

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

**18<sup>th</sup> JULY 2016**

**Chair** Councillor G Howells (Vice Chair)  
**Present** Councillors D Davies, C Jones, A Cooper, B Charles & M James  
**Apologies** Councillors E Davies (Chair), S Taylor & D Hunter  
**Clerk** L Dutch

**1. DISCLOSURES OF INTERESTS & DISPENSATIONS**

The Monthly Register was circulated and no interests were disclosed in agenda items.

**2. MINUTES OF COUNCIL MEETING HELD ON 20<sup>th</sup> JUNE 2016**

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

Min  
No

**3. MATTERS ARISING FOR INFORMATION**

Japanese Knotweed

Members maintained that land below the sea wall stretching out to the mean high water mark 135 was the responsibility of the County Council. The Knotweed issue would be followed-up again.

Maen Melyn gateway

The site visit with the County Traffic Management officer had taken place. Being adjacent to a 136 classified road, the already widened field gateway would require retrospective planning permission and a Section 184 licence.

County Council Code of Conduct leaflet

This helpful leaflet comprised of questions for members to ask themselves in order to 137 determine whether they held a personal or a personal and prejudicial interest in an item of Council business. Copies were distributed to members for filing and future reference in the councillor's blue file.

Pheasantry Footpath Creation Agreement and Dedication

The Countryside Access officer, Caroline Ferguson, had been requested to secure completion. 138

High Street Llansteffan -Traffic Speed data

A written explanation of the data collected had been requested from the County Traffic 139 Engineer. Inadequate police enforcement of the 20 mph speed limit presented a major issue.

Defibrillator in Llanybri

The equipment was currently stored inside The Farmer's Arms. A location accessible 24 hours 140 per day would be preferable. A customised storage box might cost £300 and installation £225. Storage inside the ex-telephone kiosk (now owned by the Council) was an option worthy of investigation. The Castle Inn proprietor was raising funds to install a defibrillator near the W.C. block in the beach car park.

Llanybri recycling bins

A new padlock had been installed to safely secure the glass recycling bin.

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**4. LLANYBRI PLAYGROUND**

Cllr Charles reported that the playground had been opened to the public on 18<sup>th</sup> July, public 142 liability cover had been put in place, top soil had been laid and seeded with grass around the perimeter of the safety surfacing to remove trip hazards, public seats and picnic tables had been secured on concrete

plinths and the entrance gate had been installed. Only the MUGA sports wall remained outstanding. The efforts of local volunteers were commended. The metal field gates were currently padlocked, health and safety signage was required, the groundworks issue needed re-consideration and the acting Chair proposed that the Playground Sub-group should meet and report back to the September meeting. Project reports and photos had been sent to all external grant providers as per the condition of grant award. Cllr D. Davies queried the name of the park and members agreed that 'Parc Adrian' was more appropriate.

#### **Resolved**

- i) That the Playground Sub-group be requested to meet to consider outstanding 143 matters including the groundworks issue, health and safety signage, access for emergency vehicles, All Risks insurance cover, grounds maintenance contract and the grand opening day, and report back to September meeting;**
- ii) That the name of the playground and community park be 'Parc Adrian'; 144 iii) That details of the insurance cover in place for councillors, employees and 145 volunteers be distributed by email for information.**

#### **5. RECRUITMENT OF REPLACEMENT CLERK/RFO**

The updated Contract of Employment had been finalised. Interviews for three candidates would 146 now take place on 20<sup>th</sup> July in Llanybri Hall. Members would meet at 6:30 pm. Councillors Charles and Cooper gave apologies for absence. Llangynog Community Council had asked whether the vacant role of part-time clerk/RFO could be filled by the successful candidate.

#### **Resolved**

- i) That the updated Council's Contract of Employment be formally approved; 147 ii) That the late request by Llangynog Community Council for the vacant role of part- 148 time clerk/RFO to be undertaken by the successful Llansteffan and Llanybri Council candidate could not be fulfilled, as job adverts and job descriptions had not included this extra role and shortlisting of candidates had already taken place.**

#### **6. PHASED RESTORATION OF THE GREEN**

The clerk reported that remedial works by the County Highways maintenance team had not yet 149 commenced, despite written encouragement to complete the works before the start of the school holidays.

#### **Resolved**

**That the County Council be urged to undertake the remedial works to restore The Green 150 as per the approved Method Statement with immediate effect.**

#### **7. COUNTY COUNCILLOR'S REPORT**

Cllr D. Davies relayed the outcome of the Maen Melyn farm gateway discussions – see 151 Min.136, and noted that the verge cutting of the B4312 Carmarthen to Llansteffan road had commenced. He had spoken to the senior countryside officer about the completion of the Pheasantry footpath agreement and noted that Cllr Tom Theophilus had passed away and had served 25 years as a county councillor.

#### **8. HEALTH & SAFETY REPORTS**

##### **Llansteffan Playground (Morfa)**

Minor paintwork remained outstanding. The bark would be raked before Fiesta Week. The 152 inspection form might be updated along similar lines to the new form for Llanybri playground.

##### **Carrier's Lane**

The overgrown field and footpath to school had been cut and Carrier's Lane had been swept by 153

Aber Landscapes Ltd on 16<sup>th</sup> and 18<sup>th</sup> July. An excellent job.

Morfa It was reported that the playing fields had been mowed and the grass was short. However, in 154 the height of the growing season, the area surrounding the store shed and folly bridge were overgrown with brambles, one bench covered in undergrowth, the pond was similarly covered in and surrounded by vegetation and overgrowth and several manholes were covered in grass.

Croft and Headland Path

No reports supplied in Cllr Hunter's absence.

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Hen Gapel

Children had been climbing up the pine end of Hen Gapel causing health and safety concerns. 156  
The history panel frame needed to be stained with preserver.

**Resolved**

**That Cadw's advice be sought on practical solutions to prevent children climbing to a 157 dangerous height on Hen Gapel, a scheduled ancient monument.**

Llanybri Playground

A customised health and safety inspection form had been trialled by Cllr Charles and appeared 158 to be fit for purpose. Issues recorded included (i) field gate padlock was not operable by emergency services, (ii) no site notice – under production, (iii) no litter bins as yet, and (iv) sports wall not yet installed. Issues to be addressed by Playground Sub-group - see Min.143.

**9. PAYMENT OF ACCOUNTS** **Resolved**

**That the following accounts be approved for payment:**

NAME	DETAILS	AMOUNT	
SE Dutch	Salary/expenses	776.41	159
SE Dutch	Printer cartridge - VAT to be reclaimed	83.46	160
Zurich Municipal	Llanybri Playground Public Liability cover	54.75	
HMRC	NI/Tax Payments (quarter end 5 July)	67.85	
Carms CC	Playground Discharge of Condition	47.50	161
Grant Thornton UK	External Audit 2015/16	274.80	
Sunshine Playground	MUGA Sports Wall - VAT to be reclaimed	4200.00	
M. Evans	Morfa Playground - Stage 1/3 (10% owed)	13.60	162
J. Davies	Hen Gapel - Stage 1/2 (10% owed)	6.10	
M. Evans	Morfa Playground maint - Stage 2/3	149.60	
J. Davies	Hen Gapel maintenance - Stage 2/2	66.10	
Pro Print	Copies	36.35	163
E. Davies	Nant Jack cut	50.00	

## **10. CORRESPONDENCE**

### **Resolved**

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

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PSOW

Public Services Ombudsman's Annual Report 2015/16

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Welsh Government  
Wales Audit Office

Green Growth Wales – Call for projects 2016/17  
Redesigning Public Services – Seminar 13 Sept Cardiff

Fields in Trust - Centenary Fields Programme

Further to the June minutes, the question was posed as to whether this programme 173 might be relevant to Hen Gapel grounds, the home of Llanybri's war memorial plaques.  
Possibility of future funding.

**Resolved**

**That further information be sought from Fields in Trust about the Centenary 174 Fields Programme, which seeks to secure recreational spaces in perpetuity, in honour of the memory of the millions of people who lost their lives in WW1.**

One Voice Wales - Revised Model Financial Regulations

An email had been received regarding minor updates to the Model Regulations. 175

**Resolved**

**That the minor updates to the Model Financial Regulations be noted.** 176

One Voice Wales Annual Conference & AGM – 1<sup>st</sup> October 2016

An email was received and Cllr Cooper gave notice of his interest to attend the 177 conference, subject to his availability.

**Resolved**

**That Cllr Cooper be authorized to liaise with the Clerk should he wish to attend 178 the One Voice Wales Annual Conference.**

Llansteffan Football Club - Risk Assessments & Insurance – Carnival weekend 2016 An email had been received with attachments including the public liability insurance 179 cover schedule (£5 million limit). The grounds maintenance clauses of the Llansteffan Sports Club Licence had also been noted.

**Resolved**

**That the Carnival 2016 risk assessments and insurance schedule supplied by 180 Llansteffan Sports Club be accepted and filed in the Morfa folder.**

NJC National Salary Award 2016-18

**Resolved**

**That the NJC National Salary Award 2016-18 be approved and adopted. 181**

L. Lloyd - Traffic speeds entering/exiting Llansteffan

An email was received raising serious complaints about the traffic speeds regularly 182 encountered in excess of the 20 mph limit. Attempts in recent years to gain a response from the Highways Authority had failed. The clerk had forwarded the email to the County Traffic Management officer, who planned to visit the site on 29<sup>th</sup> July.

**Resolved**

- i) That the local complaint about traffic speeds in excess of 20 mph entering 183 and exiting Llansteffan be recorded;**
- ii) That the responsibility for investigating and taking appropriate action 184 rested with County Highways;**
- iii) That enforcement of traffic speed limits rested with Dyfed-Powys Police and 185 the Neighbourhood Police Team be duly notified.**

T. Lay - Memorial seat request

An email had been received by Cllr Jones. The Lay family were long-standing visitors to 186 Llansteffan.

**Resolved**

**That the applicant (T. Lay) for a memorial seat in Llansteffan be advised that her 187 name would be added to the Council's memorial seat waiting list.**

Financial Requests

Urdd Gobaith Cymru

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St John's Ambulance

**11. PLANNING MATTERS**

**That no comments be raised with regard to the following application:** W/33955 Double-storey extension at Crystal Cottage, High Street, Llansteffan.

**12. MATTERS FOR INFORMATION ONLY**

- Llansteffan, Llangain and Bancyfelin Schools will be managed by Mrs T. Jones 190 Headmistress on a one-year trial. Teaching will be undertaken in Llansteffan School by two full-time teachers and a part-time Head.
- Memorial seat (T.Lloyd author and soldier, 1979) along the sea wall was unsecured and 191 needed refurbishment. Local enquiries had established that Mr. Tom Lloyd once worked in Midland Bank Carmarthen, lived B & B in Cottage Hotel and had no local relatives. Once refurbished, it was felt that the seat could be moved to Llansteffan Memorial Hall.
- Llansteffan Memorial Hall hire charges had been increased. 192
  
- Residents had requested that the 20 mph ‘lollipop’ sign half-way along The Green be 193 fixed to the adjacent metal lamp post to enhance the visual amenity of the sea front.
  
- Following road resurfacing, the drain outside Farmer’s Arms remained sunken. 194
- Llanybri to Waunygroes road needed trashing. 195 □ Road surface between top of Plas Hill chipping depot and Lords Park farm was 196 damaged with potholes.
- Grass bank bordering the village road by Maesolbri needed cutting. 197
- Three metal waste collection bins had been removed at Dolau corner; and re-instated. 198
- No update had been received re W/35272 Farm dwelling at Pentowyn farm yard. 199
- “Dogs in Carmarthenshire” CCC booklet was displayed, the Public Space Protection 200 Order explained, excluding dogs from all outdoor, fully enclosed playgrounds in Carms.

The meeting closed at 21.25.

**DATES FOR YOUR DIARY:**

**Monday 17<sup>th</sup> October 2016 in Llanybri Community Hall**

**Monday 21<sup>st</sup> November in Llanybri Community Hall**

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

