

CYNGOR CYMUNED LLANDDAROG COMMUNITY COUNCIL

Minutes of the November 2020 meeting of Llanddarog Community Council held online on the 11/11/2020 at 19.00.

136/2020-2021 Present:

Councillors: M Rees (Chair), R Jones, J Youens, H Jones, W Evans, J Williams O.B.E, S Herridge, T Evans, E Davies, R Owen, R Newell.

County Councillor A Davies.

Clerk

137/2020-2021 Apologies.

None.

138/2020-2021 Declarations of Personal Interest.

None.

139/2020-2021 Opportunity for the Public to Address the Council on Agenda Items.

None.

140/2020-2021 Policing and Road Safety Matters.

Cllr J Williams expressed concern in the October meeting **121/2020-2021** that Crosshands Police Station was being closed and moved to Ammanford. Cllr R Jones enquired if notification had been received regarding the closure. The Clerk informed the members that no notification had been received. The Clerk contacted Dyfed Powys Police and a letter of response was received from Chief Constable Mark Collins QPM and forwarded to all members on 04/11/2020. The letter stated "I can confirm that there are no plans to close Cross Hands. That said we are in consultation with the local health board about co-locating within the new Cross Hands Health Centre". The Clerk also informed the members that he had received a telephone call from Crosshands Police Station stating that more officers would be visible in the Crosshands area after 01/01/2021 and that they were still policing the issue of speeding vehicles in Porthyrhyd. **Resolved** to note.

141/2020-2021 County Council Matters - County Cllr A Davies.

County Cllr A Davies expressed her appreciation for the flowers and sympathy card that were received by Gareth and herself after the passing of Mrs Verona Davies (Gareth's Mother).

County Cllr A Davies stated that it was a good opportunity to look back at how Carmarthenshire County Council had reacted since the Covid-19 pandemic arrived in South Wales. She reported on the extra work that the County Council had dealt with in the last eight months. The following figures have been compiled :-

Education - 24 child care hubs with an average of 450 children attending on a daily basis and 280 staff members present in order to care for front line staff's children. Almost 2000 laptops given to disadvantaged children. Free School meals increased by 13.5%.

Economy - 2100 business and residential callers supported through the help line. 108 businesses assisted with start-up grants, with a total of £270,000 given in support. 4086 payments made under the Business relief grant, giving a total of £46 million.

Environment - 150 extra cleaners employed and a further 600 retrained during the pandemic. Kerb side collections up 20%.

Health and Welfare - 8500 food parcels delivered to residents that were shielding. Homeless placements increased by 430%. Recognition and compliments increased by 150% and complaints decreased by 47%. An increase in rodent infestation and fly tipping was a negative impact from the Covid-19 pandemic.

Cllr John Williams O.B.E joined the meeting at 19.10.

Cllr H Jones thanked County Cllr A Davies for her report but expressed concern regarding the impact of cost to local residents in the future. County Cllr A Davies reported that the December budget meeting had been postponed until January 2021 and that she would update the members on the outcome in the new year.

142/2020-2021 Chair's Report.

The Chair welcomed everyone to the meeting and expressed her condolences to County Cllr A Davies on the passing of Mrs Verona Davies (Mother In-Law). Cllr M Rees reported on the Memorial Service in Llanddarog at 10.45 on 11/11/2020 and thanked Councillors J Williams O.B.E, R Jones and S Herridge for their attendance and support. Cllr M Rees apologised for not attending the Memorial Service in Mynyddcerrig at 13.00 on 08/11/2020 due to time management. **Resolved** to thank the Chairman for her report.

143/2020-2021 Confirmation and Signing of the Minutes of the Council Meeting 14/10/2020.

It was **resolved** to confirm the minutes for 14/10/2020 and for the Chair to sign the minutes on 14/11/2020. Proposed by Cllr R Jones and seconded by Cllr J Williams O.B.E.

144/2020-2021 Matters arising from the above minutes.

In the October meeting **131/2020-2021** Cllr J Williams O.B.E. reminded the members with regards to the placing of the memorial stone in Porthyrhyd and that he had discovered the names of more fallen soldiers from the community that should be acknowledged on Remembrance Day. Cllr M Rees made enquiries regarding these names, but no substantial evidence was found. **Resolved** for Cllr J Williams O.B.E. to investigate the names and places of residence from a recognized source.

145/2020-2021 Correspondence.

Cllr R Newell had spoken with a resident of Mynyddcerrig regarding the refused installation of broadband by BT due to the height of the pole situated on the pavement outside the property. The pole is shared by BT and Swalec, therefore not a Council matter. **Resolved** for Cllr R Newell to report the Council's decision to the resident and advise them to contact BT and Swalec in regards to the matter.

The Clerk received an anonymous telephone call on 04/11/2020 regarding the size and obstruction potential of an advertising sign on the green outside St. Twrog Church, Llanddarog. The sign was reported to Cllr M Rees on 04/11/2020 and she visited The

White Hart on 05/11/2020 in association with the complaint. With the Covid-19 pandemic effecting local businesses and causing a loss of trade it was discussed and decided by Council members to pass the complaint to Carmarthenshire County Council. Proposed by Cllr R Jones and seconded by Cllr J Williams O.B.E. **Resolved** for the Clerk and County Cllr A Davies to inform Carmarthenshire County Council.

The Clerk received a telephone call from a resident of Mynyddcerrig regarding the possible supply of a gate at the entrance of a public footpath at Cysgod y Graig, Mynyddcerrig, Llanelli. The land is privately owned by the resident and Cllr W Evans explained that many years ago the path was a road way with vehicular access. The matter was discussed at length by Council members and it was proposed by Cllr H Jones and seconded by Cllr J Youens to refer the matter to the public rights of way department within Carmarthenshire County Council. **Resolved** for Clerk to write a letter of reply to the resident.

The Clerk received a complaint from a resident of Llanddarog regarding the erection of an extension at No 38, Is Y Llan, Llanddarog. County Cllr A Davies reported that Carmarthenshire County Council were aware of the matter and that an enforcement notice had been issued on the property. **Resolved** to note.

146/2020-2021 Planning.

No objections to the following planning applications.

PL/00476 – Proposed by Cllr S Herridge and Seconded by Cllr J Williams O.B.E.

PL/00648 – Proposed by Cllr J Youens and seconded by Cllr R Owens.

Application Number	Application Type	Location	Description
PL/00476	Consultation	Llanddarog VCP School, Llanddarog, Carmarthen, SA32 8BJ	Supply and install secured by design weldmesh style perimeter fence on top of existing boundary stone built perimeter wall. Between school site and public footpath and road B4310.
PL/00648	Householder Planning Permission	Hafan Deg, Mynyddcerrig, Llanelli, SA15 5BD	Proposed two storey resr extension with minor alterations to existing floor layout.

147/2020-2021 Payments

The below payments were certified in the October monthly meeting and **ratified** in the November Monthly meeting. Copies of invoices sent to all members electronically prior to payment for authorisation.

Method of Payment	Date	Suppliers & Details	Sum £ inc VAT
Online	30/10/2020	WCVA SIN 009931	21.30
Online	30/10/2020	J.G Evans October Payroll	541.03
Online	30/10/2020	Spencer Enviromental Inv - 20221	508.00
Online	30/10/2020	HMRC PAYE – Period 7	135.40

148/2020-2021 Receipts.

None.

149/2020-2021 Report of the External Financial Auditor for period 01/04/2019 – 31/03/2020..

Each member had been provided with a written report from Grant Thornton prior to the meeting. A full verbal report was provided by the Clerk, stating that the ‘Accounting Statement’, ‘Audit Certificate’ and ‘Notice of Conclusion of Audit’ had been placed on the website and notice boards for public viewing and confirming the external auditor’s comments as follows – “On the basis of our review, in our opinion, the information contained in the Annual Return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met”. Members thanked the Clerk for his rigorous work in the audit preparation and the Clerk thanked Cllr R Jones for his assistance.

150/2020-2021 To Review Policies and Remuneration Panel for Wales.

The Clerk had spoken with One Voice wales regarding the upcoming policy review and informed the members that no updates were required. Cllr R Jones enquired about anonymous complaints from the public and whether the Community Council should investigate if no contact details were given. **Resolved** for Clerk to contact One Voice Wales for advice. No changes to be made on any of the other policies. Proposed by Cllr R Jones and seconded by Cllr J Williams O.B.E.

Cllr M Rees informed the members that to comply with Government Guidelines on accessible communication formats, the font size of all text must be a minimum of 12 and the spacing between lines must be 1.5 lines. **Resolved** for Clerk to alter all online policies as from 01/09/2020.

Independent Remuneration Panel for Wales – A discussion was held on the 2021 version of the Independent remuneration Panel for Wales document which was sent to all members on 29/09/2020.

Determination Number	Is a Decision Required by Council
40 - All community and town councils must make available a payment to each of their members of £150 per year as a contribution to costs and expenses.	No - the payment of £150 is mandated for every member unless they advise the appropriate officer that they do not want to take it in writing.

<p>41 - Community and town councils in Group A must make available an annual payment of £500 each to a minimum of 1 and a maximum of 5 members in recognition of specific responsibilities. This is in addition to the £150 payment for costs and expenses. Yes – a council must decide how many payments of £500 it will make – to between 1 and 5 members.</p>	<p>Yes – a council must decide how many payments of £500 it will make – to between 1 and 5 members.</p>
<p>42 - Community and town councils in Groups B or C can make an annual payment of up to £500 each to up to 5 members in recognition of specific responsibilities. This is in addition to the £150 payment for costs and expenses.</p>	<p>Yes – it is optional to pay it for up to 5 members and, if it is paid, the amount (up to £500) must be decided.</p>
<p>43 - Community and town councils can make payments to each of their members in respect of travel costs for attending approved duties.</p>	<p>Yes – the payment of travel costs is optional.</p>
<p>44 - If a community or town council resolves that a particular duty requires an overnight stay, it can authorise reimbursement of subsistence expenses to its members.</p>	<p>Yes – the payment of overnight subsistence expenses is optional.</p>
<p>45 - Community and town councils can pay financial loss compensation to each of their members, where such loss has actually occurred, for attending approved duties.</p>	<p>Yes – the payment of financial loss allowance is optional.</p>
<p>46 - Community and town councils can provide a payment to the mayor or chair of the council up to a maximum of £1,500. Yes – the payment to a Civic Head is optional.</p>	<p>Yes – the payment to a Civic Head is optional.</p>
<p>47 - Community and town councils can provide a payment to the deputy mayor or deputy chair of the council up to a maximum amount of £500.</p>	<p>Yes – the payment to a Deputy Civic Head is optional.</p>
<p>48 - Members in receipt of a Band 1 or Band 2 senior salary from a principal council (that is Leader, Deputy Leader or Executive Member) cannot receive any payment from any community or town council, other than travel and subsistence expenses and contribution towards costs of care and personal assistance.</p>	<p>No - Members in receipt of a Band 1 or Band 2 senior salary from a principal council (that is Leader, Deputy Leader or Executive Member) can only receive travel and subsistence expenses and contribution towards costs of care and personal assistance; if they are eligible to claim, and wish to do so.</p>

Determination 40 - Proposed by Cllr J Williams O.B.E. and seconded by Cllr R Jones.

Determination 41 - N/A Council in Group C.

Determination 42 – All council members declined the offer. Proposed by Cllr J Williams O.B.E. and seconded by Cllr R Jones.

Determination 43 - N/A. Proposed by Cllr J Williams O.B.E. and seconded by Cllr R Jones.

Determination 44 - N/A. Proposed by Cllr J Williams O.B.E. and seconded by Cllr R Jones.

Determination 45 - All members decided to accept the offer. Proposed by Cllr J Williams O.B.E. and seconded by Cllr R Jones.

Determination 46 - N/A. Proposed by Cllr J Williams O.B.E. and seconded by Cllr R Jones.

Determination 47 - N/A. Proposed by Cllr J Williams O.B.E. and seconded by Cllr R Jones.

Determination 48 - N/A. Proposed by Cllr J Williams O.B.E. and seconded by Cllr R Jones.

N/A – Not Adopted.

151/2020-2021 Forum in order for Members to raise reports / questions through the Chairman.

Cllr J Williams O.B.E. reported that a vehicle had been abandoned behind Cae Person on land belonging to St. Twrog Church. County Cllr A Davies reported that a fixed penalty notice had been placed on the vehicle. Resolved for County Cllr A Davies to acquire update.

Cllr J Youens reported that vehicles were driving and ruining the green situated by the Memorial stone in Mynyddcerrig. Cllr J Youens enquired if it was possible to extend the concrete bollards to avoid damage to the green. Cllr R Owen and the Clerk asked if removing a section of the green and creating parking spaces was a possibility to prevent vehicles parking on the main road. After a short discussion it was decided that Mynyddcerrig Welfare Committee should discuss the matter and report back to the Community Council prior to a site meeting taking place with Carmarthenshire County Council. **Resolved** for County Cllr A Davies to arrange a site meeting.

The Clerk reported that a collaboration meeting had been held between Llanarthne Community Council and Llanddarog Community Council on 03/11/2020 to discuss the possibility of adopting and cooperating procedures due to the Clerk being employed by both parties. The following proposals were discussed at the collaboration meeting and were introduced to members of the Community Council for discussion.

Proposals –

- a) Both Community Councils to follow the same Council calendar format during the 12 month period, reducing duplication of work. All members agreed. **Resolved** for Clerk to format 12 month calendar. Proposed by Cllr R Jones and seconded by Cllr J Williams O.B.E.
- b) Both Community Councils to collaborate on tender processing regarding the use of contractors (Grass cutting and ground maintenance, translation services, asset maintenance). One member from each council to discuss tender applications with the Clerk when matters arise. **Resolved** for Clerk to retrieve copies of previous tender applications and discuss the contents with the sub-committee. It was decided by the members that the Vice Chair would attend any sub-committee meetings. Proposed by Cllr W Evans and seconded by Cllr J Williams O.B.E.

- c) Both Community Councils to collaborate membership to mutual outside organizations (One Voice Wales, SLCC). **Resolved** for Clerk to check feasibility. Proposed by Cllr R Jones and seconded by Cllr S Herridge.
- d) Both Community Councils to share the cost of future training programs for the Clerk. All members agreed. Proposed by Cllr J Williams O.B.E. and seconded by Cllr W Evans.
- e) Both Community Councils to share the cost of Zoom video conferencing as a platform for the monthly meetings. Llanarthne Community Council have used the platform to introduce simultaneous translation facilities within a meeting. **Resolved** for the Clerk to investigate annual costs of a bespoke package. Proposed by Cllr J Williams O.B.E. and seconded by Cllr R Jones.
- f) Both Community Councils to share the cost of Office 365 as a cloud service, giving access to software apps (Word, Excel), document management and the ability to centrally store and share documents securely. **Resolved** for Clerk to investigate annual costs. . Proposed by Cllr H Jones and seconded by Cllr J Youens.
- g) Both Community Councils to collaborate the renewal costs of insurance. **Resolved** for Clerk to investigate renewal date and current prices and bring to members attention when renewal is due. Both Councils to have separate policies. . Proposed by Cllr J Williams O.B.E. and seconded by Cllr H Jones.
- h) Both Community Councils to share the cost of a laptop/PC for the Clerk. After a short discussion it was decided by the members that a laptop was more suitable for the purpose. **Resolved** for the Clerk to speak with current software providers for prices and support package. . Proposed by Cllr J Williams O.B.E. and seconded by Cllr R Jones.

Cllr H Jones enquired about a previous verbal agreement with a neighboring Community Council that if the Clerk was unavailable to attend a monthly meeting if the neighboring Clerk would be willing to substitute. Proposed by Cllr H Jones and seconded by Cllr J Williams O.B.E. **Resolved** for Clerk to investigate.

Cllr W Evans enquired as to the location of minutes from previous years. The Clerk responded that they had been bound in 2019 and were waiting for Carmarthen Library to open after extensive renovation and the Covid-19 pandemic.

152/2020-2021 In camera 21.00.

Those who were not Community Council members or the Clerk departed the meeting – not to return. The exclusion is due to personnel / staffing matters being discussed.

153/2020-2021 Staff pay run November 2020.

Each member was sent an Email of the report prior to the online meeting. It was **resolved** to accept the report and ratify the payment of the sums as presented.

154/2020-2021 Continued review of auto enrolment position.

No Update regarding the NEST pension scheme.

155/2020-2021 The meeting finished at 21.10.

Chairman

Date
