

LLANSTEFFAN AND LLANYBRI COMMUNITY COUNCIL
MINUTES OF MEETING HELD IN LLANYBRI COMMUNITY HALL

19th OCTOBER 2015

Chairman Councillor C Jones

Present Councillors G Howells, D Hunter, B Charles, M James, A Cooper and S Taylor

Apologies Councillors DB Davies and EI Davies

Clerk L Dutch

1. DECLARATION OF ACCEPTANCE OF OFFICE

Cllr Sian Taylor was welcomed to the meeting and duly read out and signed the declaration of acceptance of office.

2. DISCLOSURES OF INTERESTS & DISPENSATIONS

Councillor Howells as Llansteffan Church Warden, Parochial Church Council Member & Llansteffan School Governor Chairman and Council Rep and Cllr Dr Hunter as Llansteffan Memorial Hall Chairman and Hywel Dda Health Board Council Rep.

3. MINUTES OF MEETING HELD ON 21st SEPTEMBER 2015

The minutes of the meeting held on 21st September were confirmed and signed as a true record, subject to the addition to Min.223 that Pop-Up Theatre leaflets also be passed on to “the Secretary of Llanybri Hall.”

Min
No

4. MATTERS ARISING FOR INFORMATION

PSOW Report

The Chair confirmed that a written response had not yet been received from the PSOW office. 253

Angela Burns AM

An invitation would be extended to Llangain and Llangynog Community Councils to attend a Council meeting in the New Year when Angela Burns AM could be present. 254

Northern End of The Green

The Council owned narrow stretches of land near the boundary of Cottage Farm fields, but the 1980 Conveyance contained tight restrictions limiting usage, which had implications for one option of re-siting the recycling containers from the beach car park. 255

Llanybri Playground Project

With regret, Morrisons Foundation had been unable to award a grant on this occasion. 256

Pheasantry Draft Footpath Creation Agreements

The Council still awaited a final response from Edward Harris Solicitor. The 18 metre stretch of land claimed by the Pheasantry owners had been proved to lie within their ownership. 257

Maesgwynne Field Gateway

Cllrs DB Davies and M James had met with the owner of Maesgwynne Farm who was willing to move the gateway to the vicinity of the lay-by near Maen Melyn junction in the spring. 258

Commemoration Service – John Tucker

The Llansteffan Hall service had been well-supported. Next commemoration in January 2016. 259

5. STANDING ORDERS & LAWFUL DECISION-MAKING

In September members had been given copies of a paper entitled “Guidelines for Contributing to Lawful and Transparent Decision-making at Community Council (and County Council) Levels.” The guidelines constituted extracts from the “Code of Conduct – Guidance for Community Councils” published by Public Services Ombudsman for Wales, and the “Code of Conduct for Councillors and Officers in Planning Matters” published by Carmarthenshire County Council. Four good practice suggestions were listed and duly considered by Council for addition within an appendix to Standing Orders and Member’s Code of Conduct: 260

Resolved

- i) That should the County Council Monitoring Officer consider his/her role to be compromised when assisting twin-hatted members, the Community Council should request that the Monitoring Officer helps to source alternative, independent and professional Monitoring Officer support for the Community Council. This could be from an adjacent principal authority. (To be included as an Appendix to Standing Orders and Member’s Code of Conduct). 261
- ii) That where any Community Councillor or Local Member reads from a written representation at a meeting at county or local council level, a copy of the written representation be filed for future reference by the councillor, and a copy of the written representation be given to the Clerk to safeguard against controversies that might arise in the future. (To be included as an Appendix to Standing Orders and Member’s Code of Conduct). 262
- iii) That Community Councillors with a personal and prejudicial interest in a Council matter should always request a Dispensation to speak from the Standards Committee in the interests of openness, transparency and good ethics. By adopting this procedure, the Community Council would be informed about the request and thereby have an opportunity to send a representative to state the Community Council case at any relevant County Council meeting. (To be included as an Appendix to Standing Orders and Member’s Code of Conduct). 263
- iv) That investigations be made as to whether a Local Member can be requested to attend meetings in the capacity of a participating observer without a vote, to promote good governance and avoid the possibility of ‘twin-hatted’ issues arising which may disadvantage the interests of both the Community Council and the County Councillor in question. 264

6. DRAFT FINANCIAL REGULATIONS

The Chair, Cllr Cooper and the Clerk had produced the draft document, based on the One Voice Wales model template, which had been emailed to members in advance of the meeting. 265

Resolved

- i) That the Draft Financial Regulations be formally adopted by Council, subject to the incorporation of a few minor alterations as proposed by Cllr Cooper. 266
- ii) That the purchase of a Council laptop computer be investigated and pursued by the Chair, Cllr Taylor and the Clerk up to a maximum cost of £500. 267

7. HIGHWAY SIGNAGE

Cllr Cooper declared an interest in any matters relating to Church Road Llansteffan. 268

The County Council had invited the Council’s feedback on suggestions to rationalize highway and tourist signage in Llansteffan and Llanybri. However it had been emphasised that the current workload heavily out-weighted staffing resources. 269

Resolved

- i) That prioritisation be given to updating and rationalising highway signage at (a) the end of Water Lane where it approaches The Green, (b) Church Road turning circle, and (c) the entrance to Heol Fain, Llanybri to deter heavy vehicles. 270
- ii) That future tasks included the updating and rationalising of highway signage at 271

(a) the B4312 approach to Llansteffan from Carmarthen, (b) the bottom of Carrier's Lane, (c) the junction of Church Road and Ger yr Eglwys, and (d) the bottom of the Croft.

- iii) That highway signs directing traffic to Coomb Cheshire Home be removed. 272
- iv) That street name signage for both villages needed further consideration. 273
- v) That Protection Orders, Signage and Camping be listed on the November agenda. 274

8. BANK MANDATE REVIEW

The Chair explained that the Bank Mandate was due for review to ensure that a minimum of four signatories were in place to permit Council business to be transacted with efficiency. 275

Resolved

- i) That Cllrs Jones and Taylor be added as signatories to the NatWest Bank Mandate and former Cllr Perrett be removed as signatory. 276
- ii) That the authorised signatories in the current NatWest mandate, for the accounts detailed in section 2, be changed in accordance with sections 5 (signatory removal) and 6 (signatory addition) and the current mandate would continue as amended. 277
- iii) That the Internal Auditor be given a copy of the updated Bank Mandate. 278
- iv) That the Chair be given a sealed dated envelope containing the username, password and PIN to access the Council's online NatWest accounts, which may only be opened in the presence of two other councillors in accordance with Financial Regulation 6.9. 279

9. COUNTY COUNCILLOR REPORT

No report was given in Cllr DB Davies's absence. 280

10. HEALTH & SAFETY REPORTS

Morfa Playground

No issues were reported other than the need for minor paintwork when weather permitted. 281

Carrier's Lane

The damaged paving slabs and loose fencing remained matters of concern, together with leaf build-up with the onset of autumn. However the verges had been recently cut and cleared. 282

Morfa

The playing fields were generally in a good condition, the perimeter of the pond needed strimming in particular around the drain, trashing of brambles was needed near the folly bridges and the County Council had not supplied a Health and Safety Risk Assessment for the pond. 283

Croft

Occasional dog fouling remained an on-going problem. 284

Headland Path

It was reported that clearance was still required of the encroaching bramble and overgrowth at both First and Second Steps and on the downhill section to Scotts Bay, and loose and rotten fencing posts need replacing before this downhill section due to the steep drop in close proximity. On a positive note, Scotts Bay bins were emptied and emergency phone operational. 285

Resolved

That the contractors responsible for maintaining the Wales Coast Path be requested to clear the vegetation at First and Second Steps and downhill to Scotts Bay, and replace loose and rotten fencing posts in the vicinity in the interests of public safety. 286

Hen Gapel

The maintenance tasks to remove the buddleia/vegetation and treat with appropriate weed killer and re-cap the low stone wall with slates held down by stones remained outstanding. 287

Resolved

That Hen Gapel Committee be authorised to invite estimates from local builders to remove vegetation and re-cap the low stone wall and commission the works. 288

11. PAYMENT OF ACCOUNTS

Resolved

That the following accounts be approved for payment:-

SE Dutch	Salary/Expenses	783.61	289
HMRC	Employers NI Payment (May, Jun, Jul) *	78.39	290
SLCC	Training /Conference 14-16 Oct	172.80	291

* This cheque replaced the HMRC cheque signed in Sept – the quarterly amount must include both the employers & employees NI contributions – the Clerk’s being deducted from her BrightPay computer generated pay slip. The Sept cheque had been destroyed and the replacement cheque signed by Cllrs DBD & GH on 23rd Sept on receipt of SLCC advice. 292

12. CORRESPONDENCE

Resolved

That the following items of correspondence be noted: 293

Mid & WW Fire & Rescue	Draft Annual Improvement Plan 2016/17 consultation
Play Wales	“Play for Wales” magazine Autumn 2015
Welsh Government	The Playing Fields (Community Involvement in Disposal Decisions) (Wales) Regulations 2015
Indep Remuneration Panel For Wales	Proposed Changes in the Remuneration of members of Community & Town Councils
Hywel Dda Health Board	Mental Health Project Group – new community services
Carms County Council	Seasonal Decorations application form
Carm Riverside Assoc	Carmarthen Quay & riverbank – Japanese Knotweed

Carms County Council - Rural Development Plan 2014-2020

An email was received introducing new funding opportunities. 294

Resolved

That Rural Development Plan 2014-2020 be listed on the November agenda. 295

Wales Audit Office - Annual Returns & New external audit arrangements

A letter was received stating that the Auditor General for Wales had become the Council’s statutory auditor. Grant Thornton had been appointed to deliver the external audit of the Annual Return for 2015-16, 2016-17 and 2017-18. Auditors would focus on budget-setting and monitoring and the engagement of internal audit for 2015-16. 296

Resolved

That the guidance received from Wales Audit Office be duly noted and filed. 297

Welsh Government - ‘Shared Purpose: Shared Future: Draft Statutory Guidance for Well-being of Future Generations (Wales) Act 2015

An email was received inviting views of public bodies on the guidance formulated to help public bodies to respond positively to the duties and powers they now have under the Act. A Swansea consultation event was scheduled for 22nd October. 298

Welsh Government - Welsh National Marine Plan

An email was received inviting stakeholders to a Swansea consultation event to ensure that marine development at the coast and at sea happened in a sustainable way. 299

Mr & Mrs D Rees - Ownership of land near Croft House Llansteffan

A letter was received requesting information regarding the ownership of land and the side and rear lane in the vicinity of Croft House. The Chair read the letter in full and acknowledged the legitimate request. An imminent discussion was pre-empted by the immediate withdrawal from the hall of both the Chair and Cllr Howells. 300

The Chair declared a personal interest as a friend of the Caravan Park owners and a pecuniary interest as a resident of The Green whose property enjoyed rear lane access. Cllr Howells declared a personal interest as both a friend of Croft House owners and legal adviser involved in producing the Morfa Lease. Also, on the basis that he might be called to give evidence at a later stage, he had no wish to compromise his position. 301

Whilst it was agreed that the Council should not become involved in a private dispute, members raised concerns about potential restricted access along the side lane owned by the Caravan Park (bordering Croft House) to the Morfa leased by the Community Council from the County Council and also to houses along The Green. 302

Resolved

i) That investigations be made into the ownership of land in the vicinity of Croft House and Sunrise Bay Caravan Park on the basis of protecting the rights of public access to the Morfa playing fields and private properties facing back on to the Morfa. 303

ii) That a written acknowledgement be sent to Mr and Mrs D Rees confirming that Council would investigate the land ownership matters of concern. 304

Requests for Financial Assistance

Sir Gar CFFI / Carms YFC

Llangollen International Musical Eisteddfod

Carms Cancer Information & Support Services

305

13. PLANNING MATTERS

To note that no objection be raised regarding the following application:

W/32787 Discharge of condition 7 on W/31633 (design of replacement external doors) at The Sticks Hotel, High Street, Llansteffan 306

14. MATTERS FOR INFORMATION ONLY

- The Llanybri to Llansteffan main road had been trashed. 307
- The Royal British Legion required £25 for the Remembrance Sunday poppy wreath. 308
- The public seat nearest to the beach car park ramp was loose. 309
- Visitors walking the Llanybri Farming Trail had encountered abuse from landowners. 310
- The new Council agenda design seemed popular and will be reviewed again in May. 311

The meeting closed at 21:40

DATES FOR YOUR DIARY:

Monday 14th December 2015 in Llanybri Community Hall

Signed..... Chairman/Vice Chairman Date

