

**CYNGOR CYMUNED LLANSTEFFAN A LLANYBRI**  
**LLANSTEFFAN AND LLANYBRI COMMUNITY COUNCIL**  
**MINUTES OF THE (HYBRID) MEETING HELD ON MONDAY 3<sup>rd</sup> OCTOBER 2022 AT 7pm.**

**PRESENT:**

**Cllr Daff Davies**  
**Cllr Carys Jones: Chair**  
**Cllr James Laws**  
**Cllr Cerian Lodwick**  
**Cllr Ian Roberts**  
**Cllr Lauren Stacey**  
**Cllr Gareth Thomas: Vice-Chair**

In attendance: 5 members of the public.  
Tina Roberts, newly appointed Clerk

The meeting commenced at 7.02 pm

**Anthea Evans – Temporary Clerk/RFO**

**Item 1 – Ymddiheuriadau / Apologies**

- Apologies were received from Cllr R Griffiths and County Cllr P Hughes. Cllr M James indicated he would be late arriving

**Item 2 – Datganiadau Buddiant a Gollyngiadau - eitemau Agenda yn unig/ Disclosures of Interest and Dispensations**

- Cllr Jones declared her interest in Item 17 as a member of the Local Authority Planning Committee

**Item 3 – Cyfetholiad aelod ychwanegol i'r Cyngor / Co-option of additional Council member**

- It was resolved to co-opt Caroline Curtis to the Community Council

**Item 4 - I dderbyn aelod newydd i'r Cyngor / To accept new Council member**

- Caroline Curtis signed her Declaration of Acceptance and joined the meeting

**Item 5 – Cyhoeddiadau'r Cadeirydd / Chair's Announcements**

- The Chair requested a minute's silence as a mark of respect to the late Queen Elizabeth, and also a minute's silence to remember Iwan Lewis, a former Community Councillor.

**Item 6 – I dderbyn a chadarnhau cywirdeb cofnodion y cyfarfod a gynhaliwyd ar Orffennaf 18<sup>fed</sup> 2022 (Cyfarfod Cyffredin) / To receive and confirm the accuracy of the minutes of the meeting held on 18<sup>th</sup> July 2022 (Ordinary Meeting)**

- **It was resolved** that the minutes of the Llansteffan and Llanybri Community Council Ordinary Meeting held on 18<sup>th</sup> July 2022 be signed as an accurate record of the meeting.  
Proposed Cllr Thomas Seconded Cllr Stacey

**Item 7 - I dderbyn a chadarnhau cywirdeb cofnodion y cyfarfod a gynhaliwyd ar Awst 23<sup>ain</sup> 2022 (Cyfarfod Anghyffredin) / To receive and confirm the accuracy of the minutes of the meeting held on 23<sup>rd</sup> August 2022 (Extraordinary Meeting)**

- **It was resolved** that the minutes of the Llansteffan and Llanybri Community Council Extraordinary Meeting held on 23<sup>rd</sup> August 2022 be signed as an accurate record of the meeting.  
Proposed Cllr Laws Seconded Cllr Lodwick

**Item 8– Materion yn Codi: Gorffennaf 18<sup>fed</sup> 2022 / Matters Arising/Review of Actions 18<sup>th</sup> July 2022**

- The requested repairs to the edge of the roads around Llanybri have been done. An email will be sent to thank Ian Thomas.
- Some damage was done to the grass area when the new play equipment was installed in Parc Adrian and the equipment has not yet been repaired.
- It was agreed to send a letter of thanks to the Llanybri Rangers for their donation.
- Llanybri Councillors to agree where the donated tree will go in the play area.

- The roots have been removed from under the climbing frame on the Morfa play area. E Evans to be asked to check that it is now clear.
- Recognised that a bigger bin or two bins would help with the added refuse at the bottom of Ferry Lane. The Scott's Bay bin also often overflowing.

**Item 9 - Materion yn Codi: Awst 23<sup>ain</sup> 2022 / Matters Arising: 23<sup>rd</sup> August 2022**

- First Steps – it has been established that this is a Public Right of Way, County have been approached and have agreed to send a maintenance team to assess the risk and consider the possibility of further hand rails.
- The Headland shelter repairs will be done in the Spring.
- Further information has been requested regarding the Hen Gapel Memorial Garden but none received.

**Item 10 - Cyfranogiad y Cyhoedd / Public Participation** (meeting suspended at 7.30pm)

- A request was made for the Bell House panel to be moved as the footpath is overgrown (clerk to request)
- A member of the public requested confirmation of how her questions would be responded to.
- It was confirmed that the issue of the locked gate to the football pitch is an issue for the Football Club. (standing orders were re-instated at 7.43)

**Item 11 - Croesawu Clerc newydd a chytuno trosglwyddiad cyfrifoldebau / Welcome new Clerk and agree transfer of responsibilities**

- The Chair welcomed the new Clerk, Tina Roberts. It was agreed that the temporary clerk continue to work alongside the new Clerk for 4- 6 weeks.
- The new Clerk will start her training in the next month.

**Cllr James joined the meeting at 7.55pm**

**Item 12 - Caniatâd Heneb Cofrestredig Hen Gapel am waith trwsio a derbyn pris / Hen Gapel Scheduled Monument Consent for repairs and acceptance of quote**

- CADW have given consent for the repairs to the Scheduled Ancient Monument and **it was resolved** to accept the quote from D Siggery,
- Proposed Cllr Lodwick Seconded Cllr Thomas

**Item 13 - Byrddau Hysbysebu Llanybri a Llansteffan – diweddariad a gwaith cynnal a chadw / Llanybri and Llansteffan Notice Boards – update and maintenance**

- It was agreed to get a quote to repair the recently refurbished noticeboard.
- **It was resolved** to purchase a stainless-steel plaque for the Llansteffan noticeboard.
- Proposed Cllr Stacey Seconded Cllr Lodwick
- **It was resolved** to purchase a new noticeboard for Llanybri as no tenders had been submitted.
- Proposed Cllr Lodwick Seconded Cllr Roberts

**Item 14 - Llwybr Nant Jac - diweddariad / Nant Jack Footpath – update**

- The Public Right of Way officer is working on the Creation Order. The work will include formalising the path along the front of the Green which is not currently registered as Coastal Path.
- Council members agreed to explore the cost of interim measures to make the Nant Jack path passable during bad weather.

**Item 15 - Pheasantry – diweddariad a chynnydd / Pheasantry – update and progress**

- It was confirmed that a technical issue that had prevented progress has now been resolved as have the staffing issues in the Countryside Access team and there should now be progress with the Definitive Map Modification Order. All records and statements that were gathered from residents are with County.

**Item 16 - Adroddiad Blynyddol / Annual Report**

- This is now a statutory requirement for all Community Councils. **It was resolved** to accept, with minor amendments, the copy that had been circulated to members.
- Proposed Cllr Stacey Seconded Cllr Thomas

**Item 17 - Cynllunio / Planning PL/04505 Lord's Park Farm (pantry to shower room)**

- It was resolved** to ask that careful consideration is given to the retention of the heritage aspects of the site when making a decision on this planning application.
- Proposed Cllr Stacey Seconded Cllr Laws
- Cllr Jones explained PL/04332, the certificate of lawfulness, regarding the caravan at Darkways. This application had been overlooked during the changeover of Clerks.

**Item 18 - Adolygiad Cyllid - i gyfethol aelod ychwanegol a galw cyfarfod o'r Pwyllgor / Finance Review – to co-opt additional member and to call meeting of the Committee**

- It was resolved** that Cllr Curtis be co-opted to the Finance Committee and a meeting be called for 24<sup>th</sup> October 2022. Proposed Cllr Lodwick Seconded Cllr Thomas

**Item 19 - Adroddiadau Cynghorwyr Sir / County Councillors' reports**

- Apologies were received from Cllr Hughes. Cllr Jones presented her report which can be found on the website. (Community)

**Item 20 - Cyfrifon - cytuno taliadau a derbyniadau / Accounts - agree payments and receipts**

| <b>INCOME</b>  |   |               |
|--|---|---------------|
| <b>Income received since 23<sup>rd</sup> August 2022</b>                                     |   |               |
| <b>DATE</b>  | <b>DETAIL OF INCOME / PAYER</b>   | <b>AMOUNT</b> |
| 31.08.2022   | Precept- 2 <sup>nd</sup> payment 2022/23  | £6,666.67     |
| 31.08.2022   | Interest  | £5.11         |
| 06.09.2022   | Below High Water – Donation*  | £2,500.00     |
| 13.09.2022   | Rachel Howell bench payment   | £610.00       |
| <b>EXPENDITURE</b>   |   |               |
| <b>Expenditure incurred paid and pending authorisation since 23<sup>rd</sup> August 2022</b> |   |               |
| <b>DATE</b>  | <b>DETAIL OF PAYMENT / PAYEE</b>  | <b>AMOUNT</b> |
| 03.10.2022   | Temporary Clerk's salary- net pay<br>(15 <sup>th</sup> July – 7 <sup>th</sup> October)* | £886.08       |
| 26.09.2022   | Tax (HMRC) 15 <sup>th</sup> July – 9 <sup>th</sup> September                            | £147.20       |
| 03.10.2022   | Tax (HMRC) 10 <sup>th</sup> September – 7 <sup>th</sup> October)                        | £73.60        |
| 03.10.2022   | Hire of Llansteffan Hall 3 x  | £88.00        |
| 03.10.2022   | John Evans Cement for fixing litter bin in Parc Adrian                                  | £17.08        |
| 03.10.2022   | Paint for telephone kiosk   | £76.96        |
| 03.10.2022   | Rhian Worrell payment for training hours (10)   | £115.30       |

**\*Notes:**

\* Temp clerk's salary paid on 4 weekly basis not monthly.

\* Below High Water – this donation went in by cheque on 19.08.2022 but was refused and taken out of the account on 22.08.2022 then was paid in again by bank transfer on 06.09.2022

- It was resolved** to accept the payments and receipts Proposed Cllr Lodwick Seconded Cllr Stacey

**Item 21 - *Iechyd a Diogelwch* / Health and Safety:** Cllrs to report on their area of responsibility

- **Cllr Lodwick** - Roots beneath climbing frame now removed. (Play equipment inspection to be requested again)  
Glass bins by the Chapel are full.
- **Cllr Stacey** - Bins at Ferry Point overflowing, tends to be a summer problem (request an additional bin)
- **Cllr Thomas** – Sand collecting at the bottom of the Croft.
- **Cllr Laws** – Work in progress on Parc Adrian, the damaged ground will be made good.
- The Health and Safety form was circulated, and an electronic copy will follow.

**Item 22 – *Gohebiaeth* / Correspondence**

- The Temporary Clerk summarised the correspondence. The letter from Rebecca Jenkins was discussed and it was agreed that a response would be drafted and circulated for members comments.

*The chair asked members if they were willing to go beyond 9.30pm all agreed.*

**Item 23 – *Dyddiad Cyfarfod misol mis Tachwedd* / Date of November meeting**

- To be decided at the next meeting

**Item 24 – *Materion er gwybodaeth* / Matters for information**

- Cllr Laws raised the issue of speeding tractors in Llanybri and it was agreed that this would go on to the next agenda for consideration
- Access from Llansteffan by Cocklers has ended for this season. Access from Ginst to Llanybri beds will continue on Saturdays until the end of the month.
- A member of the public had expressed concern about parking on Clarence Hill
- The Llansteffan Consultation is moving into the next stage and will go public very soon.

**Item 25 - *I ystyried cynnig i eithrio'r cyfryngau ac aelodau'r cyhoedd o eitem fusnes nesaf y Cyngor gan ei bod yn ymdrin â materion personol cyfrinachol ble byddai'n niweidiol i les y cyhoedd i barhau heb yr eithriad hwn (Deddf Cyrff Cyhoeddus (Mynediad i Gyfarfodydd) 1960).*** / *To consider a motion to exclude the press and the public from the next item of business as it relates to confidential personnel matters where it would be prejudicial to the public interest to hold the meeting without this exclusion [The Public Bodies (Admission to Meetings) 1960]*

**It was resolved** that the press and public be excluded for this item  
Proposed Cllr Thomas Seconded Cllr Lodwick

**Item 26 - *I dderbyn adroddiad y Pwyllgor Adnoddau Dynol ar faterion cyfrinachol* / To receive Human Resources Committee report on confidential matters**

Following discussion, a proposal **was resolved**.  
Proposed Cllr James Seconded Cllr Thomas

The Chair closed the meeting at 10.10pm

**Signed** ..... **Date:** .....

Chair: Cllr Carys Jones