

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

12th September 2016

Chair Councillor E Davies (Chair)
Present Councillors G Howells (Vice Chair), D Hunter, DB Davies, C Jones, A Cooper, B Charles, M James & S Taylor
Apologies Councillor B Ryder
Attending Melanie Phillips-Rees
Clerk L Dutch

1. DISCLOSURES OF INTERESTS & DISPENSATIONS

The Monthly Register was circulated and interests in agenda items were disclosed.

2. MINUTES OF COUNCIL MEETING HELD ON 18th JULY 2016

The minutes of the meeting held on 18th July were confirmed and signed as a true record.

Min
No

3. MATTERS ARISING FOR INFORMATION

High Street Llansteffan & traffic speeds

The County Traffic Management Officer had sought the Council's permission to organize a meeting with Sergeant Price, Dyfed-Powys Police, with a view to establishing a Community Speedwatch Initiative. To be itemised on October agenda. 201

Fields in Trust - Centenary Fields Programme

Further information had revealed that as the Council legally owned Hen Gapel and its grounds, the land should not be threatened and therefore did not require registration under the programme, which sought to secure recreational spaces in perpetuity, in honour of the memory of the millions of people who lost their lives in WW1. 202

Japanese Knotweed below sea wall

Technical Services had agreed to spray the Japanese Knotweed in September. 203

Pheasantry Footpath Creation Agreement and Dedication

Whilst the footpath legalities had been agreed by all parties, a land ownership dispute between Mrs Rees and The National Trust had resulted in lengthy delays. The Council urged the local member to pressurise the County Council to seek completion. 204

Llanybri recycling bins

Three new padlocks had been installed, then cut off, at the Llanybri glass recycling bin. Concerted efforts were needed to halt the vandalism, otherwise the bin might be removed. 205

One Voice Wales Annual Conference

Cllr Cooper had decided not to attend the conference on this occasion. 206

4. ANNUAL RETURN 2015/16 – EXTERNAL AUDITOR'S REPORT

Members noted that no issues had been identified during the auditing process, for which the Clerk was congratulated. 207

Resolved

That Llansteffan and Llanybri Community Council's Annual Return for 2015-16 be accepted and approved by the Council on the basis that no issues had been raised by either the internal auditor (Auditing Solutions Ltd) or the external auditor (Grant Thornton UK LLP). 208

5. COUNCIL COMMITTEES, STANDING ORDERS & DELEGATED POWERS

An introductory paper prepared by the Clerk aimed to help members to consider the importance of establishing (i) terms of reference for council committees and (ii) delegated powers, if any, for certain committees such as Planning to promote more effective transaction of council business, particularly during the summer recess. The paper was prompted by the unanticipated need for Council and Committee decision-making on a controversial planning application within the 21-day statutory consultation period during the summer recess. Extracts from Council's "Standing Orders" and "Governance Toolkit for Parish and Town Councils" were provided. A brief discussion ensued. 209

Resolved

That the Council had received and noted the paper on "Council Committees, Standing Orders and Delegated Powers", and the matter be itemised on the October agenda for further consideration in the interests of more effective transaction of Council business. 210

6. PHASED RESTORATION OF THE GREEN

Cllr Taylor declared an interest in relation to overnight stays of motorhomes and campervans, on the basis of running a private camp site business. 211

Members noted that the County Council had undertaken remedial works during early August, stripping the damaged area of chippings, laying and levelling top soil, sowing grass seed, removing and re-installing the wooden posts and rope fencing from the concrete chamber perimeter to the northern boundary of the damaged area, and a field gate had been erected at this point to allow entry for grass-cutting. The fencing together with the earth bund at the southern end had successfully prevented vehicular access, which allowed the grassy sward to re-grow. A further site meeting had taken place with the Flood Drainage Officer on 7th September to agree the outstanding remedial works (as per the County Conservation Manager's Method Statement), namely: (i) resurfacing the northern end of The Green with scalplings to compensate the Council for recent damage; (ii) painting the concrete chamber a discrete green colour; and (iii) provision of explanatory signage to assist public understanding and respect for the need to restrict parking from the damaged area. 212

Issues and potential solutions highlighted by members included: 213

- a. August Bank Holiday weekend, being hot and sunny, attracted unusually high numbers of visitors, resulting in traffic congestion along The Green and overflow parking along Water Lane, Glan y Mor and the entrance to Sunrise Bay. Some local residents had suffered verbal abuse. The County Council had maintained that it was too early to open the restricted area on high days and holidays, as the grass seedlings needed time to take hold. A contingency plan would have been helpful, such as arranging with the Football Club to open the front pitch to provide overflow parking, as on carnival day.
- b. Growing numbers of motorhomes were parking for a few days at the northern end of The Green, thereby taking much needed business away from local camping sites and occupying land which could accommodate several cars. There was no local byelaw to prevent parking of motorhomes and campervans, and no scope to create a designated camping site due to the restrictions imposed by Common Land Acts. A height barrier installed at the northern entrance to The Green was a preferred option.

Resolved

i) That discussions could be arranged with Llansteffan Football Club regarding the occasional use of the front pitch for overflow visitor parking should the need arise; 214

ii) That the County Common Land Officer be requested to investigate the feasibility of installing a height barrier at the northern entrance to The Green to control the parking of motorhomes and campervans on The Green; 215

iii) That the undertaking of the outstanding remedial works – scalplings, chamber 216

painting and signage – be monitored and chased up where necessary.

7. LLANYBRI DEFIBRILLATOR & PLAYGROUND UPDATES

Llanybri members reported that the defibrillator had been located inside The Farmer's Arms. 217
Cllr Cooper relayed the results of his investigations into the siting of a defibrillator in an ex-BT
phone kiosk. Access to an electricity supply was a prerequisite to keep the lifesaving
equipment at a warm temperature. Investigations were ongoing.

Resolved

**That Cllr Charles be authorised to approach The Farmer's Arms' proprietor with a view 218
to accessing an electricity supply for an external wall-mounted defibrillator.**

Llanybri park was proving to be a very popular facility amongst all ages. The amended name – 219
Parc Adrian Sharp – was unanimously accepted. Cllr Jones was thanked for designing and
organising the printing of the health and safety sign. Cllr E Davies was thanked for donating a
cycle rack for the playground. The Clerk reported that the MUGA sports wall should be installed
in the near future and was thanked for all her hard work in helping to bring the playground
project to fruition. Cllr D Davies reported that his request to secure a litterbin for the playground
had been refused as the playground was not on County Council property.

Resolved

- i) That Llanybri playground be named "Parc Adrian Sharp"; 220**
- ii) That Cllr E Davies be thanked for donating a cycle rack for the playground; 221**
- iii) That Technical Services be requested to supply a litterbin on a highway verge 222
leading up to the playground.**

On a final note, Llansteffan beach playground had once again become the target of a 223
community asset transfer approach by the County Council.

Resolved

- i) That the County Asset Transfer Officer be invited to attend the October meeting; 224**
- ii) That the Council's position be re-emphasised, namely that Llansteffan served as a 225
tourism asset in the county economy and the beach playground should therefore
remain under County Council control;**
- iii) That a letter be written to Angela Burns AM to alert her to both the threat posed by 226
the County Council to the beach playground, and the Council's firm position.**

8. COASTAL COMMUNITIES FUND – REINSTATEMENT OF FERRY

Cllr Hunter gave an overview of the initiative begun by Ferryside Enterprise Group to apply for 227
up to £300,000 funding to reinstate a ferry service between Ferryside and Llansteffan. The
initial application phase focused on gathering evidence of support and submitting an
expression of interest; the second phase would be more onerous in terms of forming a
company, seeking planning permission and so on.

Resolved

**That support in principle be given to the Coastal Communities Fund initial bid to 228
reinstate a ferry between Ferryside and Llansteffan.**

With member's agreement, the Chairman briefly suspended the meeting at 20.25 to allow the 229
Clerk to thank members for their support during her seven-year term of service, distribute small
tokens of appreciation and welcome the new Clerk to the role to commence on 1st October. Cllr
D Davies paid tribute to the Clerk's commitment, good humour and achievements and similarly
provided a warm welcome to the new Clerk. The meeting re-commenced at 20:35.

9. COUNTY COUNCILLOR'S REPORT

Cllr D Davies noted that only a few local roads awaited trashing due to the constraints imposed 230
by wildflower protection policies, the latter being criticised by Llanybri members on the grounds

that flowers take precedence over human lives. Cockle poachers had been reported to both the Milford Haven fisheries enforcement office and Dyfed-Powys Police and members agreed with deep regret that adequate control was non-existent, it was very difficult to secure the evidence required for prosecution and the poachers maintained they could not pay the fines. Finally, a plague of rats beside the beach food kiosks and in the beach playground over the summer had caused grave concerns. The County Environmental Health team had investigated and taken appropriate action and hopefully the issue had receded.

10. HEALTH & SAFETY REPORTS

Morfa Llansteffan Playground

Minor paintwork remained outstanding. The bark surfacing needed to be weeded and well-raked and the remaining bark in storage needed to be laid to provide a safe surface for play. 231

Carrier's Lane

It was questioned whether the County Rangers would do another cut of the verges, including the junction with the lane to school to the rear of No's 1-10 Glan y Mor. The brook had been cleared of vegetation and debris in recent weeks. Litter and dog fouling remained an issue. 232

Morfa

The pond remained covered in and surrounded by vegetation and overgrowth and the overflow drain was not visible, being choked with weed growth. However, the life-saving unit appeared untampered with, the folly bridge had been trashed, the manhole covers were visible and the meter cabinet door was secured. 233

Croft

The only issues related to the damaged wooden planks at the lower end of the path which awaited repair and contributed to a build-up of sand on the path surface. The flower pots by the seats remained colourful. 234

Resolved

That the Countryside Access team be requested to repair the damaged wooden planks bordering the lower end of the Croft path. 235

Headland Path

It was reported that none of the footpath works that had been agreed during a spring site meeting with the Countryside Access Team Projects Officer and Senior Ranger had been undertaken, due to limited staffing and funding resources. Extremely muddy sections of path and bramble and branch encroachment hindered safe access for walkers. Illegal mountain bike and four-wheeled vehicle track marks were evident, together with many dogs being exercised on the restricted area of the main beach. 236

Resolved

That the Countryside Access Team be urged to undertake the outstanding footpath works that had been agreed in the spring with the Projects Officer and Senior Ranger. 237

Hen Gapel

The buddleia on the pine end wall would be removed when weather allowed. Cadw had advised not to consider installing barriers to prevent children climbing on the ancient monument's walls, as such barriers tended to attract more attention and unwanted climbing. 238

Parc Adrian Sharp

No issues were reported. The grass cutting had taken two adult volunteers a total of 90 minutes every week to complete during the summer months. 239

Resolved

That a draft contract for grounds maintenance at Parc Adrian Sharp be considered at a 240

forthcoming meeting.

11. PAYMENT OF ACCOUNTS, BANK RECONCILIATION & BUDGET PERFORMANCE

Resolved

i) That the following accounts be approved for payment:

NAME	DETAILS	AMOUNT	
SE Dutch	Salary/expenses - Aug	791.34	241
SE Dutch	Salary/expenses - Sept	776.41	242
HMRC	Employer's Tax/NI payments to 5 Oct 2016	132.19	243
SWALEC	Castle lighting (May - Aug 2016) DD *	88.84	244
C Jones	Llanybri Playground H & S sign	91.20	245
TOTAL:		1879.98	

ii) That the bank reconciliation to 30th June 2016 and the budget performance update to 31st July 2016 be accepted and approved on the basis of demonstrating sound financial management practices; 246

iii) That the remaining ring-fenced funds from the Eynon Trust donation towards Wharley Point Footpath legal fees be confirmed at the October meeting. 247

12. CORRESPONDENCE

Resolved

That the following items of correspondence be noted: 248

Hywel Dda Health Bd "Let's Talk Health" workshop – St Clears 21st Sept
Tesco - "Bags of Help" Grant Programme – environmental improvements

Welsh Government - Establishment of a Flood & Coastal Erosion Committee
An email was received inviting views on this consultation by 3rd November. 249

Resolved

That the consultation link to "Establishment of a Flood & Coastal Erosion Committee" be circulated to members for their response. 250

Auditor General – "External Audit Fee Rates and Fee Scales 2017-18"

Resolved

That the consultation response on "External Audit Fee Rates and Fee Scales 2017-18" be delegated to the Clerk/RFO. 251

Welsh Government – "Restructuring Planning Policy Wales"
An email was received inviting views on this consultation by 30th September. 252

Resolved

That the consultation link to "Restructuring Planning Policy Wales" be circulated to members for their response. 253

Police & Crime Commissioner – "Police & Crime Plan Priorities"
An email was received inviting views on this consultation by 30th September. 254

Resolved

That the consultation link to “Police and Crime Plan Priorities” be circulated to members for their response. 255

One Voice Wales - Getting to grips with new Pensions Legislation & Responsibilities placed on local councils

An email invitation was received to this seminar in Swansea. No interest expressed due to availability problems. 256

PSOW – Local Authorities (Model Code of Conduct) (Wales) (Amendment) Order 2016

A letter was received from the Ombudsman’s office acknowledging receipt of the Council’s letter dated 25th July advising that the Council had formally adopted the Amendment Order 2016. 257

Carms County Council - “Safe Routes in Communities” Grant Application

An application form was received for this annual grant targeting a range of engineering and educational/road safety initiatives. Both the local school and community had to be fully engaged in the research and development of an application. Deadline 3rd October. 258

Resolved

That a letter be written to the Transport Planner administering the “Safe Routes in Communities” Grant establishing that an application to secure 20 mph signage in Llanybri village was a local priority for a future funding round. 259

Llansteffan & Llanybri First Responders – Proposed site for defibrillator on beach car park toilet block wall

A letter was received explaining the need for a defibrillator near Llansteffan beach. To increase chances of success, cardiac resuscitation needed to be started within three minutes of an attack. The ideal site was the wall of the beach car park toilet block. However an electricity supply would be required. 260

Resolved

That the letter from Llansteffan & Llanybri First Responders be forwarded to Technical Services, with a request for a site meeting by the beach car park toilet block to investigate the installation of a defibrillator on the exterior wall. 261

Financial Requests

None received. 262

13. PLANNING MATTERS

Resolved

- i) **That the Planning Authority in its determination of the following application be requested to give due consideration to: (i) the local objections raised, and to assess whether these objections constitute material planning considerations; in particular the impact of increased traffic generation on heavily used minor country roads and the effects on environmental sustainability and landscape quality; (ii) whether the grounds for refusing planning consent for W/33381 have been adequately addressed within this new application; (iii) the arguments presented in support of this new application in terms of sustaining more local employment and increasing trade for local businesses; and (iv) the comments and conditions recommended by statutory consultees which should be rigidly imposed in the event that planning consent be given:** 263

W/34187 Proposed 10 New & 2 Relocated Static Caravans at Waunygroes Caravan

Site, Llanybri.

- ii) **That no comments be raised with regard to the following applications:** 264
W/34143 Non-Material Amendment to W/27649 (ROC'S 3-5 Code for Sustainable Homes) at Plots 3 & 3a, Brookside, Parc Clomendy, Llansteffan.
W/34301 Modest single-storey extension to rear of property, and conversion of attic to a further bedroom, to include dormer window to rear roof slope with a roof light to the front at Ty'r Ystrad, The Green, Llansteffan.
- iii) **That the following planning decision be noted:** 265
W/34186 APPROVED Discharge of W/30719 planning condition no.2 (Details of play equipment, fence and path) at Parc Adrian Sharp Playground, Llanybri.

14. MATTERS FOR INFORMATION ONLY

- A lady living rough in a car on Plas Hill had been reported to the County Council. 266
- A tent in Plas Hill field had provided permanent accommodation for over the 28-day limit. 267
- Three members shall attend the "Wellbeing of Future Generations Act" seminar. 268
- Llansteffan Castle 16th Sept would host an historic show for school children. 269
- A letter of thanks would be sent to Phil Castle Inn for raising funds for local defibrillators. 270
- Road sign at Heol Down Llanybri junction required re-fixing. 271
- Sunken drain by Farmer's Arms Llanybri still represented a health and safety issue. 272
- Pensions could not be drawn in Llansteffan shop. BT had cut off the broadband. 273
- Grass bank in front of Maesolbri Llanybri had still not been mown. 274
- Llanelli Male Voice Choir in Llansteffan Hall, 29th Oct, to raise funds for Laos charity. 275

The meeting closed at 21.50.

DATES FOR YOUR DIARY:

Monday 21st November at 7 pm in Llanybri Community Hall

Monday 12th December at 7 pm in Llanybri Community Hall

Signed..... Chairman/Vice Chairman Date

