

**LLANSTEFFAN AND LLANYBRI COMMUNITY COUNCIL**  
**MINUTES OF MEETING HELD IN**  
**LLANSTEFFAN MEMORIAL HALL**  
**at 7pm MONDAY 16<sup>th</sup> MARCH 2020**

**1. PRESENT:**

<b>CHAIR</b> CLLR CERIAN LODWICK	CLLR BRIAN HARRISON
<b>VICE-CHAIR</b> CLLR RHYS SCHELEWA-DAVIES	CLLR HELEN JOHN
CLLR BETHAN RYDER	CLLR SUE ROBINSON
COUNTY COUNCILLOR CARYS JONES	
CLLR ZOE WOODRUFF (Acting Responsible Finance Officer)	
CLLR ANTHEA EVANS (Acting clerk, Proper Officer)	

**APOLOGIES**

CLLR BRIAN CHARLES  
CLLR MEL JAMES

In attendance, a member of the public.

The meeting started at 7.05pm following a short input regarding the current Coronavirus crisis.

**2. DISCLOSURES OF INTEREST AND DISPENSATIONS**

The register of disclosures and dispensations was circulated and disclosed as follows.  
Cty Cllr Cary Jones, Cllr Shelewa-Davies re Financial Assistance.

**3. MINUTES OF MEETING HELD ON FEBRUARY 17<sup>TH</sup> 2020**

**IT WAS RESOLVED** that the minutes of the council meeting held on 17<sup>th</sup> February 2020 be signed as an accurate record of the meeting.  
Proposed Cllr Robinson Seconded Cllr Ryder

**4. MATTERS ARISING FOR INFORMATION**

1. Cllr Charles has reported that the problem with the Buddleia in Llanybri is being dealt with
2. Cllr James has reported that Mr Siggery will go ahead with repairs to slate on Hen Gapel.
3. Cllr Evans reported that she had made contact with the Tourist Association in Llansteffan and they are willing to pay for the repairs to the Historical Panel at the top of the Croft and have the other panels checked also.
4. Cty Cllr Jones reported that the owner of the boat at Ferry Point was denying ownership of the boat and that, due to other complications, it is likely to be some time before the matter of the wreckage is finally concluded satisfactorily.
5. The swings on the Morfa playground are awaiting replacements.
6. Planning Enforcement issues: there are several enforcements in place in the ward.
7. Safety Issues on the High Street, Llansteffan: a feasibility study could be done at a cost to the Council of between 1 and 2 thousand pounds. Previous speeding surveys indicated that the average speeds were very close to the permitted limit.
8. The Infrastructure meeting with other Community Councils is confirmed. A meeting is scheduled for the 24<sup>th</sup> March, but likely to be cancelled.

## **5. BENCHES**

The benches have been ordered and are due to arrive early April.

## **6. TENDER FOR GRASS CUTTING**

**IT WAS RESOLVED** that the decision regarding the tender be delegated to the Chair and Clerk.

Proposed Cllr Harrison seconded Cllr Schelewa-Davies.

Cty Cllr Jones and Cllr Schelewa-Davies left the meeting at 7.40pm for the discussion on Financial assistance

## **7. FINANCIAL ASSISTANCE SECTION 137**

Five requests for assistance have been received:

- The Llansteffan Short Mat Bowls Club
- The Llangain Players
- The Sports Association
- Llansteffan Memorial Hall
- Llansteffan Appeal Committee - Eisteddfod yr Urdd

In addition, Llansteffan School receives a sum of money annually to cover swimming costs.

**IT WAS RESOLVED** that the money be allocated as follows:

- £350 Llansteffan Short Mat Bowls Club
- £100 Llangain Players
- £300 Sports Association
- £500 Llansteffan Memorial Hall
- £100 Eisteddfod yr Urdd
- £725 for Llansteffan School swimming (this is an annual payment)
- £750 maintenance payment to the Sports Association (this is an annual payment)

Proposed Cllr Ryder Seconded Cllr John

Cty Cllr Jones and Cllr Schelewa-Davies returned to the meeting at 7.55pm

## **8. ADMINISTRATIVE TASKS**

The Acting Clerk circulated personal detail forms, declarations and data protection forms that need to be updated.

## **9. STANDING ORDERS**

**IT WAS RESOLVED** to make an amendment to the Standing Orders, Item 3g., this will now read 'a member of the public shall speak for no more than 10 minutes on any one item', replacing the previous '3 minutes'

An amended copy to be circulated to all Councillors and to go on website.

Proposed Cllr Harrison Seconded Cllr Robinson

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

No further items for this meeting

## **11. HEALTH AND SAFETY REPORTS**

The Acting Clerk circulated a generic report form for Councillors to use for their area. These can be submitted every two months with verbal feedback continuing as at present.

### **The Croft**

There are several loose fencing poles on the side of the path and the panel has not yet been replaced but is in hand.

**Carriers Lane**

Nothing to report.

**Ferry Point**

Boat wreckage (see item 4) there is some disagreement about responsibility for the sea defence wall between residents and the County. Residents should seek clarification/advice from County.

**Llansteffan play Area**

Awaiting replacement swings.

**Headland path**

No change from last report, still an issue about fencing.

**The Morfa**

Nothing to report.

(correction to minutes of February 17<sup>th</sup> The Morfa is now inspected by Cllr Charles and Cllr Robinson)

**PAYMENT OF ACCOUNTS**

HMRC PENALTY (2017)	£254.70
STREET LIGHTING (2018/19)	£2,567.52
RECHARGE FOR ELECTIONS (2017)	£1,262.95
VESTRY HIRE JANUARY 2020	£30.00
ADDITIONAL ACCOUNTING SUPPORT 20 hrs	£300.00
LLANSTEFFAN MEMORIAL HALL HIRE 2017 - 2020	£140.00
<b>TOTAL</b>	<b>£4,554.65</b>

**IT WAS RESOLVED** that any invoices relating to HMRC payments should be paid by the Acting Clerk when due and that any cheques that are signed before the next meeting would be declared in the minutes of the next meeting.

Proposed Cllr Ryder Seconded Cllr John

**13. HR – APPOINTMENT OF NEW CLERK**

Cllr Evans outlined the decisions that had been made by the HR committee in relation to the appointment of a new clerk. The advert would be for a clerk to be appointed for 10 hours a week with a review of the hours after 6 months. The job will be advertised on Scale Point 12 of LC1, the pay scale for clerks. The advert will be placed in the Carmarthen Journal, on the SLCC website and local notice boards with a view to appointing after Easter

**IT WAS RESOLVED** that the HR Committee proceed with the appointment, recognising that the current Coronavirus crisis may interfere with the timescale.

**Proposed Cllr John Seconded Cllr Harrison**

**14. CORRESPONDENCE**

- Dan Snaith re Beach Clean March 23<sup>rd</sup>. Cllr Schelewa-Davies to write to ascertain whether it will go ahead.
- Finance applications, item 7
- Email from county re COVID 19 advice, link to go on website.
- Letter from AW to Cllr Lodwick.

All Community Councillors have read the letter and a copy was given to Cty Cllr Jones at the meeting. The letter addresses again the issue of illegal parking, the lack of progress with the matter and suggests that the Community Council have misunderstood the role of the barrister in making suggestions as to a way forward. AW also responded to the report from Cty Cllr Jones, presented at the meeting on 10<sup>th</sup> February 2020. Cll Lodwick has liaised with Alan Evans (C Council) and the suggestion was made that Llansteffan and Llanybri Community Council may want to seek legal advice independent of the County Council. There was a discussion regarding the erection of barriers, the views of the villagers, the historical practice and the legality of the current situation. It was concluded that the Council does need to seek independent legal advice as to how to proceed

**IT WAS RESOLVED** that the committee which had been set up to look at issues relating to the Green should pursue legal advice.

Proposed Cllr Woodruff Seconded Cllr Harrison.

Standing Orders were suspended at 8.55pm. to allow the member of the public to participate.

AW stated he was very happy to respond to any questions. He expressed concern that Easter is very near and nothing has been resolved; reminding the Community Council of the legal position regarding parking on the northern end of the Green. The Councillors agreed that the resolution to seek legal advice was the best way forward and it was acknowledged that at some point the residents of the villages would need to be involved in discussions.

Standing Orders were resumed at 9.05pm.

- The Chair has received a letter re Pheasantry from Caroline Ferguson from the County Council offering to come and speak to the Community Council regarding an alternative to the Modification Order.

**IT WAS RESOLVED** that Cllr Lodwick respond to the letter and invite Caroline Ferguson to the next meeting, confirming that we are going ahead with the Modification Order, recognising that this may not be for some time because of COVID 19.

- An invitation from The British Legion to the VE day event on May 8<sup>th</sup>.
- A letter from HMRC regarding reference details.
- Carmarthenshire Energy wrote seeking organisations to host electric charging points. Clerk to establish if they are interested in rural areas.
- Email regarding Open Space assessment that has been carried out by the County Council to inform the Local Development Plan. The Open Space Assessment can be viewed on:

## 15. PLANNING

W/40352 Gareth Williams, re Plot 6 Parc Colomendy, Llansteffan. Tree works in a conservation area

W/40353 Mrs P Spawforth, Ty'r Ystrad The Green, Llansteffan. The removal of a beech tree to rear of property.

W/40270 Llansteffan Church. Various tree work following Health and Safety report.

The clerk to ascertain whether the Tree Conservation Officer has visited regarding W/40352 and W/40353 and what his comments are. The Council does not oppose the work in the Churchyard as it was subject to a Health and Safety report but does not want to support the unnecessary removal of trees. The Clerk to respond accordingly.

## 16. MATTERS FOR INFORMATION ONLY

- Cllr Schelewa-Davies asked whether future meetings would be cancelled due to Covid 19. We await further guidance.
- Any cheques signed if meetings are cancelled will be recorded in the minutes of next meeting that does take place.
- Cllr Ryder suggested that maybe there should be some kind of action group to offer support to those who may need help. Possibly an electronic hub.
- Cty Cllr Jones reported that the dog signage was being updated to make it more effective. The signs will go up as soon as possible.
- BBC are filming Keeping Faith on Llansteffan beach and in the Boat Club during April. Car parking and access to the beach will be on County Council land / carpark.
- Cty Cllr Jones also reported that there was a need to look at other access points for the Cocklers after the difficulties in 2019. It maybe that they don't gather cockles from Llansteffan but bio-diversity regulations could be compromised. Having a co-ordinator for the Cocklers facilitated better communication.

The Acting Clerk produced Confidential minutes for part of the meeting held on 20<sup>th</sup> January 2020 as no record was available.

**IT WAS RESOLVED that** these were an accurate record of that discussion.

Proposed Cllr Robinson Seconded Cllr Schelewa-Davies

The Chair thanked everyone for attending in difficult circumstances.

The meeting closed at 21.58pm.

Signed..... Date.....