



CYNGOR TREF LLANDEILO FAWR TOWN COUNCIL

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**Minutes of the May Full Council Meeting of Llandeilo Town Council held in Hengwrt on  
Wednesday, May 24th 2023 at 7:00PM**

**Present :** Mayor Cllr Gordon Kilby  
Deputy Mayor Cllr Christoph Fischer  
Cllr Charlotte Morgan                      Cllr Simon Brownsill                      Cllr Sian Lewis  
Cllr Guy Evans                                      Cllr Keely Clarke                      Cllr Matthew Crayford  
Cllr Geraint Price                                      Cllr Charlotte Walker  
Mr Owen James (Clerk)  
Mr David Eve (Finance Officer)  
Mr Eifion Jones (Facilities Officer)  
CC Edward Thomas until minute 21

**Apologies :** Cllr Rob Jones (prior engagement)

**Min 18 / May / 23 - Declaration of Interests**

None

**Min 19 / May / 23 - Police Report**

No new report

**Min 20 / May / 23 - County Councillors Report**

County Councillor Edward Thomas forwarded the monthly report and attended to expand on the points given:-

1. Chased Lee Waters Transport Minister Welsh Government again regarding the non-publication of the WELTAG2 consultation on the Llandeilo By-Pass. You will recall this was undertaken in November 2020 and the results have yet to be published.
2. The news that Barclays is closing on 23rd June is a blow to its customers and the town. I raised a Notice of Motion in County Council on the 26th April which was fully supported criticising the bank for its decision. They have responded with a promise to have a hub based in Llandeilo where customers can have advice and pay in non-cash credit. We will be losing an ATM.
3. Yr Hen Farchnad {the Old Market} CCC will be hosting an official launch at the end of June when Carmarthenshire will be inviting a member of Welsh Government to cut the tape so to speak. I understand that the mayor, local organisations and members of the business community will be invited to attend. It is hoped that the new tenants will start occupying the spaces they have taken up in the next few weeks.
5. I had chased DCWelsh Water regarding the leak in Rhosmaen Street and utilised the services of CCC & SWTRA to put the pressure on them. I am sure you will be pleased to know that the work has now been completed.
6. Wales & West Utilities have also completed the work in Crescent Road and according to

them our gas mains are safe for 60 years.

7. I have chased regarding the planters in Bridge Street hoping that they will be planted before the Urdd next week. Confirmation received that the planters will be filled next week in time for the Urdd

8. Whilst SWTRA have repaired the pavement near No 1 Bridge St following the accident, the surface is still uneven and I have asked them to come back – possible trip hazard

9. I have requested Planning, Building Regulations & Highways to look at Waterloo Villa, Bridge Street. This has resulted from the collapse of a wall. The owner has full planning to re-develop the site, which has been vacant for 20 years and is an eyesore. It would be great if the owner would start the work. We need to turn empty houses into homes.

10. The clerk forwarded on an email on 21.05.23 from a resident of Crescent Road. Lights in the stairway of the Civic Building was leg on from Friday night. I wrote and have had reassurance that messages will be given to caretaker and staff to put on lights.

11. Email received from Clerk on 19th regarding CCC installing E Bike charging Points in Crescent Road Car Park. I have received confirmation that this has been passed on to the appropriate officer to investigate. The installation of the Charging points will be subject to CCC obtaining suitable grants

12. Trying to obtain better disability access for a resident In Heol y Garreg Glas - ramp

13. I met Rod from Dolen Teifi and he is very confident that his application to National lottery will be approved and a community 17-seater bus and an electric car will be based in Llandeilo. The grant application is being decided in September so we should have the vehicles next year. This will a cheap way for local community groups, schools etc to hire a bus for trips. I have previously mentioned this matter to council

No questions from councillors.

### **Min 21 / May / 23 - Questions from Councillors**

Cllr Charlotte Walker asked if the church knew the extent of rodents that we're in amongst the walls and long grass. Clerk to speak to CCC regarding health and safety of residents on Church Street

Cllr Matthew Crayford raised that the Ivy overhanging the wall on Carmarthen Road near the Squah club is getting worse and could impact pedestrians walking on the pavement. Clerk to highlight the issue with CCC as it is their road and walkway, to determine who is liable to clear

### **Min 22 / May / 23 - Minutes of the Full Council Meeting held in the Hengwrt on Wednesday, April 26th 2023**

The April Full Council Minutes were read by Chair Mayor Gordon Kilby.

Cllr Charlotte Morgan proposed them as correct, seconded by Cllr Simon Brownsill.

All were in favour.

### **Min 23 / May / 23 - Matters arising from previous meetings**

None

### **Min 24 / May / 23 – Correspondence**

#### **1. Damage to Kings Bridge (Swing bridge)**

Slip pad thrown into the water, repair action and reported by CC Edward Thomas

NOTED

## **2. Written Statement: Democratic Health of Community and Town Councils**

At May's elections, only 22% of the 7,883 seats were contested. 62% of seats were uncontested – meaning that no election was held – and 16% of seats were unfilled, to be filled through further election or by co-option.

Cllr Charlotte Morgan requested this be put on publications to see if anything can be done locally to advertise better in future. Seconded by Cllr Keely Clarke. All in favour

## **3. Motions for 2023 One Voice Wales Annual General Meeting**

One Voice Wales have invited Town and Community councils to put forward a maximum of two motions for debate at the AGM on Saturday 30th September 2023, which must arrive at this office no later than noon on Friday 23rd June 2023 for consideration by the Conference Motions Committee.

Clerk to add to resumed AGM for consideration. Proposed by Cllr Simon Brownsill, seconded by Cllr Charlotte Morgan. All in favour

## **4. Councillor email Footer**

Cllr Charlotte Morgan has created a 'signature' for all councillors and staff. Clerk to add the 'signature' to each councillor email. Footer includes Council details such as Website link, logo and social links

**Noted**

## **5. Mens shed – Kindness bench**

Bench is ready for Clerk to collect in Llandoverly. CAVS would like an unveiling of the bench with local community groups. Clerk will liaise with MENS SHEDS Llangadog and arrange a suitable date for the unveiling.

**Noted**

## **6. Model standing orders May 2023**

One Voice Wales have issued their up to date model standing orders for Councils to adopt, with new legislation in line with Wales Local government and elections Act 2021. Clerk to add the relevant lines in where "Llandeilo Town Council" is required, and circulate with members prior to adopting.

**Noted**

## **7. Code of Conduct training**

Two dates have been circulated as below, Councillors are welcome to attend either session :-

12/06/23 – 2PM

24/07/23 – 6PM

## **Noted**

### **8. New Defibrillator – Carpark Archway**

Mark Gower from NHS Wales Health Collaborative has kindly donated a defibrillator to replace the damaged unit in the archway. This was done Free of charge, as the unit is the most used in the Llandeilo Area.

Cllr Charlotte Morgan proposed an official thanks to Mark and NHS Wales Health for their kind offer to the community. Seconded by Cllr Christoph Fischer. All in favour

### **9. Urdd 2023 Decoration**

Correspondence in the form of a letter had been received from a local resident regarding the lack of bunting and decoration in Llandeilo in readiness for Eisteddfod yr Urdd in Llandovery, including that it reflects badly on the council.

Response below proposed by Cllr Geraint Price, seconded by Cllr Keely Clarke :-

- South Wales Trunk Road agency (SWTRA) take 15 working days to respond to an official request, which is now too late(19<sup>th</sup> May) to raise any requests for ideas that have been suggested. LTC would not have any legal standing if an accident did occur

- Whilst we note your disappointment that more has not been done, we as a Council have not had any correspondence from anyone associated within the 'Eisteddfod yr Urdd' committee/working groups, locally or Nationally with recommendations of what they would like to see along the Llandeilo routes

- LTC have purchased flags and promoted a window competition for businesses

- LTC has supported the local Urdd fundraising branch with a £1000.00 in the lead up to the event

- LTC always look to support events like 'Eisteddfod yr Urdd' and have done for many years.

Welcoming any correspondence in ample time if there is a certain requirement or ideas to achieve.

All councillors in favour of the response above.

### **10. Town Council Gazebo request**

Request received for use of the gazebos for the filming of 'Bargain Hunt' in Llandeilo. Clerk advised a cost of £75 per unit as per recommended rates of LTC guidelines.

The request asks if there would be a discounted rate available.

Cllr Geraint Price proposed we keep the fee at £300 for the four units, due to the wear and tear of the units. This cost also includes the erection and dismantling of the gazebos by LTC staff in line with Council insurance. Seconded by Cllr Christoph Fischer. All in favour to keep to the current guidelines. Clerk to advise.

## 11. Dispensation for Pylon conversations

Carmarthenshire County Council have circulated correspondence asking whether councillors are unaware they need a dispensation regarding the Pylon discussions.

Clerk to liaise with CCC to find out if LTC Councillors require a dispensation.

### **Min 25 / May / 23 – Planning Matters**

#### **Planning matters**

**PL/05353** - Formation of a new combined Pedestrian and Cycle Path between Ysgol Bro Dinefwr, Ffairfach and Nantgaredig, plus associated engineering and landscaping works (Tywi Valley Path - Eastern Phase) - Land along route of former railway line with minor deviations between Nantgaredig and Ffairfach, Llandeilo, Carmarthenshire

Cllr Charlotte Morgan added that there was nothing new to comment from LTC, to refer to previous comments.

#### **RAR25074 –**

The Licensing Authority has received the following application:-

**Application Type:- Application For Premise Licence,**

**Premise Name And Address:- Dinefwr Park, Llandeilo, Carmarthenshire, SA19 6RT**

Friday 7<sup>th</sup> July to Sunday 9<sup>th</sup> July

**No additional comment from LTC**

#### **Planning Decisions**

**None**

### **Min 26 / May / 23 - Financial Matters**

#### **1. Accounts for payment**

##### **i) Accounts for payment**

	<b>Net (£)</b>	<b>Vat (£)</b>	<b>Gross (£)</b>
EDF - Tennis Pav - April	46.94	2.35	49.29
EDF - Bowls Club - April	90.24	4.51	94.75
LAS Recycling - April	59.86	11.96	71.82
CCC - Recharge for community elections 22/23	323.32	0.00	323.32
Bevan Buckland - Payroll services qtr.	78.75	15.75	94.50
Charlotte Morgan - Training Course - Planning Aid Wales	40.00	0.00	40.00
Relm Signs - Canopy sign	32.00	6.40	38.40
LBS - Lock/Architrave and Screws - Penlan Park	62.59	12.52	75.11
One Voice Wales - Training Health & Safety	38.00	0.00	38.00
Cut Above - Repairs to Grillo	143.65	28.73	172.38
A Flory - App data April/May	137.50	0.00	137.50
Geraint Price - Petrol + GT Locksmith	77.18	6.67	83.85
O James - lawnmower, engraving, printer ink + mileage	156.16	15.83	171.99

##### **ii) Invoices Paid**

Orchardweb -updates for March 23	50.00	0.00	50.00
Mayors Dinner May 23 - Refund P Ince	80.00	0.00	80.00

Mayors Charity - Tenovus - Rob Jones 900.00 0.00 900.00

These payments were recommended for payment. Proposed by Cllr Charlotte Morgan, seconded by Cllr Gordon Kilby. All in favour  
Payments to A Flory re App data will be forwarded to Publications committee for further discussion.

<b>2. Income Received</b>	<b>£</b>
Carmarthsnihire CC - Precept	26,030.00
St David's Day	210.00
Mayors Dinner - March	35.00
Mayors Dinner - May	1,180.00

### **3. Account Balances**

LTC Current Account as at 21st May 2023 = £4,993.29  
LTC Deposit Account as at 21st May 2023 = £42,193.45

### **4. Any other matters from the Responsible Finance Officer**

i) Society of Local Council Clerks (SLCC) membership is due  
Cllr Geraint Price proposed to continue our SLCC membership, seconded by Cllr Charlotte Walker.  
All in favour

### **5. Financial Requests**

#### **i) Pride Llandeilo**

Financial documents received by Treasurer Mered Williams, for a support request of £250.  
Cllr Gordon Kilby proposed £250, seconded by Cllr Simon Brownsill.

Cllr Charlotte Walker counter-proposed £300, seconded by Cllr Christoph Fischer.

3 votes for the counter-proposal  
6 votes for the original proposal  
1 abstention

Clerk to advise 'Pride Llandeilo' that council are supporting the group with £250.00. RFO David Eve to sanction payment.

### **Min 27 / May / 23 – Reports**

#### **1. Facilities officer(FO) report**

Report circulated to all councillors prior to meeting:-

1. Weekly Inspection
2. Statutory Electric Meter readings sent on a monthly basis
3. Rubber matting discussions taking place. How to rectify the gap and the step on the edges of the exercise area and other areas that need to be looked at with contractor, they will make a visit and suggest what can be done to make good/safe.
4. Survey the path area in Penlan Park between the main path and access into Dinefwr park via the steel wicket gate counting the steps that are needed to be built to create a safe pathway from the tarmac path to the gate.
5. Phone LBS up for quotes for 150x25mm tanalised boards and 50x50mm posts to create the

steps.

6. Same as above for Ystrad Nurseries in Llandovery.

7. The sign on the main gate leading into the tennis court has had two of the zip ties cut off so new ones installed.

8. Received phone call Contractors regarding the time scale and different aspects of the tender for the bowls pavilion extension.

Cllr Geraint Price requested Eifion Jones get more quotes than just LBS and Ystrad nurseries if possible

## **2. Parks Report – Chair Cllr Charlotte Morgan** **Parks and Green Spaces Report**

i. Fund raising: community involvement required for grant applications discussed.  
park event's to be planned.

ii. Volunteer days confirmed as May 20<sup>th</sup>, June 17<sup>th</sup>, July 15<sup>th</sup>, September 16<sup>th</sup>, and October 21<sup>st</sup>, to include 'thank you' as part of the last day.

iii. Long term maintenance items discussed, FO reviewed and beginning costings.

iv. Gorsedd Stones – first stage of process to relocate stones progressed. Costs to be explored and location to be agreed.

v. Just Giving promotion required.

### Penlan Park:

vi. Work plan progressing well with thanks to the Grillo Group, the Saturday volunteers and the Probation Team.

vii. Next priority (larger) jobs discussed and quotes being explored.

viii. New dog fouling etc. sign designs agreed.

### PLQ:

ix. Pump Track presentation evening for residents to be held Wednesday 17<sup>th</sup>.

x. Numbers in exercise area have been repaired.

### Civic Corner:

xi. Arrangement with Church to maintain the area to remain. FO (voluntarily) mowing.

Cllr Keely Clarke requested LTC spend up to £100 on an advertising board for the main gate when doing volunteer work. Seconded by Cllr Charlotte Walker. All in favour.

Clerk to purchase in readiness for the next volunteer day

## **3. Publication report** **Publications Report**

### Website:

i. Change over in progress – as per April.

ii. Training due for all in group.

### Llandeilo Town App and Town Trail:

iii. Town App – Promotion around wider area, general use issues and future development discussed.

iv. Town Trail – Media Peak pamphlet design and new board progressing.

Newsletter:

- v. Digital version created.
- vi. 6monthly newsletter date set for end October.

Email footer design:

- vii. Image version with website link to be circulated to Councillors.

Date for next meeting 13th June at 6.30pm, Hengwrt

**Min 28 / May / 23 – Report – Request for financial assistance recommendation**

Clerk Circulated a report that he and RFO David Eve devised regarding moving forward with financial requests and meeting schedule. The report highlighted key points Council would request when a financial request was received.

Cllr Keely Clarke proposed the following, seconded by Cllr Charlotte Walker :-

- Amount of donation requested
- What will the donation be used for?
- Type of organisation - Registers charity (include charity number) / Voluntary Organisation / Company / individual / Other - specify
- Income & Expenditure statement for the last financial year
- Balance Sheet

All Councillors voted in favour.

Clerk to draft an adjustment to financial regulations and Standing orders to be passed by Full Council.

The report also stated that it would be beneficial to have a specific quarterly meeting rather than incorporating the 'financial support requests' into Full Council.

Cllr Charlotte Walker propose we keep it as is moving forward, to trial with the new method above. Seconded by Cllr Keely Clarke.

8 votes for  
1 abstention

**Min 29 / May / 23 – Notice of Motion : To adopt the updated GDPR, Data Security and Internet Policies**

Clerk circulated the proposed notice of motion for scrutiny and approval in May 2023 Full Council

**Min 30 / May / 23 - Notice of Motion : To adopt the Llandeilo Town Council Training Plan under section 67 of the Local Government and Elections (Wales) Act 2021**

Clerk circulated the Llandeilo Town Council Training Plan under section 67 of the Local Government and Elections (Wales) act 2021. To approve in May 2023 Full Council

**Min 31 / May / 23 – Mayors report**

- Attended shortlisting for the new deputy head at Ysgol Bro Dinefwr
- Attended full governors meeting at Ysgol Bro Dinefwr
- Attended proceedings sub group at Ysgol Bro Dinefwr



- Attended and spoke and handover dinner for Tenovus at the Plough
- Attended the interview for Council vacancy
- Attended and opened the Open Day for the Fire Service
- Attended Diocesan Advisory Committee
- Visited and given tour of the Market Hall
- Final activity before end of term. Placing Plaque at the newly planted trees opposite White Hart

**Min 32 / May / 23 – Any 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**

None

Meeting Closed at 21.15PM