



Minutes of Meeting

Minutes of Meeting of Llangunnor Community Council (LCC) in Babell Zion Chapel on Thursday 18 September 2025 at 7.00pm

Present: Councillors Elwyn Williams (Chair), Lee Whatley, Geraint Bevan, Joan Evans and Clerk, Amy Evans

Via Zoom: Cllr Stewart Bowen and two members of the public

The meeting was convened to discuss the following agenda:

- 121) To receive apologies for absence Cllr Scott Bayes, Graham Slate and Matthew Williams
- 122) To record all declarations of interest – Cllr E. Williams for item 148 and 150 as it includes a payment for a family member, Cllr S Bowen on 139 as item relates to shared boundary
- 123) Chair's Announcements
 - a) Resignation of Jenny Slate as Councillor – Cllr E. Williams noted that she will be missed on the Council. A vote for thanks for hard work over the previous two years, under extremely difficult circumstances.
- 124) 12 Minutes public participation – none
- 125) Minutes of the meeting of Council held on 15th July 2025 **RESOLVED** to approve
- 126) Annual Report, no further amendments to be made, **RESOLVED** to approve
- 127) Adoption of Standing Orders for Llangunnor Community Council, **RESOLVED** to approve
- 128) To consider and approve the adoption of Financial Regulations for Llangunnor Community Council – **DEFER** to next meeting, due to amendments received
- 129) Consideration was given to the introduction of a Youth Representative on the Council, it was decided that a decision on this would be deferred till April 2026 due to time constraints in creating and nurturing this role. Interested parties are encouraged to engage with the council meetings between now and this date.

Park & Environment

- 130) Temporary storage agreed with Carmarthenshire Town Council, **RESOLVED** to accept this offer. Each item placed in this storage is to be labelled and location to be amended on the asset register by Clerk
- 131) Park Water Supply: an updated was provided by the clerk. It was **RESOLVED** that the Clerk will proceed with an application to the National Lottery grant funding, whilst exploring the opportunity to claim the additional hours used as part of this application
- 132) Using Civic.ly to manage the Councils assets and risks, Cllrs who wish can arrange with the Clerk demos prior to the next meeting, decision to **DEFER** to next meeting
- 133) Update provided in relation to CCTV, change made to system, Cllrs to request a demo with the Clerk
- 134) Action agreed following Play Inspection -
 - a) **RESOLVED** to spend £3,600 - Rotten Timber Tunnel – replace all with composite option, replace Balance Beam, Swing Basket – new hangers, Junior swing – replacement of worn links and new fittings, new cap – fitness unit
 - b) **RESOLVED** to take no action though play company, at this time – Repaint gate, new chains and seat on Junior swing.
 - c) **RESOLVED** to query with the play inspector - tighten bolts on play panels, tighten bolts of Elephant Rocker, repaint corrosion on multi-play and request reinspection of fitness equipment, pedal bent on bike.
 - d) **DEFER** to next meeting - Resurfacing areas under the swings and fitness equipment.
- 135) Park and Recreation Grounds Risk Assessment, no further amendments to be made, **RESOLVED** to approve
- 136) Discussion in regards to signage in the Park and Recreation Ground, **RESOLVED** that the Clerk will enquire what should be on it, provide these details to the Cllrs prior to next meeting for ideas to be presented on next meeting.
- 137) Discussion was given to the bench in memory of Cllr P. Totterdale Bench, it was decided that a Saturday was likely to be the best day, Cllr G. Bevan to liaise with family and Councillors.
- 138) Following extensive discussion, review of options, review of the online poll, regarding the gate at the entrance to the park, it was **RESOLVED** that with the signage in place and review of the risk assessment made, that no action to fix the gate would be taken.
- 139) It was decided to **DEFER** this to next meeting - To review quotes for replacement of fencing on park boundary

Events

- 140) Remembrance Day Event – **RESOLVED** that four are required, checks to be made on the suitability of reusing last years, if in the event this can be done then a donation will be made to the value saved.
- 141) It was **RESOLVED** to order two Christmas Trees for the same locations as last year. Cllr J. Evans to discuss with the school on availability to open Christmas Event, this is in preparation for a discussion next meeting.

Web & Media

- 142) Email signatures are to be made available to all councillors who wish to use the standard template, Clerk to provide and facilitate the setup where requested.



21:00 – It was **RESOLVED** to suspend Standing Order 3(v) - “A meeting shall not exceed a period of two hours.” – Meeting resumed

- 143) Following discussion, it was **RESOLVED** that no further action shall be taken into the purchase of business cards for councillors

Agenda items 24,25 and 26 were deferred to the end of the meeting in accordance with Standing Order 1 (a)

Finance

- 144) It was **RESOLVED** to purchase the 13th Edition of the Charles Arnold Baker publication instead of latest edition (14th)
- 145) It was **RESOLVED** to accept the schedule of payments for August 2025, these payments were made prior to the meeting and authorised by Cllr S.Bowen and E.Williams
- a) It is noted that included in this payment schedule was a temporary toilet put in place for a two week period whilst repairs were made on the Council owned toilet
- 146) It was **RESOLVED** to setup a Direct Debit on the ICO annual fee (saving of £5) and Scribe monthly fee
- 147) It was **RESOLVED** to accept the schedule of payments for September 2025

Other business

- 148) To receive reports from Members representing Council on other Bodies/Training.
- a) One Voice Wales
- a. It was **RESOLVED** that Cllr L.Whatley can vote on our behalf at the National Conference and AGM
- b) School Governors – None
- c) anything else.
- 149) To receive correspondence and agree responses.
- a) Dyfed Powys Police – Annual Report – noted
- b) One Voice Wales- Local Government Services Pay Agreement - noted
- c) One Voice Wales – Welsh Government Consultation on Revisions to the Separate Collections of Waste Materials for Recycling – Code of Practice for Wales - noted
- d) One Voice Wales – Invitation to attend Webinar to introduce Biodiversity Team (Thursday 25th September) - noted
- e) Discussion was had in relation to the facilitating of Simon’s Pizzeria (travelling Pizza van), following their request to use the gated entrance to the park to hold regular (maximum monthly) food pop-up. It was **RESOLVED** that subject to the necessary administrative checks being completed the council would welcome this. Comment was made in relation to litter due to this activity, this will be monitored. Suggested start date October 2025.
- f) One Voice Wales – Invitation to National Conference and AGM – 1st October 2025 –Cllr L.Whatley to attend
- g) Discussion was had in relation to a suggestion received by a member of the public to use timers on the flood lights in the park as we enter the winter months. It was **RESOLVED** that this would not be pursued, the reasons for this include that the area that could be lit but would not cover a large area and would possibly encourage anti-social behaviour.
- 150) One Voice Wales – Training Dates – noted
- 151) To receive Report from County Councillor Cllr Elwyn Williams – quiet August, September has been busier, but nothing further to report
- 152) Councillors’ Reports
- a) Cllr S.Bowen – None
- b) Cllr J.Evans – None
- c) Cllr G.Bevan -Made a suggestion of a Cllr walk to review the area, query raised on the lighting removed from Towy Bridge; Clerk was able to update on this – replacements are being sought by CCC.
- d) Cllr L.Whatley – Thanks to be given to CCC for clearing of the pavement path which has been pruned back on Capel Dewi Road. Request for a road sweeper on Roman Road.
- 153) Next full meeting to be held Tuesday 21st October 2025 at 19:00, Finance meeting to be held on 9th October 2025 at 19:00

21:21 - Meeting was adjourned

21:33 - Meeting was reopened

*It was **RESOLVED** that, in view of the confidential nature of the business to be transacted (personnel matters), the public and press be excluded from the meeting under Standing Order 3 (c)*

(The public and press left the meeting at this point.)

Personnel

- 154) The council reviewed the performance of the Clerk and **RESOLVED** to confirm completion of probation as well as the scale increment as per contract.



- 155) The council **RESOLVED** to approve backpay in line with the Local Government Services Pay Agreement 2025/2026.
- 156) The Council **RESOLVED** that the Clerk's contracted hours remain at 70 per month until March 2026, at which time a full appraisal and hours review will take place.

22:06 - The Council resolved to return to open session. No members of the public or press were present.

22:07 - Meeting closed

Minutes prepared by the Clerk

DRAFT