



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

WELSH LANGUAGE POLICY

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The Council has a responsibility to promote the Welsh language. In doing so, it plays a positive role in encouraging good practice.

Objectives:

- i. To progress, within available staffing and financial resources, to a situation which will allow greater access to the services, facilities and democratic processes of the Council in the medium of the Welsh language.
- ii. To monitor the policy to ensure that objectives are achieved and standards maintained.

New policies and initiatives:

When the Council plans new policies or initiatives, it will consider the linguistic consequences to ensure that they meet the objectives of this policy. New policies and initiatives will facilitate the use of the Welsh Language wherever possible and reasonably practicable within the meaning of the Act.

Meetings and translation:

Council and committee meetings are generally open to the public where arrangements are in place to allow the public to comment on Agenda items. However current financial constraints curb the provision of translation facilities for the Welsh Language to translating Ordinary Meeting Agendas only. No demand has been made for further translation facilities by this council in recent times. This will be kept under constant review.

Public and Other Meetings:

Given the current lack of staff who are fluent in the Welsh language and the severity of financial constraints, the offering of translation facilities at public and other meetings is with regret not seen as a viable proposition within the foreseeable future.

The Council's Public Image:

The Council's name and address and other standard information used on its letter headings will be bilingual.

Staffing:

At present the Council has no Welsh speaking clerk. This, to-date, has not presented any difficulties. The Council will, however, encourage staff to learn Welsh and give due regard to the desirability of speaking Welsh when recruiting. Staff will not, however, be pressurised to move post or engage in training against their will because of the priorities outlined in this policy.

Dealing with the Welsh Speaking Public:

i. Written Communications

The public are welcome to contact the Council in writing in either English or Welsh. Every letter received in Welsh will receive a reply in Welsh whenever a reply is required as quickly as a translation can be obtained.

ii. Telephone Communications

With regret, there is currently no Welsh speaking officer employed by the Council who would be able to deal with Welsh language telephone enquiries. For the present, callers will be invited to write to the Council using their chosen language, and/or continue in English.

Publishing and Printing Materials for the Public:

Any publications which the Council might consider in the future, such as newsletters or information sheets, will include a bilingual content, where possible, which respects the principle of equality. Minutes of Council and Committee meetings are currently provided in the English language. The cost of providing a Welsh Language version of minutes is considered to be prohibitive and beyond what can reasonably be imposed on Council Tax payers via their precept. If voluntary support can be obtained bilingual agendas and minutes will be made available.

Advertising and Publicity:

Statutory notices will be published in both languages in accordance with the Act.

Monitoring:

This policy will be monitored and reviewed on a regular basis by full Council.

Policy approved by Council on 20th October 2025