

**CYNGOR CYMUNED LLANSTEFFAN A LLANYBRI
LLANSTEFFAN AND LLANYBRI COMMUNITY COUNCIL
NOTES FOR MEETING (13 DEC 21)**

Item Number	Item Description	Lead
1.	Apologies <i>Apologies were received from Cllr Schelewa-Davies, Cllr Lodwick and Cllr H Thomas</i>	Chair
2.	Disclosures of Interest and Dispensations - Agenda items only <i>There were no disclosures of interest made.</i>	Chair
3.	To receive and confirm the accuracy of the minutes of the meeting held on 15 th Nov 21 (Ordinary Meeting) <i>The minutes for 15th Nov 21 were agreed.</i>	Chair
4.	Matters Arising	Chair/Clerk
5.	Public Forum (15 mins)	Chair
6.	Social Media Policy – Discussion and adoption of draft policy <i>Agreed and adopted (with one minor amendment).</i>	Chair
7.	LLCC Facebook Page – Discussion/final decision whether LLCC want to administer a Community Council Facebook page (PILOT 3 Months) <i>No final decision to be made until LLCC have revisited the Welsh Language Policy.</i>	Cllr Stacey /Clerk
8.	Working Party Recommendations to Dr. Simon Brooks document – Recommendations relating to Second Homes: Developing new policies in Wales – Consider/agree LLCC Second Homes Consultation response <i>Resolved to accept the response put forward by the working party.</i>	Chair
9.	Update on LLCC involvement in Pilot of Self Evaluation Toolkit for Community and Town Councils in Wales – Decision on the way forward <i>A small working party was put together and the necessary task will be undertaken in Jan 22.</i>	Clerk/Vice Chair
10.	Date to be decided for consideration of Audit Wales Final Report of LLCC for Audit year 2017/18 (Deadline - 25 th Jan) <i>Date for this extraordinary meeting will be 20th Jan 22.</i>	RFO
11.	Apêl Teganau Nadolig 2021 / Christmas Toybox Appeal – LLCC donation discussion/decision <i>It was resolved that the sum of £50 would be donated to the appeal</i>	Clerk
12.	Date for LLCC Cllr site visit to Pheasantry - To be decided <i>It was agreed that the date for the site visit would be 15th Jan 22.</i>	Chair
13.	Payment of Accounts: Agree payments and receipts <i>Resolved to accept.</i>	RFO
14.	Consideration of purchase of Microsoft Office software package for new Laptop – discussion of options/decision <i>Resolved to buy Microsoft Office software for the new Laptop.</i>	Clerk
15.	Health and Safety: Cllrs to report on their area of responsibility	Chair
16.	Correspondence <i>In relation to one item of correspondence it was agreed that bulk training for Cllrs would go ahead on 24th Jan 21 (Understanding the Law).</i>	Clerk
17.	Meeting with County Councillor <i>CCllr Jones gave her monthly report (please see a copy on the website – now in both English and Welsh).</i>	CCllr Jones
18.	Matters for information	Chair

*Llansteffan and Llanybri Community Council Standing Orders 2021

Rhian Worrell

Clerk/RFO