18) Report regarding potential Speedwatch scheme - Cllr L.Whatley to provide further update – to be added to next meeting
- 19) To receive reports from Members representing Council on other Bodies/Training.
- One Voice Wales
    - Annual General Meeting – Online – 11<sup>th</sup> March 2025 – Meeting postponed no future date provided (Appendix Page 20-21)
    - Renew membership (Appendix Page 22-24) – Approved and **RESOLVED** Prop Cllr G.Bevan 2<sup>nd</sup> Cllr E.Williams
  - School Governors
    - Cllr J.Evans attended a meeting last week on Councils behalf
      - Inspection was felt to have gone well, the report will be in April 2025



- School has requested County Council to assist with an issue with the access gate due to safeguarding concerns
- Agreement has been reached that new flooring will be fitted in Easter half term
- Donation request for contribution to costs in holding of an event with Calon Hearts - £80 requested – – Approved and **RESOLVED** Prop Cllr M.Williams 2<sup>nd</sup> Cllr G.Bevan
- Proposal that we are willing to hire a hall/host another event for Calon Hearts – Cllr J.Evans to discuss with Headteacher

c. anything else.

- Working group for archive paperwork – Graham to arrange a date with Clerk to do an initial search this weekend, this will allow an assessment of the work entailed. Date of the 6<sup>th</sup> April 10:00-13:00 agreed for bulk of work.
- Council vacancies – 5 available
  - No interest on Facebook
  - Clerk to create poster to be provided to the school giving more details of what it entails, this is also to be put on Facebook
- Chain engraving – a cost of £15 x 5 = £75, Approved and **RESOLVED** Prop Cllr J.Slate 2<sup>nd</sup> Cllr M.Williams
- Licencing Application – Premises Licence – Y Seren – no objections

20) To receive correspondence and agree responses.

- Letter of thanks from PTA – no response required
- Email from member of the public – Concern regarding ‘boy racers’ in Charies car park – Clerk reported response from PCSO (Appendix Page 25-26) – Clerk to email response to be sent to member of the public
  - Chair spoke to PSCO this weekend in relation to the Charlie car park – no issues highlighted on the weekend despite some activity in that area
- Email from Stacey Hames regarding creative mural services (Appendix Page 27-33) – for our consideration for future projects - no action needed
  - Cllr G.Bevan suggested the painting of our green cabinets – consider putting in a grant application in relation to this in future or consider as an annual project on each unit.
- Letter from Member of the public – Concern over rats and lighting from Awel Tywi to the main road (Appendix Page 34) – Clerk to contact the County Council in relation to the concerns – Cllr G.Bevan to inspect for up to date view of location
- FOI request from member of the public regarding licencing of exotic animals – information obtained, and response provided.
- Information request from previous clerk for financial information – response not yet provided –(Appendix Page 35) Clerk to send letter confirming we are working on request, but to expect some delay due to various challenges in obtaining the information.

21) To receive Report from County Councillor Cllr Elwyn Williams

- Nothing to report
- Chair has requested update on the Pensarn traffic issues in future meeting

22) Councillors’ Report.

- Cllr G.Slate
  - Clerk to communicate to CCC that the gates were not padlocked shut after work completed last Friday
- Cllr G.Bevan
  - Waste reported – Clerk to chase response
  - Clerk suggested using What3words to provide accurate location of such issues requiring reporting
- Cllr J.Evans
  - School open to doing a litter pick – with the right risk assessments in place

23) Date of next meeting– 28<sup>th</sup> April 2025

**Meeting closed 22:11**