

**CYNGOR CYMUNED LLANSTEFFAN A LLANYBRI  
LLANSTEFFAN AND LLANYBRI COMMUNITY COUNCIL  
MINUTES OF THE (REMOTE) MEETING HELD ON MONDAY 21<sup>st</sup> FEB 2022 AT 7PM**

<p><b>PRESENT:</b></p> <p><b>Cllr Caroline Curtis</b>  <b>Cllr Brian Charles</b>  <b>Cllr Anthea Evans (Vice Chair)</b>  <b>Cllr Mel James</b>  <b>Cllr Cerian Lodwick (Chair)</b>  <b>Cllr Ian Roberts</b>  <b>Cllr Lauren Stacey</b>  <b>Cllr Gareth Thomas</b>  <b>Cllr Hywel Thomas (Arrive at 19.20 hours)</b></p> <p><b>Rhian Worrell – Clerk/RFO</b></p>	<p>In attendance CCllr Carys Jones and four members of the public (MOP).  The meeting commenced at 19.03 hours</p>
<p><b>Item 1 – Apologies</b></p> <p>1. Apologies were received from Cllr Rhys Schelewa-Davies; since the storm his internet has been down. Cllr Hywel Thomas sent word he would be slightly late to the meeting.</p> <p><b>Item 2 – Disclosures of Interest and Dispensations</b></p> <p>2. There were two disclosures of interests and no dispensations.</p> <ul style="list-style-type: none"> <li>• Cllr Evans declared a prejudicial interest at Item 11 as a member of her family had submitted a quote for the refurbishment work.</li> <li>• Cllr Evans declared a personal interest at Item 11 as the noticeboards for refurbishment are outside Llansteffan Memorial Hall and she is the Sec to the Memorial Hall Committee.</li> </ul> <p><b>Item 3 – To receive and confirm the accuracy of the minutes of the ordinary meeting held on 17<sup>th</sup> Jan 22 and the minutes of the extraordinary meeting held on 20<sup>th</sup> Jan 22 (Audit Wales Report).</b></p> <p>The minutes for 17th Jan 22 were agreed subject to four minor amendments as follows:</p> <ul style="list-style-type: none"> <li>• Item 6 to read: ‘The application was discussed. It was noted that there were no objections from the wider community on CCC Planning Portal’.</li> <li>• Item 6: The resolution should read ‘It was resolved that LLCC have no objections to PL/03204’.</li> <li>• Serial 5 of the Budget – Clerk Training: The Clerk stated she would not get around to CILCA during the year in question. The Chair asked for clarification and the Clerk stated that she anticipated starting the CILCA training but would not finish it in the financial year 22/23. The Clerk has yet to complete ILCA. Just a point of clarification no amendment required.</li> <li>• Item 10: Bullet point 3 should read for greater clarification ‘No significant planned projects at present for the reserves. Improvements to the Llanybri Play Area are underway and this money has been earmarked and is ringfenced’.</li> </ul> <p><b>It was resolved that the Minutes of LLCC Ordinary Meeting dated 17th Jan 22 be signed as an accurate record of the meeting subject to four minor amendments listed above.</b>  Proposed Cllr Evans Seconded Cllr Curtis</p> <p>The minutes of 20th Jan 22 were agreed subject to three minor amendments and one rewording of the explanation to a resolution to improve accuracy as follows:</p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Clerk to make amendments</b></p>

<ul style="list-style-type: none"> <li>• Page 1 insert page 10.</li> <li>• Item 3 – Was proposed by Cllr Thomas but Seconded by Cllr James not Cllr Charles.</li> <li>• Cllr Thomas stated that his motion at Item 3 was not due to the SO time restraint he wished it to be accurately noted in the minutes that he raised the motion the MOP's behaviour was becoming abusive and aggressive.</li> <li>• Cllrs agreed that as the MOP of public was given ample opportunity to speak past the 3 minutes this should be noted in the minutes.</li> </ul> <p><b>It was resolved that the Minutes of LLCC Extraordinary Meeting dated 20th Jan 22 be signed as an accurate record of the meeting subject to the three amendments listed above.</b> Proposed Cllr Thomas Seconded Cllr Evans</p> <p><b>Item 4 – Matters Arising/Review of Actions</b> <b>17<sup>th</sup> Jan 22</b></p> <ul style="list-style-type: none"> <li>• Recycling bins for Llanybri Play Area – The Clerk has heard back from CCC, and they are unable to assist in this matter. Cllr Charles is asked to choose the bin he finds appropriate and let the Clerk know. She will get it ordered.</li> <li>• Use of Herbicide – Clerk has made contact with the relevant CCC Depts as advised by Darren King at CCC. No response yet from CCC. Clerk to pursue CCC.</li> <li>• Clerk Laptop – All up and running and the old laptop is available (on loan) to any Cllr should they need it. The data on the laptop has now been backed up on to a hard drive and it will be handed to the Chair for safe keeping.</li> <li>• WIFI in halls – The Clerk explained that the issue was complicated and suggested a working party be put together to look at this issue. It was suggested that LLCC should think about F2F meetings again, however, the requirement for hybrid meetings remains law post COVID. Therefore, some means of broadcasting must be in place. The Clerk would attempt to get as rough idea of costs.</li> <li>• Llanybri Play Area – Nothing to report. Cllr Lodwick and Cllr James are pursuing additional quotes. The aim is to have more information for the March meeting.</li> <li>• Hen Gapel – No further information, Cllr James will follow up this issue.</li> <li>• Defibs – New POC – Clerk will pursue Calon Heart.</li> <li>• Bell House – Clerk has been unable to visit due to severe weather, she will attempt to visit the location and to report back on the situation with the Bell House and what state of repair the information board is in.</li> <li>• Morfa slide - Work start date delayed due to the storm. Clerk will monitor and keep Cllrs informed.</li> <li>• OVW Toolkit – OVW Evaluation Meeting due on 28<sup>th</sup> Feb, Clerk and Cllr Curtis to attend and feed in findings/views.</li> <li>• The bulk training for Cllrs was cancelled however, two Cllrs have embarked on Understanding the Law module.</li> </ul> <p><b>20<sup>th</sup> Jan 22</b></p> <ul style="list-style-type: none"> <li>• The Clerk confirmed that she had sent the response document to Audit Wales and in addition she had sent a draft of the 'Summary' required by law to go in the newspaper, which Audit Wales had requested to review prior to publication.</li> <li>• The Clerk would chase again Audit Wales for their response to the draft Summary.</li> </ul> <p><b>Item 5 – Public Participation (Agenda Items Only)</b></p> <p>Standing Orders (SOs) were suspended at 19.31 hours</p>	<p><b>Clerk to make amendments</b></p> <p><b>Cllr Charles to choose bin spec.</b></p> <p><b>Clerk to chase</b></p> <p><b>Clerk to get hard drive to Chair</b></p> <p><b>Clerk to action Chair/Cllr James to action Cllr James to pursue Clerk to action</b></p> <p><b>Clerk to action</b></p> <p><b>Clerk to monitor</b></p> <p><b>Clerk to chase</b></p>
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- It was agreed that Cllr Evans and Cllr Schelewa-Davies would both attend the Mock Mayor's Jubilee meeting on behalf of LLCC.
- It was agreed that LLCC would support local initiatives but not get directly involved with organising any events etc.
- The Chair mentioned that any Jubilee Committee would be able to apply for an LLCC grant.

**Item 15 - Payment of Accounts**

**PAYMENTS AND RECEIPTS – COMMUNITY COUNCIL MEETING 21<sup>st</sup> FEB 22**

<b>RECEIPTS</b> Income received since 17 <sup>th</sup> Jan 22		
DATE	DETAIL OF INCOME / PAYER	AMOUNT
<b>PAYMENTS</b> Expenditure incurred since 17 <sup>th</sup> Jan 22		
DATE	DETAIL OF PAYMENT / PAYEE	AMOUNT
27/01/22	Refund to R. Worrell - Card payment for Microsoft Licence	£59.99
17/02/22	Chair Allowance – Donation (Recipient - School)	£150
04/2/22	Zoom Annual Payment	£143.88
28/02/22	Clerk Feb 22 salary – R. Worrell	£499.63

Note:

A payment to Cllr Evans for refund of the purchase of a bench plaque for a commissioned bench which was authorised last month, will need to be reissued as the bank have mislaid the cheque. The Clerk will cancel the cheque (£52.20 - cheque no. 002044) and a replacement cheque will be issued.

**It was resolved to accept the payments and receipts.**

Proposed Cllr Evans and seconded Cllr Charles

**Item 16 - Unserviceable emergency phone at Scott's Bay – Discussion/decision to remove**

- The Clerk informed members that finally Openreach have agreed to investigate the problem with the emergency phone at Scott's Bay. The Clerk would keep Cllrs informed.

**Item 17 - Health and Safety: Cllrs to report on their area of responsibility**

- Cllr James – Hen Gapel ongoing.
- Cllr Evans – Fallen tree behind Maes Griffith cut up and the wood remains in situ and the telephone cable has been fixed.
- Cllr Evans raised the issue of the poor state of a section of pavement on the RHS as you leave Llansteffan village heading for Carmarthen.
- Cllr Evans and Cllr Curtis raised the issue of the poor state of the path running behind the football pitch. It was agreed that this would be placed on the next agenda.

**Item 18 - Correspondence**

- See website for list of correspondence. The Clerk went through the key items of correspondence and highlighted the main points.

**Clerk to administer payments**

**CCllr Jones volunteered to speak with CCC Highways  
Clerk to note for next agenda**

<ul style="list-style-type: none"> <li>• The Clerk reminded Cllrs she needed a response to the request from CCC for information about Code of Conduct training.</li> <li>• The Clerk informed Cllrs that as per their email Auditing Solutions were not accepting anymore work due to staffing issues.</li> <li>• The Chair asked the Clerk to send out to all Cllrs the full email thread relating to the MOP's enquiry about the LLCC reserves.</li> <li>• Public Right of Way response to PROW Office. The Chair directed it be placed on the March agenda.</li> </ul> <p>SOs were suspended at 21.21 hours</p> <p><b>Item 19 - County Councillor's Report/Meeting with County Councillor</b></p> <ul style="list-style-type: none"> <li>• Before starting her report CCllr Jones informed Cllrs that there was funding available for information signs. She would be meeting Louri Jones on site to discuss possible locations for such a sign. CCllr Jones invited a representative from LLCC to attend.</li> <li>• Requirement for hybrid meetings - For information Llangynog Community Council were meeting in Combe Mansion where there is WIFI, and it works well. An option (e.g., Mansion House) to consider going forward.</li> </ul> <p>CCllr Jones went through her report, a copy of which can be found on the LLCC website. CCllr Jones addressed the following issue:</p> <ul style="list-style-type: none"> <li>• County Council Budgets 22/23</li> <li>• Carmarthen Ten Towns Initiative</li> <li>• Local Elections 5 May 22</li> <li>• Councillor Training</li> <li>• County Newsroom Information</li> </ul>	<p><b>Clerk to action Clerk to note for Mar agenda</b></p> <p><b>Cllrs to note/action</b></p>
<p>SOs were reinstated at 21.33 hours</p> <p><b>Item 20 – Matters for Information</b></p> <ul style="list-style-type: none"> <li>• Cllrs agreed at this point to proceed with the meeting past the 2.5-hour point.</li> <li>• Cllr Charles pointed out that there were over 50 tractors per day going through the village of Llanybri in the previous week.</li> <li>• Cllr James stated the problem (fallen tree) across road down to the Bell House should be checked to see if it has been cleared.</li> <li>• Cllr Evans had liaised with CCllr Jones about dropped curbs and the particular problem that had been raised by a MOP is due to be resolved in March.</li> <li>• The Dog Controls survey will go on the next agenda.</li> </ul> <p><b>Item 21 - To consider the exclusion of the press and public from the next item of business due to the sensitive nature of the matter to be discussed.</b></p> <p><b>It was resolved to exclude the press and public from Item 22.</b> Proposed Cllr G Thomas Seconded Cllr James</p> <p><b>Item 22 - The level of acceptable behaviour of MOPs during the time allocated and as a Community Council how we respond – Discussion/decision</b></p> <ul style="list-style-type: none"> <li>• The discussions remain confidential; however, Cllrs made the following non-confidential resolution:</li> </ul>	<p><b>Clerk to investigate</b></p> <p><b>Clerk to note</b></p>

**It was resolved to enforce Standing Order 2 a, b and c when necessary and to invoke the section of the Complaints Procedure 'How the Community Council Will Manage Unreasonably Persistent or Vexatious Complaints' if it is deemed necessary with full support from the Community Council.**

Proposed Cllr G Thomas Seconded Cllr H Thomas

Chair closed the meeting at 22.00 hours.

..... Date:

Chair  
Cerian Lodwick