

<ul style="list-style-type: none"> • Recycling bins for Llanybri Play Area – The Clerk contact CCC to see if such bins can be bought through CCC in order to gain a more competitive price for such items as CCC buy in bulk, she is still chasing. Cllr Hywel Thomas volunteered to contact Gareth Howells as he knows him. • Bench repairs – Three benches ordered this year are now in place. There is one bench outstanding, due to be completed shortly. • Gate at Llanybri play area not yet fixed, Cllr Evans followed up and Ed Davies confirmed to Cllr Evans that he would endeavour to get the repairs to the gate at Llanybri play area done ASAP. • Scott’s Bay Emergency Phone – The Clerk has asked a member of the local community who works for BT for contact details of someone in BT who may be able to help with this issue. The Member of the community confirmed they would try to help. The Clerk is awaiting a response. • Missing name plate on the mill wheel on Old School Road entering into Llansteffan – Clerk now has the name plate it will be put up by volunteers next week. • Use of Herbicides – Clerk contacted Gareth Howells about the issue and has heard nothing to date. • Clerk confirmed that she has completed two modules out of five. • Lord’s Park – Clerk has received an email form the National Trust informing LLCC that there are 60 slots at the event and individuals who had expressed an interest in being involved would receive an email 21st Sept 21 confirming whether they had got a place or not. Clerk asked for a minimum of two slots for LLCC. • Cockling – At the last ordinary meeting it was agreed to allow cocklers access across the Green and to review the situation after two weeks. The Chair confirmed that this had been done. Stakeholders were informed by LLCC that there were some vehicles speeding into Llansteffan Village and there have been some vehicles sighted on the beach on days that the beds were closed. The CCllr and the Chair have reported this to Marine and Fisheries. As a consequence, an email has gone out to cocklers with permits reminding not to speed and not to be on the beach on days that the beds are not open. • The Chair informed members that the Llansteffan and Ferryside cockle beds have been closed as at 7 Sept 21 by Marine and Fisheries. • The Morfa play area gate is now fixed. • Cllr bulk training – OVW have confirmed that they can do bulk training for 20 at a cost of £299. The Clerk has given them a bracket of dates (last week of Oct first week of Nov) OVW confirmed that would work and she would allocate trainers and get back to her with exact dates. • Bench payments now clarified between Clerk and Cllr Evans. • Over hanging vegetation on Clarence Hill – Owners were asked to cut back the vegetation and have very kindly dealt with the issue. • Clerk confirmed that she had received quotes and the cheapest was £625 incl VAT. The Clerk asked for permission to proceed, Members agreed. Clerk to order bark ASAP. • Over hanging vegetation from the Grove – Owners have kindly dealt with the issue. • LLCC have responded formally to Steve Pilliner at CCC to confirm that LLCC did agree to signage being placed on land owned by LLCC at the Northern End of the Green. As it turned out the most appropriate location for the sign was not on land owned by LLCC but at the entrance to the Northern end of the Green, on land owned privately. • Beach Wheel Chairs – CCC are not yet in a position to proceed with locating the beach wheelchairs in Llansteffan. LLCC wait to hear from CCC. 	<p>Clerk to follow up</p> <p>Cllr Evans to follow up</p> <p>Clerk to follow up</p> <p>Clerk to action Clerk to pursue</p> <p>Clerk to follow up</p> <p>Clerk to order bark ASAP</p>
<p>Item 5 – Public Participation</p> <p>Standing Orders (SOs) suspended at 7.26 pm.</p>	

- A MOP spoke to welcome the new Cllrs and expressed their view about the importance of the role.
- A MOP wanted to ask LLCC to renew the bid to get the path in front of the Pheasantry established on the Definitive Map for Carmarthenshire. The Chair confirmed that this was an agenda item and this matter would be fully discussed.

Item 15 was brought forward by the Chair at this point in the proceedings.

- CCllr Jones gave a presentation for the benefit of new Cllrs on her role and interaction with the Community Council.

SOs reinstated at 19.40 pm.

Item 6 – Capability procedure – Discussion/decision whether to adopt

- Cllr Evans introduced the procedure from OVW and explained that LLCC were updating the procedures and policies. This is a Human Resource procedure relating to dealing with an under-performing employee. All Cllrs had received a copy of the document prior to the meeting.

It was resolved to accept this as part of the procedures the HR Committee should hold.

Proposed Cllr Evans Seconded Cllr Hywel Thomas

Item 7 – Replacement of LLCC Clerk laptop: Discussion/decision

- The Clerk explained to members that the laptop was bought in Oct 15 for £469 and is now six years old. The battery has finally died. It is slow and takes on average 2.49 minutes to boot up. She has de-fragged it as far as possible but it remains an inefficient tool. In order to improve her efficiency within the 10-hour week she asked Cllrs to consider replacing the laptop. There is £500 in the 21/22 budget for this.
- Cllr Evans suggested that a hard drive or USB be purchase to download old documents so as not to fill the storage of any new laptop.
- Cllr Thomas suggested using transfer services. The Clerk informed members that Currys would do the transfer for £45. He also suggested that the County may have a PC service for us to tap into. The Clerk would investigate.

Clerk to action

It was resolved that the Clerk should come back with prices to the next meeting and explore whether CCC can assist with the purchase of IT for community councils.

Proposed Cllr Lodwick Seconded Cllr Hywel Thomas

Item 8 - Draft Complaints Policy – Discussion/decision whether to adopt

- All members had received a copy of the updated Draft Complaints Policy which does not differ greatly from the previous policy but now contains a section covering vexatious complaints.

Clerk to place on the website

It was resolved to accept and adopt the updated Complaints Policy.

Proposed Cllr Evans Seconded Cllr Schelewa-Davies

Item 9 – The Green Issue – Brief all members of the update received from CCC in July 21

- The Chair informed members that just after the July meeting LLCC received correspondence from CCC relating to the Green. Cllr Evans read the correspondence in full. The contents of the correspondence can be found at the end of these minutes.
- The Green Committee met on 9th August and approx. two weeks ago Cllr Evans wrote to CCC to ask whether they had completed their deliberations and she received an email today saying they were not quite ready to put proposals forward yet. Therefore, LLCC remain waiting to hear from them accordingly.

Item 10 – Planning Applications:

- **PL/02295** - Replacement above earth banked nutrient store to comply with Environmental Permitting Regulations and SSAFO Regulations, and proposed Welsh Agricultural Pollution Regulations - Pentrewyn, Llanybri, Carmarthen, SA33 5HX

It was resolved to have no objections to this application.

Proposed Cllr Curtis Seconded Cllr James

Item 11 – Payment of Accounts

INCOME		
Income received since 19th Jul 21		
DATE	DETAIL OF INCOME / PAYER	AMOUNT
09/07/21	Donation from Llanybri Rangers (Ring fenced for Llanybri playground)	£25000
28/07/21	Donation from Cocklers	£2500
30/07/21	Bank Interest	£0.50
27/08/21	2 nd Precept Instalment from CCC	£6666.67
EXPENDITURE		
Expenditure incurred paid and pending authorisation since 19th Jul 21		
DATE	DETAIL OF PAYMENT / PAYEE	AMOUNT
23/07/21	A. Evans – Refund for bench plaque	£55.70 (paid)
12/08/21	OVW membership fee (Apr 21 – Mar 22)	£207 (paid)
12/08/21	R. Worrell – refund of postage for Annual Return sent to Audit Wales	£3.23 (paid)
28/08/21	Clerk Aug salary – R. Worrell	£ 486.33 (paid)
01/09/21	Ed. Davies – Payment for refurbishment of benches 5 and 12. Name plaques installed and new benches re-sited.	£768 (paid)
20/09/21	B. Evans – Payment for fixing the Morfa play area gate.	£120
20/09/21	R. Worrell - Clerk's 'Working from Home Allowance' annual allocation (Sept 20 – Sept 21)	£150
28/09/21	Clerk Sept salary – R. Worrell	£ 486.33

It was resolved that the accounts be accepted for payment.

Proposed Cllr James Seconded Cllr Hywel Thomas

Item 12 – Budget Review

- The Clerk gave a brief outline of the budget process and explained that there were no issues at this stage but she had highlighted Serial 11, 16,17, 22, 24, 28 and 45 for discussion at this stage.
- Serial 11 – Election Costs – This expenditure was not considered during the budget process and could not have been anticipated. The Clerk stated she had not yet received a bill from Electoral Services. She would chase and report back to LLCC. However, this remains an unforeseen/unbudgeted cost.
- Serial 16 – Headland Shelter - During the budget setting process it had been highlighted that the headland shelter roof/ceiling was in need of maintenance. Money was allocated at the time but no action had yet been taken. Members agreed to ask someone to look at what was required in order to get a approx. price. Then it could be decided if the work needed to go out to tender or not. In addition, before any work commences the land owner must be informed.
- Serial 17 – Hen Chapel – No allocation given this year but some problems with the building have arisen recently. The Clerk advised that LLCC may need to allocated funding within the budget when LLCC have a better idea of the extent of the issue.

Clerk to chase

Clerk to action

<ul style="list-style-type: none"> Serial 22 – Telephone Kiosks - This money was allocated to refurbish the telephone kiosk near the Pound in Llansteffan and the one in Llanybri. The Clerk emphasised that the money was there and action should be taken to push this issue on. It will go on the next agenda for discussion and agreement of a plan to get the work completed. Serial 24 – Plastics Committee – This Item is to go on next agenda for members to discuss and decide if the Plastics Committee be removed from LLCC jurisdiction and sit as a standalone community committee/group. Serial 28 and 45 – Notice Board Refurb/Purchase – There are three notice boards owned by LLCC. Two at the Memorial Hall and one on the Llansteffan Road at Morfa Bach layby. The Clerk will check on the asset register if the one used by LLCC in Llanybri is owned by LLCC. Currently someone outside LLCC holds the key. At the setting of the budget, it was agreed that Llanybri needed a bigger notice board as a priority and the ones in Llansteffan needed refurbishment. The Clerk suggested that the two serials together give a fund of £3500 for refurb and the purchase of new ones. The Clerk reminded members that if income and expenditure remained in line with the budget LLCC would spend approx. 15k over and above the precept, thereby using approx. 15k of reserve funding. 	<p>Clerk to action</p>	
<p>Item 13 – Health and Safety Reports</p> <ul style="list-style-type: none"> Cllr Evans – The fencing along Carriers Lane is in a poor state of repair, there is litter collecting at the top of the Lane and grass cuttings are being dumped there. Cllr Evans suggested speaking to CCllr Jones as she may have a better idea of what is happening on that land. Cllr Schelewa-Davies – No issues. Cllr Lodwick – Bark required at the Morfa Play Area. Cllr Lodwick suggested that the various Health and Safety areas should be re-distributed now that there are new Cllrs at the next meeting. Cllr Evans mentioned that she had received an email from Liz Dutch highlighting current problems with the sewage pump system behind Brig y Don. The Clerk asked Cllr Evans to forward her the email so that she could deal with it. 		<p>Cllr Evans to action</p> <p>Clerk to note for next agenda</p>
<p>Item 14 – Correspondence</p> <ul style="list-style-type: none"> See attached sheet. The Clerk went through the key items of correspondence and highlighted the main points. See Correspondence list attached. Crime Stats Document put together by a MOP to be discussed at the October meeting and the relevant local police officer(s) would be invited to attend/contribute. The Clerk explained her approach to the FOI request received on 11 Sept and that she would do a draft response for members to approve. There is no Cllr representation from LLCC on the newly formed Federation of School Governing body at this time as the deadline for nomination was missed. However, two members of LLCC sit on the Governing body in a separate capacity, thus relevant information will be shared. 		<p>Clerk to note for next agenda</p> <p>Clerk to action</p>
<p>SOs suspended at 20.36</p> <ul style="list-style-type: none"> CCllr Jones made the following two points: <ol style="list-style-type: none"> CCllr Jones suggested pointing out to the person making the FOI request that the sign is owned by CCC was erected by CCC and is sited on private land. A Facebook post saying the Community Council was responsible for the sign is inaccurate. CCC is entirely responsible for the sign. The only involvement LLCC had was when CCC asked if LLCC would permit the sign to go on Community Council land if that location was deemed most appropriate. It was not. 		

2. CCllr Jones suggested contacting the Governance Information Officer (John Tilman), his department are very experienced and can advise on how to deal with FOI requests.

Clerk to action

SOs reinstated at 20.38

- The Chair pointed out that an email from Huw Iorwerth was not listed. The Clerk would remedy this situation.

SOs suspended at 8.39 pm

Item 16 – County Councillor’s Report/Meeting with County Councillor

- CCllr Jones went through her report, a copy of which can be found on the website. CCllr Jones spoke about the following issues:
 1. Electoral Boundaries update
 2. Consultation on 20 mph on restricted roads
 3. Lord’s Park Farm Consultation
 4. Section 106 Agreement – PL/00629 Llanybri
 5. Broadband Locally
 6. Federation of Schools
 7. CCC Planning Hwb
 8. Beach Wheelchairs update
 9. No Overnight Camping Sign
 10. UK Emissions trading Scheme
 11. County Newsroom Link

SOs reinstated at 8.55 pm

Item 17 – Matters for Information

- Cllr Evans stated that one of the small signs relating to dogs on the beach had gone missing at the Northern end of the Green.
- Cllr Hywel Thomas asked if support, endorsement or otherwise for the Pobl Llansteffan FB page could be discussed by LLCC at the next meeting. It was agreed to discuss this issue further under the heading of social media at the next meeting.
- Cllr Hywel Thomas volunteered his help with contacting/chasing where required CCC on issues as he has many contacts at CCC.
- Cllr Gareth Thomas asked if there was an empty seat on the Federation Governing body that a LLCC member could be co-opted into. There are no vacancies at present.
- The Clerk informed members that one MOP requested to inspect the accounts. The request was met accordingly.

Clerk to note for next agenda

Item 18 - To consider the exclusion of the press and public from the next two items of business due to the confidential nature of the matters to be discussed. Item 18 relates to confidential correspondence from the Ombudsman and Item 19 relates to legal advice which is subject to legal privilege

It was resolved to exclude the press and public from Items 19 and 20 due to the confidential nature of the matters to be discussed.

Proposed by Cllr Evans seconded by Cllr Curtis

Item 19 - Ombudsman Letter to LLCC

- Cllr Schelewa-Davies was not present due to connectivity issues. This item was discussed and resolved upon.

Item 20 – Pheasantry - Update, discussion of legal advice and agreement on the next step

- The Clerk outlined her plans for getting the DMMO back on track and asked LLCC for permission to proceed with the plans. Permission was granted for three of the Clerk’s initiatives and the fourth will go to the Oct meeting and be discussed in open forum.

Clerk to take forward

Chair closed the meeting at 10.00 pm.

..... Date:

Chair
Cerian Lodwick