

CYNGOR CYMUNED LLANSTEFFAN A LLANYBRI
LLANSTEFFAN AND LLANYBRI COMMUNITY COUNCIL
MINUTES OF THE ORDINARY MEETING HELD ON MONDAY 28TH JULY 2025 AT 7PM

PRESENT:

Cllr Roberts (Chair)
Cllr Sainty
Cllr Ball

Cllr Worrell
Cllr Gilby

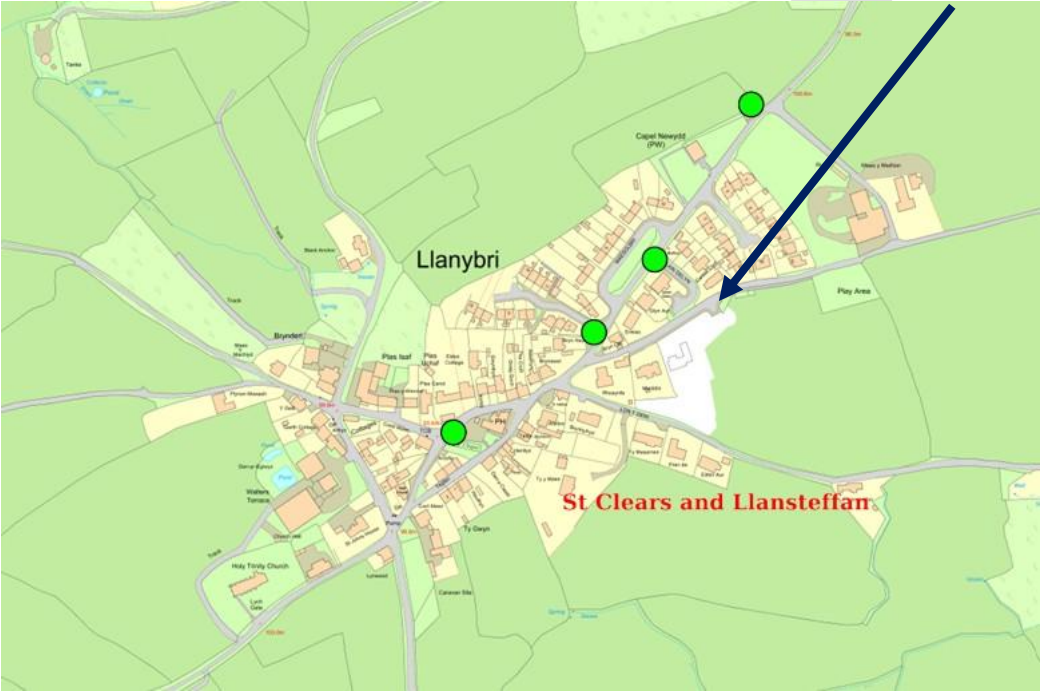
In Attendance:

Cty Cllr C Jones
9 Members of the public
Tina Roberts – Clerk

Eitem / Item	Minute No
1. Ymddiheuriadau / Apologies Cllr Jones (medical) & Cllr Davies (prior engagement)	
2. Datganiadau Buddiant a Gollyngiadau – eitemau agenda yn unig / Declarations of Interest and Dispensations – agenda items only Cllr Worrell – Personal interest in Item 9 as manages Clear Up Crew	
3. Cyhoeddiadau'r Cadeirydd / Chair's Announcements Cllr Stacey, Cllr Lodwick and Cllr Laws (27-07-25) have resigned.	216
In the absence of the Chair it was proposed to elect Cllr Roberts to Chair this meeting Proposed: Cllr Worrell Seconded: Cllr Sainty For: 3	217
4. Cyfetholiad aelod ychwanegol i'r Cyngor dros ward Llansteffan / Co-option of additional Council member for Llansteffan ward Both candidates were asked the question ' What skills and experience can you bring to the Community Council?' It was resolved to co-opt Susan Ball. Proposed: Cllr Worrell Seconded: Cllr Sainty For: 4	218
It was noted that the formal process announcing vacancies will be initiated leading to further positions being available in September. A request was made for applications to be received.	219
5. I dderbyn a chadarnhau cywirdeb cofnodion y cyfarfod cyffredin a gynhaliwyd ar Fehefin 16 ^{eg} 2025 / To receive and confirm the accuracy of the minutes of the ordinary meeting held on 16 th June 2025 It was resolved to accept the minutes Proposed: Cllr Worrell Seconded: Cllr Sainty For: 4	220
6. I dderbyn a chadarnhau cywirdeb cofnodion y Cyfarfod Anghyffredin a gynhaliwyd ar Orffennaf 1 ^{af} 2025 / To receive and confirm the accuracy of the Extraordinary Meeting held on 1 st July 2025 It was resolved to accept the minutes Proposed: Cllr Roberts Seconded: Cllr Worrell For: 4	221
7. Materion yn Codi: Mehefin 16 ^{eg} 2025 / Matters Arising: 16 th June 2025 Cllr Worrell detailed the difference in price for 7 decorative lanterns for The Green in Llansteffan. It may be possible to get a better price commercially but LLCC still need CCC to fit the lanterns as all lighting hardware is owned by CCC. LLCC pay the energy and maintenance costs but do not own the actual lights themselves. Cllr Worrell will see what the best price is prior to putting together a grant application for these lanterns. It is anticipated that CCC support for ongoing maintenance will be available. It is hoped that this will continue to retain the historical nature of this beach front in a Built Environment conservation area.	222
8. Cyfranogiad y Cyhoedd (15 munud) - eitemau agenda yn unig / Public Participation (15 mins) - agenda items only Standing Orders suspended: 19:19 Two members of Llansteffan Sports Club discussed the requirement for a new lease for The Morfa to allow grant applications to be made. In addition, it was discussed that the two groups, LLCC & Llansteffan Sports Club, need to understand the current wording of the lease at present in order to be in a better position to understand the obligations on both sides for maintenance, committee membership and permissions.	223
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- A member of Llanybri Community Hall committee spoke about the need for a new front door for the hall regarding Item 24. At present Llanybri Holy Trinity Church is for sale and as part of the sale Church surveyors will report back on the work required to repair the back wall and storage area (old toilet block). The Hall Committee are negotiating with the Diocesan Board regarding a new lease and its terms for community use. Llanybri Hall Committee have supplied all documents required. - A MoP spoke about Bridge House planning application and the arrangements that have been made to secure parking that will not involve further parking on the road.	226
Standing Orders reinstated: 19:36	227
Standing Orders reinstated: 19:36	228
Standing Orders reinstated: 19:36	229
Standing Orders reinstated: 19:36	230
It was resolved to bring Item 24 earlier in the Agenda Proposed: Cllr Worrell Seconded: Cllr Sainty For: 5	231
24. I adolygu ceisiadau am Grantiau a Rhoddion Chwarter 2 / To review applications for Q2 grants and donations: Llanybri Community Hall – New front door. Grant requested £1,831.49. It was resolved to grant Llanybri Community Hall £1,000 towards a new front door. The whole community benefit from the use of this hall despite this hall being owned by the Diocesan Board. This, therefore, allows LLCC to make a grant to Llanybri Hall Committee. The lease states that Llanybri Community Hall preferentially continues to be able to rent the hall for all purposes related to community engagement and events and it is hoped that a new negotiated lease will shortly be agreed. Proposed: Cllr Worrell Seconded: Cllr Sainty For: 5	232
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9. I drafod amodau lês Y Morfa i Glwb Chwaraeon Llansteffan. Y drafodaeth i gynnwys y gofyn i'r Cyngor am fan storio offer amddiffyn rhag llifogydd a'r gofyn i'r Cyngor leoli Sied y Clear Up Crew ar eu tir. Cofnodwyd eisioes bod y Clwb Chwaraeon wedi cymeradwyo'r amddiffynfeydd rhag llifogydd a'r sied ac nawr mae angen cymeradwyaeth ac ysweiriant indemniad gan awdurdodau/Clear Up Crew / To discuss the conditions of lease of The Morfa to Llansteffan Sports Club. This discussion to include requirements of LLCC for storage of Flood Barriers and requirements of CCC to site Clear-Up Crew Shed. Both flood barriers and shed have been minuted as approved by the Sports Club and now need approval and indemnity insurance by authorities/Clear-Up Crew. Cty Cllr C Jones has contacted LLCC to state that when The Flood Group make a request to the Community Council to store Flood Barriers on Y Morfa it will be made formally with a letter, a map, site location, materials and a brief of any necessary works. The Flood Group are currently awaiting news on funding. Cllr Worrell updated members that she is awaiting confirmation from CCC that the shed may be moved. Cllr Worrell will follow up and confirm when this permission is in place. LLCC & Llansteffan Sports Club have given permission. Clear Up Crew insurance is in place and CCC have been sent a copy.	235
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10. I enwebu dau aelod ychwanegol i fynychu cyfarfodydd Clwb Chwaraeon Llansteffan fel cynrychiolwyr y Cyngor / To nominate up to a further 2 members to attend Llansteffan Sports Club meetings as LLCC representatives. This action will be followed up after LLCC & Llansteffan Sports Club have had legal advice regarding the lease terminology.	240
11. I drafod a chymeradwyo cais gan Bwyllgor y Ffiesta am ddefnyddio'r Morfa ar gyfer digwyddiadau'r Ffiesta / To discuss and approve a request for the use of The Morfa for Fiesta Events from the Fiesta Committee This request was approved Proposed: Cllr Worrell Seconded: Cllr Sainty For: 5	241
12. I drafod y potensial i rentu man cadw archifau yn Ystafelloedd Ben Harries, y Clwb Chwaraeon neu Gapel Llanybri er mwyn darparu storddy cyfleus ar gyfer dogfennau archif i'r holl aelodau / To discuss the potential for rental of an archive space in Llansteffan Ben Harries Institute, Sports Club or Llanybri Chapel for LLCC documents for accessible storage of archive documents for all members. It was resolved to rent a room within Ben Harries at a cost of £30 monthly for storage of LLCC records. This room should be private and secured. It was noted that the Clerk had tried to rent space within Llanybri Community Hall to give a monthly	242
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income to this hall but that the Hall Committee felt that security and damp could be an issue.			
Proposed: Cllr Worrell	Seconded: Cllr Roberts	For: 5	
13. I gytuno Polisi Cwynion wedi'i ddiweddaru / To approve an updated Complaints Policy			
It was resolved to update the policy.			
It was noted that the main changes are that any interview held as part of a complaint should be minuted and/or recorded for future reference.			244
Very few complaints are to be dealt with by the community council. Most should be referred to the Ombudsman.			245
Proposed: Cllr Sainty	Seconded: Cllr Worrell	For: 5	
14. I drafod deilliannau Cyfarfod Rhanddeiliaid y Cocos 03/07/2025 ac adborth aelodau ynglyn ag wythnos gyntaf agor y gwelyau. I drafod ymhellach gofynion yr SoDdGA ger clogwyni Llansteffan ac aber y Tywi / To discuss outcomes from the Cocklers Stakeholder Meeting 03/07/2025 and feedback from members regarding the first week of open beds. To further discuss the requirements of the SSSI at both Llansteffan cliffs and Towy estuary.			
Cty Cllr C Jones and Cllr Laws had a conversation with a MoP regarding cockling complaint – Clerk to follow -up.			246
Mike Green has formally retired and can longer give LLCC legal advice.			247
It was previously resolved at Extraordinary meeting 1st July 2025 and further refined that LLCC would get legal advice regarding access for commercial vehicles over the northern end of the Village Green, the impact of the commercial loaders/telehandlers/tractors on the River Towy estuary SSSI and the requirements necessary to deregister this area of land as a Village Green.			248
Proposed: Cllr Gilby	Seconded: Cllr Sainty	For: 5	
It was resolved for the Clerk to ascertain whether NRW have been consulted by either Fisheries or the individual permit holders with regard to accessing the beds over a SSSI.			249
Proposed: Cllr Worrell	Seconded: Cllr Gilby	For: 5	
15. I drafod a chymeradwyo Côt Ymddygiad i gasglwyr cocos masnachol / To discuss and approve a Code of Behaviour for commercial cocklers			
It was resolved to request that Fisheries send out LLCC's previously agreed code of behaviour to all permit holders.			250
Proposed: Cllr Worrell	Seconded: Cllr Sainty	For: 5	
16. I drafod ac enwebu aelod i gasglu pob tystiolaeth o arbenigedd cynghorwyr er mwyn llunio cynllun hyfforddi newydd wedi ei seilio ar yr arbenigedd hwn as aelodaeth pwyllgorau. I drafod a chlustnodi llefydd hyfforddiant am ddim a gyda thâl i wahanol aelodau o'r cyngor cymuned gyda phwyslais ar hyfforddiant statudol / To discuss and nominate a member to collect all evidence of Cllr expertise in order to draft a new training plan based on this expertise and committee membership. To discuss and allocate both free and paid training places to different members of the community council with emphasis upon statutory training.			
It was resolved to appoint Cllr Worrell to collate a list of skills & qualifications of members in order to suggest appropriate training in light of committee membership & expertise.			251
Proposed: Cllr Worrell	Seconded: Cllr Roberts	For: 5	
Two new members Cllrs Ball & Gilby will be allocated free Code of Conduct training at a time to suit.			252
Further free training will be allocated in September after the next co-option/s.			
17. I drafod a chymeradwyo hyfforddiant sefydlu i Gynghorwyr newydd / To discuss and approve induction training for new Councillors			
It was resolved to accept the induction training plan.			253
Proposed: Cllr Worrell	Seconded: Cllr Gilby	For: 5	
18. I drafod a chadarnhau y Clerk a'r Swyddog Cyfrifol fel Rheolwr Data ar gyfer RhDDC / To discuss and confirm the Clerk and Proper Officer as The Data Controller for GDPR.			
It was resolved to appoint the Clerk as data Controller for GDPR.			254
Proposed: Cllr Worrell	Seconded: Cllr Sainty	For: 5	
19. I drafod anghenion cyllideb 25/26 er mwyn rhyddhau arian ar gyfer cyngor cyfreithiol ynglyn â mynediad i gasglwyr cocos masnachol dros y rhan o'r Village Green dan berchnogaeth y cyngor / To discuss the 25/26 budget requirements in order to free money to be able to take legal advice regarding commercial cocklers access over LLCC owned Village Green.			
The budget will be reviewed at the end of Q2 to look at half year spend however the allocation of £1K			255

for equipment such as new laptop can be used to allow the initial spend on legal advice. Further modification recommendations for changes to the budget can be made in September by the next Finance Committee.	256
20. I adolygu a chytuno Datganiad Mynediad i'r wefan / To review and approve an Accessibility Statement for website It was resolved to accept the statement Proposed: Cllr Sainty Seconded: Cllr Worrell For: 5	257
21. I arwyddo debyd uniongyrchol i gofrestru gyda Swyddfa'r Comisiynydd Gwybodaeth (SCG) fydd yn arbed £5 y flwyddyn. Eisioes wedi cytuno i ymuno â SCG / To sign a DD for registration with The Information Commissioners Office (ICO) which will save £5 per annum. Joining ICO already approved. It was resolved to use a DD to pay the annual subscription. Proposed: Cllr Roberts Seconded: Cllr Gilby For: 5	258
22. I drafod lleoliad pedwerydd bin posib yn Llanybri / To discuss potential fourth bin location in Llanybri One of the 4 bins in Llanybri, at the Chapel, has not been present for some months. Members would prefer to site the bin closer to Parc Adrian if possible. It was resolved that the Clerk will request that the bin is moved to ///layover.torn.debut.  Proposed: Cllr Roberts Seconded: Cllr Sainty For: 5	259 260 261
23. To discuss the addition of a further committee member for Finance Committee This item to return in September	262
25. Cynllunio / Planning - Bridge House, Old School Road, Llansteffan, Carmarthen, SA33 5LE APPEAL - Change of use of garden room currently used as an office and occasional over spill of main house, into to a short-term holiday rental. The holiday rental will comprise of 1 bedroom, shower room, kitchen/diner and lounge. External patio/decking. Start Date 23/06/2025 for 4 weeks. It was resolved to SUPPORT the application Proposed: Cllr Roberts Seconded: Cllr Worrell For: 5 - PL/09526 - Demolition of existing garage/workshop and replace with a domestic dwelling - Ty'r Haf, The Green, Llansteffan, Carmarthen, SA33 5LW. Deadline 06-08-25. Planning Application: PL/09526 It was agreed that the Clerk will draft a response and obtain member permission prior to responding. Diweddariad / Planning update: 06-08-25 APPEAL HEARING Appeal - AP-7371 - Land opposite Waun-Y-Pant, Llanybri, Carmarthen, SA33 5HL in Committee Room 1, 3 Spilman Street, Carmarthen, SA31 1LE 10am for Unauthorised change of use of agricultural land to a sui generis storage/scrap yard for vehicles - PL/08949 Tree Works opposite 1 Lys Steffan, Llansteffan. Trees subject to TPO. REFUSED	263 264

• PL/09114 Innisfree House, The Green. Approval as residential dwelling. APPROVED • PL/08590 Plas Mansion Listed Building consent reinstatement workshop. GRANTED																																																																																	
26. To discuss and approve appointment of a Welsh translator It was resolved to agree £50 per 1000 words on a three month trial with Barbara Jones (retired from Trinity College as a translator). Proposed: Cllr Roberts Seconded: Cllr Gilby For: 5	265																																																																																
27. To discuss maintenance work in Llansteffan Park on The Morfa Having just received last years safety reports from CCC for both playgrounds there is a single medium risk area. The two bay swing set in Llansteffan Playground on The Morfa has one section that has rusted away. It was resolved for Cllr Sainty to look to see if it is possible to remove the corroded crossbar, one side of the swingset, leaving the other side intact. Then keep a baby seat and a swing seat in this bay. Quotes have been sought for repair, but the swing set was first installed in 1994 and now does not meet guidelines for swing separation. It may, therefore, be better to look at a replacement swing set. Proposed: Cllr Gilby Seconded: Cllr Worrell For: 5	266 267 268 269																																																																																
28. Cyfrifon - cytuno taliadau a derbyniadau / Accounts - agree payments and receipts <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>30-06-25</td><td>NatWest Interest (June)</td><td>26.39</td><td>4</td></tr><tr><td>22-07-25</td><td>Mark Webb for Plaque</td><td>60.00</td><td>5</td></tr></table> <table><tr><th colspan="4">EXPENDITURE</th></tr><tr><th colspan="4">expenditure incurred paid and pending authorisation since 16TH JUNE 2025</th></tr><tr><th>DATE</th><th>DETAIL OF PAYMENT / PAYEE</th><th>AMOUNT (£)</th><th>PV No</th></tr><tr><td>28-07-25</td><td>T. Roberts & HMRC (July)</td><td>643.00</td><td>29 & 30</td></tr><tr><td>28-07-25</td><td>Monthly contract Dongle*</td><td>20.00</td><td>31</td></tr><tr><td>28-07-25</td><td>HMRC Employer NICs (July)</td><td>33.90</td><td>32</td></tr><tr><td>28-07-25</td><td>Clerk Q2 WFH*</td><td>78.00</td><td>33</td></tr><tr><td>28-07-25</td><td>Zoom annual payment*</td><td>155.88</td><td>34</td></tr><tr><td>28-07-25</td><td>J. King website hosting</td><td>80.00</td><td>35</td></tr><tr><td>28-07-25</td><td>Information Commissioners Office</td><td>47.00</td><td>36</td></tr><tr><td>28-07-25</td><td>J. Davies – maintenance Llanybri</td><td>810.34</td><td>37</td></tr><tr><td>28-07-25</td><td>J. Davies – maintenance Llansteffan</td><td>702.85</td><td>38</td></tr><tr><td>07-07-25</td><td>NEST (Apr, May, Jun)</td><td>48.00</td><td>39</td></tr><tr><td>28-07-25</td><td>McAfee*</td><td>55.99</td><td>40</td></tr><tr><td>28-07-25</td><td>SSE Energy Solutions</td><td>30.95</td><td>41</td></tr><tr><td>28-07-25</td><td>T. Roberts for bench plaque</td><td>53.59</td><td>42</td></tr></table> Notes: *Reimbursement to Clerk It was resolved to accept P&R and allow Cllr Jones to countersign cheques and DD (item 21) when able	INCOME				DATE	DETAIL OF INCOME / PAYER	AMOUNT (£)	RV No.	30-06-25	NatWest Interest (June)	26.39	4	22-07-25	Mark Webb for Plaque	60.00	5	EXPENDITURE				expenditure incurred paid and pending authorisation since 16 TH JUNE 2025				DATE	DETAIL OF PAYMENT / PAYEE	AMOUNT (£)	PV No	28-07-25	T. Roberts & HMRC (July)	643.00	29 & 30	28-07-25	Monthly contract Dongle*	20.00	31	28-07-25	HMRC Employer NICs (July)	33.90	32	28-07-25	Clerk Q2 WFH*	78.00	33	28-07-25	Zoom annual payment*	155.88	34	28-07-25	J. King website hosting	80.00	35	28-07-25	Information Commissioners Office	47.00	36	28-07-25	J. Davies – maintenance Llanybri	810.34	37	28-07-25	J. Davies – maintenance Llansteffan	702.85	38	07-07-25	NEST (Apr, May, Jun)	48.00	39	28-07-25	McAfee*	55.99	40	28-07-25	SSE Energy Solutions	30.95	41	28-07-25	T. Roberts for bench plaque	53.59	42	270 271 272 273 274 275 276 277 278 279 280 281 282 283 284 285
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