

**CYNGOR CYMUNED LLANSTEFFAN A LLANYBRI
LLANSTEFFAN AND LLANYBRI COMMUNITY COUNCIL**

MINUTES OF THE ORDINARY MEETING HELD ON MONDAY 17TH MARCH 2025 AT 7PM

PRESENT:

Cllr Stacey (CHAIR)
Cllr Davies
Cllr Sainty
Cllr Roberts
Cllr Lodwick

Cllr C Jones
Cllr H Jones
Cllr Curtis
Cllr Worrell
Cllr Laws

In Attendance:

5 Members of the public (1 online)
Tina Roberts – Clerk

	Eitem / Item
1.	Ymddiheuriadau / <i>Apologies</i> NA
2.	Datganiadau Buddiant a Gollyngiadau - eitemau agenda yn unig / <i>Declarations of Interest and Dispensations - agenda items only</i> Cllr Worrell – Personal & prejudicial for Items 17 & 18 as she organises Clear-Up Crew Cty Cllr C. Jones - Personal – Cty Cllr C. Jones is a County Council Member Cllr Roberts - Personal & Prejudicial for Item 14 – The Clerk is wife of Cllr Roberts
3.	Cyhoeddiadau'r Cadeirydd / <i>Chair's Announcements</i> - The Clerk submitted a bid for SPF grant on behalf of Llansteffan Sports Club. - Tribute to Dr. David Hunter: He joined the Council in 2012 and served until he retired in 2017. During those five short years he worked tirelessly for the Council and the community. He sat as an advisor on the County's Rights of Way Improvement Plan and carried out extensive searches of all the paths in our two communities. Dr. David's work in initiating the DMMO, on what has come to be known as the Pheasantry Footpath, was forensic. His research, representations, and his work with County Officers and solicitors was intensive and wide-ranging. Dr. David was our representative on One Voice Wales. He attended meetings and contributed religiously. He was also active in liaising with the Health Board and supported many members of the community through times of difficulty. Dr. David was a member of the local British Legion Branch and Llansteffan Hall Committee for many years. The memorial to those who were lost in the First World War, seen along the length of the right hand wall, was initiated by Dr. David and Ozi Osmond. He was a passionate advocate for goodness and fairness. Most will never know of all his hard work for this community.
4.	I dderbyn a chadarnhau cywirdeb cofnodion y cyfarfod cyffredin a gynhaliwyd ar Chwefror 17 ^{eg} 2025 / <i>To receive and confirm the accuracy of the minutes of the ordinary meeting held on 17th February 2025</i> It was resolved to accept the minutes with the removal of the part sentence 'under section 106 rules' from Item 20 and a clarification of Cty Cllr C. Jones declaration of interest. Proposed: Cllr Lodwick Seconded: Cllr Curtis For: 7 Abstain: Cllr Worrell
5.	I dderbyn a chadarnhau cywirdeb cofnodion y Cyfarfod Anghyffredin a gynhaliwyd ar Fawrth 11 ^{eg} 2025 / <i>To receive and confirm the accuracy of the minutes of the Extraordinary Meeting held on 11th March 2025</i> It was resolved to accept the minutes with the addition of the sentence 'Llansteffan Sports Club have confirmed the ongoing maintenance of the football pitch' Proposed: Cllr Worrell Seconded: Cllr Curtis For: 4
6.	Materion yn Codi: Chwefror 17 ^{eg} 2025 / <i>Matters Arising: 17th February 2025</i> None
7.	Cyfranogiad y Cyhoedd (15 munud) - eitemau agenda yn unig / <i>Public Participation (15 mins) - agenda items only</i> Standing Orders suspended: 19:30 MoP stated that trees and bushes had been cut on the land between CCC owned Village green and the foreshore (Crown land). It was stated that birds were using the area for nesting. A contractor stated that on being asked to cease work until clarification had been sought he did so but that he was of the opinion that this land did not belong to anyone at present.

	T. Down spoke about Llansteffan Tourism Group and their desire to keep, maintain and fund the lighting of Llansteffan Castle. She suggested only lighting at weekends would bring the energy bill down. Standing Orders reinstated: 19:35
8.	It was resolved to move this item until after items 9,10 & 23 Proposed: Cllr Stacey Seconded: Cllr Curtis For: All
9.	I adolygu'r cytundeb gyda CADW i gynnal a chadw asedau goleuo Castell Llansteffan parthed cais i symud y goleuadau i'w defnyddio ar safleoedd eraill CADW lle gellir lleihau fandaliaeth / <i>To review the agreement with CADW to maintain the lighting assets of Llansteffan Castle in light of a request to remove the lights for use at other CADW sites where vandalism can be minimised.</i> It was resolved to request a meeting between CADW, the owner of the Castle, LLCC, Llansteffan Tourism Group and St. Ishmalls Community Council to look at ways of working that will allow the Castle to remain lit as often as possible Proposed: Cllr Stacey Seconded: Cllr Worrell For: All
10.	I ystyried ceisiadau Grantiau a Rhoddion / <i>To consider Grant & Donations applications</i> Goleuo Castell Llansteffan £500 /Llansteffan Castle lights illumination £500 It was resolved to give a donation of £500 towards paying energy bills for Llansteffan Tourism Group. This initial fund will support the group until a fundraising model can be initiated. A cheque will be written when the group can demonstrate all the requirements for LLCC grant aid. Proposed: Cllr C. Jones Seconded: Cllr Laws For: 8
23.	Gohebiaeth / <i>Correspondence</i> A complaint was made by 2 MoP about land clearance: A discussion was held about Llansteffan Area of Conservation within which no tree may be cut down without permission if it has a trunk radius of 75mm+ 1.5m from the ground. Whilst LLCC have no jurisdiction over the land between the Village Green and the foreshore there is a moral duty to support residents to democratically manage this area with advice from a range of experts in the field. To that end it was resolved that LLCC will call a meeting for any member of the public to attend with a view to initiating a group of people that will research the best approach to managing this accreted land. Proposed: Cllr Stacey Seconded: Cllr Laws For: All Any MoP may request the map for the Area of Conservation from the Clerk.
8.	I adolygu a derbyn diweddariad i'r Rheolau Sefydlog / <i>To review and adopt updated Standing Orders</i> This item will return in April.
11.	I ddiweddarau aelodau ar yr adolygiad o oleuadau Llansteffan ac i ail-drafod y posibilrwydd o ddiffodd goleuadau sy'n eiddo i'r gymuned /To update members on the review of lighting in Llansteffan and revisit the possibility of turning lights off that are in community ownership It was resolved to request confirmation of all lights being billed as dimming from Mr Price Proposed: Cllr C Jones Seconded: Cllr Laws For: All
12.	I drafod yr angen am lusernau addas, a gafodd eu cyfnewid dros dro, ar hyd y Village Green, Llansteffan mewn Ardal Gadwraeth / <i>To discuss the requirement for appropriate lanterns, that were temporarily replaced, along Llanstaffan Village Green in a designated Conservation Area</i> It was resolved to request from CCC the return of suitable lamps to replace those removed Proposed: Cllr Stacey Seconded: Cllr Curtis For: All
13.	I drafod y cynnydd mewn hysbysebu'r DMMO ar ran o lwybr yr arfordir ger y Pheasantry / <i>Current update on progress of completion of advertising period of DMMO regarding a section of coast path adjacent to The Pheasantry</i> No progress to report
14.	I awdurdodi Debyd Uniongyrchol i gynllun pensiwn yr Ymddiriedolaeth Cynilo Cyflogaeth Cenedlaethol (NEST) ar gyfer awto-gofrestriad gweithwyr cyflogedig (yn ôl a geisir) / <i>To authorise DD to National Employment Savings Trust (NEST) pension scheme for auto-enrolment of employees (as requested).</i> Cllr Roberts left the room It was resolved to sign the auto-enrolment DD for NEST pension for LLCC employee as requested Proposed: Cllr Lodwick Seconded: Cllr Worrell For: All Cllr Roberts returned to the room
15.	I adolygu a derbyn "Polisi y Wasg a Chyfryngau Cymdeithasol" / <i>To review and adopt a 'Press and Social Media Policy'</i>

	It was resolved to accept the policy with the following changes: All communications on behalf of the Community Council will come from the Clerk and communications from Cty Cllrs, will be copied to the Clerk (if relevant). Proposed: Cllr Stacey Seconded: Cllr Curtis For: All																																								
16.	I drafod a chadarnhau safle asedau'r Cyngor Cymuned, megis potiau planhigion mawr, o fewn cynllun Maes Parcio'r Traeth / <i>To discuss and finalise position of LLCC assets, such as large planters, within the new layout of South Car Park</i> Cty Cllr C. Jones explained that a new board will be placed at the bottom of The Croft in keeping with the current ethos of the Conservation Area. It was resolved to accept Cllr Worrells suggestions for siting of LLCC assets Proposed: Cllr Curtis Seconded: Cllr Roberts For: All																																								
17.	I drafod cynnig cefnogaeth ysgrifenedig i'r Clear-Up Crew i wneud gwaith gwella ar y llain fechan o dir sy'n anodd iawn i'w chwynnu neu blannu. Byddai hyn yn cefnogi cais i Gronfa Gymunedol y Loteri Genedlaethol / <i>To discuss giving Clear-Up Crew written support to undertake upgrade work on the small parcel of land that is very difficult to weed or plant. This would support an application to the National Lottery Community Fund.</i> Cllr Worrell left the room LLCC do not own this piece of land but would wish to see a final suggested design prior to giving support for a proposed project. In principle the council are in favour of supporting a Lottery grant bid.																																								
18.	Cais am ganiatâd gan y Cyngor Cymuned i'r Clear-Up Crew i baentio sied ym Maes Parcio'r Traeth (dim gwrthwynebiad gan y perchennog - Cyngor Sir Gâr) / <i>Request for permission from LLCC for Clear-Up Crew to paint shed in South Car Park (owners CCC have no objection)</i> It was resolved to have No Objection to the shed being painted Proposed: Cllr Stacey Seconded: Cllr Curtis For: All Cllr Worrell returned to the room																																								
19.	Cynllunio / <i>Planning</i> - PL/08959 & PL/08960 – LISTED BUILDING CONSENT Transform the grade II-listed Bakehouse and Laundry, annexed to the main farmhouse, currently used for storage, into a simple self-sufficient accommodation unit for farm stay holidaymakers - Lords Parc, Llansteffan, Carmarthen, SA33 5LT (Deadline 25/03/25) Documents for reference PL/08959: Public Access Documents for reference PL/08960: Public Access It was resolved to have NO OBJECTION Proposed: Cllr Roberts Seconded: Cllr H Jones For: All Diweddariad / <i>Planning update:</i> - PL/08973 – Tree works in conservation area. Baytree House, High Street, Llansteffan. IN REVIEW - PL/08808 – Non-Material Amendment. Maes Y Meillion, Llanybri. GRANTED																																								
	It was resolved to extend past 2.5 hours for this meeting Proposed: Cllr Stacey Seconded: Cllr Curtis For: 9 Against: Cllr Roberts Cllr Roberts gave his apologies and left the meeting																																								
20.	Cyfrifon - cytuno taliadau a derbyniadau / <i>Accounts - agree payments and receipts</i> <table><tr><th colspan="4">INCOME</th></tr><tr><th>DATE</th><th>DETAIL OF INCOME / PAYER</th><th>AMOUNT (£)</th><th>RV No.</th></tr><tr><td>06-03-25</td><td>BT Wayleaves</td><td>68.60</td><td>14</td></tr></table> <table><tr><th colspan="4">EXPENDITURE</th></tr><tr><th colspan="4">penditure incurred paid and pending authorisation since 17TH FEB 2025</th></tr><tr><th>DATE</th><th>DETAIL OF PAYMENT / PAYEE</th><th>AMOUNT (£)</th><th>PV No</th></tr><tr><td>17-03-25</td><td>T. Roberts & HMRC (Mar)</td><td>643.07</td><td>72 & 73</td></tr><tr><td>17-03-25</td><td>Employer NEST Pension</td><td>3.69</td><td>DD</td></tr><tr><td>17-03-25</td><td>Monthly contract Dongle*</td><td>20.00</td><td>74</td></tr><tr><td>17-03-25</td><td>IRPW members allowances</td><td>624.00</td><td>75,76,77 & 78</td></tr></table>	INCOME				DATE	DETAIL OF INCOME / PAYER	AMOUNT (£)	RV No.	06-03-25	BT Wayleaves	68.60	14	EXPENDITURE				penditure incurred paid and pending authorisation since 17 TH FEB 2025				DATE	DETAIL OF PAYMENT / PAYEE	AMOUNT (£)	PV No	17-03-25	T. Roberts & HMRC (Mar)	643.07	72 & 73	17-03-25	Employer NEST Pension	3.69	DD	17-03-25	Monthly contract Dongle*	20.00	74	17-03-25	IRPW members allowances	624.00	75,76,77 & 78
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	17-03-25	OVW Module 17 RW	20.00	79
	17-03-25	OVW Membership	260.00	80
	17-03-25	Carmarthen Electronics*	60.00	81
	17-03-25	Edward Harris Solicitor re: The Pheasantry DMMO	1,290.00	82
	17-03-25	Llanybri Hall Hire (lost chqs PV 57 & 67)	152.00	83
	01-04-25	J. King Website Management	300.00	1
Notes: *Reimbursement to Clerk It was resolved not to pay PV 82 and write a letter to the donor of money for legal fees offering the surplus back. Proposed: Cllr Lodwick Seconded: Cllr Curtis For: All It was resolved to accept P&R with PV83 becoming PV82 Proposed: Cllr Worrell Seconded: Cllr Curtis For: All				
21.	Adroddiadau Cynghorwyr Sir / <i>County Councillors' reports</i> A Charity may take over a section of the public conveniences in South Car Park. Discussions are ongoing.			
22.	Iechyd a Diogelwch / <i>Health and Safety</i> The chippings being used on the Coast Path are causing sections of the chain link fence to bulge. A car had to be towed away from the Village Green where it fell over the raised section into the road.			
23.	Gohebiaeth / <i>Correspondence</i> Letters/Emails/Phone Calls of note were raised			
24.	I drafod a chwblhau llythyr i ymateb i Mr. Alan Williams ynghylch gweithrediadau sy'n digwydd yn ardal ogleddol y Village Green ac i adolygu'r amser a gymerwyd i ymateb i Gais Rhyddid Gwybodaeth / <i>To discuss and complete a letter of reply to Mr Alan Williams regarding actions being undertaken at the northern end of the Village Green and to review the length of time taken to respond to a FOI request.</i> An extraordinary meeting regarding this item will be held on 24th March 2025.			
25.	I drafod ac ymateb i gwynion gan aelodau o'r cyhoedd ynghylch smentio creigiau ar Village Green / <i>To discuss and respond to MoP complaints regarding cementing rocks on Village Green</i> LLCC do not have responsibility for this section of the Village Green but the issues in this area will be raised by Cty Cllr C. Jones with CCC.			
26.	Dyddiad cyfarfod misol mis Ebrill 2025 / <i>Date of April 2025 monthly meeting</i> TUESDAY April 22nd Llanybri Community Hall			
27.	Materion er gwybodaeth / <i>Matters for information</i> The Clerk has AL w/c 07-04-25 for 1 week.			
28.	I ystyried cynnig i eithrio'r cyfryngau ac aelodau'r cyhoedd o eitemau busnes nesaf y Cyngor gan eu bod yn ymdrin â materion cyfrinachol ble byddai'n niweidiol i les y cyhoedd i barhau heb yr eithriad hwn [Deddf Cyrff Cyhoeddus (Mynediad i Gyfarfodydd) 1960]. Ni all y Cyngor Cymuned rannu'r cofnodion hyn oherwydd y risg o golli'r ffrainc gyfreithiol a gynhwysir ynddynt / <i>To consider a motion to exclude the press and the public from the next items of business as they relate to confidential matters where it would be prejudicial to the public interest to hold the meeting without this exclusion [The Public Bodies (Admission to Meetings) Act 1960.] The community council are unable to share these minutes as to do so would risk losing the legal privilege that exists in them.</i> It was resolved to hold this section of the meeting confidentially and to exclude the press and public. There may be legal privilege in some of the debate but there also may be potential to break GDPR rules Proposed: Cllr Lodwick Seconded: Cllr H Jones For: Cllr Davies Against: Cllr Worrell Cllr Laws Cllr Sainty Cllr Curtis Cllr Stacey Not Voting: Cllr C Jones			

24.	I drafod a chwblhau llythyr i ymateb i Mr. Alan Williams ynghylch gweithrediadau sy'n digwydd yn ardal ogleddol y Village Green ac i adolygu'r amser a gymerwyd i ymateb i Gais Rhyddid Gwybodaeth / <i>To discuss and complete a letter of reply to Mr Alan Williams regarding actions being undertaken at the northern end of the Village Green and to review the length of time taken to respond to a FOI request.</i>
29.	I dderbyn a chadarnhau cywirdeb cofnodion cyfrinachol y Cyfarfod Cyffredin a gynhaliwyd ar Chwefror 17 ^{eg} 2025 / <i>To receive and confirm the accuracy of the confidential minutes of the Ordinary Meeting held on 17th February 2025</i>

*Rheolau Sefydlog Cyngor Cymuned Llansteffan a Llanybri 2023

**Llansteffan and Llanybri Community Council Standing Orders 2023*

Tina Roberts: Clerc/Clerk: 24/03/2025