



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

MINUTES OF THE ORDINARY MEETING HELD ON MONDAY 23rd FEBRUARY 2026 AT 7PM

PRESENT: Cllr Sue Ball Cllr Daff Davies Cllr Ian Roberts (Chair) Cllr Darren Sainty (arrived at 19.27 hours) Rhian Worrell – Temp Clerk/RFO	In attendance seven members of the public. Tina Roberts – Co-option Candidate. The meeting commenced at 19.00 hours	
	ITEM	
1.	Apologies No apologies received; Cllr D Sainty texted the Clerk and Chair to report that he was running late. Cllr Sainty arrived at 19.27 hours.	
2.	Declarations of Interest and Dispensations - agenda items only Cllr Worrell declared a personal and prejudicial interest in relation to Item 13 as she is the organiser of Clear up Crew. Cllr I Roberts declared an interest at Item 4 as the applicant is his wife.	
3.	Chair's Announcements The Chair thanked Cllr Worrell for agreeing to act as unpaid temporary Clerk whilst LLCC go out to advert to replace PT Clerk/RFO (Extraordinary Meeting)	
4.	To co-opt a member to the Community Council For the vote to be quorate SOs were suspended at 19.48 hours, and Cllr Worrell relinquished the role of Temp Clerk to Cllr Ian Roberts (due to his prejudicial interest he was barred from voting at this Item). SOs were reinstated at 19.50 hours, the vote was then taken. It was resolved to co-opt Mrs Tina Roberts onto the Community Council. Proposed: Cllr Worrell Seconded: Cllr Darren Sainty Votes cast: Cllr Worrell Agreed, Cllr Ball Agreed, Cllr Sainty Agreed, Cllr Davies abstained. NOTE: Statutory Position: Section 65 of the Elections and Elected Bodies (Wales) Act 2024, amends the Local Government and Housing Act 1989 to add that a person who holds a politically restricted post under a Community Council, corporate joint committee or a local authority in Great Britain is disqualified from becoming or remaining a member of a Community or Town Council. The amendment further clarifies who is to be regarded as holding a politically restricted post under a community council (Section 65(3)). The amendment also extends other provisions in the Local Government and Housing Act 1989 to community and town councils, namely those concerning the granting and supervision of political restriction exemptions (section 65(4)), the limitations on paid leave for undertaking local authority duties (section 65(5)) and the provisions relating to conflicts of interest in staff negotiations (section 65(6)). This provision comes into force from 6 May 2027.	528

	The provision means Mrs Roberts currently a paid Clerk with another Council is only permitted to serve as a Cllr until 6 May 2027. Cllr Worrell then resumed the role of Temp Clerk and Cllr I Roberts relinquished the role. Cllr Davies queried whether the names of those wishing to be co-opted onto the Community Council should appear on the agenda. Mrs Roberts' name did not appear on the agenda of the meeting. It was established that it is not a Statutory requirement and from recollection of the past six years, non-appearance of candidates' names on agendas has been the consistent approach taken for co-option items. Cllr Sue Ball left the meeting at approx. 19.54 hours due to illness.	529
5.	To receive and confirm the accuracy of the minutes of the Ordinary Meeting held on 19th January 2026 It was resolved to accept the accuracy of the minutes of the Ordinary Meeting held on 19th January 2026 with the following amendment: At minute number 516 proposer was Cllr Davies not Cllr I Roberts – Amended accordingly. Proposed: Cllr Worrell Seconded: Cllr Sainty All in favour.	530
6.	To receive and confirm the accuracy of the minutes of the Extraordinary Meeting held on 2nd February 2026 It was resolved to accept the accuracy of the minutes of the Extraordinary held on 2nd February 2026 with the following amendment: At minute number 531 it was noted that it is incorrect to refer to Dove's Retreat; the correct title for the land in question is Land Opposite Waun-Y-Pant, Llanybri – Amended accordingly. Proposed: Cllr Ian Roberts Seconded: Cllr Daff Davies All in favour.	531
7.	Matters Arising: 19th January 2026 Item 10 will go to the March agenda. Item 13 will go to the March agenda. Clerk to follow up on Llanybri post box. Matters Arising: 2nd February 2026 Item 7 to be brought back to a later agenda.	532
8.	Public Participation (15 mins) via questions and statements to the Clerk - agenda items only Emails to be addressed at Public Participation were received from four members of the community and addressed as follows: • All matters highlighted in emails relating to Defibs were fully addressed at Item 9. • A FOI Request relating to personal information would be dealt with confidentially. • An email relating to a previous complaint (now closed) and including comment on a planning issue was responded to by the Clerk on behalf of LLCC. Additional information was requested before the Community Council could respond directly. Once information has been received it will be brought back to full council. • An email asking two questions, the first related to the interests of democracy, transparency and an informed electorate. The second related to Council Meeting code of conduct and behaviour. Both questions were read out in full. The Community Council would respond within 7 working days as per Standing Orders.	533 534 535 536
9.	To discuss the replacement of three defibrillator boxes due to wear and tear. Replace box for defibrillator on wall of Florries and move defib from this position as requested by leaseholders. To discuss approaching business owners for clause to	

	be added to lease regarding taking responsibility for all maintenance of the Defib from this point forward. Should the business cease to operate then responsibility for the defibs to pass back to LLCC. This Item was brought forward for discussion after Item 3 for the convenience of the community members who attended the meeting to discuss the issue. Mrs K Beard had been invited to attend because of her direct involvement with the Defibs through her previous role as a First Responder. She was directly involved in 2022 with the then Clerk (Rhian Worrell) in the arrangements relating to the continued maintenance of defibs in the Ward. There was a very open discussion about the future of the defibs. The Clerk explained that moving defibs into telephone boxes was only ever a suggestion and no decisions had been made. The Community Council would comply fully with the preference of those 'hosting' the defibs. After a detailed discussion agreement was reached as follows: • The Defib at the Farmers, the Castle pub and in Llanybri will remain at their current locations. • In January 2026 the Clerk ensured that all the defibs received new batteries and new pads, all are fully operational and on the National register. • The defib at Florries needs to be relocated to somewhere else in the Carpark where it is less exposed to the elements, further discussion with Florries owners is required. • It was agreed that no decisions relating to the defibs will be made without full consultation with the hosts. None of the other defibs will be moved from their current locations. • The defibs will be formally brought onto LLCC Asset Register to allow for expenditure on maintenance, direct liaison with the Defib Guardian and necessary insurance to be obtained by LLCC. To reiterate the defibs are a community asset. • Three of the defibs need new boxes, these can be purchased by LLCC at cost via Tenby and Saundersfoot Community First Responders. • The defibs will be checked on a six-monthly basis by via a 'Defib Guardian' from Tenby and Saundersfoot Community First Responders. • The Clerk will provide information to the defib hosts about the Tenby and Saundersfoot Community First Responders Guardianship of the defibs. It was resolved to formally bring the four defibrillators onto LLCC asset register in order to purchase new boxes for three of the defibrillators and to maintain and insure all four accordingly. Proposed: Cllr I Roberts Seconded: Cllr Sainty All in favour.	537
	It was resolved to formally bring the four defibrillators onto LLCC asset register in order to purchase new boxes for three of the defibrillators and to maintain and insure all four accordingly. Proposed: Cllr I Roberts Seconded: Cllr Sainty All in favour.	538
10	To discuss purchase of telephone box on The Green to house the defibrillator from Florries. Cost is initially £1 but there will be ongoing maintenance requirements. It was agreed that this Item requires further discussion with the owner of Florries. Moved to March agenda.	539
11	To discuss joining Llansteffan Tourism Association (LTA) to continue to financially support all tourism activities within Llansteffan and surrounding areas. It is anticipated that the electricity supply to the Castle lights will be moved into the Association name and fund raising will aim to have lights switched on regularly. LTA committee members will meet with CADW with a view to agreeing the maintenance of the light enclosures. This Item was raised in good faith as LLCC is keen to support tourism in the area. However, it was pointed out that IF LLCC were to join the Tourism Association it would represent a clear conflict of interest and the Tourism Association would not be able to apply for any grants from LLCC in the future due to LLCC being part of the group's membership. It was resolved to enter discussions with the Tourism Association in relation to the	

	It was proposed for the Temp Clerk to be permitted to submit the VAT return for reimbursement. Proposed: Cllr Tina Roberts Seconded: Cllr Darren Sainty All in favour.	551
17	Correspondence The Clerk reported that she would not be producing a correspondence list as it was not a Statutory requirement, although good practice, as an unpaid clerk her work would be prioritised and she would endeavour to cover statutory requirements due to time pressures and her other commitments. She informed members that she had taken over formally on 20 February and had subsequently identified correspondence of note from that date, these have been address at Item 8. Cllr Daff Davies raised an item of correspondence relating to the defibs. It was agreed that the matters raised in the letter had been fully addressed at Item 9.	552 553
18	Date of March monthly meeting 2026 Monday 16 March 2026 at 7pm in Llansteffan Memorial Hall.	
19	Matters for Information The March meeting would be held in Llansteffan Memorial Hall. The AGM in May would be held in Llanybri Community Hall. Cllr Daff Davies reported that all pavements in Ger y Eglwys had been resurfaced and some potholes along the Llansteffan road had also been filled in. Clear up Crew would be back picking litter within the next few weeks. Chair closed the meeting at 20.58 hours. Date: Chair Cllr Ian Roberts	

*Llansteffan and Llanybri Community Council Standing Orders 2026
Rhian Worrell: Clerc/Clerk: 26/02/2026