

**LLANSTEFFAN AND LLANYBRI COMMUNITY COUNCIL
MINUTES OF THE (REMOTE) MEETING HELD ON MONDAY 18th JAN 2021 AT 7PM**

PRESENT:

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

Cllr Sue Robinson
Cllr Bethan Ryder
Cllr Rhys Schelewa-Davies (Joined at 9.20 pm)
Cllr Zoe Woodruff

In attendance County Cllr Carys Jones and 4 members of the public.
The meeting commenced at 7.04 pm.

	ACTIONS
<p>Item 1 – Apologies</p> <p>1. There were no apologies.</p>	
<p>Item 2 – Disclosures of Interest and Dispensations</p> <p>2. The Chair put forward that Cllr Schelewa - Davies' wanted to disclosure an Interest in relation to Item 10.</p>	Noted
<p>Item 3 – Minutes of the Last Meeting on 14th Dec 2020.</p> <p>3. It was resolved that the Minutes of LLCC meeting dated 14th Dec 20 be signed as an accurate record of the meetings with the following observations/amendments:</p> <ul style="list-style-type: none"> • Item 9 - The minutes will read as follows: 'The Clerk advised that there should be no discussion about Members claiming their allowance to pass over to Cllr Evans'. • Item 4 Bullet Point 12 - The opinion relating to conservation area and Llansteffan be removed as this was not advocated by the members. The minutes will read as follows: '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'. • Discussions ensued about how the minutes should be presented and the level of detail to be reported. After discussion the consensus was that only resolutions and relevant context be included. <p>Proposed Cllr Ryder Seconded Cllr Robinson</p>	Clerk to note for future minutes
<p>Item 4 – Matters Arising/Review of Actions (From Previous Meeting)</p> <ul style="list-style-type: none"> • Telephone kiosk refurbishment plan remains ongoing. Cllr Evans stated she would write to the individuals who had previously volunteered their services to refurbish the kiosk to clarify if they still wished to be involved. • Cllr Robinson informed LLCC that the boat debris had been removed and the rubbish bin had been moved away from the resident bin area. • Coastal path signs. Clerk is dealing with this issue, to date all relevant CCC departments who she has contacted state the signs are not within their remit. Clerk continues to pursue the issue with CCC. • 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. No action to be taken by LLCC. • Foreshore – no update. Will be on next month's agenda. • A discussion/decision about the preferred planning terminology will be on next month's agenda. 	<p>Cllr Evans to write reference kiosk</p> <p>Clerk to pursue the issue</p> <p>Clerk to note for next agenda</p>

<ul style="list-style-type: none"> • At the Dec meeting the Chair had asked the Clerk to investigate what other Community Councils do to assist with communication of planning applications to the wider community. The Clerk’s findings will be given at the next meeting. • New Draft Finance Regulations will be presented at the next meeting. • The Councillor Allowance ‘Opt Out’ forms have been received back from all Cllrs. • Wayleave – The Clerk has contacted Open Reach and they are investigating whether the cheques for the relevant wayleave were issued. Clerk continues to pursue the matter. • Widening of the field entrance at the top of the Caravan site. The Highways Inspector had been down and has sent a letter to the owners of the caravan site. The matter is now with CCC. Cllr Evans to investigate Conservation aspect of the issue. 	<p>As above</p> <p>Clerk to note for next agenda</p> <p>As above</p> <p>Clerk to pursue the issue</p> <p>Cllr Evans to investigate</p>
<p>Item 5 – Public Forum</p> <p>SOs were suspended at 7.30pm</p> <ul style="list-style-type: none"> • Two members of the public added to the discussion of the production of minutes and recording of what Cllrs say at meetings. • The function of the CCllrs’ Report was raised. The suggestion was made that if it was merely to inform people rather than be open for discussion then it be preferable to allow people to read it on the LLCC website rather than go through it in the LLCC meetings. • A member of the public raised the issue of the production of a Conservation Policy given the rapidly increasing decline in the environment globally. • A member of the public suggested members of the Community were not fully informed about who their local Cllrs were. <p>The Chair thanked the public contributors for their input. The Chair said she appreciated what was said about public participation and it was something LLCC were going to investigate in the SO review about to take place. The Chair also stated that a conservation policy was something LLCC would put together and this matter would be on the next agenda.</p> <p>SOs were reinstated at 7.38pm</p>	
<p>Item 6 – Reserves</p> <ul style="list-style-type: none"> • The Clerk drew Cllrs’ attention to the document she had sent out to them previously – Financial Management and Governance – Community and Town Councils 2018-2019 published Feb 2020. Pages 11 – 14. • The Clerk informed LLCC that the reserve currently sits at £45323. 	
<p>SOs Were suspended at 7.43pm</p> <ul style="list-style-type: none"> • A member of the public suggested that LLCC should devise a 3-year Plan. <p>SOs were reinstated at 7.47pm</p>	
<p>Item 7 – Draft Budget</p> <ul style="list-style-type: none"> • Each line of the budget was fully discussed and any changes made accordingly. Please see amended draft budget at Annex A to these minutes. Please note that the amended budget serial line numbers may not correspond to those in the draft due to changes made during LLCC budget discussions. A number of issues fell out of the discussions and these are listed below: <p>Serial 10 – Zoom: LLCC is to opt for the reduced rate offered by zoom for a full year’s membership of £119.</p>	

<p>Serial 14 – Should read Nant Jack Path leading from lady Hamilton’s Bridge.</p> <p>Serial 16 – Headland Shelter: The question was raised as to whether LLCC actually own the asset. Clerk to investigate.</p> <p>Serial 17 – Hen Gapel: It was decided that a roofer would be found to do the slate work ASAP. The Clerk would inform Mr Siggery accordingly.</p> <p>Serial 32 – The Chair Allowance: The Chair Allowance would increase to £150 this is typically donated to a charity or a local good cause.</p> <p>Serial 33 – Cllrs Allowance: Cllrs Allowance would not be taken once again this year by Cllrs.</p> <p>Serial 38 – Legal Fees: A provision of £5000 would be made for legal fees; this is only a contingency and may not be required.</p> <p>Serial 41 – Members were reminded that this is the maximum they can lawfully give in the form of grants. This maximum may not be reached.</p> <p>Insert into budget – It was highlighted that the footpath leading up from the Castle Pub may be the responsibility of LLCC. Clerk to investigate. This now appears as a budget line at Serial 23, allocation TBC.</p> <ul style="list-style-type: none"> • After full discussion and consideration of the budget and the current level of reserves, LLCC decided to set the precept at 20K. This represents a reduction in the Precept of 2.5K on 20/21, in addition if the proposed budget is fully realised LLCC reserves will contribute to spending (be reduced by) approx.17K. This action is in recognition of the difficult times many within the community are experiencing due to the COVID crisis and a requirement to bring the reserves more in line with Auditor General Wales guidance. • At this point consideration of the estimated Income spreadsheet was considered by members. An assessment of whether a donation to the community could be expected from the Cocklers could not be made at this time as LLCC has not received direction from Fisheries as to whether the beds will be open or not next season. • The budget that was formed as a result of these deliberations is attached to these minutes. <p>It was resolved that LLCC would accept the budget with the agreed amendments and a Precept of 20K would be set. Proposed Cllr Woodruff Seconded Cllr Charles</p> <p>Item 8 – Bank Reconciliation (Oct, Nov, Dec) – Confirmation</p> <ul style="list-style-type: none"> • The Clerk confirmed that the bank and cash book fully reconcile for the quarter. Cllr John, as a member of the Fin. Committee, would inspect the paperwork accordingly in the following week and report back to LLCC at the Feb meeting. <p>Item 9 – Complaints Policy</p> <ul style="list-style-type: none"> • The Chair directed that the Complaints policy needed review and a working party would be set up to conduct that task. The working party was identified as Cllr Ryder, Cllr Woodruff and Cllr Lodwick. <p>Item 10 – Pheasantry/National Trust – Situation Report</p> <ul style="list-style-type: none"> • After much discussion it was decided by a vote of 8 to 2 that LLCC would write formally to the National Trust detailing the Community Council’s concerns about the proposed leasing of land behind the Pheasantry. <p>It was resolved that LLCC would write formally to the National Trust detailing Community Council concerns about the lease proposal. Proposed Cllr Evans Seconded Cllr Robinson</p>	<p>Clerk to investigate</p> <p>Clerk to investigate</p> <p>Clerk to send Precept request to CCC</p> <p>Clerk to put on next month agenda</p> <p>Chair to oversee</p>
---	---

Item 11 – Planning Applications

- **PL/00934** - Mount Pleasant, Pant yr Athro, Llangain - Proposed double storey extension

It was resolved that LLCC would make no objections to PL/00934.

Proposed Cllr Lodwick Seconded Cllr Evans

- **PL/00836** - Tygwyn, Llangain, Carmarthen, SA33 5AJ - Orangery kitchen extension

It was resolved that LLCC would make no objections to PL/00836.

Proposed Cllr Lodwick Seconded Cllr Evans

- **PL/01037** - Heol Down, Llanybri, Carmarthen, SA33 5HH - Provide a 3 phase line connection, diverting part of the existing 11kv overhead line and installing 2 new poles

It was resolved that LLCC would make no objections to PL/01037.

Proposed Cllr Lodwick Seconded Cllr Evans

Item 12 – Payment of Accounts**INCOME AND EXPENDITURE - COUNCIL MEETING 18th Jan 21**

INCOME		
Income received since 14th Dec 20		
DATE	DETAIL OF INCOME / PAYER	AMOUNT
2 Jan 21	*Credit received from SSE to be returned to Llansteffan Tourist Association. Cheque signed 8 Jan 21	£1425.90
2 Jan 21	Refund from Llansteffan Tourist Association for 2 x SSE bills paid this Fin. period	£303.61
2 Jan 21	Final Instalment of Precept this Financial year	£7500
EXPENDITURE		
Expenditure incurred paid and pending since 14th Dec 20		
DATE	DETAIL OF PAYMENT / PAYEE	AMOUNT
28 Jan 21	Clerk salary – R. Worrell	£486.33
8 Jan 21	*Credit received from SSE to be returned to Llansteffan Tourist Association. Cheque signed 8 Jan 21	£1425.90

- *This money should have been credited by SSE to the Llansteffan Tourist Assoc. and not LLCC. Note the money was passed to the Tourist Association via cheque on 8 Jan 21.

It was resolved that the accounts be accepted for payment.

Proposed Cllr Evans Seconded Cllr Charles

Item 13 – Health and Safety Reports

- Cllr Charles – Hen Gapel slate. There are some caps missing from the posts in the Llanybri Playground which will need to be sorted.
- Cllr Robinson – No issues.
- Cllr Evans – No issues.
- Cllr Woodruff – No issues.
- Cllr Schelewa- Davies – No issues.
- Cllr Lodwick – No issues.

Vice-Chair to draft the letter

Clerk to forward comments to CCC Planning Dept

Item 14 – Correspondence

- See attached sheet. The Clerk went through the key items of correspondence and highlighted the main points. See Correspondence list attached.

SOs were suspended at 10.04pm to receive information from CCllr Jones about the Safe Routes application and the CCllr’s Report.

Item 15 – Safe Routes in Communities

- CCllr Jones gave the following statement: The Safe Routes in Communities grant application has been progressed to the next stage. I will be developing the application over the coming days and compiling evidence of support from Ysgol Llansteffan, the Community Council and local groups. Our application will be one of two from CCC to be forwarded to Welsh Government in the final stage. If the council is in agreement, I am happy to work with the Chair on a document of support, which has to be submitted by 29th January. LLCC agreed unanimously to support the application.

Chair to action with CCllr Jones

Item 16 – County Councillor’s Report

- CCllr Jones went through her report, a copy of which can be found on the website. SOs were reinstated at 10.09pm

Item 17 – Matters for Information

- During the budget deliberations the matter of the football pitch was raised by a member of the public. The Chair directed that the issue be put on the next agenda.
- Cllr Charles raised a number of issues. 1: The sign to Llansteffan and Carmarthen on the junction of the U2158 with the C2081 between Llansteffan and Llanybri has been broken in two pieces and will need a new sign. The directional sign for Llanybri, Llangynog and Bancyfelin is fine. 2: Sections of the C2039 between Waunygroes and Coombe Lodge Farm/Cwmllyfri (Llanybri) are badly broken and sunk at the edges. Some remedial work was carried out here some time ago, but the sinking is re-occurring. The grids on one side are clear, but there are drainage issues on the Coombe Lodge side which cause a flow of water down towards Cwmllyfri – which consequently freezes. 3: The recycling bins in Llanybri are once again in a mess.
- It was noted that the CCC Sweeper came round the villages recently during a very cold period when debris was frozen, consequently the benefit was minimal. CCllr Jones was asked to pass these concerns on.
- Cllr Ryder asked if, in line with a future Conservation Policy, could the issue of tree planting be considered on a future agenda.
- No application for S.137 grants yet received. Clerk to contact Llanybri Facebook page to ensure it goes on there, in addition to where the information is published currently (Pobl Llansteffan, notice board and website).

Clerk to note for next agenda

Issues to be reported to CCC by Clerk

**Clerk to note for next agenda
Clerk to make contact with Llanybri Facebook page administrators**

Chair closed the meeting at 10.24 pm.

..... Date:
Chair
Cerian Lodwick