

CYNGOR CYMUNED LLANDDAROG COMMUNITY COUNCIL

Minutes of the 2022 General Meeting of Llanddarog Community Council held at Mynyddcerrig Club on 11/5/2022 at 19.00.

1/2022-2023 Present.

Councillors: R Jones, M Rees, R Owen, R Newell, K Waters, S Herridge, J Williams O.B.E.

County Cllr A Davies.

Clerk.

Translator: C Llwyd.

2/2022-2023 To elect the Chair for 2022 – 2023.

Cllr R Jones was proposed by Cllr J Williams O.B.E and seconded by Cllr R Owen. Cllr R Jones was unanimously elected as Chair. Cllr R Jones thanked the Council and stated that it was an honour to be elected as the Chair of Llanddarog Community Council. Cllr R Jones thanked Cllr M Rees for all her hard work and dedication over the past 2 years.

3/2022-2023 To elect Vice Chair for 2022-2023.

Cllr S Herridge was proposed by Cllr M Rees and seconded by Cllr J Williams O.B.E. Cllr S Herridge was unanimously elected as Vice Chair. Cllr S Herridge thanked council members on their decision.

4/2022-2023 The Chair, Vice-Chair and council members to sign declaration of acceptance.

The Chair, Vice Chair and all council members signed the declaration of acceptance.

5/2022-2023 To receive apologies.

Cllr T Evans.

6/2022-2023 To receive declarations of interest.

None.

7/2022-2023 Opportunity for the public to address the Council on agenda items.

None.

8/2022-2023 To receive the retiring Chair's address and report on civic allowance /budget expenditure.

Cllr M Rees reported that it had been an honor to Chair Llanddarog Community Council over the past 2 years and stated that using an online platform to host meetings had been a steep learning curve for most council members. Cllr M Rees thanked the Clerk for all his assistance and hard work during the year and thanked Cllr R Jones for his guidance, support and assistance with regards to the community council accounts over the past 2 years. Cllr M Rees reflected her sorrow that Cllr W

Evans, Cllr J Youens and Cllr E Davies had retired from the community council and stated that she would support and help all council members and the community in the future.

Civic Allowance Donations

Christmas Toybox Appeal - £100.00

Teenage Cancer Trust - £50.00

9/2022-2023 To review the Council's policies and confirm cheque signatories on the bank mandate.

The Clerk reported that no updates had been received from One Voice Wales or the SLCC regarding the upcoming policy review and informed the members that no alterations were required. Policies are available on the Llanddarog Community Council website.

The Clerk informed council members that Cllr W Evans should be removed from the bank mandate. Proposed by Cllr J Williams O.B.E and seconded by Cllr R Jones.

10/2022-2023 To appoint the council's general standing sub-committee and terms of reference.

It was decided that the sub-committee would consist of the presiding Chair, Vice-Chair, Previous Chair and one council member from the relevant parish:

Llanddarog – Cllr T Evans.

Porthyrhyd – Cllr J Williams O.B.E.

Mynyddcerrig – Cllr R Owen, Cllr R Newell, Cllr K Waters.

Proposed by Cllr J Williams O.B.E and seconded by Cllr M Rees.

11/2022-2023 Appointments.

It was **resolved** as follows:

- a) **One Voice Wales Area Committee** – Cllr M Rees and Cllr R Jones (Attendance if required).
- b) **Carmarthenshire County Council's Community and Town Council Liaison Forum** – Cllr S Herridge and Cllr R Jones.
- c) **Carmarthenshire County Council's Local Development Plan Forum** – Cllr J Williams O.B.E and Cllr S Herridge.
- d) **Torcoed Quarry Forum** – Cllr R Owen and Cllr R Newell.

12/2022-2023 To appoint a community representative on Llanddarog School's governing body.

Cllr J Williams O.B.E confirmed that he was happy to represent Llanddarog Community Council on Llanddarog School's Governing Body. Proposed by Cllr R Jones and seconded by Cllr M Rees.

13/2022-2023 Mr L.M Jones - Internal Auditor for accounts 2022-2023.

The Clerk reported that he had spoken with Mr L.M Jones and that he was happy to be invited as Internal Auditor for Llanddarog Community Council. It was agreed by Council Members to invite Mr L.M Jones as the internal auditor of accounts. Proposed by Cllr R Jones and seconded by Cllr S Herridge. **Resolved** for the Clerk to write a letter of invitation to Mr L.M Jones.

14/2022-2023 Confirmation of the Clerk as the Responsible Financial Officer for 2022- 2023.

Resolved to confirm the Clerk. Proposed by Cllr R Jones and seconded by Cllr M Rees.

15/2022-2023 Confirmation of Internal Financial Examiner for 2022-2023.

Resolved to confirm Cllr R Jones. Proposed by Cllr J Williams O.B.E and seconded by Cllr R Owen.

16/2022-2023 Chairman Civic allowance / budget sum for 2022-2023.

Resolved that the sum be £300 (Civic Allowance). Proposed by Cllr J Williams O.B.E and seconded by Cllr M Rees.

17/2022-2023 Date, time and location of meetings.

Cllr J Williams O.B E suggested that meetings should revert to being live to utilise and support the village halls within the community. The matter was discussed, and it was decided to rotate the meetings at one of the Village Halls/Club, weather permitting. It was **resolved** that the meetings be held on the second Wednesday of the Month at **19.00pm** (except August). Meetings will commence in accordance with the table below.

COUNCIL MEETINGS SCHEDULE 2022-2023

June 2022	Llanddarog Village Hall
July 2022	Porthyrhyd Village Hall
September 2022	Mynyddcerrig Club
October 2022	Llanddarog Village Hall
November 2022	Porthyrhyd Village Hall
December 2022	Mynyddcerrig Club
January 2023	Llanddarog Village Hall
February 2023	Porthyrhyd Village Hall
March 2023	Mynyddcerrig Club
April 2023	Llanddarog Village Hall
May 2023 (Including AGM)	Porthyrhyd Village Hall

Other meetings may be called during the year as required

Proposed by Cllr J Williams O.B.E and seconded by Cllr M Rees.

18/2022-2023 Training on the code of conduct and arrangements for any payments to the Members.

a. The Clerk explained that all Council members were required to attend a Code of Conduct training course every 5 years. It was **resolved** for the Clerk to obtain information from Carmarthenshire County Council and One Voice Wales regarding the course and report to council members in due course.

The following councilors require training on the Code of Conduct – Cllr K Waters, Cllr J Williams O.B.E, Cllr M Rees, Cllr R Owen and Cllr R Newell.

b. It was **resolved** that any payments of £150 be made to Members in PAYE tax period 12 of this financial year. If a member leaves the Council before the payroll data is sent to the agent for period 12 then they will not receive the payment. The

Clerk asked that Members confirm their position in writing as to whether they are claiming the £150 as soon as possible. **Resolved** - All council members present completed the members allowance form and returned to the Clerk. Cllr M Rees offered to deliver the members allowance form to Cllr T Evans to complete.

19/2022-2023 The meeting finished at 19.28.

Chairman

Date

CYNGOR CYMUNED LLANDDAROG COMMUNITY COUNCIL

Minutes of the May 2022 Meeting of Llanddarog Community Council held at Mynyddcerrig Club on 11/5/2022 at 19.00 (Following the General Meeting).

20/2022-2023 Present.

Councillors: R Jones, M Rees, R Owen, R Newell, K Waters, S Herridge, J Williams O.B.E.

County Cllr A Davies.

Clerk.

Translator: C Llwyd.

21/2022-2023 To receive apologies.

Cllr T Evans.

22/2022-2023 To receive declarations of interest.

Cllr R Jones - **34/2022-2023** To confirm annual revenue grant to Porthyrhyd Village Hall.

23/2022-2023 Opportunity for the public to address the Council on agenda items.

A member of the public attended the meeting to raise concerns regarding a possible planning application being submitted to Carmarthenshire County Council in the near future. She stated that many Porthyrhyd residents were aware that a potential planning application was being sought after they had spoken with contractors and surveyors working on land at Llwyn Henry and Wern Fraith.

MAP (Mudiad Amddiffyn Porthyrhyd) was formed in 2005 to help the community argue against housing developments in areas where flooding and regular high-water levels were a regular occurrence. She stated that any development in that area would be near a very large mains water pipe and on a flood plain. She also reminded council members that the current sewerage system was not adequate to deal with further development as there have been issues regarding the number of current properties. The community member informed council members that Wern Fraith was considering a development of 27 houses in phase 1 and a possible further development on the remaining land. She strongly suggested that all residents should be aware of this issue as Wern Fraith was considered the worst possible development site in 2012 as it was on a flood plain. She thought that the planning application would be submitted during the Queen's Platinum Jubilee celebrations or the bank holiday when people would be otherwise engaged.

The community member asked council members to be alert regarding any planning applications being submitted and asked all council members to support their plea against further development. She thanked council members for their time and for listening to the presentation.

Member of the public left the meeting at 19.51, not to return.

24/2022-2023 Policing and Road Safety Matters.

Cllr M Rees reported that heavy goods vehicles were utilizing the narrow lane from the A48 to Cwmisfael and travelling over a narrow weak bridge. **Resolved** for County Cllr A Davies and the Clerk to report to the relevant department.

Cllr R Newell reported that road markings at the junction next to Rhydale Farm and Berem Bach had eroded and may cause an incident if vehicles fail to stop at the junction. **Resolved** for the Clerk to report to the relevant department.

Cllr J Williams O.B.E reported that the fence next to the junction between the B4310 and Foelgastell Road was causing an obstruction to drivers in minute **236/2021-2022** and added that flagstones had now been laid on top of the wall causing further obstructions. The Clerk reported that no update had been received from Carmarthenshire County Council and enquired if County Cllr A Davies had arranged a site meeting with the Highways Department. County Cllr A Davies replied that no meeting had been arranged but she would contact the relevant department to arrange a site visit ASAP.

25/2022-2023 County Council matters - County Cllr A Davies.

County Cllr A Davies thanked the outgoing Chair for her hard work and dedication during an unprecedented 2 years.

County Cllr A Davies thanked all council members present for their support during the past 5 years as County Councilor and announced that she had been re-elected as County Councillor. She would be returning to the cabinet as an Executive Board Member for Communities and Rural Affairs and also Planning and Communities. County Cllr A Davies also reported that Mr Darren Price had been appointed as Leader of Carmarthenshire County Council.

26/2022-2023 Chairman's Report.

The Chair expressed his appreciation for being elected as Chair of Llanddarog Community Council for 2022-2023 and thanked Cllr M Rees for her service over the past 2 years.

27/2022-2023 Confirmation and signing of the Minutes of the Council Meeting 13/04/2022.

It was **resolved** to confirm the minutes for 13/04/2022 and for the clerk to deliver the minutes to the Chair for signing on 19/05/2022. Proposed by Cllr M Rees and seconded by Cllr J Williams O.B.E.

28/2021-2022 Matters arising from the above minutes.

The Clerk informed council members that all matters to **resolve** had been actioned and if correspondence had been received, a copy of the Email had been sent to each member for information.

Cllr M Rees enquired as to how the commemorative mugs would be delivered to the children within the community. The matter was discussed, and it was **resolved** for the Clerk to inform Llanddarog School regarding the presentation and enquire when would be a convenient time and date.

Cllr M Rees reminded council members that St Twrog Church was organising a Jubilee Big Lunch at Llanddarog Village Hall on 05/06/2022.

29/2022-2023 To note correspondence or to list for consideration at a forthcoming council meeting.

(All relevant correspondence is emailed to council members at the time of receipt and only brought before the meeting if necessary or specifically requested by members or the Clerk).

None.

30/2022-2023 Planning.

Cllr R Jones reported that he had been approached by members of the community regarding the possible planning application for houses at Wern Fraith, Porthyrhyd, SA32 8PT. It has been suggested that planning applications are rubber stamped and no due consideration is given to planning applications. Cllr R Jones stated that no planning applications had been received and that according to the Carmarthen County Council website, Wern Fraith was not part of the 2021 – 2033 LDP (Local Development Plan).

Cllr J Williams O.B.E stated that the previous LDP was still in force until 2024 but that Carmarthenshire County Council have already stated that any planning applications at Wern Fraith would not be considered.

Cllr S Herridge stated that plans were being considered as surveyors had been working on the land.

County Cllr A Davies stated that the land at Wern Fraith is constantly flooding and under water. She advised council members to gather evidence prior to a planning application being submitted and object to the planning committee. Members of the public would have 4 minutes to report an objection to the committee. Due to the shortage of housing within the community a development of 6 houses has been earmarked at Is-y-Llan, Llanddarog.

31/2022-2023 Payments.

The below payments were certified in the April monthly meeting and **ratified** in the May monthly meeting. Copies of invoices sent to all members electronically prior to payment for authorisation. Proposed by Cllr M Rees and seconded by Cllr S Herridge.

Method of Payment	Date	Suppliers & Details	Sum £ inc VAT
Online	25/04/2022	WCVA Inv – 1592	21.30
Online	25/04/2022	HMRC PAYE – Period 1	110.00
Online	25/04/2022	J.G Evans – April Payroll	420.02
Online	25/04/2022	Catrin Llwyd – CCLL8	70.00
Online	26/04/2022	Paragon Internet - 7013904	8.34
Online	26/04/2022	Insignia - 30563	462.24
Online	28/04/2022	Nest	40.66

32/2022-2023 Receipts.

Carmarthenshire County Council – Precept 1.

29/04/2022 - £7085.26.

33/2022-2023 To confirm annual revenue grant to Llanddarog Village Hall.

An increased annual revenue grant of £550.00 was proposed by Cllr R Newell and seconded by Cllr J Williams O.B.E to fund the grant donation. All agreed.

Cllr R Jones left the meeting for the next agenda item.

34/2022-2023 To confirm annual revenue grant to Porthyrhyd Village Hall.

An increased annual revenue grant of £550.00 was proposed by Cllr R Newell and seconded by Cllr M Rees to fund the grant donation. All agreed.

Cllr R Jones rejoined the meeting.

35/2022-2023 To confirm annual revenue grant to Mynyddcerrig Club.

An increased annual revenue grant of £550.00 was proposed by Cllr J Williams O.B.E and seconded by Cllr M Rees to fund the grant donation. All agreed.

36/2022-2023 To confirm annual sponsorship to Llanddarog Show.

The annual sponsorship of £200.00 and a donation of £50.00 was proposed by Cllr R Newell and seconded by Cllr J Williams O.B.E. All agreed.

37/2022-2023 To confirm renewal of Community Council Insurance Policy.

It was proposed by Cllr M Rees and seconded by Cllr R Jones to renew the policy at the sum of £966.13. **Resolved** for the Clerk to arrange payment.

38/2022-2023 To receive update on Porthyrhyd memorial stone.

Cllr J Williams O.B.E updated council members regarding the memorial stone and stated that there were issues reported regarding certain names but independent research had not found any discrepancies. Cllr J Williams O.B.E suggested engraving the names on a brass plate for the foreseeable future before engraving on a bronze plate. Cllr M Rees suggested engraving on marine steel to obtain longevity. The Clerk reminded council members regarding an email received from Carmarthenshire County Council on 17/01/2022 regarding the possible asset transfer of a plot of land by Cwm Catti to locate the memorial stone. The matter was discussed by council members and it was proposed by County Cllr A Davies and seconded by Cllr J Williams O.B.E for the Clerk to enquire about the asset transfer.

39/2022-2023 To consider co-option of new council members.

The Clerk reported that only 8 members of the community were currently members of Llanddarog Community Council and that a further 3 members were required to have a full council. The Clerk explained that the community council would need to co-opt new members by completing the relevant documents and returning them to Carmarthenshire County Council and displaying them on the website and local information boards to attract new members.

Cllr J Williams O.B.E asked if co-option was required and instructed the Clerk to forward evidence in writing prior to advertising the position despite the Clerk explaining Carmarthenshire County Council's instructions. **Resolved** for the Clerk to forward evidence to all council members prior to completing the relevant documents.

The translator left the meeting for the next agenda item.

40/2022-2023 To discuss translation services provider for 2022-2023.

Cllr R Newell stated that utilizing translation services for community council meetings was a large cost and a burden to small community councils. Cllr R Jones argued that

members of the community finance the service on an annual basis through their Council Tax payments and that all community councils should provide translation services as stated in the Welsh Language Scheme policy. Cllr R Jones suggested that Ms Catrin Llwyd remain as translator for 2022 – 2023. All council members agreed. **Resolved** for the Clerk to inform Ms Catrin Llwyd by email.

The translator rejoined the meeting.

41/2022-2023 Forum in order for Members to raise reports / questions through the Chairman.

Cllr S Herridge announced that her daughter Ms Rhiannon Herridge would be singing at the Queen's Platinum Jubilee celebrations in Llanarthne Village Hall on 05/06/2022.

Cllr R Jones proposed that retired County and Community Cllr W Evans be presented with a gift to commemorate his service of over 60 years to the community. The matter was discussed, and it was suggested that the Clerk approach family members to discuss an appropriate gift and inform council members prior to the June meeting on 08/06/2022.

42/2022-2023 In camera 20.55.

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.

43/2022-2023 Staff pay run May 2022.

The Clerk reported the payroll amounts verbally to all council members. It was **resolved** to accept the report and ratify the payment of the sums as presented.

The Clerk also reminded council members that the current payroll service provider was coming to an end on 30/06/2022. The Clerk suggested using the same payroll service provider as Llanarthne Community Council, MJBBS Ltd. Council members agreed with the Clerk's recommendation, and it was decided to commence with MJBBS Ltd in the July payroll. **Resolved** for the Clerk to arrange.

44/2022-2023 The meeting finished at 21.05.

Chairman

Date
