

**LLANPUMSAINT COMMUNITY COUNCIL  
MINUTES OF COUNCIL MEETING HELD ON 9th July 2024 at 8.00pm**

**Attendees: Councillors Arwel Nicholas (Chair), Dylan Jones, Felix Merry, Ann Pettitt,  
Lyn Thomas, Clare Bishop and Derick Lock.**

**Apologies: Cllr Kumi Ariyadasa and County Cllr Brian Davies**

Minute Ref.	Agenda Item	Decision
7/24/1	Declarations of Interest and apologies	<p>The Clerk declared a personal and prejudicial interest for item 7/24/16 on the agenda and minutes.</p> <p>Cllrs Ariyadasa and Davies were unable to attend the meeting.</p>
7/24/2	Minutes of previous meeting	<p>AGREED: To approve the draft minutes of the ordinary meeting and AGM of the Community Council held on 14th May 2024</p>
7/24/3	Financial Matters	<p>A. Budget monitoring is on target. However, 2 cheques have been lost in the post and are to be reissued see reference 7/24/4 A and I. The lost cheques are being cancelled to avoid potential duplication.</p> <p>B. The internal audit was completed on the 10th June without issues.</p> <p>C. Per the Financial Regulations, the bank statements should be checked by a member other than the RFO or the Chairman for reconciliation with the cashbook. Cllr Pettitt volunteered to undertake this exercise and it was agreed by the whole council.</p> <p>D. The clerk is still waiting for the completion notice and invoice from Audit Wales for the 22/23 accounts. The 23/24 accounts were submitted to Audit Wales and acknowledged on the 13th June.</p> <p>E The VAT claim payment for 22/23 invoices was received on the 14th June for £554.95.</p>

7/24/4	Payments for approval	<p>A. Trywydd (Translation) £187.20  B. Ashmole &amp; Co (Internal Audit) £168.00  C. Hall (Hire fees to end of tax year) £100  D. Stationery Expenses £13.74  E. Zurich Mutual (insurance) £466.13  F. K Ariyadasa (M. Remuneration) £156  G. Orchard Web (Heritage Walk Link) £60  H. E C Bishop (Funday expenses) £31.51  I. Carmarthen CC (lost cheque) £1625.24</p> <p>Item A includes a lost cheque re-issue from May  Item D has late additional expenses added.  Item H is a late addition.  Item I is also a late addition and a re -issue of a lost cheque from May</p> <p>All payments were agreed except for item G, although this was agreed in principle. The Clerk will investigate the impact in discontinuing this external web link and possibly adding it to the council website.</p>
7/24/5	Annual Report 23-24	<p>AGREED. The annual report was agreed. This will be uploaded to the website.</p>
7/24/6	Assets	<p>It was noted and agreed to form a new committee for the Assets. Cllrs Thomas, Pettitt and Jones agreed to become members. Their main tasks will be to assess all the assets and obtain quotes to enable repairs or replacements, and to see them carried out as necessary. It was noted that it has been problematic in finding contractors willing to take on any repair tasks, but the councillors agreed they would continue in their efforts. It was noted that the ivy on Ty Hrys needed to be removed and a few roof slates be replaced. The historical information board outside the hall has been damaged and removed for safety reasons. It has been stored until it can be repositioned on the hall wall as agreed with the hall committee. It was noted that new notice boards are needed. The current ones being either unusable or a potential safety hazard. However, the cost exceeds the expectations of the council. Cllr Bishop agreed to speak to the hall committee with a view of sharing that cost. It was noted and agreed a maximum of £500 could be contributed. Should this payment need to be made before the next meeting, it was agreed, and per the adopted financial regulations, this would be done at the discretion of the Clerk and Chair.</p>

7/24/7	Forward Plan	The forward plan was updated and approved.
7/24/8	Land Acquisition	A plot of land in the area, commonly known as “between the two bridges”, has been offered to the council for mainly biodiversity use. An Expression of Interest letter was sent to the land owner on the 27th June. The council is waiting for further information in response to this letter.
7/24/9	Biodiversity Funday Update	Cllr Bishop updated the council advising there was a lot of interest in the biodiversity table on the Funday. The bird quiz was very popular and the Facebook page continues to grow. The Cllr also advised that she plans to contact the Park committee with a view to having a Himalayan Balsam drive to remove this invasive plant from areas of the village.
7/24/10	Jenny Eiran Fund Update	Cllr Ariyadasa was unable to attend the meeting to update the council regarding this fund.
7/24/11	Risk Assessment Review	The risk assessment was reviewed. It was noted a few minor adjustments to the wording are needed to remove any inconsistencies and it will be reviewed again at the next meeting. It was noted and agreed the council’s current procedures are adequate.
7/24/12	Training Review	The training plan needs to be updated. All Cllrs agreed to advise what training they have completed for the clerk to complete the updates. A new training plan for 24/25 will be devised. Cllrs Thomas and Merry have now completed their Code of Conduct course which is a requirement of all councillors during office.
7/24/13	Website Review	The website has largely been updated with current information. Further updates will be completed by the end of July, Also the council considered bringing the Heritage Walk web page onto the council’s website rather than having it as a link. The clerk has been tasked to gather information.

3/24/14	Highways update	Although Cllr Davies was unable to attend the meeting, he was able to update the clerk regarding highway matters. The cllr is addressing many items with the County Council on behalf of Llanpumsaint including the road slippage and water damage on the road heading towards Esgair. He is following up the inspection on the Ffynnonhenri Road that was made shortly after the last meeting and the water damage on the Nebo Road. It was noted the road at Bronallt should be within the 20 mph zone and barriers be put in place, if possible, where there is a sheer drop, it being a dangerous
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		point for two way traffic. The clerk will contact Cllr Davies regarding the last matter.
7/24/15	Correspondence	There was no correspondence that needed to be discussed at the meeting.
7/24/16	Clerks Leave	It was agreed the Clerk would be on leave from the 29th July and returning to her duties from the week commencing 26th August. However, the Clerk will deal with items deemed extremely urgent only during this timeframe. All other matters will be dealt with upon her return.
7/24/17	Date of next meeting	Tuesday 10th September 2024, 8pm

SIGNED: DATE: CHAIRPERSON:

DRAFT