

**LLANSTEFFAN AND LLANYBRI COMMUNITY COUNCIL
MINUTES OF THE (REMOTE) MEETING HELD ON MONDAY 14th DEC 2020 AT 7PM**

PRESENT:

Chair – Cllr Cerian Lodwick
Vice - Cllr Anthea Evans
Clerk – Rhian Worrell
Cllr Brian Charles
Cllr Mel James
Cllr Brian Harrison

Cllr Sue Robinson
Cllr Bethan Ryder
Cllr Rhys Schelewa-Davies (Joined at 7.14 pm)

In attendance County Cllr Carys Jones and 4 members of the public.
The meeting commenced at 7.02 pm.

Item 1 – Apologies

1. Apologies were received from Cllr Helen John and Cllr Zoe Woodruff.

Item 2 – Disclosures of Interest and Dispensations

2. There were no Disclosures of Interest and Dispensations.

Item 3 – Minutes of the Last Meeting on 16th Nov 2020.

3. It was resolved that the Minutes of LLCC meeting dated 16th Nov 20 be signed as an accurate record of the meetings with the following observations/amendments:

- Cllr Charles believed the title on the minutes of item 7 should not contain the word 'unauthorised'. LLCC agreed to remove the word 'unauthorised' from the item relating to the foreshore going forward but it would remain as such within the December minutes.

SO's were suspended at 7.07 pm to allow CCllr Jones to speak

- CCllr Jones requested that item 14 be changed to reflect that she did deliver her report in full with the exception of one item.

SO's were reinstated at 7.08 pm

Chair requested a show of hands for the motion to accept the Minutes with the above-mentioned amendment. All Cllrs present at the Nov 20 meeting agreed the motion.

Proposed Cllr Evans Seconded Cllr Ryder

Item 4 – Matters Arising/Review of Actions (From Previous Meeting)

- Telephone kiosk refurbishment plan remains ongoing. Cllr Evans is liaising with Mr Joyce.
- Cllr Robinson informed LLCC that representatives from CCC had been down and removed some of the debris. Other bits that had not been removed were probably the more dangerous elements because they are just underneath the ground and if people are walking in that area this may present a hazard. Situation remains ongoing, CCllr Jones stated she would chase it up.
- Coastal path signs. Clerk is dealing with this issue and is awaiting a response from CCC. Will follow up.
- The checking of the Morfa pump will be contained within the next round of tenders.
- Benches – nothing to report.
- Potholes on Morfa. Having referred to the licence it has been determined that it is the responsibility of the Sports Assoc.

ACTIONS

Noted

Clerk to make amendments

**Cllr Evans to pursue
Cllr Robinson to follow up with
CCllr Jones**

Clerk to follow up

<ul style="list-style-type: none"> • Green Committee have met and have formulated and sent a response to AW. • The Chair stated that the Foreshore was not on the agenda, but any update could come in at matters arising. <p>SOs were suspended at 7.16pm to receive a report from CClr Jones on the foreshore issue.</p> <ul style="list-style-type: none"> • Good progress is being made. I have met with the Assistant Solicitor, Common Land Officer, Rural Conservation Officer and Senior Outdoor Recreation Manager. The Common Land Officer is currently liaising with the Crown Estate regarding any potential contesting of the land. The Conservation Officer will in due course be contacting local biodiversity experts with a view to drawing up a plan to survey the area over the first half of 2021. <u>If</u> the necessary permissions are secured, it is likely that a volunteer group, under the leadership of the Conservation Officer, would be set up in the spring to begin such a survey and plan the winter management. It is possible that the area could be designated a Nature Reserve, but not yet confirmed. <i>(This is how things stand at present - further discussion to be had and all is subject to change)</i> <p>SO's were reinstated at 7.16 pm</p> <ul style="list-style-type: none"> • Cllr Ryder had in the previous meeting questioned the new planning terminology being used. The Chair stated that since then planning training had occurred and it had been determined that LLCC had discretion to use whatever terminology they preferred. The Clerk added that the preferred terminology needed to be agreed and identified in a future meeting. The Chair asked for this issue to be placed on a future agenda. • Issue raised by DC that planning notices had not gone up in a timely manner. The Clerk had sent an email to CCC Planning and received an email back simply saying that the Planning Applications in question had been withdrawn. Cllr Harrison stated that he believed planning applications should be made obvious to the community. He felt that it is not adequate to place them on a pole where it is barely visible to the public. The Chair asked the Clerk to investigate what other Community Councils do to assist with communication of planning applications. She suggested that due to COVID people were online more and less able to meet and talk (no Village activities - Hub, WI, Bowls Etc.) which would have happened in pre-COVID era. If the information about all planning applications was sign posted on the website that would not be changing anything just improving communication. • Cllr James stated he had investigated the issue of the caravan park widening their top field gate. He stated that planning would be required as it came under S 184 of the Highways Act and relates to consent to construct or alter vehicle access to cross a public highway. Cllr James stated that he knew the Highways Inspector had been down and taken photos but what action had been taken from there he was not aware. Planning would need to be applied for retrospectively. Chair established that for LLCC there would be nothing to follow up as CCC officers were now involved. Cllr Harrison stated that the issue of the destruction of the wall should be considered as it is a Conservation Area. The Chair asked the Clerk to investigate this matter. • The streetlight reported to CCC that was not working in Llanybri is now functioning. <p>Item 5 – Public Forum</p> <ul style="list-style-type: none"> • CS requested that the Foreshore item be brought back onto the Jan or Feb meeting agenda. She stated that she had had very sensible discussions with CClr Jones and that issue relating to what she had put on FB was resolved. She wanted to make LLCC aware that there were people in the community who were very willing to form a group and gather round whenever necessary to support the issue. She 	<p>Clerk to note for a New Year agenda</p> <p>Clerk to investigate</p> <p>Clerk to make enquiries</p>
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refuted the comment about the FB post being inaccurate and asked Llanybri Cllrs to resolve the matter of the slates on Hen Gapel as it had gone on for several years.

- AW drew Cllrs' attention to the agenda which stated that members of the public are warmly invited to attend meetings. Given some Cllr's comments and the fact that the Public Forum was now at the start of the agenda it did not seem to encourage public participation. He stated that LLCC should be encouraging public participation and not 'shutting them down' as he saw it. He took exception to this. AW reminded Cllrs that if they wanted issues to remain confidential then open meetings were not the appropriate place for such discussions.

The Chair thanked CS and AW for their contributions. The Chair said she appreciated what AW was saying about public participation and it was something LLCC were going to investigate in the SO review about to take place.

Item 6 – To agree and adopt S.137 Grant Policy Document.

- The Clerk stated that the policy is the legal guidance and should be placed on the website. She explained that there was flexibility in the provisions under 'Conditions of Support' within the document which offered discretion to members when making their financial support decisions. Information relating to Well Being Grants would be emailed to Cllrs in order for them to gain an understanding of the distinction between S 137 grants and grants made in relation to Well Being.

It was resolved to agree and adopt the policy.

Proposed Cllr Evans Seconded Cllr Robinson

- The Clerk informed LLCC the maximum allocation under S 137 for this coming financial year is £6601.85.

Item 7 – To agree and adopt new set of Financial regulations

- The Clerk reminded the members that the Fin Committee had met and gone through the model regulations in detail. However, there was a slight complication in that the Fin committee had been working with the 2018 Model of Financial Regulations and since that meeting a 2019 Model had been published. The Clerk requested a little more time to go through the 2019 Model to ensure our new Financial Regulations to ensure that there were no major changes that needed to be done to LLCC draft Financial regulations.

Item 8 – Councillor's Allowance

- Members are entitled to £150 allowance if they wished to take it. Members agreed in a previous meeting that they would not take it however after discussions the Chair has had with OVW it has become apparent that a form should have been completed to confirm this on the part of each member for each year in question. The previous Clerk had not distributed the forms accordingly. Therefore, the current situation is that because no such paperwork had been done, it now needs to be done retrospectively and if Cllrs wished to take the allowance for each year LLCC would be obliged to pay the relevant sums. The forms will be sent out and members should fill them in accordingly and send them back to the Clerk.

Item 9 – Gift of Recognition for Acting Clerk

Clerk to publish on the website

Clerk to put on next month agenda

Clerk to administer

- The Chair has received guidance from OVV and the Clerk has received guidance from SLCC. In essence public money cannot be used in this way however, Cllr Evans can perfectly legally and legitimately fill in the relevant forms and take her £150 Cllr Allowance for this year. The Clerk advised that there should be no discussion about Members claiming their allowance to pass over to Cllr Evans.

Item 10 – Farm Forum Meeting Dec 20 – Report from Cllr Charles and Cllr James

- Cllr Charles stated the meeting had gone ahead with representatives from Llangynog and Llangain Community Councils chaired by CCllr Jones. The PCSO has visited the main farmers involved in the issues but there was little feedback because she is off work for medical issues at present. He highlighted that it is difficult to prosecute them in relation to mud on the road because by law they must be warned and given time to clear it away. The issues remain on going and further meetings and attempts will be made to make progress.
- Cllr Ryder raised the issue of water run-off in recent days. CCllr Jones added that she was pushing for the fields to be bunded after ploughing to reduce run off. Minutes relating to this meeting can be found on the LLCC website.

Item 11 – Planning Application PL/00880 Cutting back of over-hanging tree near Coast Guard Store

It was resolved that LLCC would make no objections to PL/00880.

Proposed Cllr James Seconded Cllr Ryder

Item 12 – Payment of Accounts

INCOME		
Income received since 17 th Nov 20		
DATE	DETAIL OF INCOME / PAYER	AMOUNT
26 Nov 20	*BT Openreach wayleave	£68.60
EXPENDITURE		
Expenditure incurred paid and pending since 17 th Nov 20		
DATE	DETAIL OF PAYMENT / PAYEE	AMOUNT
28 Dec 20	Clerk salary – R. Worrell	£486.33
18 Nov 20	Zoom Nov Subscription – R. Worrell	£14.39
18 Oct 20	Zoom Oct Subscription – A. Evans	£14.39
14 Dec 20	Grass cutting etc Llanybri – J. Davies	£795
14 Dec 20	Dividers etc used to compile Accounts File – R. Worrell	£5.22
25 Nov 20	New arch lever file for meeting archive minutes – A. Evans	£3.59
2 Jul 20	Money owing to A. Evans from a previous expense claim that was 0.60p out. See PV 18 July 20	£0.60

- *Clerk asked for permission to investigate why we had not received the Wayleave in the previous years and what pole or item of Western Power equipment it relates to.

It was resolved that the accounts be accepted for payment.

Proposed Cllr Robinson Seconded Cllr Evans Seconded

Item 13 – Health and Safety Reports

- Cllr Charles – Playground: top of pole still missing and slates still missing on Hen Gapel. Send a letter and if nothing is done look to pay another contractor to resolve the issue.

Clerk to investigate

Clerk to contact Mr Siggery in writing

