

LLANPUMSAINT COMMUNITY COUNCIL

NOTE OF COUNCIL MEETING: 12TH JULY 2022 at 8 pm

Attendees: Councillor Arwel Nicholas (Chair)

Councillors Kumi Ariyadasa; Clare Bishop; Dylan Jones; Derick Lock and Ann Pettitt

Apologies: None

Decision /Minute Ref.	Agenda Item	Decision	Declaration of Interest
07/22/1	Minutes of Previous meeting	The minutes of the Council meetings held on 5 January 2022; 9 March 2022; 6 April 2022; and 8 June 2022 (Annual Council meeting and ordinary Council meeting) were approved as a correct record.	
07/22/1A	Matters arising	To note that the change of cheque signatories is still being processed by the bank and will not be effected until the end of the month, and that cheques cannot be issued until then.	
07/22/2	Members' Code of Conduct	To confirm the adoption of the Model Members' Code of Conduct.	
07/22/3	Annual Returns 2019/20 & 2020/21, including Annual Governance Statements	<ul style="list-style-type: none"> (i) To note that clarification was being sought from the internal auditor in relation to elements of these returns; (ii) To agree that an extraordinary meeting should be scheduled for 26th July, provided the queries had been resolved by then, or failing that on 2nd August, for the Council to consider approval of the returns; and (iii) To agree the Annual Governance Statement 	
07/22/3A	Annual Return 2021/22	To note that the Return had been completed by the Clerk and RFO and is to be reviewed by the internal auditor prior to consideration by the Council at the extraordinary Council meeting on 26 th July / 2 nd August.	
07/22/4	Appoint Internal Auditor	To agree the reappointment of Ashmole & Co as Internal Auditor of the Council	
07/22/5	Members' Remuneration	<ul style="list-style-type: none"> (i) To note the Annual Report 2022 of the Independent Remuneration Panel for Wales and its determinations in respect of Community Councils; (ii) Not to award the basic allowance to Councillors, but to consider claims for 	

		<p>expenses on case-by-case basis;</p> <p>(iii) To note that a Statement of Members' Allowances for 2021/22, showing Nil payments had been made, was required to be published by 30th September; and</p> <p>(iv) To note that the Councillor and Acting Clerk is not entitled to any salary in respect of undertaking the role of Clerk, but agree that expenses, if claimed, should be reimbursed.</p>	
07/22/6	Action Plan for Wales Audit Office Recommendations	The draft Action Plan was approved and it was agreed that its implementation should be reviewed in six months time.	
07/22/7	Clerk and Responsible Financial Officer – Recruitment	<p>(i) To note the proposed recruitment arrangements, and authorise the Clerk, in consultation with Chair, to agree the relevant documentation, including the job description and person specification, and advertise the post;</p> <p>(ii) To agree that applicants shall be shortlisted and interviewed by the Personnel Committee; and</p> <p>(iii) To agree that the Personnel Committee be asked to submit its recommendation on appointment to the Council for approval.</p>	
07/22/8	PAYE Scheme	To note that enquiries are ongoing with the Council's payroll services provider to check that the Council's PAYE responsibilities have been properly discharged; and agree that the Council should receive further information on this in due course.	
07/22/9	Model Standing Orders	To note the model Standing Orders prepared by One Voice Wales, which are to be adapted as appropriate; and agree that the Council shall consider proposed Standing Orders for approval at its September meeting.	
07/22/10	Language Policy	To agree that Council meetings shall continue to be held in Welsh, with a simultaneous translation service; but documents will be published in English only, until a bilingual Clerk is successfully appointed; and to keep this matter under review.	
07/22/11	Council Website	To note that the website is being reviewed, with a view to ensuring it contains all required documents and removing obsolete information; and to agree that a note should be placed on the Welsh language web site explaining that unfortunately, Welsh language documents are currently unavailable (reference decision reference 07/22/9 above).	
07/22/12	Welsh Government	To note the guidance.	

	Statutory Guidance for Community and Town Councils, LG&EW Act 2021		
07/22/13	Annual Report 2021/22	To note the new statutory requirement for the Council to prepare an Annual Report; and agree to consider a draft at the September meeting.	
07/22/14	Training Opportunities	To note the training opportunities offered by One Voice Wales, including a number of free places; to agree that Councillors should notify the Clerk of any courses they wish to attend; and to ask the Clerk to book any free training which Councillors may wish to attend.	
07/22/15	Asset Register	To agree that a draft Asset Register should be prepared, listing the Council's assets, for approval at a future meeting.	
07/22/16	Payments for approval	To approve the following payments: (i) Llanpumsaint Community Information Exchange and Village Voice – £500 grant, with the proviso that no further application shall be granted until next year; (ii) Llanpumsaint Heritage Tour Website: £60 annual hosting fee; and (iii) Zurich Insurance – annual premium £315.37	In relation to point (i), Cllr Bishop has declared a personal (non-prejudicial) interest as she is a member of the production team for the Village Voice.
07/22/17	Ideas from Fun Day	Agreed to defer consideration of this item until the September meeting	
07/22/18	Planning applications – Planning Committee	(i) PL/04187 - To note that the County Council has agreed to accept late representations following this meeting and agree the representations to be submitted by the Clerk on behalf of the Council; (ii) To set up a Planning Working Group, to be convened as and when required, with at least two Councillors from amongst Cllrs Nicholas, Bishop, Jones, Lock and Pettitt, to 'review planning applications and any planning issues relating to the community of Llanpumsaint, make site visits where this is considered appropriate, and prepare any representations to be submitted in response, for approval by the Council'; (iii) To delegate authority to the Clerk: 'To submit representations in response to planning applications, in consultation with members of the Planning Working Group, in any case where it is not practicable for the response to	

		(iv) be considered at a meeting of the Community Council'; and PL/04281 – to agree that the Council's response shall be considered by the Planning Working Group and submitted by the Clerk under the delegated authority granted in point (iii) above.	
07/22/19	Highways matters – Temporary road closure, Cau Fford Dros Dro	(i) To note the temporary road closure at Cau Fford Dros Dro, which had now ended; (ii) To note the Esgair Road closure and the informal assurance that the closure period should be significantly shorter than the 16 weeks stated in the notice (approximately 5 weeks); and (iii) To note the concern about safety of the road opposite Bronallt and to ask the Clerk to report this to the County Council and request barriers be installed urgently.	
07/22/20	Street Lighting	Agreed to defer this item until the September meeting.	
07/22/21	Other Correspondence	(a) WG Consultation: Further national milestones to measure our nation's progress GOV.WALES - Noted; (b) One Voice Wales, Carmarthen Area Committee – Agreed to nominate Cllr Bishop and Cllr Pettitt as the Council's representatives; (c) Dyfed Powys Police and Crime Panel Annual Report 2021/22 – Noted; (d) Local Places for Nature Funding Opportunities – Agreed to invite the officer to give a presentation to the Council at the September Council meeting; and (e) One Voice Wales, Finance and Governance Toolkit SLCC Finance and Governance Toolkit (Wales) for Town and Community Councils – Noted.	
07/22/22	Co-Option to fill Council vacancies	Agreed to seek suitable candidates to co-opt to fill the two vacancies on the Council; and to authorise the Clerk, in consultation with the Chair, to make arrangements to advertise the vacancies, and report any expressions of interest to a future Council meeting.	
07/22/23	Evans and Lloyd Charity, Registered Charity No. 247444	(i) It was noted that this charity had been set up in collaboration with Cynwel Elfed Community Council and that the trustees included a former Llanpumsaint Community Councillor as well as two Cynwel Elfed Community Councillors; and that there was consensus it was now	

		<p>obsolete and should be closed, with the limited remaining funds (under £300) to be split between the primary schools in Llanpumsaint and Cynwel Elfed; and</p> <p>(ii) It was agreed that the Clerk should seek to contact the charity trustees and assist them to close the charity and split the funds, as set out in point (i) above.</p>	
07/22/24	Any Other Business	<p>(i) Tree across river – noted that this has now been removed;</p> <p>(ii) Hedge cutting – noted that the County Council work to a rota, but can prioritise as necessary, and County Councillor Bryan Davies may be able to assist;</p> <p>(iii) Bridge by church in Bronwydd – noted that the river has undercut the road close to the pub;</p> <p>(iv) Japanese Knotweed on railway track by allotments – agreed this is a concern, but unsure who is responsible and able to address this problem – further enquiries to be made.</p>	

DATE OF NEXT MEETING: TUESDAY 26TH JULY 2022, 8PM

Proper Officer:

Acting Clerk

Kumi Ariyadasa

Clerk.llanpumsaint@gmail.com