

LLANPUMSAINT COMMUNITY COUNCIL

COUNCIL MEETING HELD ON 13.09.2022

Present: Councillors Arwel Nicholas (Chair), Kumi Ariyadasa; Dylan Jones; Derick Lock; and Clare Bishop

Apologies: Councillor Ann Pettitt

Also in attendance (for part of the meeting): County Councillor Brian Davies

Minute Ref.	Agenda Item	Decision
	Queen Elizabeth II	The Chair referred to the recent passing of Queen Elizabeth II and the Councillors present joined him in sending condolences to the Royal Family.
09/22/01	Declarations of Interest	Councillor Ariyadasa declared an interest in agenda item 11(b) Skanda Vale traffic, as a trustee of Skanda Vale and confirmed that she would withdraw from the Council's discussion of that item.
09/22/02	Minutes of previous meeting	The Acting Clerk introduced the draft minutes of the Council meetings held on 12 th July 2022 and 26 th July 2022. It was Agreed that the minutes were a correct record of the respective meetings.
09/22/03	Matters Arising	<p>The Council considered the following matters arising from the minutes of the previous meeting that were not the subject of other Agenda items.</p> <ul style="list-style-type: none"> (i) The Model Standing Orders that were due for consideration at this meeting were to be revised to ensure they were suitable and not overly complicated. It was Noted that a draft would be submitted to the November Council meeting for approval. (ii) With regard to the preparation of an Asset Register, the meeting was informed that Gerald Vaughan (of Gerald R Vaughan Estate Agents) had inspected Ty Hers and the Council's bus stops. It was Noted that the valuations were awaited. (iii) It was Noted that County Councillor Davies agreed to follow up the issue of Japanese Knotweed on the railway station yard to establish whose responsibility it was (the County Council or the Railways Board) (iv) Councillor Bishop informed the meeting that she had reported the broken masonry on the Railway bridge to the County Council but had no response to date.

		<p>County Councillor Davies agreed to follow this up to clarify who had responsibility for such repairs.</p> <p>(v) It was Noted that works were ongoing on Esgair road and the bridge. County Councillor Davies informed the meeting that he had, in consultation with the Chair, been in discussions with the surveyors about taking the opportunity to widen the bridge and erecting a fence rather than a wall to maximise the width. A response was awaited.</p> <p>(vi) The Council Noted that the Acting Clerk was attempting to contact the trustees of the Evans and Lloyd Charity to agree the way forward. Enquiries were ongoing and it was noted that the Acting Clerk would report back to a future meeting.</p>
09/22/04	Finance: Update & Payments for Approval	<p>The Acting Clerk provided the Council with an update on a range of finance-related matters and requests for payment. The Council noted that the Council's bank had confirmed the change of cheque signatories, the Council's three approved signatories now being Cllr Nicholas (Chair), Councillor Lock and Cllr Bishop; that the overdue Annual Returns and all accompanying documentation had been submitted to the Wales Audit Office, and that their response was awaited; that the Notice of electors' rights to inspect the Council's accounts had been published on the Council's website; and that the Wales Audit Office bill has not yet been received, despite follow up requests.</p> <p>It was Agreed:</p> <p>(i) to continue pressing for the Wales Audit Office bill and, once this is received, for the Finance Committee to meet to review the Council's financial position and budget; and</p> <p>(ii) to approve the following payments:</p> <p>a) Trywydd £148.20 plus £67.20 for translation at the two July Council meetings; and</p> <p>b) Stationery expenses – to reimburse the Acting Clerk's expenditure of £50.08 for paper, printing, envelopes and postage.</p>
09/22/05	Staffing:	<p>With regard to the recruitment of a new Clerk, the Acting Clerk informed the meeting that no expressions of interest had yet been received in response to the article published in the August edition of the Village Voice. It was Noted that the Acting Clerk has been in discussions with the Acting Clerk of Llanllawddog Community Council about the possibility of a joint appointment for a new Clerk to undertake 5 hours per week for each Council (circa £3K pa for each Council), and would</p>

		<p>progress suitable arrangements in consultation with the Personnel Committee, with an update provided to the next Council meeting.</p> <p>With regard to the Council's obligations and potential liabilities under the HMRC's PAYE scheme, it was Agreed that the Chair should write to the former Clerk to seek confirmation that all due PAYE payments in respect of his salary have been properly made.</p>
09/22/06	Council Website	<p>The Acting Clerk informed the meeting that she had received training from the webmaster on uploading documents to the website and was ensuring that all required information was published on the website. It was Noted that the general website format and content would be reviewed and updated in due course.</p>
09/22/07	Annual Report 2021/22	<p>The Acting Clerk informed the meeting that the Council had a statutory duty to produce and publish an annual report as soon as reasonably practicable after the end of the financial year 2021/22. Councillor Lock had prepared a draft Annual Report and it was Agreed that the Acting Clerk would prepare and circulate a document, based on this draft, for comment/suggested changes, and that the revised document would be considered for approval at the next Council meeting.</p>
09/22/08	Biodiversity Duty	<p>The Acting Clerk informed the meeting that the Council has a duty to seek to maintain and enhance biodiversity and must publish a report setting out what it has done to comply with that duty. It was considered appropriate that Councillors Bishop and Pettitt would be best placed to lead on this, and it was Agreed that, after they have met with the Places for Nature Officer to discuss funding and project ideas, these Councillors would provide an appropriate paragraph to be included in the Council's Annual Report.</p>
09/22/09	Ideas from Fun Day	<p>The Chair noted that some of the ideas that had been put forward by residents at the recent Village Fun Day were already being addressed; and it was Agreed that full consideration of this item be deferred to the next meeting of the Council.</p>
09/22/10	Highways Matters:	<p>The meeting considered a number of highway-related matters.</p> <p>(a) With regard to the need for Safety Barriers opposite Bronallt, the Acting Clerk informed the meeting that the Council's concerns had been reported to the County Council and that a site visit had been requested. County Councillor Davies stated that he had followed this up and he had been informed by County Council officers that this matter had been added to the list of jobs and would be dealt with in line with prioritisation and available resources. It was Agreed that County Councillor Davies emphasise the dangers to the County Council and press for priority attention.</p>

		<p>(b) Some residents had recently raised concerns regarding traffic to Skanda Vale. Councillor Ariyadasa declared a prejudicial interest as a trustee of Skanda Vale and withdrew during discussion of this item.</p> <p>It was Agreed that an informal meeting be arranged between the Chair, County Councillor Davies and representatives of Skanda Vale and to receive a report back to a future meeting.</p> <p>(c) With regard to Street Lighting in the Village, the Acting Clerk informed the meeting that instalments for the replacement LED lamps are payable until 2028/29. The Chair highlighted that one sodium lamp had still not been replaced despite being paid for by the Council. It was Agreed that the Acting Clerk query the maintenance charges with Carmarthen Council and request a refund for the sodium lamp which was still to be replaced.</p>
09/22/11	Co-option to fill Council vacancies	The Acting Clerk informed Councillors that one informal expression of interest has been received. The Chair informed the meeting that he was aware of a further potential interested resident. It was Agreed that the vacancies be readvertised and that a proforma be drafted for any expressions of interest, which would be considered at the next Council meeting.
09/22/12	Training	The Acting Clerk referred to a range of training opportunities available to Councillors from One Voice Wales and that a bursary of £100 was available to the Council to assist with the cost of training. It was Agreed that an application be made for the full £100 Bursary from the Welsh Government / One Voice Wales; and that, with the aid of the Bursary, each Councillor to be permitted to select one paid course from the training offered by One Voice Wales or Planning Aid Wales; and any requests for training be sent to the Acting Clerk.
09/22/13	Other Correspondence	The Acting Clerk informed Councillors that the Audit Wales consultation on Fee scales 2023/24 had been received. These were Noted .
09/22/14	Forward Plan	The Acting Clerk had prepared, and circulated, a Forward Plan of future business for the Council. The Council Agreed to approve the draft Forward Plan.
09/22/15	Any Other Business	None

Signed:

Date:

Chairperson