



CYNGOR TREF LLANDEILO FAWR TOWN COUNCIL

Minutes of the November Full Council Meeting of Llandeilo Town Council held in Hengwrt on Wednesday, November 22nd 2023 at 7:00PM

Present : Mayor Cllr Christoph Fischer
Cllr Charlotte Morgan
Cllr Simon Brownsill Cllr Sian Lewis Cllr Matthew Crayford
Cllr Geraint Price Cllr Kate Glanville Cllr Rob Jones
Cllr Keely Clarke
Mr Owen James (Clerk)
Mr David Eve (Responsible Finance Officer)
Mr Eifion Jones (Facilities Officer)
CC Edward Thomas until minute 130

Apologies : Cllr Guy Evans (Unwell)
Cllr Gordon Kilby (Unwell)
Cllr Charlotte Walker (Prior Engagement)

Prior to the meeting Linda Durgan, Chair of Town Twinning gave an overview of the group and the objectives and aim of the group today and over the last 40 years. Before speaking Linda thanked Town Council for the invitation and donation for the recent visit.

Main aims of the group is to share cultures, language and experiences. Every other year the group Invite Le Conquet families to live with hosts in Llandeilo to share lives and culture.

Linda expressed that numbers are lower than in the past and that they are interested in recruiting new members, welcoming Llandeilo Town Councillors input where possible.

Suggestions were to contact sporting clubs and tying in end of season tours to Le Conquet, possibly playing sport together. Linda will feedback this to the Town Twinning group.

Min 127 / November / 23 - Declaration of Interests

Cllr Christoph Fischer declared an interest as a committee member of the Festival of the Senses. Cllr Matthew Crayford and Cllr Rob Jones declared an interest in the Parc Pencrug Development and will not vote on the matter.

Min 128 / November / 23 - Police Report

Police information circulated from the Dyfed Powys police site. Information available to the public below :-

www.dyfed-powys.police.uk > your area > Llandeilo Ward

Clerk also attended monthly catchup meeting. PSCO Louise Lewis informed that the Police Station was last due to be put up for Auction but nothing has transpired as of yet

Min 129 / November / 23 - County Councillors Report

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

1. Advance notices from DCWW / CCC regarding a road closure Market St / Carmarthen St to repair damage to water pipe near Chess – max 2 days 29 January - 30th January
2. I attended the Residents of Parc Pencrug Meeting in White Hart last week. It was attended by residents and members of Llandeilo Town Council were in attendance. The comments need to be in by 6th December – its likely that the Planning Committee will be March.
3. A reminder to Llandeilo town council members living on Parc Pencrug site to obtain a dispensation from Standards Committee. Certainly, to declare an interest and possibly withdraw or not vote at the meeting until dispensation obtained or seek advice from Linda Rees-Jones Monitoring Officer.
4. Attended with Local resident a site meeting in Penlan Park. Present were Town Clerk and Facilities Officer. The resident has concerns about the steep slope in southern section of Park – he and his partner fell.
5. I have reported a concern raised by Cllr Brownsill about the lights in Yr Hen Farchand and in particular a bright light shining into a property in North Bank. Hopefully this will be rectified.
6. Met with deputy Mayor Charlotte Morgan to discuss a number of issues re parking main car park and on trunk road near Igam Ogam. SWTRA have acknowledged by email and I will arrange a site meeting with their engineers and CM. Crescent Road Car park – suggestions put into review.
7. Concern raised by resident about drains near Home Farm. It's a CCC & National trust Issue and occurs annually. CCC will clear their side and NT will need to clear theirs
8. Forwarded the response to Cllr Glanville from CCC re Safer Bathing River Twyi.
9. I have already reported that the Ffairfach Foul water Plant has no capacity. A planning application for a property in Lon Rhys /Parc Pencrug is on appeal after Planning declined the application due to phosphate's situation.
10. I contacted Senior Management at the Cawdors to remind them to advise the guests checking in not to leave cars in the unloading /loading bay outside hotel
11. I requested another safety check on trees with Maes Elfryn which has been undertaken
12. The scaffolding in Abbey Terrace was promised to be removed in 1st week November – still there 25.11.23 - causing annoyance to neighbours. The scaffolding company had promised to remove.
13. More report of rats from site Old St Johns – They seem to be on the increase in rat activity this year
14. I have written to Holly Dwyer Chair of Festival of Senses to thank her for placing bollards on bridge.
15. Reminder to Town Council & traders that as FOS did not take up the Free Parking Options over the weekend. Llandeilo still has 5 days to use between now and March 31st. December is excluded from the scheme

Thanks to Mayor & Town council for attendance at Remembrance Parade and service at St Teilo on 12th November

Also I had written to Festival Of Senses to thank them for all their hard work over weekend of 18th November.

Min 130 / November / 23 - Questions from Councillors

None

Min 131 / November / 23 - Minutes of the Full Council Meeting held in the Hengwrt on Wednesday, October 25th 2023

The October Full Council Minutes were read by Chair Mayor Christoph Fischer. Cllr Charlotte Morgan proposed them as correct, seconded by Cllr Kate Glanville. All were in favour.

Min 132 / November / 23 - Matters arising from previous meetings

Min 116 – point 3 – Clerk advised that the paperwork had been forwarded to Carmarthenshire County Council for the £20,000 grant for a Marketing Officer and items associated with this project

Min 133 / November / 23 – Correspondence

1. D-Day anniversary Event

The Royal Naval Association, ABF The Soldiers Charity, RAF Benevolent Fund, The Merchant Navy Association & The Normandy Memorial Trust have come together to hold an event to commemorate the 80th Anniversary of D-day. Cllr Charlotte Morgan proposed to add to first Events Committee meeting, seconded by Cllr Keely Clarke. All in favour.

Clerk to add to the next Events Committee Agenda

2. Poppy Appeal – Llandeilo Town Council Wreath

Letter received from RBL Llandeilo Branch regarding the wreath provided for Llandeilo Town Council, laid on Remembrance day 2023. Cllr Christoph Fischer proposed a donation of £50 for the wreath, Cllr Simon Brownsill seconded. All in favour

3. One Voice Wales' Cost of Living Crisis Team

Email Circulated to councillors

Clerk noted a new team has been appointed by One Voice Wales till March 2026 to tackle cost of living crisis, they will be in touch in future

Noted

4. Independent Remuneration Panel for Wales (IRPW) consultation event

Email circulated

Held on Monday 27th November 2023, if councillors would like to attend, sign up directly with WG

Noted

5. Minister's letter re. Asbestos Management

Email Circulated

WG are looking for Town and community Councils to better their understanding of Asbestos management in Council owned buildings.

Cllr Simon Brownsill proposed Facilities Officer Eifion Jones to create an Asbestos survey for LTC managed buildings to cover Asbestos Management. Alternatively find one already in place, if one exists. Seconded Cllr Matthew Crayford. All in favour

6. Alex Mcgee – Llandeilo Town Band Concert

Alex shared the poster to remind councillors of the event, with a ticket available if requested

Noted

7. Community Risk Management Plan 2040 – Consultation

Consultation to fill. Clerk asked councillors to fill in the consultation when they get the opportunity

Noted

Min 134 / November / 23 – Planning Matters

Planning matters

PL/06863 - Installation of cladding to south facing gable - Dale House, 21 Crescent Road, Llandeilo, SA19 6HN

Cllr Keely Clarke and Cllr Kate Glanville added comment that the material proposed is not in keeping with the existing properties

Planning Decisions

PL/06491

Two small roof windows are proposed for the rear roof slopes creating light into a shower room and storage space within the existing front loft. The proposal includes adding a rear dormer to the property to allow access into the rear loft space to create an additional bedroom (Resubmission of PL/05932 Refused on 07/08/2023) 12A Bank Buildings, Llandeilo, SA19 6BU

Householder Granted 25/10/2023

PL/03363

Full planning permission

Erection of a residential dwelling - 1 storey bungalow (Re-submission of PL/00885)

Land at 40 Lon Rhys, Llandeilo, SA19 6RW

Full Refusal 24/10/2023

Transport and Highways

None

Min 135 / November / 23 - Financial Matters

1. Accounts for payment

i) Accounts for payment approval

	Net (£)	Vat (£)	Gross (£)
Ty Newydd Farm - Bulb Planting	75.00		75.00
Eifion Jones - Tennis Club Keys	20.00		20.00
EDF - Bowls Club	91.53	4.58	96.11
EDF - Shed	39.05	2.49	41.54
EDF - Tennis Club	52.36	2.60	54.96
Glasdon - Bench	733.16	146.63	879.79
LBS - Wood Stain Bowls Club recharge	123.42	24.68	148.10

LAS Recycling - Oct	51.14	10.22	61.36
Ty Newydd Farm - Bulb Planting 13th Nov	75.00		75.00
One Voice Wales - Training	38.00		38.00
Royal British Legion - wreath	50.00		50.00
Bevan Buckland - Payroll Services - quarterly invoice	112.50	22.50	135.00
JW Thomas – Posters for events	9.00		9.00

ii) Invoices Paid

LBS - Shelving Bowls Club Recharge	167.12	33.42	200.54
O James - Sum Up Readers	112.00	22.40	134.40
App Refund - Rufus Travel	50.00		50.00
App Refund - Infinite Law	50.00		50.00
App Refund - Cutting Edge	50.00		50.00
O James – Council Printer	249.63	49.93	299.56
Ben Goll - Entertainment Fireworks	100.00		100.00
Charles B Sams - Fireworks Lighting	400.83	82.17	483.00
Alan Thomas - Entertainment Fireworks	50.00		50.00
Speedy Asset Services - X Mas lights brackets testing	1,450.00	290.00	1,740.00

These payments were recommended for approval. Proposed by Cllr Simon Brownsill, seconded by Cllr Charlotte Morgan. All in favour

2. Income Received	£
Sians Emporium - Advert	80.00
Debs Wool Stop - Advert	80.00
Go cardless app income	196.00
Sum Up - Fireworks Income	1.96
Firework Income	4,142.41
Sum Up - Fireworks Income	1,801.07

3. Account Balances

LTC Current Account as at 19th November 2023 = £4,624.62

LTC Deposit Account as at 19th November 2023 = £20,419.68

4. Any other matters from the Responsible Finance Officer

i) Pay awards via SLCC (Society of Local Council Clerks) and NALC (National Association of Local Councils)

RFO David Eve reported the following:-

The National Association of Local Councils have advised councils of the pay awards agreed for implementation from the 1st April 2023. The new hourly rates are set out below;

		22/23	23/24
	Spine Point	Hourly Rate	Hourly Rate
		£	£
	Clerk 27	17.58	18.58
	Finance Officer 23	15.67	16.67
	Facilities Officer 20	14.75	15.75

The 23/24 rates should be backdated to 1st April 2023.

The cost of the arrears to 30th Nov 2022 is £763. The annual cost of the awards going forward into next year is £1,144. The current budget for staff costs is sufficient to meet this expenditure, but some additional budget provision may be required next year for any subsequent pay awards. This will be covered in the budget paper being prepared for discussion on the 6th December.

Cllr Keely Clarke proposed to approve, seconded by Cllr Charlotte Morgan. All in favour

ii) Section 137 expenditure

Section 137 of the 1972 Local Government Act allows local authorities to make contributions to certain charitable funds and not for profit bodies providing a public service in the area. Under the act there is a limit on such expenditure.

In 2023/24 the limit was £9.93 per local elector = £13,962 (based on 1,406 electors) A new figure of £10.81 per elector has recently been announced. This will increase the total maximum that the council can incur on section 137 expenditure in 2024/25 to £15,199.

Noted

iii) Council remuneration fee

HMRC have issued guidance regarding allowances paid to councillors - no liability to income tax arises in respect to the £156 payment made under the Determination of the Independent Remuneration Panel.

The following two conditions must apply for the exemption to be valid:-

- There must be a formal arrangement between the individual councillor and Community and Town Council.
- Secondly, each individual councillor must declare they work from home regularly under these arrangements.

A template letter has been prepared to satisfy the above requirements.

iv) Fireworks financial report

Fireworks financial report as below :-

See statement below;

Income	£
Gate – Income	5,945
Stall income	60
	6,005
Expenditure	£
Pendragon Fireworks	5,400
Ben Goll - Entertainment	100
Alan Thomas	50
Charles B Sams - Lighting	412
	5,962
Surplus +43	

5. Financial Requests

i) Festival of Senses

Cllr Christoph Fischer left the room due to his interest with Festival of Senses.

Information circulated in line with Llandeilo Town Council guidelines for funding.

Cllr Rob Jones proposed a £1000.00 as per LTC budget. Seconded by Cllr Geraint Price. All in Favour

Min 136 / November / 23 – Reports

1. Facilities officer (FO) report

Facilities officer report circulated to councillors, main points as follows :-

1. Weekly parks inspections and reported meter readings
2. Keys cut, 3 in total on the request of the Clerk for the Tennis Pavilion to be handed out to other users of the pavilion.
3. Identification dog tag found in Penlan Park notified the owner and gave it back to them via Spar in New Rd.
4. CCTV in the Tennis Pavilion rebooted after getting reports of a noise emitting from it.
5. Met Clerk at Tregib stores with other councillors to fetch gazebo's, signage and tables to then erect them in Cae William in preparation for the Fireworks display.
6. Tenders/quotes requested for the roof of the Bowls Pavilion from RBE Construction, Phil Beynon and Cled Moses also enquire if RBE and Phil Beynon were interested in quoting for the extension to the Bowls Pavilion.
7. Meeting with County Councillor Edward Thomas, Clerk, and complainant regarding the possibility of erecting a safety fence along the tarmacked path in Penlan Park to prevent future falls occurring.
8. Met Clerk and Simon Brownsill at Tregib stores to fetch gazebo's and erect them at the Festival of Senses for the Pylon Group and the Youth Club.
9. Read water meter in front of the Ambulance Station with the Clerk as part of the investigation into the leak of water within Parc Le Conquet

2. Parks and Green spaces Report

Report Circulated to councillors, main aspects of report with Full Council approval required:-

- Cllr Geraint Price proposed purchasing a grass collecting mower for events and PLQ playing field. Maximum cost £2500+VAT
Cllr Matthew Crayford proposed to purchase with the above limit, seconded by Cllr Simon Brownsill. All in favour
- Cllr Matthew Crayford thanked Cllr Christoph Fischer for the donation of sleepers
- Planters advertising banner costings – in drive from RELM
£84 per board – 2 boards per planter = £168.00
2 year contract, payment up front. Tender £250.00 per year per planter, £500.00 total.
Minimum £250.00 per year.
T&C to be written and finalised by Finance Officer David Eve. Bought back to Full Council in November or December
- Flag discussion to be forwarded to Events Committee
- Gareth Norton priced each heritage board, cost of £80-£100 per board. Three boards to be installed with costing confirmed once installed.
- Clerk to speak with Julia Cox regarding installation of Complex needs signage
- Approval from the group for People Speak up to use Park Le Conquet

- Helen Ragg memorial bench. £500 installation quote from Stuart quick received, which is to remove existing bench and install new bench, including relevant licences. Approved by the group, FO Eifion Jones to sanction the order and install

3. Fireworks report

Post event report Circulated.

Clerk added no incidents to report and good feedback from the event.

4. Publications report

Report Circulated to councillors, main aspects of report:-

- Newer images to be added to the website to keep it current
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- Newsletter items for February 2024 agreed, including a page on local governance, 1 page on Market Hall businesses, 1 page on Governmental structure, 1 page on Parks and volunteering, 1 page on volunteering opportunities with local groups and societies
- Passed for Council to add more relevant posters in the Council noticeboard under the archway
- Passed for the Clerk to look into possibly generating a live image feed of Llandeilo on the town Council website. Clerk will investigate the feasibility and report back to the group
- Cllr Rob Jones added that the website is well set up, but the language choice should be at the top right of the page. Not at the bottom. Clerk to investigate

5. Youth Council Working Group report

Report Circulated to councillors, main aspects of report:-

- Approved to Prepare an engagement strategy for Llandeilo Primary and Ysgol Teilo Sant. Input from Karen Towns head Teacher Llandeilo Primary received and very positive. Make the content relatable, fun and engaging for Children.
- Proposed an initial introductory presentation in school prior to a meeting in Hengwrt, to outline what the council and councillors do to represent the town. Presentation to showcase what Llandeilo Town Council govern, what Councillors are responsible for, what projects LTC are involved with.

Proposed by Cllr Charlotte Morgan to action the above, seconded by Cllr Christoph Fischer.
All in favour

Date to be set between the school and Clerk with December 4th as an aim

6. Accessibility report

Cllr Christoph Fischer shared the report from the previous meeting, discussing next steps for the group. A public consultation will be held in Llandeilo Bowls Club to engage with locals re potential boundaries within the town. Age Cymru Dyfed, People First, Anabl Cymru and Autism Wales will attend, staff permitting.

Feedback had been received that the venue may not be best suited for a consultation due to no lighting and no on site parking. Noted and will take into consideration for the next meetings.

Once the consultation meetings have been completed, Council will look to generate a Questionnaire raising the issues at hand, for advice and feedback.

Min 137 / November / 23 – Penlan Park incident

An incident had been reported to Council where a local resident Ms Tunney had fallen down the bank whilst collecting dog mess. The partner of the resident, Mr Atkins went to help, falling down the bank himself. Mr Atkins raised that the steep bank is dangerous and should have a fence erected as a matter of urgency.

Clerk, Facilities Officer and County Councillor Edward Thomas met with Mr Atkins to discuss the proposal and reported as above to Council.

Cllr Geraint Price proposed to get a quotation for a Parks Health and Safety Assessment, seconded by Cllr Keely Clarke. All in favour

Facilities Officer Eifion Jones to get a quotation for a Park Health and Safety assessment, to be discussed once received.

Min 138 / November / 23 – Llandeilo Town Council Memorabilia

Mayoress/Consort badge of recognition of office

Clerk requested it be minuted that he formally gives the past badges, ordered by Council for Consort of Cllr Rob Jones and Cllr Gordon Kilby for their respective years in office.

Noted

Min 139 / November / 23 – Parc Pencrug Development

Cllr Charlotte Morgan, Chair of Planning, circulated a 5 page response raising concerns regarding key items such as ‘The Wider Area’, ‘Current Concerns’, ‘LDP 2018-2033 document’, ‘Quality Impact Assessment’, ‘Access issues’ at Parc Pencrug, Active Travel figures etc. A comprehensive document, which will be available for public to view on planning application **PL/06580**

Cllr Keely Clarke proposed to approve the document.

Cllr Christoph Fischer seconded.

All in favour

Cllr Rob Jones thanked Cllr Charlotte Morgan for her in depth report raising a number of concerns by local residents and past documentation which POBL had not taken into consideration.

Min 140 / November / 23 – Mayors report

Mayors report circulated as follows :-

- **26th October** Carmarthenshire Food Network Zoom meeting
- **2nd November** Town Twinning AGM
- **3rd November** Met with Jonathan Edwards and residents in Parc Pencrug to relay our concerns regarding the POBL development in situ
Visited the official opening of Trizarro, jewelry shop returning to town after 8 years absence
Town Fireworks in the evening
- **6th November** Accessibility
- **7th November** Attended the Civic Society talk on preserving the Towy Valley with Mayoress.
- **8th November** Keep Wales Tidy webinar on available community grants.
- **9th November** Fair Trade Carmarthen Zoom meeting

- **11th November** Charity car wash at CK's in aid of Children in Need
Tenovus Cancer care coffee morning. Attended with Mayoress. Deputy Mayor also attended and drew raffle prizes.
- **12th November** Remembrance Sunday parade and service with Mayoress and deputy Mayor
Attended CK and LBS 5 a side tournament in aid of Children in Need.
- **13th November** Residents meeting regarding the POBL development in the White Hart.
- **15th November** Attended Town Band Music and Quiz event in Yr Hen Vic
- **17th November** Opened the Festival of Senses with MP Jonathan Edwards.
Deputy Mayor and Mayoress counted down to the Christmas Tree being switched on and greeted the crowd on behalf of the council.
- **18 November** Judged the Llandeilo Christmas Window competition

Min 141 / November / 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 20.40PM