

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

**21<sup>st</sup> SEPTEMBER 2015**

**Chairman** Councillor C Jones

**Present** Councillors G Howells, DB Davies, B Charles, M James, Dr D Hunter,  
B Ryder and E Davies

**Attending** Mrs C Morris and Mr B Harrison

**Apologies** Councillor A Cooper (holiday) and Cllr B Ryder for late arrival (7.30)

**Clerk** L Dutch

**1. DISCLOSURE OF INTERESTS & DISPENSATIONS**

County Councillor Davies as Carmarthenshire Planning Committee Vice Chairman, Llansteffan and Llangain School's Governor & Llanybri Hall Committee Chairman; also a personal and prejudicial interest in relation to planning application W/32572; Councillor Howells as Llansteffan Church Warden, Parochial Church Council Member & Llansteffan School Governor Chairman and Council Rep; Cllr Dr Hunter as Llansteffan Memorial Hall Chairman and Hywel Dda Health Board Council Rep; and Cllr El Davies declared a personal interest as neighbouring farmer to the applicants of W/32572.

**2. MINUTES OF MEETING HELD ON 20<sup>th</sup> JULY 2015**

The minutes of the meeting held on 20<sup>th</sup> July were confirmed and signed as a true record.

Min  
No

**3. MATTERS ARISING FOR INFORMATION**

PSOW Report

The Chair informed members that owing to the late arrival of the report, the PSOW Investigating Officer had instructed that it should be referred to under Matters Arising for Information in the July meeting. In addition, regarding Min.188 of July meeting, the Chair had forwarded questions on the report to PSOW and would bring responses to the next meeting.

190

Protecting Community Assets – Welsh Gov

A detailed consultation response had been submitted. For information, the sale of The Green toilet block had fallen through due to legal restrictions of being sited on the registered 'Green.'

191

Public Health (Wales) Bill – Toilet Strategy – Welsh Gov

A detailed consultation response had been submitted. Angela Burns AM had also forwarded the Council's response to the Chair of the Health and Social Care Committee.

192

**4. COUNTY COUNCILLOR REPORT**

Cllr DB Davies had been asked to sign the County Council owned beach car park shelter over to Mr and Mrs John, kiosk proprietors, on a lease with a peppercorn rent.

193

The Chair gave an account of the public meeting attended by Cllr DB Davies, over 20 residents and herself which had been convened by Angela Burns AM on 17<sup>th</sup> September. Informed discussions had taken place which included health and safety risks of heavy agricultural vehicles passing through Llanybri (a local child recounted her near collision with a tractor), Assembly tax raising powers, local government reorganisation and Llansteffan demographics (second homes and affordable homes). The AM would be happy to attend a Council meeting to discuss the latter two issues should members of the Council / adjacent Councils decide.

194

**5. HEALTH & SAFETY REPORTS & EMERGENCY PROCEDURES**

Morfa Playground

No issues were reported other than the need for minor paintwork when weather permitted. 195

### Carrier's Lane

The damaged paving slabs and loose fencing remained matters of concern, together with some loose stonework bordering the boundary of Brynhedd which will be monitored. 196

### Morfa

A letter had been received from Llansteffan Sports Club advising that the brambles around the folly bridges had been strimmed, the Club had no intention of fixing barbed wire on top of any fences under its control and the Club had not used any pesticides or herbicides on the land, relying on mowing and strimming. However, should the latter position alter, the Club would inform the Council and keep products securely stored. Cllr Hunter commented that dead grass was visible around the cricket nets – a hallmark of herbicide use. 197

### Croft

Dog fouling was evident up to three times a week, usually dogs off a lead. 198

### Headland Path

Once again 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. 199

### Resolved

**That the contractors responsible for maintaining the Wales Coast Path be requested to clear the overgrowth at First and Second Steps and downhill to Scotts Bay.** 200

### Hen Gapel

David Siggery Ltd, Conservation Roofing and Restoration, had been instructed to undertake the emergency repairs to the chapel tower roof as approved by Cadw, for a price of £286 plus VAT. 201

### Resolved

**i) That the clerk be authorised to proceed with applications for Scheduled Monument Consent and a Scheduled Monument Grant (by 13<sup>th</sup> November) for comprehensive repairs to the chapel tower roof at Hen Gapel.** 202

**ii) That the maintenance tasks of removing buddleia and vegetation from the stone walls of Hen Gapel, plus re-slating the perimeter wall opposite The Farmer's be undertaken as soon as possible to release payment of the final Cadw Management Agreement Grant.** 203

### Emergency Procedures for Councillors

Members expressed grave concerns about the potentially fatal incident that occurred on 18<sup>th</sup> August, where a two year old boy was discovered face-downwards in the stretch of water by the old beach outfall pipe. The child was extremely fortunate to have been rescued by the daughter of a local resident. The clerk had alerted the County Council to the following issues:- 204

- i) The on-going collection of water in and around the damaged outfall pipe, very deep in places, had not been drained regularly by the contractor, despite it being the summer holiday period with many children playing on the beach;
- ii) There was no signage nor red/white tape to warn the public of the imminent dangers;
- iii) The works undertaken by the contractors on 21<sup>st</sup> August had left a physical barrier of sand which had once again ponded-up the water, instead of ensuring that the collected water could easily drain by gravity down the beach towards the river.

### Resolved

**i) That a letter of thanks be sent to the individual who rescued the child.** 205

**ii) That the 'Emergency Procedure for Councillors' prepared by the clerk be approved and copies be kept for quick reference in member's blue Council Files.** 206

## **6. PUBLIC SAFETY IN LLANSTEFFAN BEACH CAR PARK**

The Chair alerted members to the serious public health and safety issue resulting from the regular occurrence of broken glass in the vicinity of the recycling bins which were sited near the food outlets. Matters had come to a head in early September when a child had stepped on a large jagged shard of glass and badly cut a foot. First aid had been immediately provided by the proprietors of the fish and chip van. A site meeting between the Chair and proprietors had exposed the following issues:- 207

- i) The recycling bins in the beach car park, of note the mixed glass bins, were sited too close to the ice cream van where children congregate.
- ii) The cold water tap was sited too close to the recycling bins, again where children congregate to wash feet.
- iii) The burgundy-coloured bins, used for collecting litter bin black bags, were sited too close to the fish and chip van, creating further health and safety concerns.
- iv) The beach car park shelter was in a poor state of repair, flooded badly in periods of heavy rainfall, was at risk from encroaching tree roots and overhead branches and represented a wasted public asset.

As the proprietors were keen to enhance the beach car park environment, private contact had been made with the County Council to take over responsibility for the shelter. Cllr DB Davies had been asked to sign the County Council owned beach car park shelter over to Mr and Mrs John, kiosk proprietors, on a lease with a peppercorn rent. On a final note, in order to protect public health and safety in the long-term, Cllrs Howells and Ryder advocated that the recycling bins be re-located to the northern end of The Green. 208

### **Resolved**

- i) **That the clerk be authorised to contact the County Council to investigate the possibility of re-locating the recycling bins to the northern end of The Green;** 209
- ii) **That the County Council be requested not to store the burgundy collection bins near the food outlets.** 210

## **7. PAYMENT OF ACCOUNTS, BANK RECONCILIATION & BUDGET UPDATE**

### **Resolved**

|   |  |          |     |
|---|--|----------|-----|
| <b>i) That the following accounts be approved for payment:-</b>   |  |          |     |
| SE Dutch  | Salary/Expenses (Aug)                      | 781.31   | 211 |
| SE Dutch  | Salary/Expenses (Sept) Incl. printer toner | 838.21   | 212 |
| HMRC  | Employers NI Payment (May, Jun, Jul)       | 41.16    | 213 |
| M Evans   | Morfa playground maintenance (stage 2/3)   | 136.00 * | 214 |
| J Davies  | Hen Gapel maintenance (stage 2/2)          | 60.00 *  | 215 |
| Swalec  | Castle lights (May to Aug paid by DD)      | 88.84    | 216 |
| EI Davies   | Morfa playground - new springs on gates    | 30.00    | 217 |
| Pro Print   | Copies                                     | 12.90    | 218 |
| * These maintenance payments (BrightPay payroll software) show a £34 tax reduction for ME and a £15 tax reduction for JD. |  |          | 219 |

- ii) **That the bank reconciliation to 30<sup>th</sup> June 2015 and budget update to 31<sup>st</sup> July 2015 be accepted and approved on the grounds of sound financial management;** 220
- ii) **That the maintenance contract salaries for Morfa Playground and Hen Gapel be reviewed at the December meeting.** 221

## **8. CORRESPONDENCE**

### **Resolved**

**That the following items of correspondence be noted:** 222

|                        |   |
|------------------------|---|
| Hywel Dda Health Board | “Talking Health – Speak, Listen, Act” & Annual Report   |
| Welsh Government       | Local Government (Democracy) Wales Act 2013 section 55-58<br>Duties to publish information online                         |
| Welsh Government       | Draft Directions to Local Democracy & Boundary Commission   |
| Welsh Government       | Draft Statutory Guidance for Well-Being of Future Generations (Wales) Act 2015 consultation – ends 16 Nov                 |
| NALC                   | Legal briefing: Public Contracts Regulations 2015 – impact on Standing Orders & financial regulations adopted by councils |
| Simon Hart MP          | General offer of support and assistance   |
| Dyfed-Powys Police     | Humanitarian Assistance & Community Resilience 15 <sup>th</sup> Oct   |

Pop-up Theatre - Pop-up Theatre opportunity

An email was received and passed on to the Chair of Llansteffan Hall. 223

Mr M Hughes - BT landline issues in Old Road Llansteffan

Cllr Hunter declared a personal interest as a resident near Old Road. 224

A letter of complaint was received outlining the many inconveniences caused by a landline failure over a period of two months during the summer which had affected a number of properties in and adjacent to Old Road. The failure was eventually traced to a fault within the village telephone exchange. 225

**Resolved**

**That a letter be written to BT and Openreach raising the complaints made by residents in Old Road Llansteffan relating to landline failures in summer 2015.** 226

Mr M Hopper - Memorial seat request

A letter was received. 227

**Resolved**

**That the clerk wrote a letter advising that the request would be listed for 2015/16.** 228

Requests for Financial Assistance

Urdd Gobaith Cymru East & West Carmarthenshire 229  
Shelter Cymru  
Carmarthen & District Youth Opera  
Carmarthen Bar Navigation Committee

**9. PLANNING MATTERS**

Having declared a personal and prejudicial interest relating to the applicants, Cllr DB Davies left the room during the discussion of and voting for W/32572. Cllr EI Davies declared a personal interest as neighbouring farmer to the applicants of W/32572. 230

**i) To note that an objection be raised to the following application on these grounds: a. Failed to comply with Welsh Government Tan 6 “Planning for Sustainable Rural Communities”; b. Unproven functional need; c. Welsh Government guidance notes on the approval and operation of a TB isolation unit did not specify the need for a permanent agricultural workers dwelling on the site; and d. Letters of objection from Mr R Hood and Mr B Harrison were taken into consideration.** 231

W/32572 Proposed 3 Bedroom Farm Dwelling with Solar Panels. Erection of A Static Caravan for duration of the construction of the Dwelling. Revocation of the Existing Planning Permission D4/A/16781/22 by Granting of this Application at Pentowyn Farm Yard, Llansteffan  
Cllr DB Davies returned to the room at 8.15 pm.

**ii) To note that the following application be supported:** 232

W/32573 Discharge Of Conditions 4 & 6 On W/31633 (Windows And Fire Place) At The Sticks Hotel, High Street, Llansteffan

**iii) To note that no comment be raised regarding the following applications:** 233

W/32479 Retention of replacement agricultural outbuildings for use as a commercial cattery (resubmission of W/31985 – refused 24/06/2015)

W/32611 Demolition of existing chalet and construction of new chalet on similar footprint at 3 Ferry Point, Ferry Point Road

### **10. LLANYBRI WARD VACANCY**

One written application had been received from Ms. Sian Taylor for the position of co-opted councillor for Llanybri Ward. She had lived in the village for four years and considered that her skills as a marketing manager and tourism business proprietor could help support the community's interests and well-being. Seven members voted in support with one abstention. 234

#### **Resolved**

**That Ms. Sian Taylor be co-opted as community councillor for Llanybri Ward.** 235

### **11. LLANYBRI PLAYGROUND PROJECT**

The clerk reported that The Bernard Sunley Charitable Foundation had agreed to pledge £2,500 towards the Llanybri Playground Project. The sum would be released when the balance of funds required had been raised. Total funds raised to-date were £16,250 for a project with a total cost of £35,000 excluding VAT. The Council still awaited decisions from Morrisons Foundation and Garfield Weston Charitable Foundation. Cllr Charles considered that a deadline of April 2016 should be agreed, after which the funds raised should be spent to install Phase 1 play equipment and safety surfacing. 236

#### **Resolved**

**i) That the deadline of April 2016 be agreed for securing Llanybri Playground grants, after which the funds raised should be spent to install play equipment and safety surfacing as Phase 1 of the project;** 237

**ii) That fund-raising initiatives be organised by local families to support the Llanybri Playground project.** 238

### **12. STANDING ORDERS & LAWFUL DECISION-MAKING**

The clerk and Chair had prepared a draft guidance paper for the benefit of members and clerks, present and future, which comprised of extracts from the "Code of Conduct – Guidance for Community Councils" published by Public Services Ombudsman for Wales 2015, and the "Code of Conduct for Councillors and Officers in Planning Matters" published by Carmarthenshire County Council. The paper also listed a number of good practice suggestions for consideration for adoption by Council. 239

#### **Resolved**

**That the draft guidance paper entitled "Guidelines for Contributing to Lawful and Transparent Decision-making at Community Council (and County Council) Levels" be considered by Council at the October meeting.** 240

### **13. PHEASANTRY DRAFT FOOTPATH CREATION AGREEMENT**

#### **Resolved**

**i) That Edward Harris Lawyer be asked to review The Pheasantry Draft Footpath Creation Agreement and supply written advice to Council;** 241

**ii) That Cllr Hunter and the clerk be given delegated authority to consider the written advice supplied by Edward Harris Lawyer and relay recommendations if required to the County Countryside Access manager.** 242

### **14. MATTERS FOR INFORMATION ONLY**

- Llansteffan demographics: The Chair and Cllr Ryder had surveyed the village and produced an approximate breakdown of the 246 properties into those which were: occupied / empty / holiday homes / second homes; those occupied by: retirees / working age families / primary age; and those: owner-occupied / rental-occupied. Further research would investigate actions being taken by principal authorities to promote village sustainability. 243
- A new agenda layout will be trialled, bringing forward the main items for discussion. 244
- Illegal cockle pickers persisted in visiting local beds and had left several sacks of cockles to die at Pant y Wherle, plus rubbish in Pant y Wherle car park. 245
- A sign advising 'No SatNav access' was still required at the entrance to Heol Fain. 246
- The County Council cut back hedges and installed concrete posts and wire fencing at Maen Melyn junction near Llanybri a decade or so ago to improve visibility for drivers coming up Old School Road. To-date hedges on both sides of the road have become extremely overgrown and need cutting back. 247
- A field entrance gate owned by Maesgwynne east of Maen Melyn junction needs widening to improve visibility and thus avoid potentially fatal highway accidents. A site meeting is needed between Highways and the landowner. 248
- Trashing had taken place at the Bell House, Black Scar, exposing the history panel. 249
- A service would take place on 23<sup>rd</sup> Sept at Llansteffan Hall to install the new poster designed by Colg Sir Gar commemorating the life of fallen soldier John Tucker. 250
- Llansteffan Church would host a Corran Singers Concert on 23<sup>rd</sup> Sept. 251
- A family with children was living in the woods along the B4312 opposite Darboch. The Planning Enforcement Officer had been alerted several months ago. 252

The meeting closed at 21:10

**DATES FOR YOUR DIARY:**

**Monday 16<sup>th</sup> November 2015 in Llanybri Community Hall**

**Monday 14<sup>th</sup> December 2015 – venue TBD**

Signed..... Chairman/Vice Chairman Date .....

