

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

An Ordinary Meeting of the Council will be held in Llansteffan Memorial Hall on **MONDAY 15th SEPTEMBER 2025 at 7.00pm**. Members of the public are invited to attend and may make contributions in accordance with Standing Orders*.

Code of Conduct training will occur at 6.30pm

Please contact the Clerk for remote joining instructions.

	Eitem / Item			
1.	Apologies			
2.	Declarations of Interest and Dispensations - agenda items only			
3.	Chair's Announcements			
4.	Co-option of additional Council member for Llansteffan or Llanybri wards			
5.	To receive and confirm the accuracy of the minutes of the ordinary meeting held on 21 st July 2025			
6.	To receive and confirm the accuracy of the Extraordinary Meeting held on 28 th August 2025			
7.	Matters Arising: 21 st July 2025			
8.	Public Participation (15 mins) - agenda items only			
9.	To discuss the purchase of lockable filing cabinets for use in Ben Harries Institute for LLCC documents as secure accessible storage of archive documents for all members.			
10.	To discuss recording meetings			
11.	To review, update and publish LLCC commitments to a Welsh Language Scheme in light of a restricted budget			
12.	To appoint further committee members on Finance and HR:			
	Planning	HR	Finance (All on finance to be made signatories on Bank Account)	Village Green
	1 Cllr Davies 2 Cllr Gilby 3 Cllr Jones 4 Cllr Roberts 5 Cllr Sainty 6 Cllr Worrell 7 Cllr Ball	1 Cllr Jones 2 Cllr Sainty 3 Cllr Worrell 4 5 A MoP may be appointed that is a Subject Matter Expert (SME). This will be a matter for the committee.	1 Cllr Gilby 2 Cllr Jones 3 Cllr Worrell 4	1 Cllr Davies 2 Cllr Gilby 3 Cllr Jones 4 Cllr Roberts 5 Cllr Sainty 6 Cllr Worrell 7 Cllr Ball
13.	To discuss updating Chain of Office with previous Chair pin badges			
14.	To appoint members to different areas for Health and Safety routine inspections			
15.	To discuss appointing a CADW approved contractor to mend damaged wall on Hen Gapel			
16.	To discuss purchase of .gov email addresses for Cllrs with additional security to meet GDPR			
17.	To discuss the purchase of a mobile phone for the Community Council			
18.	Cynllunio / Planning - NA Diweddariad / Planning update: - PL/09707 Certificate of Lawfulness sought for work under Land Drainage act 1991 Documents for			

	reference PL/09707: Public Access. Flood risk management works to install a pump within the drainage Chamber on The Green, Llansteffan, with associated electrical cabinet and connections from the car park, and a vertical extension of the Middle Outfall on the beach. The purpose of all the work is to enhance the flood defence assets and protect the village from flooding PL/09709 Certificate of Lawfulness sought for work under Land Drainage act 1991 along Nant Jac catchment. Natural Flood Management aims to modify the river channel and drainage characteristics to slow the flow of water down towards the village. The aim is to prevent a large volume of rain from running off rapidly and causing flooding. the work consists of building two stone gabion dams and deepening and restoring flood plain areas and ponds along the stream. Documents for reference PL/09709: Public Access 
19.	Accounts - agree payments and receipts
20.	County Councillors' reports
21.	Health and Safety
22.	Correspondence - To discuss a joint letter from St. Ishmaels Community Council and LLCC to the Deputy First Minister and Cabinet Secretary for Climate Change and Rural Affairs regarding illegal poaching, antisocial behaviour, illegal parking and lack of action by Authorities to control commercial cockling activities. - All Wales Play Opportunities Grant
23.	Date of October monthly meeting 2025 and Q2 Finance Committee meeting
24.	Matters for information
25.	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] as the matter concerns LLCC employee.
26.	To receive recommendations from Panel

*Rheolau Sefydlog Cyngor Cymuned Llansteffan a Llanybri 2025 / *Llansteffan and Llanybri Community Council
Standing Orders 2025

Tina Roberts: Clerc/Clerk: 10/08/2025