



**Minutes of Meeting of Llangunnor Community Council held in Babel Zion Chapel and virtually via Zoom
on Monday 1st June 2026 at 19:00**

Present: Councillors Lee Whatley (Chair), Matthew Williams, Graham Slate, Geraint Bevan and Clerk, Susan Holmes

Via Zoom: Councillors Elwyn Williams, Stewart Bowen and 1 member of the public

The meeting was convened to discuss the following agenda:

- 1) Apologies for absence - none
- 2) Declarations of interest – Cllr E Williams for item 11 as it includes a payment to a family member
- 3) Chair's Announcements
 He last held the position of Chair between 2017–2018 and had not expected to be given this opportunity again. While recognising that his appointment comes at a time when no other nominations were received, he affirmed his commitment to serve the community of Llangunnor with the same level of dedication and integrity as previously.
 Having been elected Chair just over a week ago, he has not yet had the opportunity to represent the Council formally but wished to thank those locally who have offered their good wishes to him for the coming year. He noted with regret that the Sgiliau play centre in Pensarn had taken the decision to close last Friday - a loss to Llangunnor and the wider community. In contrast, he welcomed the news that the Bassetts Citroën dealership is expanding, a positive indication of local economic growth.
 Since his previous term, much has changed in the way the Council operates. The introduction of virtual and hybrid meetings has broadened accessibility and flexibility for both councillors and members of the public to attend. However, the Council continues to face challenges in filling vacancies, which in turn can make it more difficult to work effectively to improve the community of Llangunnor.
 He stressed the importance of making the Council more transparent, ensuring that residents clearly understand the work being carried out on their behalf. By improving communication, explaining decisions openly, and sharing information in a timely and accessible way, he hopes to ensure that residents recognise the value of the Community Council and the positive impact it has on local life. Through greater openness and clearer engagement, he aims to encourage new members to come forward, helping to strengthen the Council's capacity and ensure that it remains representative, effective, and resilient for the future.
- 4) 12 Minutes - Public Participation – A question to the Clerk about why item 11a on the agenda is being held in closed session. Clerk responded that she had been advised to exclude the public and not identify the individual whose expense claim was to be discussed as this was considered confidential under the Public Bodies (Admission to Meetings) Act 1960.
- 5) The minutes of the meeting of Council held on 16th April 2026 were proposed as correct by Cllr Bowen and seconded by Cllr E Williams. **APPROVED** by majority (4 in favour, 2 abstentions)
- 6) The minutes of the AGM held on 20th May 2025 were proposed as correct by Cllr Slate and seconded by Cllr Bowen. **APPROVED** unanimously.
- 7) The minutes of the AGM held on 22nd May 2026 were proposed as correct by Cllr Slate and seconded by Cllr M Williams. **APPROVED** by majority (5 in favour, 1 abstention)
- 8) **Clerks Report**
 - a) Pigeon Guano under Pont Pensarn – update on response from South Wales Trunk Roads Agent. **ACTION** Clerk to respond requesting timescale for licence application to remove wild birds and attempt to arrange a regular cleaning schedule under the bridge.
 - b) Grass cutting around Memorial Stone – update on response from Carmarthenshire County Council. Cllr Whatley **AGREED** to cut the area immediately surrounding the stone. **ACTION** Clerk to contact litter picking contractor and update at next meeting.
 - c) Barclaycard complaint and compensation – £75 compensation credited to Council card account **NOTED**
 - d) Barclays Bank complaint and compensation – £200 compensation credited to Council bank account. Following account review, new charges on current account as per fees schedule from May 2026 **NOTED**. **ACTION** Clerk to investigate alternative banking arrangements and report at next meeting. Clerk to write to MP and AS to highlight issue of bank charges for small business and non-profit organisations.
 - e) Council laptop returned from Dyfed Powys Police – Carmarthenshire County Council buyback scheme offered £50. **ACTION** Clerk to contact previous user to obtain password and circulate full specification to Councillors. Further investigation of options to sell. Report and decision at next meeting.
 - f) Community Survey – **AGREED** to a short, concise survey targeted towards understanding barriers to engagement.



9) Park & Environment

- a) Follow up to 2026/04/8a – Previous site visit reports reviewed. **AGREED** a plan is required for the whole park but focus on the top end for biodiversity. All plans should consider disabled access. **ACTION** Clerk to add item to next agenda to begin planning process.
- b) Feedback on repair work to play park – contractor has carried out work and invoice has been received. **ACTION** Clerk to send Cllr Slate full details of works for checking against approved estimate. Maintenance schedule to be added to next agenda.

10) Events

Update on Llangunnor 5k – Seven now registered but historically most register in final two weeks. Event continues to be promoted to local running groups and on social media. More posters and flyers going out this week. No Council provision of refreshments this year but ice cream van will attend. First aid organised and trophies purchased. Cllr Whatley (Chair) is looking forward to opening the event.

Late summer event no longer planned due to low capacity within the Council.

11) Finance

- a) To consider expenses claim of former employee.

RESOLVED In accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and the Local Government Act 1972 Schedule 12a, the public and press are excluded from the meeting for this item of business on the grounds that it involves the likely disclosure of confidential personnel and financial information regarding a former employee.

Meeting went in to closed session at 20:14 and re-opened at 20:27

- b) Monthly Financial Reports and schedule of payments for May 2026

The following payments were **APPROVED** by majority (5 in favour, 1 abstention)

Councillors enquired about payment to HMRC which resulted from an error made by Clay Shaw Butler.

DETAIL	AMOUNT	Voucher No.
Income		
Carmarthenshire County Council – Precept	18,707.34	1
Barclays Bank – refund of bank charges	20.00	2
Barclays Bank - compensation	200.00	3
HMRC – VAT refund 2025/26	4,779.35	4
Barclaycard	75.00	5
Expenditure		
Previous employee – travel expenses	214.20	5
Staff Costs (April & May) plus backdated pension contributions	2,270.78	15,28,29,30
City Hire Gorseinon - Toilet hire – 3 visits	108.00	17,18,26
Barclays – bank charges	20.00	13,31
Defib 4 Life – replacement pads	150.00	11
HMRC – quarterly PAYE and NICs	140.28	14
Pisys/Comcen – Councillor Emails and MS exchange licences x 10	780.00	12
Amazon – key safe	49.95	22
British Gas - electricity	45.17	19,27
HMRC – repayment of incorrectly claimed employers allowance 2025/26	1,712.75	16
Starboard systems – accounts software	44.40	21
E Williams – litter picking	97.00	20
Clay Shaw Butler – payroll services (annual)	390.00	23
LHP Accountants – internal audit fee	600.00	24
Zoom Video Communications – subscription	16.79	25

ACTION Clerk to investigate alternative payroll provider. Clerk to include Scribe income report in document pack.

- c) Consider for approval the Annual Return for the financial year ending 31st March 2026 including the Accounting Statements and the Annual Governance Statement.

It was proposed by Cllr Bowen and seconded by Cllr Slate that the Annual Return be approved as follows:

Accounting Statement be **APPROVED** unanimously

Annual Governance Statement – Councillors considered assertions 1-10 answering yes to assertions 2-9, no to assertion 10 as we are not eligible and no the assertion 1 with the explanation that an ongoing 5 year plan to comply has been delayed due to low capacity within the Council. **APPROVED** unanimously.

12) Postponed from AGM – to consider the

- a) Standing Orders – no update required



Proposed to **APPROVE** by Cllr Slate, seconded by Cllr Bowen – voted unanimously **ACTION** Clerk to replace outdated version on website.

- b) Financial Regulations – no update required

Proposed to **APPROVE** by Cllr Slate, seconded by Cllr Bowen – voted unanimously **ACTION** Cllr Bowen and Clerk to go through Finance and Governance Toolkit, part 1.

- c) Member Code of Conduct – Cllr Whatley to bring most up to date version to next meeting for approval
 d) Finance and Planning Committee's Terms of Reference – postponed **ACTION** Clerk to assess and bring drafts to full council when available.

Other business

- 13) Reports from Members representing Council on other Bodies/Training.

- a) One Voice Wales – no recent meetings. National Conference on 1st July 2026.
 b) School Governors – no recent meetings (as reported by County Cllr E Williams)

- 14) Correspondence and agreed responses.

- a) Letter from MoP – Surface water drain valve **NOTED ACTION** Clerk to investigate with County Council the purpose of the valve before responding.
 b) Consultation letter – Carmarthenshire County Council, DMMO Cwmffrwd – **AGREED** B.O.A.T does appear incorrectly on map. **ACTION** Cllr Whatley and Cllr E Williams to liaise with Clerk on response to consultation.

- 15) Nothing relevant to report from County Councillor Cllr Elwyn Williams

- 16) Councillors' Reports

Cllr Bowen – none

Cllr E Williams – none

Cllr Slate – query about signage on new Vape shop (old Shaws building) in Pensarn. **ACTION** Clerk to check if relevant permission was sought

Cllr M Williams – requested update on meeting regarding parking outside Ysgol Llangynnwyr – Clerk awaiting outcome of traffic monitoring. **ACTION** Add as an agenda item for next meeting. • Date for litter pick in July will be arranged and circulated.

Cllr Bevan – Thanks to Clerk and County Cllr E Williams for prompt response to issue of overhanging trees in Penymorfa Lane

• Junction outside Pobl Bach – he will bring a motion to next meeting.

Cllr Whatley – residents concerned with lack of visible police presence in Llangunnor. **ACTION** Clerk to contact PCSO to enquire if crime figures for the area are available for publication to reassure the public of the overall safety of the community.

• Reports of drug trading – Cllr Whatley will monitor. • Fly tipping – Cllr Whatley contacted enforcement team having found identifiable information, satisfactorily resolved. • Planters now planted out

Next meeting to be held Thursday 16th July 2026 at 18:30

Meeting closed at 21:27