



**Minutes of the Virtual Full Council Meeting of Llandeilo Town Council held on Wednesday, March 24<sup>th</sup> 2021 in Llandeilo at 7.30pm**

**Present :** Mayor Cllr Owen James, Deputy Mayor Cllr Robert Jones, Cllr Edward Thomas, Cllr Colin Jenkins, Cllr Christoph Fischer, Cllr Eifion Davies, Cllr Dawn Wallace, Cllr Christopher Parish, Cllr Lesley Prosser, Cllr Geraint Price, Cllr Gordon Kilby.  
Mr Roger Phillips ( Town Clerk )  
Mr Christopher Plummer ( Finance Officer )  
Mr Eifion Jones ( Facilities Officer)

**Apologies:** None

**There were no Police Matters.**

**Min 151 / Mar / 21 Declaration of Interests.**

The Mayor, Cllr Owen James declared an interest in Planning application PL/01401 at 13, Rhosmaen Street and did not take part in this Agenda item.

The following Councillors all declared a personal but not a prejudicial interest as members of RBL in the application from the Llandeilo Royal British Legion for financial support and did not take part in the Agenda item :-Cllr Edward Thomas, Cllrs Eifion Davies, Cllr Gordon Kilby, Cllr Colin Jenkins, Cllr Lesley Prosser, Cllr Dawn Wallace

Cllr Edward Thomas declared that he would not be commenting on Planning Matters as he submits his comments directly to CCC.

**Min 152 / Mar / 21 The County Councillor's Report**

Cllr Edward Thomas reported that he had arranged a meeting with CCC Officers Richard Waters and Mike Jacob to seek details of their report on Pedestrianisation of Carmarthen Street. He will raise the request of two residents of Carmarthen Street to put their case to the said Officers.

Cllr Thomas had expressed his concerns to SWTRA regarding the state of the A483T and the main bridge.

He has also requested SWTRA to provide a time line to complete their consultation review on the bypass.

Work on Shire Hall is progressing well with a date in early May being mooted for a possible completion.

A request from Paul Whittaker to resume the Classic Car Rally has been sent to CCC for comment.

There are reports that some people are breaching Covid regulations and all are advised to act responsibly.

Cllr Thomas is waiting for CCC to set date for Hydrology to carry out inspection re. Diana Road.

### **Min 153 / Mar / 21 Previous Full Council Minutes.**

The Minutes of the Full Council Meeting held by Zoom remotely in Llandeilo on Wednesday, February 24<sup>th</sup> 2021 were read and confirmed as a true record with the addition of recording the Mayor's Account standing at £830 and the correction of Min 142/Feb/21. CAVS had given an initial grant of £5,000 to the Llandeilo Community Hub not £500 as shown. This was proposed by Cllr Robert Jones, seconded by Cllr Edward Thomas. All were in favour.

### **Min 154 / Mar / 21 Matters arising from previous meetings**

Re. Min 135/Feb/21 The Mayor reported that CCC had not yet put the new benches in place on the Crescent.

### **Min 155/ Mar /21 Correspondence**

1. Details of invitation for Councillors to comment on the A40 Llandeilo- Carmarthen WAG survey was circulated. Noted.
2. Cllr Owen James had received the following quotations to carry out urgent tree work in Penlan Park  
Extreme Tree Services £1,960 ex vat. Proclimber £6,000 ex vat  
Cllr Robert Jones proposed that the Extreme quotation be accepted. Cllr Edward Thomas seconded. All were in favour.
3. The Clerk reported that Welsh Government was advocating Councils to return to face to face meetings from May 2021.  
It was proposed by Cllr Eifion Davies that the Council consider this at the May Full Council Meeting. Cllr Owen James seconded. All were in favour.

### **Min 156 / Mar / 21 Financial Matters**

#### **1.Accounts for payment for March 2021**

	Net	Vat	Total
Hugh Gwynne (DD 604PLQ) bins February	£ 80.00	£ 16.00	£ 96.00
Hugh Gwynne ( DD604PP) bins February	£ 80.00	£ 16.00	£ 96.00
Hugh Gwynne (DD604PP) winter cut Feb.	£ 360.00	£ 72.00	£ 432.00
Hugh Gwynne ( DD604PLQ) winter cut Feb.	£ 450.00	£ 90.00	£ 540.00
Cllr Dawn Wallace ( weed burner & gas)	£ 15.86	£ 2.05	£ 17.95
EDF Energy ( Bowls Club)	£ 51.97	£ 2.60	£ 54.57
EDF Energy ( Tennis Club)	£ 20.38	£ 1.02	£ 21.40
WCVA payroll admin March	£ 26.25	£ 5.25	£ 31.50
Toppers ( refuse bags)	£ 48.75	£ 9.76	£ 58.51
BT Broadband	£ 65.34	£ 10.88	£ 54.46
BT Phone	£ 78.60	£ 13.10	£ 65.50

dd- direct debit # - cheque \* bacs. These were recommended for payment. Proposed by Cllr Edward Thomas, seconded by Cllr Christopher Parish. All were in favour.

#### **2. Income Received since 24<sup>th</sup> February 2021 to date**

NONE.

### 3. Account Balances

LTC Current Account as at 22/03/21	£ 9,041.52
LTC Deposit Account as at 22/03/21	£ 30,005.48
Mayor's account balance at 22/03/21	£ 830.00

#### Account Note

Between 1<sup>st</sup> April and when the CCC Precept is received an amount of £3,000 will be transferred into the current account from the deposit account to ensure all April payments are honoured

### Min 157 / Mar/ 21 Report on the Grass Cutting Contract 2020-23

The RFO Christopher Plummer had circulated a financial report on the expenditure for the grass cutting for 2020-21. He reported that the costs had escalated beyond the expectation of the original contract. This was due to an error in the tender figures for Penlan Park as supplied to the Council. This has resulted in the large discrepancy between the budgeted figures for the parks, based on the original tendered figures and the actual costs incurred.

Mr Plummer made the following recommendations:-

1. That the contract be terminated giving 3 months notice from 31<sup>st</sup> March 2021.
2. The Clerk would send a letter to notify the contractor of the termination of the current contract, as well as meeting him in person.
3. The Mayor and Facilities Officer will strictly monitor the grass cutting during the next 3 months.
4. The Parks Management Committee will meet to make recommendations to Council on future grass cutting requirements.
5. In future the RFO will scrutinise and match any invoices with contracted work as tendered by contractors.

It was proposed by Cllr Owen James, seconded by Cllr Christoph Fischer that all the above recommendations be passed. All were in favour.

### Min 158 / Mar / 21 Planning Matters

#### a) Planning Applications

- i) PL/01363 Granny annex for a relative at 26, Blende Road  
**Comment : There were no objections**
- ii) PL/01401 New dwelling house on land adjacent to 13, Rhosmaen Street.  
**Comment : There were no objections.**
- iii) PL/01387 Proposed single storey extension providing home gym, therapy area with detached garage at 27, Diana Road.  
**Comment : There were no objections.**
- iv) PL/01089 Alterations and single storey extension to rear at 8, Latimer Road.  
**Comment : There were no objections**
- v) PL/01521 Conservation area planning application at Flat 7A, King Street.  
**Comment : There were no objections.**

**b) Planning Decisions**

- i) PL/00620 Listed Building consent at 8, George Hill. **Totally Granted**
- ii) PL/00885 Erection of residential dwelling 1 ½ storey bungalow on land at 40, Lon Rhys. **Full Refusal.**

**Min 159/ Mar/21 To receive the Staff Monitoring Report**

Cllr Edward Thomas, as Staff Monitoring Officer, had circulated a comprehensive report for the Council to consider for the procedures to replace the Town Clerk and Finance Officer, both of whom are retiring at the end of October 2021.

Details of the job descriptions, responsibilities and hours of employment were all provided.

Cllr Thomas stated that Council would have to decide on one of the following options :-

**Option A** Retain two separate posts i.e. Town Clerk and Responsible Finance Officer.

**Option B** To merge the role of Town Clerk / Proper Officer and RFO as one Proper Officer of the Council.

Cllr Colin Jenkins proposed Option A to retain two separate posts i.e. Town Clerk and Responsible Financial Officer. Cllr Dawn Wallace seconded. All were in favour.

Cllr Gordon Kilby proposed the following amendment to Option B

That Council consider Option B if a suitable and qualified candidate applies who could do both Jobs. Cllr Eifion Davies seconded. There were 7 votes for the amendment.

The Amendment would be considered only if a suitable candidate applies.

Cllr Thomas would call a Zoom Meeting prior to the April Full Council Meeting to consider a timetable for making the appointments as well as the construction of the press advertisement. Noted.

**Min 160/ Mar/ 21 To consider a new emblem for Llandeilo**

Cllr Christoph Fischer proposed that the Council adopts the emblem circulated by Cllr Geraint Price. Cllr Owen James seconded. All were in favour.

Cllr Edward Thomas that this emblem originated from a grant provided by CCC and their graphic designers produced it for Llandeilo Town Council. The trade mark shows that Llandeilo Town Council has its ownership.

Thanks were given to Cllr Price for bringing this to the attention of the Council.

**Min 161 / Mar / 21. To consider the start times for Council Meetings**

It was proposed by Deputy Mayor Cllr Robert Jones that the Town Council Meetings commence at 7.00pm in future. Cllr Colin Jenkins seconded. All were in favour.

**Min 162/ Mar / 21 To consider 3 year tender contracts for the erection of the Town Christmas Lights in 2021, 2022, and 2023.**

The Clerk reported that tender documents and detailed information had been sent to 12 local electrical contractors on February 8<sup>th</sup> 2021. The closing date for the return of tenders was March 15<sup>th</sup> 2021.

No completed tenders had been received by the closing date.

It was agreed that the Clerk would contact the contractors and ask if they would complete a short questionnaire as to the reasons for not tendering for the work. Noted.

**Min 163 / Mar / 21 To consider the vacancy to represent Castle Ward on the Town Council.**

The Clerk reported that he had confirmation from CCC that there had been no request to hold an election for this vacancy. Democratic Services stated that the Council should now advertise the requirement to Co-opt a person to fill the vacancy from March 26<sup>th</sup>.

It was agreed that the Clerk produce a bilingual notice to be posted on local social media platforms, the Council noticeboard and Website. Cllr Owen James and Cllr Christoph Fischer were asked to post these on Social Media.

The closing date for applications was April 28<sup>th</sup> with interviews to be held on Tuesday, May 18<sup>th</sup> 2021.

Proposed by Cllr Owen James, seconded by Cllr Edward Thomas. All were in favour.

**Min 164 / Mar /21 Notice of Motion re. Review of Standing Orders Part 2**

It was proposed by Cllr Gordon Kilby, seconded by Cllr Edward Thomas that the following recommended changes be accepted by Council :-

Standing Orders 17, 65, 65(a), 65(b), 65(c), 65( d), 70(b)

All were in favour.

Cllr Christoph Fischer proposed an amendment to Standing Order 62 to add 62(c)

No member of the Council may issue a notice to the press or by other media which has not been sanctioned by the Clerk or Mayor. Cllr Edward Thomas seconded. All were in favour.

**Min 165/ Mar / 21 Notice of Motion. To consider a Policy to allow members of the Public to attend virtual Meetings of the Full Council.**

Proposed by Cllr Owen James, seconded by Cllr Christoph Fischer.

For consideration at the April Full Council Meeting.

**Min 166 / Mar / 21 Parks Management Report**

The Mayor Cllr Owen James reported that some planting and clearing had taken place.

Keep Wales Tidy had contacted the Council to praise all the work that had already been carried out.

It was proposed by Cllr Robert Jones that a special vote of thanks go to the Mayor Cllr Owen James and Cllr Geraint Price for all their hard work. Cllr Eifion Davies seconded. All were in favour.

The Facilities Officer, Eifion Jones was asked to contact Mathew Phillips, a local contractor for a quotation to renew the rubber matting under the swings in Parc Le Conquet.

**Min 167 / Mar / 21 There was no Mayor's Report**

**Standing Orders were suspended for a period of 10 minutes to complete the business of the Council**

**Min 168 / Mar/ 21. To receive a Report from the Llandeilo Newsletter Subgroup.**

Cllr Lesley Prosser presented the completed Spring Edition of the Newsletter which had been re-written to include recent community work in the area.

Cllr Colin Jenkins proposed a vote of thanks to Cllr Prosser and all who contributed items to the newsletter. Mayor Cllr Owen James seconded. All were in favour.

**Min 169 / Mar / 21 There were no Other items of business that by reason of special circumstances, the Chair decides should be considered as a matter of urgency, pursuant to Section 100B(4)(B) of the local Government Act 1972.**

Meeting closed at 9.28pm