

**Minutes of the Council Meeting of the Llanedi Community Council held on
Wednesday 4th July 2018 at The Reading Room Hendy.**

Minute no. 1 – Members Present

Councillors:

A Blackley
B Evans
B Thomas
G Thomas
B D Davies
S A Evans
L Griffiths
T Higgins
C Higgins
M Nicholas
I Barrett
S Lyle
C Davies
E Davies

Chairman Councillor A Blackley presided over the meeting
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Also present the Clerk David Davies and the Community Development Officer Sarah McColl-Dorion.

Minute no. 2 - Apologies for Absence

Apologies for absence were received from Councillors C Higgins A Evans, S Lyle and M Davies.

Minute no. 3 – Declarations of Interest

There were no declarations of interest received for matters on the agenda.

Minute no. 4 – Chairman’s Announcements

The Chairman reported that he had attended the following training sessions.

- Chairperson’s training
- Code of conduct training

Minute no. 5 – Declaration of Acceptance as Councillor

Mr Iain Barrett was in attendance at his first meeting since being co-opted by the Council and signed the declaration of acceptance of the office of Councillor for the Tycores ward of Llanedi Community Council.

Minute no. 6 – Wendy Evans - Tycroes Resident

The Council received Mrs Evans who expressed concerns regarding the lack of attendance by members of the public and councillors at the recent public consultation exercise. The issues she felt that need to be considered by the Place Plan include the following:

- There should be no building on land adjacent to Heol Brown.
- There continues to be parking problems at Tycroes Square and there is a possibility of a parking area to be provided adjacent to the closed Chinese Takeaway. Cllr Griffiths reported that there may also be scope for a car park to be provided opposite the school at Tycroes.
- A request was made for speed humps to be provided at Heol Brown in order to improve the safety of children attending the play area.

Minute no. 7 – Signing of the Minutes – 6th June 2018 Meeting of the Council.

Resolved that the minutes of the above meeting, having been previously circulated, be accepted as read, confirmed and signed as a true and legal record of the matters transacted. **Reason** – to adhere to the requirements of the Local Government Act 1972 Sch 12, para 41 (1) and (4) and section 99.

Minute no. 8 – Matters Arising

Minute no.9 - Reading Room

The Clerk reported that a meeting had been held between the Chairman, Cllr Alan Evans, the CDO and Clerk with Adele Chilton to discuss the on-going use of the Reading Room in particular the need to consider community uses for the building. It was suggested that the following ideas could be developed for increasing community use at the Reading Room.

- Hanging of art work as produced by the children and local artists in the area which could be facilitated through the purchase of a hanging system.
- Establishing a friendship circle for the community of Hendy.
- Other activities which are of a community nature being organised at the café on 2 days of the week.

Cllr A Blackley declared an interest in the Reading Room as his daughter volunteers with Adele on a Saturday morning.

It was **resolved to** proceed with the purchase of a hanging system in the sum of £250 and in the event that any artists wish to sell products at the reading room then there will be a commission charge of 30%.

Minute no.13 – Finance Committee

It was noted that it had not been possible to organise a Finance Committee meeting due to the delay in receiving the report from the internal auditor. It was agreed that a Finance Committee meeting will be convened in September.

Minute no. 9 – Gate Manufacture

It was **resolved** that the Council will replace the gates at the top entrance to Henty Park. The Clerk was requested to obtain quotations for this work and it was noted that Pierro Mariani is a local contractor who can be considered to provide a quotation.

Minute no. 10 – Lease - Talyclun Park

There was a general discussion regarding the options available to the Council in relation to the extent of demised property linked to the acquisition of a lease for this property. This matter was deferred at the previous council meeting.

Members of the Council expressed some dissatisfaction with the fact that the Surveyor had completed the lease transfers on behalf of the Council for previous park asset transfers and had charged a fee for this work as it was outside the scope of his employment. However, it was reported that he had in fact not charged the Council any fee in the previous financial year. The Surveyor advised the Council that it was inappropriate for him to be present at the meeting should the Council wish to further consider this matter as he had a potential conflict of interest. This was agreed by the Council and the Surveyor was requested to leave the meeting whilst this was further considered.

Upon returning to the meeting, the Surveyor was advised that the Council had **resolved** to obtain 3 independent quotes for the provision of legal/surveying advice linked to this asset transfer.

Minute no. 11 – Website Development

Cllr B Evans reported on a recent meeting he had attended with the CDO at United Online Services to discuss the company developing a new website for the Council. It was noted that as Llannon Community Council is also looking at a new website then there would be scope for a saving on the cost through a joint instruction for the majority of the site to be designed to an identical brief.

It was **resolved to** convene a working group of the Clerk, CDO, Cllr Byron Evans and Cllr Stuart Evans to meet to develop a brief for the new website. It was agreed that the group will have delegated authority to proceed to get quotations for the project and to negotiate a working arrangement with Llannon Community Council if appropriate.

Minute no.12 – CDO Report

The CDO provided an overview of the previously circulated report and outlined the following points:

- The Community Consultation meetings will be held on July 11th at the Hendy Rugby Club from 4pm - 8pm and at Tycroes Rugby Club provisionally on the 12th July.
- A report was presented on arrangements for the Rebecca Riots commemoration. Cllr G Thomas reported that he has agreed to attend the event dressed as a woman and riding a horse.
- The Council considered commissioning a commemoration bench to be located on Hendy Square as part of the celebration. There may also be scope to publish the work as generated by the School as a booklet which could then be sold locally.
- All 3 schools have agreed to proceed with the storyteller project to get the ideas of the children with regard to the future needs of the community and if possible a video recording.
- It was reported that there was a very good response received to the consultation at Llanedi Church hall.

Friendship Circle

It was reported that the group has been nominated for a Groundwork award and the organisation is going from strength to strength.

Hanging Baskets

These have been installed in Llanedi with most of the work completed by a local volunteer - Tony Masters.

A vote of thanks was provided to the CDO for the work she has completed.

Minute no. 13 – General Data Protection Regulations

The Council considered the previously circulated copies of the following documents:

- Information and Data Protection Policy
- General Privacy Notice
- Consent to hold information form

After a detailed discussion on the documents, it was **resolved to** approve the documents for use by the Council.

Minute no. 14 – Audit Committee Meeting

Resolved to request the Clerk to organise a meeting of the above committee at the end of August.

Minute no. 15 – Standing Orders & Financial Regulations

It was noted that a new version of the model standing orders has been issued recently. **Resolved to** defer consideration of this document until there has been a further meeting of the working group on this matter. It was agreed that this matter to be coordinated by Cllr A Evans.

Minute no. 16 – Council Accounts

The Clerk provided an overview of the Council's end of year accounts which had previously been circulated to members.

The Council received the report of the Internal Auditor with regard to the Council's accounts for 2017-18. It was **resolved to** accept the report and it was noted that all prescribed tests in relation to the Council's internal control systems have been satisfactorily completed. The Chairman was authorised to sign the annual return with a view to this being forwarded to the External Auditor.

Minute no. 17 – Internal Audit

The Council completed a review of the performance of the Internal Auditor with specific reference to the work associated with the Annual Return. **Resolved to** note the satisfaction of the Council with the work of the Internal Auditor and confirm his continued employment in this role.

Minute no. 18 – Notice Boards

The Council received a report on options available for new notice boards at both Hendy Square and Mill Terrace. It was **resolved** that the Council purchase 2 notice boards for installation at the above locations, a blue one in Tycoes and a larger green one for Hendy.

Minute no. 19 – Bus Shelters

The Council received copies of quotations for bus shelters from various companies. It was **resolved to** proceed with the purchase of 2 no 2 bay bus shelters for a budget price of £5,000 with a preferred colour of red.

Minute no. 20 – Suspending Standing Orders

Resolved to suspend standing orders to continue the transaction of business beyond 9.00 pm.

Minute no. 21 – Staff Contracts

Resolved to convene a meeting of the Personnel Committee in the next month to discuss staff contracts.

Minute no. 22 – Staff Appraisals

Resolved to proceed with staff appraisal of the Clerk on a date to be agreed.

Minute no. 23 – Land Use Planning – Town and Country Planning Act

(a) Proposed Development

Resolved that the following applications be noted onto the minutes.

Reason: Members did not request that observations/objections be conveyed to the County Planning Authority in respect of the proposed developments.

- S/374060 Demolition of existing sub-standard dwelling and erection of new dwelling within same footprint at 2 Llanedi Road, Fforest. Mr Graham Mathias.
- S/37402 Provision of surface water drainage storage tanks in connection with scheme submitted as part of a reserved matters application with respect to outline planning permission S/29469 at land to the North of Tycroes Rugby Club, Penygarn Road, Tycroes. Chris Jenkins.
- S/37358 Up to 27 residential dwellings - Reserved matters to outline approval S/29469 at land to the North of Tycroes Rugby Club Penygarn Road. Chris Jenkins.

(b) Decision Notices Granted

Resolved that the following applications be noted onto the minutes.

None received.

(c) Decision Notices Refused

None received.

(d) Decision Notices Appealed

None received.

Minute no. 24 – County Councillor Reports

Councillor G Thomas reported the County is preparing an experimental order for Heol y Parc to deal with parking issues at this location. Concern was expressed that this may result in simply moving the inappropriately parked cars to the adjacent streets.

Cllr T Higgins reported on the following matters:

- She has had a meeting with John McAvoy to discuss speeding at Coopers Road.
- She has attended meetings convened with regard to the Health Board Consultation.

Minute no. 25 – Tree Survey

The Council received a tree survey report from Mr John Andrews in relation to urgent matters needing to be considered by the Council with regard to trees contained in the public parks. **Resolved to** obtain the advice of NRW on the ability of the Council to complete work on the river bank and request whether NRW can carry out the work on the river. Further **resolved to** obtain quotations from qualified tree surgeons for all the work, with the trees located adjacent to the river in Hendy Park separately analysed.

Minute no. 26 – Crime Statistics

The Council received the crime statistics for the previous 3 months as provided by the Police.

Minute no. 27 – LDP Workshop for Community Councils

Resolved that Cllr M Nicholas and Cllr L Griffiths attend the above workshop on behalf of the Council.

Minute no. 28 – One Voice Wales Conference 29th September

Resolved that Cllr E Davies will represent the Council at the above conference subject to checking his availability on the date.

Minute no. 29 – Heol Brown

A complaint has been received from Mr Clive Hanham regarding various issues affecting the playground at Heol Brown. **Resolved to** purchase a replacement liner for the bin located in the play area.

Minute no. 30 – Councillor Allowance

Cllr I Barrett confirmed his wish to receive the annual Councillor allowance.

Minute no. 31 - General Correspondence

Resolved to note the following general correspondence onto the minutes: -

Writer	Subject
John Andrews & Son	Recommendations Tree Health
Carmarthenshire County Council Traffic Management	Waiting time at Heol y Parc, Hendy.
Carmarthenshire County Council	Application safe routes to Schools
One Voice Wales	Grants for Remembrance Day Sillhouettes
Ysgol Llanedi	Letter of thanks for donation
Pontarddulais Town Council	Events Committee on Monday 9 th July at 7.00 pm to discuss WW1 Centenary
Sarah & April	Planning petition
Carmarthenshire County Council	Code of Conduct hand out

Council Business terminated at 9.30 pm

Signed **Date**
Chairman